





**Brighton & Hove
City Council**

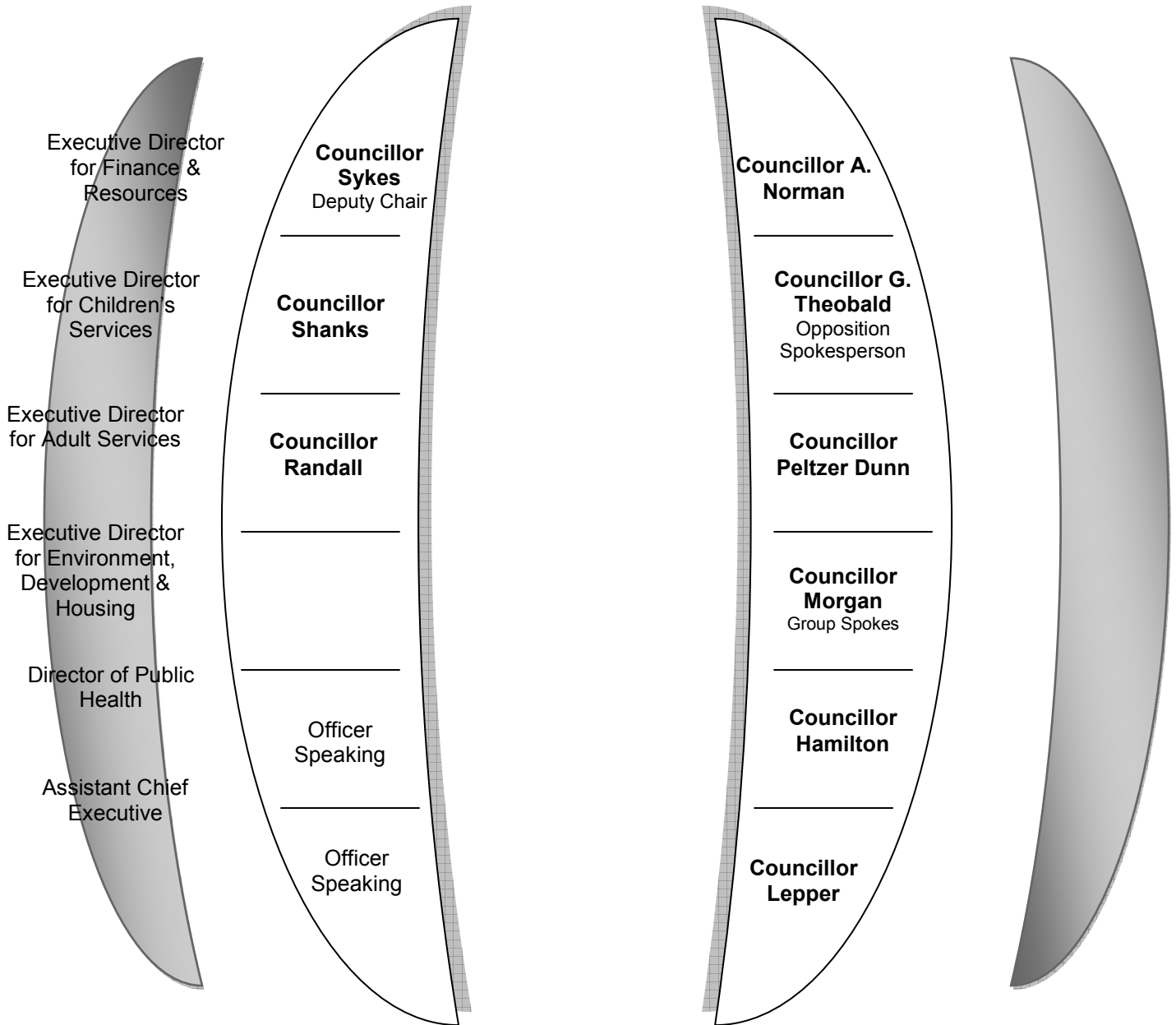
Policy & Resources Committee

Title:	Policy & Resources Committee
Date:	12 February 2015
Time:	4.00pm
Venue	Council Chamber, Hove Town Hall
Members:	Councillors: J Kitcat (Chair), Sykes (Deputy Chair), G Theobald (Opposition Spokesperson), Morgan (Group Spokesperson), Hamilton, Lepper, A Norman, Peltzer Dunn, Randall and Shanks
Contact:	Ross Keatley Democratic Services Manager 01273 291064 ross.keatley@brighton-hove.gov.uk

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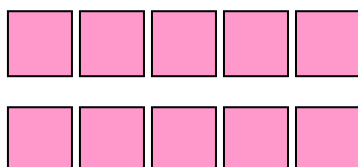
Democratic Services: Policy & Resources Committee

Monitoring Officer	Councillor J. Kitcat Chair	Chief Executive	Democratic Services Manager
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Public Speaker	Councillor Speaking
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Public Seating



Press

AGENDA

PROCEDURAL MATTERS

132 PROCEDURAL BUSINESS

(a) **Declaration of Substitutes:** Where Councillors are unable to attend a meeting, a substitute Member from the same Political Group may attend, speak and vote in their place for that meeting.

(b) **Declarations of Interest:**

- (a) Disclosable pecuniary interests;
- (b) Any other interests required to be registered under the local code;
- (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

- (i) the item on the agenda the interest relates to;
- (ii) the nature of the interest; and
- (iii) whether it is a disclosable pecuniary interest or some other interest.

If unsure, Members should seek advice from the committee lawyer or administrator preferably before the meeting.

(c) **Exclusion of Press and Public:** To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

NOTE: *Any item appearing in Part Two of the Agenda states in its heading the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.*

A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls.

133 MINUTES

1 - 14

To consider the minutes of the meeting held on 22 January 2015 (copy attached).

Contact Officer: Ross Keatley

Tel: 29-1064

POLICY & RESOURCES COMMITTEE

134 CHAIR'S COMMUNICATIONS

135 CALL OVER

- (a) Items (138 – 146) will be read out at the meeting and Members invited to reserve the items for consideration.
- (b) Those items not reserved will be taken as having been received and the reports' recommendations agreed.

GENERAL MATTERS

136 PUBLIC INVOLVEMENT

To consider the following matters raised by members of the public:

- (a) **Petitions:** to receive any petitions presented by members of the public to the full Council or as notified for presentation at the meeting by the due of 5 February 2015;
- (b) **Written Questions:** to receive any questions submitted by the due date of 12 noon on the 5 February 2015;
- (c) **Deputations:** to receive any deputations submitted by the due date of 12 noon on the 5 February 2015.

137 MEMBER INVOLVEMENT

15 - 34

To consider the following matters raised by councillors:

- (c) **Letters:** to consider any letters;

Portslade Old Police Station – Councillor G. Theobald

FINANCIAL MATTERS

138 GENERAL FUND REVENUE BUDGET & COUNCIL TAX 2015/16

To Follow

Report of the Interim Executive Director for Finance & Resources (to follow).

Contact Officer: Nigel Manvell

Tel: 29-3104

Ward Affected: All Wards

139 HOUSING REVENUE ACCOUNT BUDGET 2015/16

To Follow

Extract from the proceedings of the Housing Committee meeting held on 14 January 2015; together with a joint report of the Interim Executive Director for Finance & Resources and the Executive Director for Environment, Development & Housing (to follow).

