

**BRIGHTON & HOVE CITY COUNCIL**  
**STRATEGY, FINANCE & CITY REGENERATION COMMITTEE**

**4.00pm 7 DECEMBER 2023**

**COUNCIL CHAMBER, HOVE TOWN HALL**

**MINUTES**

**Present:** Councillor Sankey (Chair) Taylor (Deputy Chair), Shanks (Opposition Spokesperson), Cattell, McNair, Muten, Robins, Robinson, Rowkins and Stevens

**PART ONE**

**57 PROCEDURAL BUSINESS**

**57a Declarations of substitutes**

57.1 Councillor Stevens was present as substitute for Councillor Williams.

57.2 Councillor Robinson was present as substitute for Councillor Pumm.

**57b Declarations of interests**

57.3 There were none.

**57c Exclusion of the press and public**

57.4 In accordance with Section 100A of the Local Government Act 1972 ("the Act"), the Committee considered whether the public should be excluded from the meeting during consideration of any item of business on the grounds that it is likely in view of the business to be transacted or the nature of the proceedings, that if members of the public were present during it, there would be disclosure to them of confidential information as defined in Section 100A (3) of the Act.

57.5 **RESOLVED** - That the public are excluded from the meeting from items listed on Part 2 of the agenda.

**58 OFFICER URGENCY DECISION**

58.1 **Resolved-** That the Committee note the officer decision.

**59 MINUTES**

59.1 **Resolved** – That the minutes of the previous meeting be approved as the correct record.

**60 CALL OVER**

60.1 The following items on the agenda were reserved for discussion:

- Item 63: Targeted Budget Management 2023/24: Month 7 (October)
- Item 65: Fair & Inclusive Update including Ethnicity and Disability Pay Gap reports
- Item 66: Customer Experience Strategy
- Item 67: Progress Update against Corporate Key Performance Indicators and Risks
- Item 69: Bus & Taxi Shelters Concession Agreement
- Item 70: Leisure Contract: Future Management Options
- Item 72: Appointments to Outside Bodies
- Item 73: Commercial Investment Property Strategy
- Item 74: Residential Property Strategy (non-HRA)
- Item 75: Zero Emission Buses (Zebra2) grant application

60.2 The Democratic Services Officer confirmed that the items listed above had been reserved for discussion and that the following reports on the agenda with the recommendations therein had been approved and adopted:

- Item 64: Treasury Management Strategy Statement 2023/24- Mid-Year Year Review
- Item 68: Local Land Charges- Fees & Charges
- Item 71: Review of Downland Advisory Panel Terms of Reference- 2023

**61 PUBLIC INVOLVEMENT**

61.1 There were none.

**62 MEMBER INVOLVEMENT**

61.1 There were none.

**63 TARGETED BUDGET MANAGEMENT (TBM) 2023/24: MONTH 7 (OCTOBER)**

61.1 The Committee considered a report of the Chief Finance Officer that set out an indication of forecast risks as at Month 7 (October) on the council's revenue and capital budgets for the financial year 2023/24.

61.2 Councillors Taylor, Shanks, Sankey, McNair and Dr Biswas Sasidharan asked questions on the report and contributed to the debate.

**61.3 Resolved-**

- 1) That the Committee note the forecast risk position for the General Fund, which indicates a potential forecast overspend risk of £2.870m. This includes an overspend of £0.361m on the council's share of the NHS managed Section 75 services.
- 2) That the Committee note the further escalation of recruitment and spending controls summarised in Section 12 to assist in mitigating the overspend forecast over the remaining months of the financial year.

- 3) That the Committee note the forecast for the Housing Revenue Account (HRA), which is currently a break-even position.
- 4) That the Committee note the forecast position for the Dedicated Schools Grant which is currently an overspend of £0.573m.
- 5) That the Committee note the forecast outturn position on the capital programme which is a forecast underspend of £1.986m and approve the variations and slippage in Appendix 6 and new schemes as set out in Appendix 7.

