



# Brighton & Hove City Council

## COMMITTEE WORK PROGRAMME Edition 11

UNLESS OTHERWISE SHOWN MEETINGS TAKE PLACE AT HOVE TOWN HALL  
NORTON ROAD  
HOVE  
BN3 3BQ  
[www.brighton-hove.gov.uk](http://www.brighton-hove.gov.uk)

To be Published February 2019

For further detailed information regarding specific issues to be considered by the Committee please contact the named contact officer for the item concerned.

The Council has chosen to publish a **Committee Work Programme** setting out matters which are anticipated to come before the Council and/or a Committee during the next 12 months. The programme will detail the decisions in the period listed, although not all decisions can be included because in some cases the need for a decision is not known at the time of publication. However an updated version of the Programme will be published on a monthly basis. The exception being those issues which are dealt with under the urgency provisions.

The Council's Constitution states that a key decision is one that involves:

- (a) *Expenditure which is, or the making of savings which are, significant having regard to the expenditure of the City Council's budget, namely above £500,000 per annum; or*
- (b) *Is significant in terms of its effects on communities living or working in an area comprising two or more electoral divisions (wards).*

For each decision included in the Committee Work Programme the following information is provided:

- the committee or body that is to make the decision and the date of the meeting
- the title of the report and decision to be considered
- individuals/groups that will be consulted prior to the decision being taken
- a list of other appropriate documents
- the name and telephone number of the contact officer and to whom any representations should be sent for each item.

The Programme is updated and published at the beginning of every month on the Council's web-site.

Meetings of the Council and Committees are open to the public (with the exception of discussion regarding reports which contain exempt/confidential information). Copies of agenda and reports for meetings are available on the web site in advance of meetings. For further details on the time of meetings and general information about the Programme please contact Mark Wall, Head of Democratic Services at Hove Town Hall, Norton Road, Hove BN3 3BQ or telephone 01273 291006 or send an e-mail to [mark.wall@brighton-hove.gov.uk](mailto:mark.wall@brighton-hove.gov.uk).

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
Decisions anticipated for February 2019				
<b>POLICY, RESOURCES &amp; GROWTH COMMITTEE (BUDGET) - 14 FEBRUARY AT 4.00PM HOVE TOWN HALL</b>				
70117	<b>Targeted Budget Management (TBM) 2018/19: Month 9</b> <i>All Committee Decisions</i>  <i>Wards affected: All Wards</i>	14 Feb 2019		Report of: Executive Director for Finance & Resources  Report Author: Jeff Coates Tel: 01273 292364, Nigel Manvell Tel: 01273 293104
74168	<b>General Fund Revenue Budget, Council Tax and Capital Strategy 2019/20</b> <i>All Committee Decisions</i> The revenue budget, Council tax and capital strategy report to be recommended to Budget Council  <i>Wards affected: All Wards</i>	14 Feb 2019		Report of: Executive Director for Finance & Resources  Report Author: James Hengeveld Tel: 01273 291242
Decisions anticipated for March 2019				
<b>POLICY, RESOURCES &amp; GROWTH COMMITTEE - 21 MARCH AT 4.00PM HOVE TOWN HALL</b>				
74764	<b>Pay Policy Statement 2019/20</b> <i>All Committee Decisions</i> Annual publication of the council's Pay Policy Statement for 2019/20, as per the Localism Act 2011.  <i>Wards affected: All Wards</i>	21 Mar 2019  21 Mar 2019		Report of: Executive Director for Finance & Resources  Report Author: Matt Naish Tel: 01273 295088

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76350	<p><b>Annual Planned Maintenance Budget and Asset Management Fund Allocations 2019-20 for the Council's Operational Buildings</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected:</i></p>	21 Mar 2019		<p>Report of: Executive Director, Economy, Environment &amp; Culture</p> <p>Report Author: Angela Dymott Tel: 01273 291450, Martin Hilson Tel: 01273 291452</p>
76301	<p><b>Customer Experience Strategy 2019</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	21 Mar 2019		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Rima Desai Tel: 01273 291268, Brian Foley Tel: 01273 291229, Victoria Paling Tel: 01273</p>
76194	<p><b>Disposal of 62/63 Old Steine and 3 Palace Place</b>  <i>All Committee Decisions</i>                      Disposal Disposal of 62/63 Old Steine and 3 Palace Place on long lease</p> <p><i>Wards affected: St Peter's &amp; North Laine</i></p>	21 Mar 2019  21 Mar 2019		<p>Report of: Executive Director, Economy, Environment &amp; Culture</p> <p>Report Author: Robert Crossan Tel: 01273 291442</p>