Contact Officer: Sue Chapman

Tel: 01273 293105

Ward Affected: All Wards

POLICY & RESOURCES COMMITTEE

140 CAPITAL RESOURCES AND CAPITAL INVESTMENT PROGRAMME 2015/16 **To Follow**

Report of the Interim Executive Director for Finance & Resources (to follow).

Contact Officer: Rob Allen

Tel: 29-1245

Ward Affected: All Wards

141 HOUSING REVENUE ACCOUNT CAPITAL PROGRAMME 2015-2018 **35 - 50**

Extract from the proceedings of the Housing Committee meeting held on 14 January 2015; together with a joint report of the Interim Executive Director for Finance & Resources and the Executive Director for Environment, Development & Housing (copy attached).

Contact Officer: Benjamin Ben'Okagbue

Tel: 01273 293857

Ward Affected: All Wards

142 TARGETED BUDGET MANAGEMENT (TBM) 2014/15 MONTH 9 **To Follow**

Report of the Interim Executive Director for Finance & Resources (to follow).

Contact Officer: Jeff Coates

Tel: 29-2364

Ward Affected: All Wards

REGENERATION & PROPERTY MATTERS

143 VOLUNTARY DEDICATION OF LAND UNDER THE COUNTRYSIDE AND RIGHTS OF WAY ACT 2000 (CROW ACT) **51 - 58**

Report of the Interim Executive Director for Finance & Resources (copy attached).

Contact Officer: Jessica Hamilton

Tel: 29-1461

Ward Affected: Hollingdean & Stanmer

144 BROOKE MEAD EXTRA CARE HOUSING – DEVELOPMENT UPDATE **59 - 66**

Report of the Executive Director for Environment, Development & Housing (copy attached).

Contact Officer: Geoff Raw

Tel: 29-7329

Ward Affected: Queen's Park

CONTRACTUAL MATTERS

145 INTEGRATED SEXUAL HEALTH SERVICE CONTRACT **67 - 70**

Report of the Director of Public Health (copy attached).

Contact Officer: Stephen Nicholson

Tel: 296554

Ward Affected: All Wards

146 CORPORATE PROCUREMENT OF ELECTRICITY AND GAS SUPPLIES

71 - 78

Report of the Interim Executive Director for Finance & Resources (copy attached).

Contact Officer: Lisa Doody
Ward Affected: All Wards

Tel: 291131

GENERAL MATTERS

147 ITEMS REFERRED FOR COUNCIL

To consider items to be submitted to the 26 March 2015 Council meeting for information.

In accordance with Procedure Rule 24.3a, the Committee may determine that any item is to be included in its report to Council. In addition, each Group may specify one further item to be included by notifying the Chief Executive no later than 10.00am on 16 March 2015 (the eighth working day before the Council meeting to which the report is to be made), or if the Committee meeting takes place after this deadline, immediately at the conclusion of the Committee meeting.

The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions and deputations to committees and details of how questions and deputations can be raised can be found on the website and/or on agendas for the meetings.

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For further details and general enquiries about this meeting contact Ross Keatley, (01273 291064, email ross.keatley@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

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Date of Publication - Wednesday, 4 February 2015

BRIGHTON & HOVE CITY COUNCIL

POLICY & RESOURCES COMMITTEE

4.30pm 22 JANUARY 2015

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillors J Kitcat (Chair), Sykes (Deputy Chair), G Theobald (Opposition Spokesperson), Morgan (Group Spokesperson), Hamilton, Lepper, A Norman, Peltzer Dunn, Randall and Shanks

PART ONE

111 PROCEDURAL BUSINESS

(a) Declarations of Substitutes

111.1 There were no declarations of substitutes.

(b) Declarations of Interest

111.2 There were no declarations of interests in matters listed on the agenda.

(c) Exclusion of Press and Public

111.3 The Committee considered whether the press and public should be excluded from the meeting during the consideration of any of the items listed on the agenda.

111.4 **RESOLVED:** That the press and public be excluded from the meeting during consideration of the items contained in part two of the agenda.

112 MINUTES

112.1 Councillor G. Theobald noted that Councillor Brown's name had been omitted from the list of those present at the special meeting of the Committee held on 16 December 2014.

112.2 With the above addition, the minutes of the meeting held on 4 December 2014, and the minutes of the special meeting held on 16 December 2014 were approved as a correct record of the proceedings and signed by the Chair.

113 CHAIR'S COMMUNICATIONS

113.1 The Chair gave the following communications:

“Today’s meeting will be web cast live and will be capable of repeated viewing.

I would like to welcome you all to the first P&R meeting of 2015 and I hope all my colleagues are feeling refreshed and ready to get back to business. Before we begin I would like to share with you some of the council’s recent achievements.

Congratulations to the City Parks Projects Team for securing a development grant of £291,000 from the Heritage Lottery Fund and the Big Lottery Fund for the Stanmer Estate Restoration Project. A lot of excellent work has already gone into this project and I am delighted that will continue with this funding opportunity.

A huge well done to everyone in the council for their hard work and contribution to making us the most gay-friendly local authority in the country. I am very pleased Stonewall have once again recognised the council’s commitment to equality and making it a safe and supportive place to work for our LGB staff.

Lastly I wanted to take a moment to highlight the positive work the council is doing to combat radicalisation in our communities.

We have set up the ‘One Voice’ work programme to enable collaboration with Children’s Services, Public Health, Sussex Police, Faith Matters and members of the Muslim, Black and minority ethnic communities in tackling our core concerns around this. These include extremism, prejudice and inequality.

We also aim to promote positive role models and provide equal life chances to those at risk of radicalisation.

I am certain the ‘One Voice’ work programme will continue to be thorough and effective and is another example of the council’s commitment to recognising the diversity of our communities and working in partnership with them to bring about positive outcomes for their members and our city.”

114 CALL OVER

117.1 The following items were reserved for discussion.

- Item 117 Council Tax Base 2015/16
- Item 118 Business Rates Retention Forecast 2015/16
- Item 119 Sustaining the Stronger Families Communities Programme in 2015/16
- Item 120 Street Lighting Infrastructure Investment Options Business Case
- Item 123 Royal Pavilion Estate Capital Project
- Item 124 Development Domestic Violence and Sexual Violence Specialist Services for 2015/16 Onwards
- Item 125 Partial Review of Polling Places
- Item 127 Response to the Seafront Infrastructure Scrutiny Panel Recommendations

117.2 The Acting Democratic Services Manager confirmed that the items listed above had been reserved for discussion, and that the following reports of the agenda, with the recommendation therein, had been approved and adopted.

Item 121 Housing Related Support Commissioning Plan

Item 122 New Homes for Neighbourhoods – Kensington Street – Final Scheme Approval

Item 126 Committee Timetable 2015-16

Part Two

Item 129 Housing Related Support Commissioning Plan – Exempt Category 3

115 PUBLIC INVOLVEMENT

115.1 The Chair stated that there was one public question, as listed in the addendum, from Mr Jason Knight concerning Stanmer Park BHECT Tenants.