#### **64 TREASURY MANAGEMENT STRATEGY STATEMENT 2023-24 - MID-YEAR REVIEW**

##### **Resolved-**

- 1) That Strategy, Finance & City Regeneration Committee notes the key actions taken during the first half of 2023/24 to meet the Treasury Management Strategy Statement and practices (including the investment strategy) as set out in this report.
- 2) That Strategy, Finance & City Regeneration Committee notes the reported compliance with the Annual Investment Strategy for the 6 month period up to the end of September 2023.
- 3) That Strategy, Finance & City Regeneration Committee notes that the approved maximum indicator for investment risk of 0.05% has been adhered to and the authorised borrowing limit and operational boundary have not been exceeded.

#### **65 FAIR & INCLUSIVE UPDATE INCLUDING ETHNICITY AND DISABILITY PAY GAP REPORTS**

61.1 The Committee considered a report of the Executive Director, Governance, People & Resources that provided an update on the council's progress in meeting its Our People Promise commitment to be a fair and inclusive place to work. It provided an update on our current position and outlines our priorities and future actions.

61.2 Councillors McNair, Stevens, Cattell, Shanks, Robinsand Sankey and Dr Biswas Sasidharan asked questions and contributed to the debate.

##### **61.3 Resolved-**

- 1) That Committee notes the report and continues to support and champion actions within the FIAP.
- 2) That the organisation continues to ensure ethnically diverse panels for all senior posts, and that resource is identified as soon as possible to ensure diverse panels for all recruitment across the council where practicable.
- 3) That additional guidance is provided to ensure full use is made of positive action that can be applied during recruitment processes including candidate anonymisation and use of [Section 159 of the Equality Act 2010](#) (tiebreaker provision).

- 4) That the organisation allocates resource effectively and prioritises areas where workforce profile data shows the most under-representation.

## **66 CUSTOMER EXPERIENCE STRATEGY**

61.1 The Committee considered a report of the Executive Director, Governance, People & Resources that sought approval for the Customer Experience Strategy which has been refreshed based on feedback received from our customers and in consultation with the council's Customer Experience Steering Group and Customer Experience Ambassadors.

61.2 Councillors Stevens, McNair, Shanks and Dr Biswas Sasidharan asked questions and contributed to the debate of the report.

### **61.3 Resolved-**

- 1) That the Committee approves the Customer Experience Strategy as set out in Appendix 1.

## **67 PROGRESS UPDATE AGAINST CORPORATE KEY PERFORMANCE INDICATORS AND RISKS**

61.1 The Committee considered a report of the Executive Director, Governance, People & Resources that updated on progress made during the period 1 April 2023 to 30th September 2023 in relation to Corporate Key Performance Indicators (KPIs), the Council's current Strategic Risks which the SFCR committee has responsibility for and on Annual Governance Statement actions.

61.2 Councillors Shanks, Rowkins, McNair, Muten and Dr Biswas Sasidharan asked questions and contributed to the debate.

### **61.3 Resolved-**

- 1) That SFCR Committee note the progress made in relation to Corporate KPIs, particularly the corrective measures outlined for 'red' and 'amber' indicators included in Appendix 1.
- 2) That SFCR Committee note the council's current Strategic Risks linked to the committee as outlined in Appendix 2.
- 3) That SFCR Committee note progress against Annual Governance Statement (AGS) actions as monitored by Directorate Plans included in Appendix 3.

## **68 LOCAL LAND CHARGES - FEES AND CHARGES**

### **Resolved-**

- 1) That Committee agrees the fees and charges set out in 3.3.

## **69 BUS & TAXI SHELTERS CONCESSION AGREEMENT**

69.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that requested delegated authority to the Executive Director to tender the Bus & Taxi shelter advertising, cleaning, and maintenance concession and to grant authority to seek a temporary extension of the existing contract and to approve a new city-wide policy restricting the advertising of High Fat, Sugar, and Salt (HFSS) foods on all council property.

69.2 Councillors Muten, Shanks, McNair, Sankey and Robins asked questions and contributed to the debate.

69.3 Councillor Robins moved the following motion to amend recommendation 2.1 as shown in bold italics below:

2.1 That the Committee grants delegated authority to the Executive Director Economy, Environment & Culture, ***following consultation with the Chair of the Committee***, to procure and award a new Bus & Taxi Shelter Advertising Concession for a period of 8 years with an option to extend for a further period up to 24 months.