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76157	<p><b>Unpaid Trial Shifts</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	21 Mar 2019		<p>Report of: Executive Director, Economy, Environment &amp; Culture</p> <p>Report Author: Sophie Moss Tel: 01273 291104</p>
<b>CHILDREN, YOUNG PEOPLE &amp; SKILLS COMMITTEE - 4 MARCH AT 4.00PM HOVE TOWN HALL</b>				
74274	<p><b>Progress Report on Providing Access to Childcare and Employment</b> <i>All Committee Decisions</i></p> <p>This report will give an update on the Providing Access to Childcare and Employment project part funded by the Interreg European Regional Development Fund and make recommendations for future work.</p> <p><i>Wards affected: All Wards</i></p>	4 Mar 2019		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Caroline Parker Tel: 01273 293587</p>
75976	<p><b>A Review of 'Poverty Proofing the School Day' Programme</b> <i>All Committee Decisions</i></p> <p>This report outlines how the 'Poverty Proofing the School Day' programme was implemented in schools in the city. It celebrates some of the good practice found, issues that arose and the legacy of the project.</p> <p><i>Wards affected: All Wards</i></p>	4 Mar 2019		<p>Report of: Executive Director for Families, Children &amp; Learning</p> <p>Report Author: Hilary Ferries Tel: 01273 293738, Andrea Weller Tel: 01273 293526</p>

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76123	<p><b>Education Capital Resources and Capital Investment Programme 2019/20</b>  <i>All Committee Decisions</i>                      This report informs the committee of the level of available capital resources and to recommend a Capital Investment Programme    <i>Wards affected: All Wards</i></p>	<p>4 Mar 2019                        21 Mar 2019</p>		<p>Report of: Executive Director for Families, Children &amp; Learning                          Report Author: Richard Barker Tel: 01273 290732</p>
76505	<p><b>Standards Report for 2017/18</b>  <i>All Committee Decisions</i>                      Report on educational standards in the city    <i>Wards affected:</i></p>	<p>4 Mar 2019</p>		<p>Report of: Executive Director for Families, Children &amp; Learning                        Report Author: Mark Storey Tel: 1273 294271</p>
<b>HEALTH OVERVIEW &amp; SCRUTINY - 20 MARCH AT 4.00PM HOVE TOWN HALL</b>				
<b>TOURISM, DEVELOPMENT &amp; CULTURE COMMITTEE 7 MARCH AT 4.00PM - HOVE TOWN HALL</b>				
74421	<p><b>Outdoor Events Strategy</b>  <i>All Committee Decisions</i>                      To seek committee approval for a new Outdoor Events Strategy    <i>Wards affected: All Wards</i></p>	<p>7 Mar 2019</p>		<p>Report of: Executive Director, Economy, Environment &amp; Culture                        Report Author: Ian Shurrock Tel: 01273 292084</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
74810	<p><b>Sustainable Drainage Systems Supplementary Planning Document (SuDS-SPD)</b>  <i>All Committee Decisions</i>                      Following the consultation of the Draft SuDS SPG, there have been no significant comments to the document and so this report is requesting approval of the finalised SuDS-SPD to be incorporated into the planning suite of documents.</p> <p><i>Wards affected: All Wards</i></p>	7 Mar 2019		<p>Report of: Executive Director, Economy, Environment &amp; Culture</p> <p>Report Author: Nick Bean Tel: 01273 290227</p>
76025	<p><b>Review of the Pride Village Party</b>  <i>All Committee Decisions</i>                      A review of the Pride Village Party</p> <p><i>Wards affected: All Wards</i></p>	7 Mar 2019		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Jo Player Tel: 01273 292488</p>
76421	<p><b>Procurement of Brighton Centre Hosted Ticketing System</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	7 Mar 2019		<p>Report of: Executive Director, Economy, Environment &amp; Culture</p> <p>Report Author: Howard Barden Tel: 01273 292646, James Breen Tel: 01273 293593</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
76333	<p><b>Update on RPM Advisory Group</b>  <i>All Committee Decisions</i>                      To advise Councillors on the membership of the RPM Advisory Group and seek approval for the appointment of the Chair.</p> <p><i>Wards affected: All Wards</i></p>	7 Mar 2019		<p>Report of: Executive Director, Economy, Environment &amp; Culture</p> <p>Report Author: Janita Bagshawe Tel: 01273 292840, Val Birchall Tel: 01273 292571</p>
<b>NEIGHBOURHOODS, COMMUNITIES &amp; EQUALITIES COMMITTEE - 11 MARCH AT 4.00PM HOVE TOWN HALL</b>				
76027	<p><b>Update on the Violence Vulnerability and Exploitation Strategy and Action Plan</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	11 Mar 2019		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Tim Read Tel: 01273 290393</p>
76141	<p><b>Domestic and Sexual Violence and Abuse and VAWG Strategy</b>  <i>All Committee Decisions</i>                      The report will provide details of the vision, purpose, priorities and objectives including how we will work in partnership and the underpinning commitments in relation to this.</p> <p><i>Wards affected:</i></p>	11 Mar 2019		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Lindsay Adams Tel: 01273 291032</p>