115.2 Mr Knight asked:

“Stanmer Park BHECT Tenants would like to request a formal response to our deputation to full council last May and an update on the review that was instigated as a result. We particularly wish to know why the stated deadline for reporting to P&R in November was not met, and respectfully request the current schedule. We also would like to register our serious concern at the lack of transparency and accountability, whereby our formal and collective requests for information both from the BHECT and the Council, and our specific requests to feed collectively into the process, are sidestepped or ignored.”

115.3 The Chair responded:

“Following deputations to council in 2014, the Chief Executive commissioned a review of the council’s position in relation to the Stanmer Park BHECT. Council officers and the Trust have discussed the situation of the tenants and work is ongoing in terms of exploring options for future investment and the management arrangements of the Trust. The review has concluded but deliberations on options it raises continue with the trustees. Thus the council’s position remains unchanged and it continues to support the work of the Trust Board, their management of the Trust’s estate and the management of their tenants.”

115.4 In response to supplementary comments from Mr Knight the Chair reiterated that the tenant’s relationship was with the agents appointed by the trust.

115.5 The Chair noted that no other petitions, public questions or deputations had been received for the meeting.

116 MEMBER INVOLVEMENT

116.1 The Notice of Motion as listed in the agenda was proposed by Councillor G. Theobald, on behalf of the Conservative Group, and seconded by Councillor A. Norman.

116.2 Councillor Shanks moved an amendment, on behalf of the Green Group, which was seconded by Councillor Sykes.

116.3 The Chair noted that the Green Group amendment had not been accepted by Councillor G. Theobald, and put the amendment to the vote which was **lost**.

116.4 The Chair then put the following motion to the vote:

Policy & Resources Committee resolves to request that officers bring proposals to the next meeting of the Committee, as part of the 2015/16 Budget report, the effect of which would be to:

- a) Retain the current £400k contract with the Brighton & Hove Youth Collective until it expires in October 2015 instead of terminating it 6 months early as proposed in the 4th December Budget Update and Savings 2015/16 report to this Committee. Identify the appropriate amount of one-off funding to enable this to happen;
- b) Transfer £22,500 (half of their annual combined grant of £45k) to Allsorts, BME Young People's Project and Extratime in order to enable them to continue providing their services after April 2015, when their current Council grant funding stops;
- c) Examine how services currently provided by Allsorts, BME Young People's Project and Extratime can be best integrated within the overall Youth Service budget; between now and October 2015 hold an open and transparent re-commissioning of all Council-funded Youth Services within the agreed budget envelope, with a genuine level playing field for all providers who express an interest in running the contract(s).

116.5 The Chair confirmed that the motion had been **carried**.

117 COUNCIL TAX BASE 2015/16

117.1 The Committee considered a report of the Interim Executive Director for Finance & Resources in relation to the Council Tax Base 2015/16. The council tax base represented the amount that would be raised by setting a £1 council tax, and was a requirement of the Local Government Finance Act 1992 which needed to be complied with by 31 January 2015. The purpose of the report was to ask the Committee to agree the tax base for 2015/16.

117.2 Councillor Sykes welcomed the improvement in the overall position from that of one month ago, and noted this was due to sensible changes and an increase in the number of homes being built. He went on to add that a significant contribution was from changes to the Council Tax Reduction Scheme, and that this change had been supported by the opposition parties, but opposed by the administration.

117.3 Councillor A. Norman stated that this was broadly good news and would make the task of balancing the overall budget slightly easier; the fall in the number of council tax benefit claimants was also welcomed. Attention was also drawn to the impact of the number of student exemptions on the council tax base; whilst it was acknowledged that

students contributed to the economy of the city in other ways. In response to specific questions Officers explained that work around single person discount fraud used data matching, and there were resources in place to continue this work. In relation to discounts for the mentally impaired; this was up to 100%, and there was no additional funding available – this could have a potential impact on resources.

- 117.4 It was clarified for Councillor Morgan that there was no additional funding from central government for the loss of income from student council tax exemptions. Officers agreed they could look into claims that such evidence had been obtained through a freedom of information request.
- 117.5 In relation to students Councillor Randall explained the authority was still waiting for further information from the University of Brighton; it was noted that the number of exempt properties had increased in recent years.
- 117.6 Councillor Hamilton noted that the increase in the council tax base was welcome.
- 117.7 The Chair then put the recommendations to the vote:
- 117.8 **RESOLVED:** That the Committee:
- 1) Approves this report for the calculation of the council's tax base for the year 2015/16.
 - 2) Agrees that in accordance with the Local Authorities (Calculation of Tax Base) (England) Regulations 2012, the amounts calculated by Brighton & Hove City Council as its council tax base for the year 2015/16 shall be as follows for each:-
 - a) Brighton and Hove in whole – 83,633.50 (as detailed in appendix 1)
 - b) Royal Crescent Enclosure Committee – 30.30 (as detailed in appendix 2)
 - c) Hanover Crescent Enclosure Committee – 42.10 (as detailed in appendix 3)
 - d) Marine Square Enclosure Committee – 67.70 (as detailed in appendix 4)
 - e) Parish of Rottingdean – 1,516.60 (as detailed in appendix 5)
 - 3) Agrees that for the purposes of Section 35(1) of the Local Government Finance Act 1992, the expenses of meeting the special levies issued to the council by the Enclosure Committees, shall be its special expenses.
 - 4) Agrees that the Enclosure Committees and Rottingdean Parish are paid the required council tax reduction grant of c£5,000 in total, to ensure they are no better or no worse off as a result of the introduction of the council tax reduction scheme for the reasons set out in paragraph 3.7.

118 BUSINESS RATES RETENTION FORECAST 2015/16

- 118.1 The Committee considered a report of the Interim Executive Director for Finance & Resources in relation to Business Rates Retention Forecast 2015/16. The report related to the statutory requirement placed on all business rates collection authorities to calculate how much business rates income each authority was likely to receive for the coming year. The report sought approval of the NNDR1 form so it could be submitted to the Department for Communities and Local Government and the Fire Authority by 31 January 2015 as required.
- 118.2 Councillor Sykes proposed an amendment on behalf of the Green Group that would allocate £33k to protect discretionary rates for charities and not for profit organisations that would otherwise be disproportionately affected.
- 118.3 The Chair seconded the amendment.
- 118.4 Councillor Hamilton welcomed the improved forecast position; in relation to the proposed amendment he noted his concern that some community organisations would lose out if the grants budget were to be cut.
- 118.5 Councillor G. Theobald noted he was supportive of business rate retention, and hoped that more of the large development schemes in the city would progress to further increase the rate base.
- 118.6 The Chair then put the amendment to the vote; which was **carried**.
- 118.7 The Chair then put then amended recommendations to the vote.
- 118.8 **RESOLVED:** That the Committee:
- 1) Note the amount forecast to be received by council in 2015/16 from its share of local business rates and section 31(Local Government Act 2003) compensation grants is £56.544m based on the latest data. This is £0.222m above the forecast used in the December 2014 budget update report.
 - 2) Agree the NNDR1 2015/16 form at Appendix 1 as amended.