69.4 Councillor Taylor formally seconded the motion.

69.5 The Chair put the motion to the vote that passed.

69.6 The Chair then put the recommendations as amended to the vote that were approved.

69.7 **Resolved-**

1) That the Committee grants delegated authority to the Executive Director Economy, Environment & Culture, following consultation with the Chair of the Committee, to procure and award a new Bus & Taxi Shelter Advertising Concession for a period of 8 years with an option to extend for a further period up to 24 months.

2) That Committee agrees a waiver of contract standing orders to enable officers to agree an extension to the current concession contract on its expiry on 31st March 2024, or to enter into a new short-term contract, in each case for up to 18 months with an option to extend for a further 6 months while the procurement process takes place.

3) That committee approves a draft policy restricting the advertising of High Fat, Sugar, and Salt (HFSS) products on all Council owned and managed advertising spaces across the City as set out in Appendix A, the policy to apply only on the retendering or renewal of leases on any sites or properties.

## 70 LEISURE CONTRACT - FUTURE MANAGEMENT OPTIONS

61.1. The Committee considered a report of the Executive Director, Economy, Environment & Culture that outlined these options for the future management of the council's current Leisure Contract and made a recommendation as to the preferred option.

61.2. Councillors Shanks, Taylor and Robins asked questions and contributed to the debate.

61.3. **Resolved-**

- 1) That the Strategy, Finance & City Regeneration Committee agree that outsourcing the leisure contract remains the best option for the council's future leisure provision.

## **71 REVIEW OF DOWNLAND ADVISORY PANEL TERMS OF REFERENCE - 2023**

### **Resolved-**

- 1) That Committee agrees to the revised DAP Terms of Reference set out in Appendix 1.

## **72 APPOINTMENTS TO OUTSIDE BODIES**

72.1 The Committee considered a report of the Executive Director, Governance, People & Resources that requested a review of the appointments to the to the Standing Advisory Council on Religious Education (SACRE) and the East Sussex Pension Board.

72.2 Councillor Taylor proposed that Councillors Muten and Miller be appointed to SACRE.

72.3 Councillor Stevens seconded the nomination.

72.4 Councillor Taylor proposed that the Council's Section 151 Officer be nominated to the East Sussex Pension Board.

72.5 Councillor Rowkins seconded the motion.

72.6 Councillor Shanks asked questions on the report.

### **72.7 Resolved-**

- 1) That Committee agrees appointments to the following Outside Body positions

Standing Advisory Council on Religious Education (SACRE) – Councillor Muten and Councillor Miller

East Sussex Pensions Board – Nigel Manvell (Section 151 Officer)

## **73 COMMERCIAL INVESTMENT PROPERTY STRATEGY**

61.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that presented an investment strategy as well as recommendations for the disposal of some properties to rebalance the Commercial Investment Property Portfolio.

61.2 Councillors Taylor, Stevens, Shanks and Robins asked questions on the report and contributed to the debate.

### **61.3 Resolved-**

- 1) That Committee agrees to the disposal of properties listed in Appendix 1 of Part 2 of this report and delegates authority to the Executive Director Economy, Environment and

Culture and the Executive Director Governance, People & Resources to approve terms and take any necessary steps to facilitate this recommendation.

- 2) That Committee agrees to the provision of an annual commercial asset investment fund as described in paragraph 3.18 of this report to be included as part of the Capital Strategy for 2024/25 onwards.
- 3) That Committees agreed to the allocation of the net capital receipt from the disposal of 8-9 Kings Road for investment in the Commercial Investment Property Portfolio to address the council's repair liability as described in paragraph 3.22.

#### **74 RESIDENTIAL PROPERTY STRATEGY (NON-HRA)**

74.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that proposed a strategy that set out a plan for the future ownership, disposal, occupation and management of properties identified as surplus to requirements.