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76435	<p><b>Progress Update on Implementation of International Migrant Needs Assessment Recommendations</b>  <i>All Committee Decisions</i>                      Progress Update on Implementation of International Migrant Needs Assessment Recommendations</p> <p><i>Wards affected: All Wards</i></p>	11 Mar 2019		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Emma McDermott Tel: 01273 296805</p>
<b>AUDIT &amp; STANDARDS COMMITTEE - 12 MARCH AT 4.00PM HOVE TOWN HALL</b>				
74821	<p><b>Annual Surveillance Report 2018</b>  <i>All Committee Decisions</i>                      To provide an over view of surveillance activity undertaken by the Council in 2018 and to report back on the inspection of the Investigatory Powers Commissioner's Office in November 2018</p> <p><i>Wards affected: All Wards</i></p>	12 Mar 2019		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Jo Player Tel: 01273 292488</p>
<b>HOUSING &amp; NEW HOMES COMMITTEE - 13 MARCH AT 4.00PM HOVE TOWN HALL</b>				
74150	<p><b>Housing Management Performance Report Quarter 3 2018/19</b>  <i>All Committee Decisions</i>                      The housing management performance report covers Quarter 3 of the financial year 2018/19.</p> <p><i>Wards affected: All Wards</i></p>	13 Mar 2019		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Ododo Dafe Tel: 01273 293201, Tom Matthews Tel: 01273 293234</p>

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76487	<p><b>Homeless Move On - Hollingbury Library proposals</b>  <i>All Committee Decisions</i>                      Further report on a final viable scheme to come forward to March Housing &amp; New Homes Committee and, Policy Resources &amp; Growth Committee for approval following further consideration at Estate Regeneration Members Board on 11 March.</p> <p><i>Wards affected: Patcham</i></p>	13 Mar 2019		Report of: Executive Director for Neighbourhoods, Communities & Housing  Report Author: Martin Reid Tel: 01273 293321
<b>LICENSING COMMITTEE - 14 MARCH AT 3.00PM HOVE TOWN HALL</b>				
76283	<p><b>Premises licence applications for shared work places</b>  <i>All Committee Decisions</i>   <i>Wards affected: All Wards</i></p>	14 Mar 2019		Report of: Executive Director for Neighbourhoods, Communities & Housing  Report Author: Mark Savage-Brookes Tel: 01273 292100
76286	<p><b>Annual Report of the Licensing Authority 2018</b>  <i>All Committee Decisions</i>   <i>Wards affected: All Wards</i></p>	14 Mar 2019		Report of: Executive Director for Neighbourhoods, Communities & Housing  Report Author: Jim Whitelegg Tel: 01273 292438

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76288	<p><b>Blue Book Amendment</b>  <i>All Committee Decisions</i>                      To amend policy regarding transfer of Hackney Carriage Vehicles</p> <p><i>Wards affected: All Wards</i></p>	14 Mar 2019		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Martin Seymour Tel: 01273 296659, Jim Whitelegg Tel: 01273 292438</p>
76292	<p><b>Hackney Carriage &amp; Private Hire Driver Enforcement and Monitoring</b>  <i>All Committee Decisions</i>                      To report on Hackney Carriage &amp; Private Hire Driver Enforcement and Monitoring</p> <p><i>Wards affected: All Wards</i></p>	14 Mar 2019		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Martin Seymour Tel: 01273 296659, Jim Whitelegg Tel: 01273 292438</p>
76290	<p><b>Blue Book Amendment</b>  <i>All Committee Decisions</i>                      To approve generic door signs</p> <p><i>Wards affected: All Wards</i></p>	14 Mar 2019		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Martin Seymour Tel: 01273 296659, Jim Whitelegg Tel: 01273 292438</p>