119 SUSTAINING THE STRONGER FAMILIES STRONGER COMMUNITIES PROGRAMME IN 2015/16

- 119.1 The Committee considered a report of the Executive Director for Children's Services in relation to Sustaining the Stronger Families, Stronger Communities Programme in 2015/16. The report outlined the headline results to of the programme, and requested that the Committee agree a carry forward of funding to 2015/16 in order to sustain the expanded programme in April 2015.
- 119.2 Councillor Shanks noted the success of the programme in the city to date.
- 119.3 Councillor A. Norman noted that she had been involved with the programme at the early stage, and noted this as an example of a successful central government initiative

working in the city. In response to queries the Assistant Director of Children's Services explained that there was a partnership board that the voluntary sector sat on; the programme had various providers that often only provided one part of the wider programme.

- 119.4 Councillor Sykes noted the dedication and skill of the staff working in this area; in response to a question the Assistant Director explained that the success was due to the management of the programme, and the balance between the delegated team and the partnership work.
- 119.5 Councillor Morgan applauded the work of Officers; he noted that a number of the families in the programme lived in his ward and there were very real benefits for families and communities. In response to a query it was clarified that there would be close work with Officers in Public Health to ensure work in relation to violence against women and girls dovetailed with the programme.
- 119.6 The Chair then put the recommendations to the vote.
- 119.7 **RESOLVED:** That the Committee agree the grant carry forward from 2014/15 to 2015/16 of the Troubled Families Programme funding of £596,000 as outlined in paragraph 3.5 below.

120 STREET LIGHTING INFRASTRUCTURE INVESTMENT OPTIONS BUSINESS CASE

- 120.1 The Committee considered a report of the Executive Director for Environment, Development & Housing in relation to Street Lighting Infrastructure Investment Options Business Case. The report presented an invest to save proposal for street lighting to provide greater efficiency and reduced outgoings in the longer term with a view to minimising the total ownership. Should it be decided to pursue a full business case submission funding for a full business case would be met from the street lighting budget.

- 120.2 Councillor Randall welcomed the report, but requested that appropriate measures be taken to ensure the heritage lampposts in the city were properly protected.
- 120.3 In response to Councillor Peltzer Dunn the Executive Director explained that the savings would be achieved not only through reduced energy costs, but also through maintenance costs which would otherwise be significant; these costs would be annual unless there was a programme of renewal. Councillor Peltzer Dunn noted that he welcomed the report.
- 120.4 In response to queries raised by Councillor Morgan the Executive Director clarified that the work could now be progressed as the full audit of assets had been completed – this information was required before any modelling could take place. In relation to potential consultancy costs it was noted that detailed examination needed to be undertaken, but it was hoped the full amount allocated would not be required. Assurance was given that Officers would look at the best practice elsewhere and provide appropriate updates.
- 120.5 Councillor A. Norman agreed with the principles behind the work, but asked for assurance in relation to public safety at night time and the cost of consultants. In response to further points from Councillor A. Norman the Chair noted information had been shared with heritage groups in relation to the protection of heritage lampposts. Councillor Randall added that discussion had also taken place with the Heritage Commission. The Executive Director stated that there was no intention to replace heritage lampposts, these would be adapted, and the Team would be happy to have further discussions with heritage groups if there were ongoing concerns. In relation to night time safety it was clarified that the work would provide greater opportunities for residents to feel safe.
- 120.6 Councillor G. Theobald welcomed the proposals and hoped the works could be progressed as soon as possible.
- 120.7 The Chair then put the recommendations to the vote.
- 120.8 **RESOLVED:** That the Committee:
- 1) Approve the principle of formalising a £26m 'Invest to Save' city wide street lighting feasibility assessment with the Green Investment Bank or other potential investors.
 - 2) Grant approval to officers to review 'best practice' approaches and solutions including joint investment options with SE7 authorities.
 - 3) Give permission for officers to resource the preparation of a detailed financial model to inform a full business case submission to a subsequent P&R Committee in late 2015/early 2016.

121 HOUSING RELATED SUPPORT COMMISSIONING PLAN

- 121.1 **RESOLVED:** That the Committee:

- 1) Notes the contents of the report and agrees to the proposed commissioning and procurement plans for externally provided support services for up to five financial years (2015-16 to 2019-20 inclusive) subject to annual Budget Setting agreed at Full Council.
- 2) Agrees to the proposed review of directly provided (in house) support services and the development of future delivery model options to achieve savings, better value for money and strategic commissioning plans for delivering services to vulnerable people.
- 3) Agrees to delegate authority to the Executive Director of Adult Services to procure and enter into any contract to secure effective delivery of support services for vulnerable people as outlined in Section 6 of this report. Decisions shall be made in consultation with the Executive Directors of Environment, Development & Housing, Children's Services, Finance & Resources, Director of Public Health and the Monitoring Officer
- 4) Agrees that commissioning and procurement plans from April 2015 will be aligned with priorities within the Council's Housing Strategy 2015, Homelessness Strategy 2014-19, the Council's priorities for the integration of social care and health through the Better Care Plan and priorities agreed through the city's Health and Wellbeing Board or Housing Committee.

122 NEW HOMES FOR NEIGHBOURHOODS - KENSINGTON STREET - FINAL SCHEME APPROVAL

- 122.1 **RESOLVED:** That the Committee agree that the site is appropriated to the Housing Revenue Account for a capital receipt of up to £225,000 for the development of new housing.

123 ROYAL PAVILION ESTATE CAPITAL PROJECT

- 123.1 The Committee considered a report of the Assistant Chief Executive in relation to the Royal Pavilion Estate Capital Project. The report summarised the progress made to date on the phased capital works programme aimed to secure the long term future and viability of the Royal Pavilion. The report sought approval of the capital scheme and delegated authority for managing the project spend; it also set out the governance arrangements to oversee delivery and delegated authority to procure the range of work required.
- 123.2 Councillor Sykes noted that the decision not to destroy the building had been made by local referendum after the building's purchase in 1850; he noted the crucial work undertaken by the Major Projects Team.
- 123.3 The Chair noted the Royal Pavilion was critical to the tourist and cultural offer of the city and it was essential the long term future be secured. He thanked Officers for the work undertaken and for the cross-party support from Members.
- 123.4 Councillor G. Theobald welcomed the report and the partnership working that had already taken place.