74.2 The following Officer Amendment was tabled and accepted by the committee:

2.4 That Committee agrees that 20% of the net proceeds from the disposal of the properties within the City Downland Estate **identified in paragraphs 3.8 and 3.9 of the Part 2 report** are ringfenced for the implementation of the City Downland Estate Plan priorities **as set out at paragraph 3.17;**

2.5 **That Committee agrees that the net proceeds from the disposal of properties identified in paragraphs 3.2 and 3.3 of the Part 2 report, previously approved for disposal, be decoupled from investment in the Stanmer Traditional Agricultural Buildings and instead be allocated to support capital investment in line with the council's approved capital strategy as set out at paragraph 3.18 of the report.**

2.6 **That the net proceeds from the disposal of the properties identified in paragraph 3.5 of the Part 2 report are allocated to support capital investment in line with the council's approved capital strategy as described in paragraph 3.18.**

74.3 Councillors Taylor, Robinson, Shanks and McNair asked questions and contributed to the debate.

74.4 The Chair then put the recommendations as amended to the vote that passed. Councillors Shanks and McNair requested their vote against be noted in the minutes.

#### **74.5 Resolved-**

- 1) That Committee noted the previous Committee decisions detailed in Appendix 1 of Part 2 of this report granting authority for the disposal of residential properties listed in paragraphs 3.2 and 3.3 of Part 2 of this report.
- 2) That Committee agreed to the disposal of additional vacant residential properties listed in paragraph 3.5 of Part 2 of this report and delegates authority to the Executive Director

Economy, Environment and Culture and the Assistant Director Legal and Democratic Services to approve terms and take any necessary steps to facilitate this recommendation.

- 3) That Committee agreed to the disposal of residential properties listed in paragraph 3.8 and 3.9 of Part 2 of this report and delegates authority to the Executive Director Economy, Environment and Culture and the Assistant Director Legal and Democratic Services to approve terms and take any necessary steps to facilitate this recommendation.
- 4) That Committee agreed that 20% of the net proceeds from the disposal of the properties within the City Downland Estate identified in paragraphs 3.8 and 3.9 of the Part 2 report are ringfenced for the implementation of the City Downland Estate Plan priorities as set out at paragraph 3.17;
- 5) That Committee agreed that the net proceeds from the disposal of properties identified in paragraphs 3.2 and 3.3 of the Part 2 report, previously approved for disposal, be decoupled from investment in the Stanmer Traditional Agricultural Buildings and instead be allocated to support capital investment in line with the council's approved capital strategy as set out at paragraph 3.18 of the report.
- 6) That the net proceeds from the disposal of the properties identified in paragraph 3.5 of the Part 2 report are allocated to support capital investment in line with the council's approved capital strategy as described in paragraph 3.18.

## **75 ZERO EMISSIONS BUSES (ZEBRA2) GRANT APPLICATION**

- 75.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that requested approval in principle an application by the Council for grant funding from the Zero Emissions (ZEBRA2) fund towards investment in new zero emissions buses and charging infrastructure in the City.
- 75.2 Councillors Muten, Rowkins, Taylor, Shanks and McNair asked questions and contributed to the debate of the report.
- 75.3 **Resolved-**
  - 1) That Committee notes the report and supports the bid for ZEBRA 2 funding for buses and charging infrastructure.
  - 2) That Committee approves a match funding contribution towards the bid as detailed in the Part Two report, subject to identification of resource.

## **76 PART TWO PROCEEDINGS**

- 76.1 **Resolved** – That the Part 2 Items remain exempt from disclosure from the press and public.

## **77 COMMERCIAL INVESTMENT PROPERTY STRATEGY PART 2**

As per minute Item 73



**78 RESIDENTIAL PROPERTY STRATEGY (NON HRA) PART 2**

As per minute Item 74

**79 ZERO EMISSIONS BUSES (ZEBRA2) GRANT APPLICATION (EXEMPT CATEGORY 3)**

As per minute Item 75

**80 ITEMS REFERRED FOR FULL COUNCIL**

80.1 **Resolved-** That Item 74 Residential Property Strategy (non HRA) be referred to Full Council for information.

The meeting concluded at 6.30pm