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<b>ENVIRONMENT, TRANSPORT &amp; SUSTAINABILITY COMMITTEE - 19 MARCH AT 4.00PM HOVE TOWN HALL</b>				
69598	<p><b>2019/20 Local Transport Plan Capital Programme</b>  <i>All Committee Decisions</i>                      Consideration of proposed, detailed allocation of blocks of funding received from Government for investment in Maintenance and Integrated Transport during 2019/20.</p> <p><i>Wards affected: All Wards</i></p>	19 Mar 2019		<p>Report of: Executive Director, Economy, Environment &amp; Culture</p> <p>Report Author: Andrew Renaut Tel: 01273 292477</p>
74231	<p><b>Official Feed and Food Controls Service Plan 2019/20</b>  <i>All Committee Decisions</i>                      To agree the 2019/20 feed and food service plan as required by the Food Standards Agency's Framework Agreement on Local Authority Food Law Enforcement.</p> <p><i>Wards affected: All Wards</i></p>	19 Mar 2019		<p>Report of: Executive Director for Neighbourhoods, Communities &amp; Housing</p> <p>Report Author: Nick Wilmot Tel: 01273 292157</p>
76190	<p><b>Parking Schemes Update Report</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: Hanover &amp; Elm Grove; Queen's Park</i></p>	19 Mar 2019		<p>Report of: Executive Director, Economy, Environment &amp; Culture</p> <p>Report Author: Catherine Dignan Tel: 01273 292235</p>

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76531	<p><b>Historic road scheme affecting land at A259 Wellington Road</b>  <i>All Committee Decisions</i>                      Proposed rescission of 1982 road scheme</p> <p><i>Wards affected: South Portslade</i></p>	19 Mar 2019		<p>Report of: Executive Director, Economy, Environment &amp; Culture</p> <p>Report Author: Robert Crossan Tel: 01273 291442, Andrew Renaut Tel: 01273 292477, Laura Wells Tel: 01273 291028</p>
<b>HEALTH &amp; WELLBEING BOARD - 19 MARCH AT 4.00PM BRIGHTON TOWN HALL</b>				
76443	<p><b>Review of Frail Elderly and hospital discharge</b>  <i>Health &amp; Wellbeing Board</i></p> <p><i>Wards affected: All Wards</i></p>	19 Mar 2019		<p>Report of: Executive Director for Health &amp; Adult Social Care</p> <p>Report Author: Barbara Deacon Tel: 01273 296805, Grace Hanley, Rob Persey Tel: 01273 295032</p>
76441	<p><b>Healthwatch annual report</b>  <i>Health &amp; Wellbeing Board</i></p> <p><i>Wards affected: All Wards</i></p>	19 Mar 2019		<p>Report of: Executive Director for Health &amp; Adult Social Care</p> <p>Report Author: Barbara Deacon Tel: 01273 296805, Rob Persey Tel: 01273 295032</p>

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76439	<p><b>Better Care Plan -</b> <i>Health &amp; Wellbeing Board</i></p> <p><i>Wards affected: All Wards</i></p>	19 Mar 2019		<p>Report of: Executive Director for Health &amp; Adult Social Care</p> <p>Report Author: Barbara Deacon Tel: 01273 296805, Cat Harwood-Smith Tel: 01273 296417</p>
76437	<p><b>Taking the review of the Health &amp; Wellbeing Board forward</b> <i>Health &amp; Wellbeing Board</i></p> <p><i>Wards affected: All Wards</i></p>	19 Mar 2019		<p>Report of: Executive Director for Health &amp; Adult Social Care</p> <p>Report Author: Barbara Deacon Tel: 01273 296805, Rob Persey Tel: 01273 295032</p>
76446	<p><b>JSNA - Multiple Long term Conditions</b> <i>Health &amp; Wellbeing Board</i></p> <p><i>Wards affected: All Wards</i></p>	19 Mar 2019		<p>Report of: Executive Director for Health &amp; Adult Social Care</p> <p>Report Author: Barbara Deacon Tel: 01273 296805, Kate Gilchrist Tel: 01273 290457, Barbara Hardcastle Tel: 01273 296579, Alistair Hill Tel: 01273 296560</p>

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76448	<p><b>Recommissioning Sexual Health Services</b>  <i>Health &amp; Wellbeing Board</i></p> <p><i>Wards affected: All Wards</i></p>	19 Mar 2019		<p>Report of: Executive Director for Health &amp; Adult Social Care</p> <p>Report Author: Barbara Deacon Tel: 01273 296805, Alistair Hill Tel: 01273 296560, Stephen Nicholson Tel: 01273 296554</p>
<b>ITEMS PREVIOUSLY LISTED IN THE COMMITTEE WORK PROGRAMME BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED</b>				