123.5 The Chair then put the recommendations to the vote

123.6 **RESOLVED:**

- 1) That Policy & Resources Committee notes the progress made to date on the Royal Pavilion Estate capital project Phase 1, which has an estimated cost of £19.1 million, and the successful bids for ACE Stage 2 match funding and HLF Round 1 match funding totalling £10.8million towards these Phase 1 capital works.
- 2) That Policy & Resources Committee agrees that a Round 2 HLF bid is prepared and submitted for the Phase 1 capital works to the Brighton Dome and delegates authority to the Assistant Chief Executive and Executive Director, Finance & Resources to prepare, sign off and submit this bid.
- 3) That Policy & Resources Committee agrees that further bids to HLF are prepared and submitted for subsequent phases of capital works to the Royal Pavilion Estate and delegates authority to the Assistant Chief Executive and Executive Director, Finance & Resources to prepare, sign off and submit these bids.
- 4) That Policy & Resources Committee agrees the Procurement Strategy described in paragraphs 3.11 to 3.17 of this report.
- 5) That Policy & Resources Committee delegates authority to the Assistant Chief Executive and Executive Director, Finance & Resources to; procure the architect led design team to deliver the Phase 1 capital works and enter into contracts for these works following the procurement, subject to receiving planning permission; and procure and commission further works to satisfy HLF bid requirements, including the Interpretation Strategy, Brand Identity & Wayfinding and Management & Maintenance Plan.
- 6) That Policy & Resources Committee notes the funding requirements for the project and commits the council to match funding of £0.75 million for the Phase 1 capital works.
- 7) That Policy & Resources Committee authorises spend against the ACE and HLF secured match funding for the Phase 1 capital works for the appointment of an architect led design team to carry out the detailed design, prepare contract documentation and procure a main contractor.
- 8) That Policy & Resources Committee approves £10,000 from the council's 2014/15 Strategic Investment Fund to provide support to progress the project.
- 9) That Policy & Resources Committee confirms the council commitment to the Royal Pavilion Estate capital project, agrees to act as lead organisation and supports continued joint working with the Brighton Dome & Festival Limited (BDFL) and the Royal Pavilion & Museums.
- 10) That Policy & Resources Committee notes the need to formalise the relationship between the Council and BDBF and the possible advantages of an incorporated

joint venture delivery vehicle for the project and that the Assistant Chief Executive and Interim Director Finance & Resources will appraise options and negotiate terms with BDFL, with the outcome being presented to a future Policy & Resources Committee for approval.

124 DEVELOPING DOMESTIC VIOLENCE AND SEXUAL VIOLENCE SPECIALIST SERVICES FOR 2015/16 ONWARDS

- 124.1 The Committee considered a report of the Director of Public Health in relation to Improved Domestic Violence and Sexual Violence Specialist Services from 2015/16 Onwards. The report sought agreement to tender and award a contract for the supply of a specialist service from victims and survivors of domestic violence and abuse and with the aim of bringing together a range of existing services; creating simplified care pathways and reducing duplication. This was to better meet the risk posed to, and needs of victims and survivors and their families in the context of increasing demand.
- 124.2 Councillor Randall welcomed the report, and thanked the Lead Commissioner for the work already undertaken. He noted this was a critical service for the city, and a highly important issue.
- 124.3 Councillor Morgan noted his involvement in this area through the Community Safety Forum, and thanked the Lead Commissioner for the detailed briefing. He highlighted the increased levels of reporting in the city, and praised the work of the Police & Crime Commissioner in this area and the funding that had been committed. He added that a future Labour administration in the city would put increased funding into this area, and he hoped the social value weighting of the tender would secure the right expertise for the service. Councillor Morgan endorsed the work by Officers and recommended the report for approval.
- 124.5 Councillor A. Norman noted the quality of the report, and extended her thanks. She stated this was a commissioning exercise for a key service that was welcomed by the Conservative Group, and she hoped the new contracts would provide greater stability for the service going forward.
- 124.6 The Chair then put the recommendations to the vote.
- 124.7 **RESOLVED:** That the Committee:
- 1) Approves the tendering of a specialist service through a competitive procurement process for a 3 year contract with an option to extend by up to a further two years (at the Council's discretion).
 - 2) Grant delegated authority to the Director of Public Health to approve the award of a contract to the successful bidder(s) following recommendations of the tender evaluation panel with an option to extend by up to a further two years.

125 PARTIAL REVIEW OF POLLING PLACES

- 125.1 The Committee considered a report of the Chief Executive in relation to the Partial Review of Polling Places. The report detailed the partial review of polling places within

the city. The authority was legally required to undertake a full review of polling districts every five years; the full review, including the wider consultation, was carried out in autumn 2013, and took effect for the European Parliamentary elections in May 2014. Following the full review issues had arisen in three polling places leading to a review in the Central Hove, Goldsmid and Wish wards.

125.2 Councillor Peltzer Dunn thanked Officers for the consideration given to the points raised by Ward Councillors during the consultation, and noted that polling places should be as accessible as possible.

125.3 In response to Councillor Shanks the Chief Executive agreed that the authority should minimise the use of schools as polling stations and this was one of the principles that had underpinned both recent reviews. Councillor Morgan agreed with this position, but noted there was an opportunity to provide education for children and young people in relation to elections and voting.

125.4 The Chair then put the recommendations to the vote.

125.5 **RESOLVED:**

1) That the Committee approves the following:

- (a) that the Parish Room, Church of the Sacred Heart, Norton Road be used as a polling place for UY, Central Hove ward.
- (b) that the Refectory Room, Brighton & Hove Sixth Form College (BHASVIC), be used as a polling place for NZ, Goldsmid ward
- (c) that the Ajax Hall be retained as a polling place for NV, Goldsmid ward
- (d) that a portacabin be used as the polling place for SW, Wish ward, to be sited in Saxon Road or the western side of Aldrington Recreation ground, dependent on the advice of transport planners.

2) That the Executive Director Finance & Resources be granted delegated authority to take the measures, as required by law, to bring the changes into effect.

3) That the Committee delegates to the Executive Director Finance & Resources, following consultation with the Group Leaders and respective ward councillors, the designation of alternative polling places in the event of any polling place in Brighton & Hove not being available.

126 COMMITTEE TIME TABLE 2015-16

126.1 **RESOLVED:** That the proposed time table of meetings for the 2015-16 municipal year be agreed; subject to any necessary amendments following changes to the Constitution and/or committees' requirements.

127 RESPONSE TO THE SEAFRONT INFRASTRUCTURE SCRUTINY PANEL RECOMMENDATIONS

126.1 The Committee considered a joint report of the Executive Director for Environment, Development & Housing and the Assistant Chief Executive. The Seafront Infrastructure

Scrutiny Panel report had been endorsed by the Overview & Scrutiny Committee on 20 October 2014, and the report formed the first formal response to the Panel recommendations.

- 126.2 The Chair noted that the key theme of the report was that the works would need to be self-sustaining.
- 126.3 Councillor Morgan noted that the seafront was the main asset for the city as it served economic, transportation and recreational purposes, and this work would need to be a priority for any future administration. He hoped that once works had been progressed the seafront would not be allowed to fall into this level of disrepair in future.
- 126.4 Councillor Peltzer Dunn highlighted that the investment needed to go into the whole seafront; not just focusing on the areas with the greatest draw for tourism.
- 126.5 The Chair thanked the Panel and its Chair, Councillor Mitchell, whom was present at the meeting.
- 126.6 The Chair then put the recommendations to the vote.
- 126.7 **RESOLVED:**
- 1) That the Committee notes the recommendations of the Scrutiny Panel and agrees the responses to each of the individual recommendations as provided in appendix 1.
 - 2) That the Committee agrees a further report is considered by the Policy & Resources Committee in March 2015 as recommended by the Scrutiny Panel to outline how a seafront investment programme will be managed.
 - 3) That Committee agrees a further report is considered by the Policy & Resources Committee in September 2015 as recommended by the Scrutiny Panel, to outline the key challenges faced by a seafront investment programme and identify potential solutions and resources to meet the challenges.

128 ITEMS REFERRED FOR COUNCIL

- 128.1 The following items were referred to the 26 March 2015 Council meeting for information.

Item 127 Response to the Seafront Infrastructure Scrutiny Panel Recommendations

129 HOUSING RELATED SUPPORT COMMISSIONING PLAN - EXEMPT CATEGORY 3

- 129.1 The information contained in the Part Two appendix was noted.

130 PART TWO MINUTES - EXEMPT CATEGORY 3

- 130.1 Councillor G. Theobald noted that Councillor Brown's name had been omitted from the list of those present at the special meeting.

130.2 With the above addition, the Part Two minutes of the special meeting held on 16 December 2014 were approved as a correct record of the proceedings and signed by the Chair.

131 PART TWO PROCEEDINGS

131.1 **RESOLVED:** That the information listed in Part Two of the agenda and decision thereon remain exempt from disclosure to the press and public.

The meeting concluded at 6.02pm

Signed

Chair

Dated this

day of

Penny Thompson – Chief Executive
Brighton & Hove City Council
Grand Avenue
Hove

28 January 2015

Dear Penny

Portslade Old Police Station Heritage Centre

I am submitting the following letter under Council Procedure Rule 23.3 to be included on the agenda for the Policy & Resources Committee meeting of 12th February 2015.

I am writing to ask that Policy & Resources Committee gives serious consideration to the proposal put forward by the Brighton & Hove Heritage Commission to convert the Old Police Station building in St Andrews Road into a community and heritage centre. Their proposal is attached to this letter.

I believe that the proposed Heritage Centre has the potential to be a fantastic community asset for Portslade and would contribute to the much-needed regeneration of the area. This is in stark contrast to the Council's approved plan to convert the building into a maisonette for disposal on the open market.

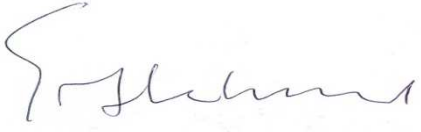
More specifically, the Heritage Commission's proposal, which I fully support, asks the Council to give them a six month window in order to put together a fully-costed and funded plan for a Heritage Centre. This would involve working with the Council to:

- Secure the building against theft and vandalism
- Set up a Friends of Portslade Heritage Centre
- Carry out a full neighbourhood consultation on terms of reference of the Trust
- Appoint a steering committee for the project
- Agree a constitution and elect Trustees
- Carry out full structural survey and carry out immediate necessary repairs
- Commission project team to put together detailed plans for building restoration
- Commence promotional works

There is considerable public support for the proposed community centre as well as across the political spectrum and amongst local experts, as evidenced in the Heritage Commission's proposal document.

I ask that the Committee agrees to a 6 month hiatus to enable plans for a Heritage community centre to be fully worked up.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Geoffrey Theobald', written in a cursive style.

Cllr. Geoffrey Theobald

TOWARDS THE REGENERATION OF PORTSLADE

PORTSLADE OLD POLICE STATION HERITAGE CENTRE

A COMMUNITY RESOURCE



This document was researched and presented by the

BRIGHTON AND HOVE HERITAGE COMMISSION

October 2014



A view of the area by Turner – Early 19th Century

INTRODUCTION

Portslade as a community is on the Western limits of Brighton and Hove. It has an attractive and vibrant historical core as well as possessing an area of seafront.



OLD PORTSLADE

Yet Portslade suffers from high levels of anti-social behaviour and crime. The poor academic achievement of local Portslade schools – particularly South Portslade - is a matter for concern. Many Portslade residents are isolated from the core areas of Brighton and Hove. Commercial areas of South Portslade in Boundary Road and Station Road report falling footfall and poor trading conditions. Is this a result of being on the shadow of Brighton?

Areas to the west and outside the City such as Southwick and Shoreham have historically also been in the shadow of Brighton and Hove's economic and social vibrancy. Yet both these areas have in recent years benefitted from regeneration.

Much (but not all) of this has been endogenous, and it is not coincidental that both Southwick and Shoreham possess locally run community or heritage centres which have acted as catalysts for community development. Much has been achieved from within the communities.



Mid-twentieth Century Children in Portslade

A similar plan for Portslade would fulfil Brighton and Hove's Community Sustainability Plan 2012-16 key principle -

- CULTURE AND COMMUNITY - One Planet. Council and city. - Partnership working and a local plan for local culture.

A Heritage and Community Drop-In Centre in South Portslade could become just such a catalyst.

PURPOSE OF THE PROPOSED COMMUNITY AND HERITAGE CENTRE

The centre would create

- A space serving schools, local organisations and the local community
- A dedicated museum
- A resource centre
- An education centre comprising permanent and temporary displays of relevance to Portslade
- A centre for events in and around Portslade
- A local archive of historical materials (much already promised by various people in Portslade)
- A community meeting space open to all appropriate users
- A venue for local events big enough for groups of 20 people.

BENEFICIARIES

The centre will benefit

- Local schoolchildren
- Local associations
- The local community
- Visitors to B & H
- Anyone with an interest in sustainable development in Portslade
- Anyone hoping for the regeneration of their local area.

PORTSLADE – NEED FOR REGENERATION

Before and after WW2 Portslade was a significant industrial, manufacturing, and strategic centre. Since that time it has lost much of its critical mass.



NORTH STREET – BEFORE



NORTH STREET - AFTER

In 1960 Portslade-by Sea or South Portslade was a successful industrial centre, the home to two power stations, and until recently a gas works. It was a centre for the Southdown Motor Services, Ronuk Polishes manufacturing, and many large and small engineering companies. It was an important railway goods centre. Its port was thriving. It was a lively community.

Between 1960 and 1980 Portslade lost much of its base and at the same time was the subject of many ill-conceived urban plans. This included –

- The demolition of much of North Street – once a key shopping and community centre - to allow the expansion of a factory that itself closed after a few years.
- The demolition of buildings along the coast road.
- The wholesale moving of residents from South Portslade into North Portslade housing estates leading to long term decline in much of the town.
- The hollowing out of Portslade's social and economic base.



HOLLOWED-OUT SOUTH PORTSLADE FROM THE AIR

Much of Portslade is now an island of relative deprivation on the edge of the thriving and vibrant City of Brighton and Hove.



ELECTRIC LIGHT FACTORY – A GROUNDBREAKING STRUCTURE IN ITS TIME



NEARBY SITE TODAY – LOW VALUE LAND USE

CURRENT HOUSING PLAN CRITIQUE

Regardless of any future use for the Old Police Station the current plans for converting this imposing building into a single maisonette are seriously flawed.

(We suggest that these notes be read in conjunction with documents BH2013/02455 – Plan Drawing 67-StAR-02).

1 – The curtilage as it stands presents huge technical problems in preparing the site for the building works –

- The decontamination centre is built of heavy duty bomb proof reinforced concrete and will present huge demolition problems. (The i360 works recently required the demolition of a similarly heavy duty pill box from the same era and it proved to be a very challenging task.) As the curtilage in this case is close to

residential buildings the risk of collateral damage to adjacent properties is high.

- Within the period Police Station building the police cells present huge problems as they are built of heavy duty elements, and break up the living space, and lack windows suitable for residential use. The enormously heavy cast iron cell doors will present serious technical problems and will require expensive equipment to move them. However, as the cost of recycled iron is relatively low the option of selling them on to a scrap metal dealer will not raise significant finance.
- The cost of dealing with these problems will be high and might well add £70,000 to the cost of preparing the site for construction of the maisonette.

2 – The plans for the proposed maisonette will result in the construction of a sub-standard home.

- The site inherently suffers from a lack of natural light. The architects recognise this limitation and have attempted to remedy it by the use of light tubes. Yet even the light tubes cannot disguise the fact that the hallway lacks any light whatsoever. And many tenants would not welcome it
- The site is surprisingly restricted and the architects have had to resort to various stratagems in order to create a useable space. We have passed the plans before a qualified architect and his comment was that the design lacks panache but demonstrates how hard it would be to gain a credible living space from the old police station.
- In the opinion of local estate agents who have studied the plans the maisonette would be unattractive, hard to market and likely to worth no more than £500 per calendar month on the open market. This project clearly does not offer acceptable value for public money.



CHAPEL PLACE – THEN AND NOW!

PROPOSED COMMUNITY AND HERITAGE CENTRE BUILDING

We propose that if the Old Police Station in St Andrews Road be converted to a community and heritage and community centre it could contribute to the much-needed regeneration of the area.



A LANDMARK BUILDING

The Old Police Station is located in St Andrews Road, one of the streets in South Portslade which has retained its original character. The Old Police Station forms a vibrant focal element in this street, which comprises terraces of largely intact family houses of the Edwardian period.

The building was constructed in 1908 for the East Sussex County Constabulary. It is a red brick building constructed in a mixed Baroque and Queen Anne style.

The front elevation is distinguished by a carved off central sandstone porch with an intricately carved pediment containing an enriched shield with the

logo ESCC. The original double panelled doors are of distinctive Baroque design.

Sharing the curtilage is the early 20th Century Decontamination Centre. It is a fine example of utilitarian defence-related building in original condition. The decontamination units survive almost intact.

The Old Police Station is a building of considerable size, and alongside the decontamination unit it is testimony to the importance of Portslade during the earlier parts of the Twentieth Century.



ST ANDREWS ROAD – AN ATTRACTIVE ENVIRONMENT

It retains many original features such as police cells, a reception and administration room, storage cupboards and fireplaces.



POLICE CELLS

Within its curtilage the World War Two decontamination unit in almost pristine condition is testimony to the area's past importance.



**DECONTAMINATION UNIT CAN BE CONVERTED INTO
A SEMINAR ROOM WHILE RETAINING ORIGINAL FEATURES**

The facilities that this building complex can offer are just what is needed for a Community and Heritage Centre.

This building already possesses a fire escape and toilet facilities. It will not require any further structural alterations to make it useable as a centre.

It would be very hard to find any better alternative location for a community and heritage centre.

We propose

- That the council drop its plans to gut the building and construct one maisonette within the cartilage.
- In favour of using the site as a community and heritage centre.

We ask

- That the council give us a six months period to put together a fully funded and costed plan.

REDEVELOPMENT

We suggest the following actions

- Formally overturn current scheme
- Secure building against theft and vandalism
- Allow six months for project launch
- Carry out full neighbourhood consultation on terms of reference of the Trust
- Appoint steering committee for project

- set up a Friends of Portslade Heritage Centre
- agree a constitution and elect Trustees
- Carry out full structural survey and carry out immediate necessary repairs
- Commission project team to put together detailed plans for building restoration
- Commence promotional works



AN ICONIC DOORWAY

VIEWES OF LOCAL COMMUNITY

Straw polls have been carried out in the area and no significant opposition to this scheme has been identified. On the contrary, the usual response is enthusiasm and something along the lines of "About time too"!

It is very widely recognised in the area that there is a need to amenities to give people belonging in an area of high housing density containing many areas of semi-dereliction. There is concern about the consequences of the decline in the Boundary Road area.

There are at present 200 signatures on a preliminary poll. This number will increase once a go-ahead for the six month pilot has been received.

Key stakeholders within the community are ready and eager to work together to launch this exciting project.

Local supporters believe that the proposal will –

- Will restore a sense of local pride via heritage
- Provide educational facilities via seminars for adults
- Provide an unusual classroom environment for children (there are ten schools in Portslade).

ORGANISATIONAL AND FINANCIAL PLAN

The Brighton and Hove Heritage Commission will provide a constitution for the proposed charitable trust.

A steering committee will produce a financial plan.

KEY SUPPORT

- PORTSLADE COMMUNITY FORUM
- ROGER AMERENA
 - Roger Amerena's family have lived in Brighton since the 1870s and has been involved with conservation for much of his life. He has sat on CAG for 14 years for the Ancient Monuments Society, is Chairman of BHHC and was instrumental in saving the Royal Alexandra Hospital.
 - "It is paramount that Portslade and its environs possess some form of Heritage Centre, which it lacks at present. This site with its historical connections, and central location is ideal and I am fully behind it."
- DUNCAN CAMERON
 - Duncan Cameron is Vice Chairman of the BHHC and a Member of the Conservation Advisory Group.
 - "As an area of the City that has lost much of its identity over the years, Portslade is crying out for the sort of care and attention that a heritage centre can bring. The location of the Old Police Station in the well-preserved Edwardian buildings of St Andrews Road will form a perfect focus for the cultural regeneration of South Portslade. The commercial and industrial history of Portslade is very

different from that of the rest of Brighton and Hove and needs to be rediscovered and nurtured."

○ VALERIE MAINSTONE

- Valerie Mainstone is a member of the Commemorative Plaques Panel of Brighton and Hove and a Commissioner of BHHC.
 - "I have never believed that our City's heritage begins and ends historically with the Prince Regent and his cronies, nor geographically with the so-called 'cultural centre.' Having lived in Portslade, Hove and Brighton most of my life, I believe that we have a rich heritage from our working ancestors, both men and women, throughout our entire City. We deserve a centre where lost ways of life are remembered with pride. I will do all I can to support this splendid project."

○ NEIL ENGLAND

- Neil England founded and owns EOP Ltd, a company local to Portslade that specialises in restoring heritage structures and has spent a lifetime amongst Brighton and Hove's old buildings. He contributed his skills to a display at the 2014 Venice Biennale.
 - "I have worked and operated in and around Portslade for many years and have grown to respect and like its people very much. As a Commissioner with the BHHC I am happy fully to support the application to create a heritage centre for Portslade within the Old Police Station.

○ FRANCIS TONKS

- Frances Tonks is an ex-Mayor of Brighton and Hove and is now an honorary alderman. He is the President of the Brighton and Hove Heritage Commission and has for much of his life been involved in heritage projects.
 - "We must try to preserve significant places of heritage value within our city all over Brighton and Hove – but Portslade is especially in need of preserving its own unique history. This project should help to achieve this and I am fully behind it."

○ ALAN ROBINS

- Alan Robins is Labour Councillor for Portslade. He is Labour spokesperson for culture, and a lifetime Portslade resident.
 - "I have lived in Portslade all my life, it's my home and my passion. I was born on Wellington Road in Portslade, no more than 100yds from the Old Police Station. I remember when the streets around the Old Police Station, North Street, East Street, West Street, Middle Street, Camden Street and Wellington Road were alive with shops, pubs, churches and two cinemas, the Police Station was a working Police Station and the streets were home to hundreds of families, now sadly all gone. But what a great thing it would be to show everyone how Portslade used to be in our very own Heritage Centre. I'm one of a very small band of councillors to represent the ward that were born, bred and live in and I fully endorse the plan to create a heritage centre in this beautiful old building."
- MARY CANDY
 - Mary Candy is Chairman of the Southwick (Sussex) Society, which owns and runs the Manor Cottage Heritage Centre.
 - "The Manor Cottage Heritage Centre, run by the Southwick Society, is going from strength to strength. It started as a vision in the 1980's: turning a derelict building into the very successful centre it is now. And all carried out entirely by volunteers. I feel strongly that a similar centre in Portslade would be a great asset for the community. Like the Manor Cottage you will be able to combine the preservation of an historic building with a space to present exhibitions, thus engaging the local community with their heritage. I wish you well with your project and hope that soon we will be able to bring a group of Southwick Society members on a tour around your new heritage centre."
- TREVOR POVEY
 - Trevor Povey is a retired Transport Engineer and Adult Education teacher who after leaving the Army worked in a number of management positions within Southdown Motor Services, including Engineering Training Officer. He has

experience in the renovation of Industrial buildings, especially water mills, and has acted as an advisor to the British Engineerium.

- "I was born in South Portslade at a time when it was a thriving port with a vibrant centre around North Street Portslade. I have a great interest in Portslade in general and am saddened by its decline and neglect, which as an historian I am very aware of. The setting up of a Heritage Centre within the Old Police Station would enable me and other likeminded Portsladers to share this rich sense of history and inculcate a sense of pride in the area among school aged children, visitors and the general public before there is nothing left that is recognisable of its rich history in particular its Industrial history".
- GRAHAM COX
 - Graham Cox is the Conservative Party Parliamentary Candidate for Hove and Portslade and has been a City Councillor.
 - "Having been born in Portslade myself I have seen how the town has been neglected in recent years when compared with the rest of the City. This proposal for a Heritage Centre, showcasing in an easily accessible way the interesting history of Portslade, is an exciting idea. It has been proposed by the people of Portslade and has my full support."
- PETER KYLE
 - Peter Kyle is the Labour Party Parliamentary Candidate for Hove and Portslade.
 - "As Portslade marches into the 21st Century by embracing social change, new technology, and adapting to local development, we mustn't forget where we came from. Preserving our heritage and making it accessible to everyone reassures people that our community is rooted in culture and history, something that also gives us more confidence to embrace the opportunities of the future. That's why I'm happy to lend my support to the preservation of the Old Police Station and I wish campaigners the very best of luck."
- ROY GREEN

- Roy Green is a member of Portslade History Group. He is a retired engineer/machinist with an interest in Archaeology and history. He is a military historian and belongs to the Western Front Association.
 - “Born in Portslade, growing up and working in the area I have seen the decline in the built environment and the loss of many jobs. I am keen to help preserve what remains of Portslade for future generations and fully support the creation of a Heritage Centre in the Old Police Station”.
- IAN FARRELL
 - Ian Farrell is a member of Portslade History Group. He is retired Human Resources manager in Telecommunications. He is also a qualified and experienced Referee. Ian has an active interest in History.
 - “My interest in History and Sport brings me in to contact with a wide section of the Public including young people. It would be very disadvantageous if these young people were not given the chance to discover the rich heritage of Portslade and the surrounding area. I fully support the creation of a Heritage Centre which will provide information and resources to complement the work of schools and Adult Education providers, as well as providing education for visitors”.
- RICHARD WILLIAMS
 - Richard Williams is a member of the Portslade History Group. He is a retired Telecommunications Engineer and Programme coordinator for a Local History Group.
 - “Whilst researching places of interest to see and visit, I have noticed that smaller places, like Rottingdean and Storrington for example, have their own Museums and a dedicated staff of volunteers to welcome and inform visitors. There are also a range of resources available for local people to carry out their own research. I feel that the opportunity to create the same for Portslade should definitely not be missed and I am fully in support of creating such a Centre in the Old Police Station. Both Southwick and Shoreham have such a facility so why not the poor relations in Portslade?”
- DAVID ROWLAND

- David Rowland is a local historian, researcher and author who founded the Old Cells Police Museum ten years ago.
 - “The Old Police Station would make a fine Heritage Centre, and I sincerely hope that the City Council will realise what a wonderful opportunity this could be. It is such a lovely historical building.”

- FRIENDS

- STEVE ANDREWS – Chair Portslade Community Forum
- JUDY MIDDLETON – Local Historian
- NEV KEMP – Chief Constable

CONCLUSION

The current plans for the Old Police Station are ill-conceived and offer poor value for money.

BHHC proposes that an alternative use for the building as a Heritage Centre would offer better value and would offer a sorely needed resource the community.

We ask that the Council

- Overturn the current plan
- Give the local community six months to put together a detailed business plan.

Brighton and Hove Heritage Commission October 2014



Subject:	Housing Revenue Account Capital Programme 2015-2018 – Extract from the Proceedings of the Housing Committee held on 14 January 2015		
Date of Meeting:	12 February 2015		
Report of:	Monitoring Officer		
Contact Officer:	Name:	Caroline DeMarco	Tel: 29-1063
	E-mail:	Caroline.demarco@brighton-hove.gov.uk	
Wards Affected:	All		

FOR GENERAL RELEASE

Action Required of the Policy & Resources Committee:

To receive the item referred from the Housing Committee for approval:

Recommendation:

That the Policy & Resources Committee be recommended to approve the HRA capital programme budget of £41.034 million and financing for 2015/16 as set out in paragraph 4.3 of the report.

HOUSING COMMITTEE

4.00pm 14 JANUARY 2015

COUNCIL CHAMBER, HOVE TOWN HALL

DRAFT MINUTES

Present: Councillor Randall (Chair) Phillips (Deputy Chair), Barnett, Daniel, Meadows, Kennedy, Mears, Peltzer Dunn (Opposition Spokesperson), Rufus and Wilson (Group Spokesperson)

PART ONE

53 HOUSING REVENUE ACCOUNT CAPITAL PROGRAMME 2015-2018

- 53.1 The Committee considered the joint report of the Executive Director Environment Development and Housing and the Executive Director of Finance & Resources, which sought approval for the 2015/16 capital programme and provided a provisional capital programme for 2016/17 and 2017/18 for the Housing Revenue Account. The report was presented by the Head of Property & Investment (Housing).

- 53.2 Councillor Mears referred to paragraph 3.1. This stated that “The HRA capital strategy aims to ensure that every pound invested reaches beyond the housing service and contributes to regeneration, tackling inequality, creating training and employment opportunities and improving sustainability.” This concerned her as the HRA was ring fenced. She felt that the HRA was being used as a ‘cash cow’ to supplement the general fund.
- 53.3 Councillor Mears referred to paragraph 5.7 in relation to the development of extra care housing at Brooke Mead. She wanted to know the true costs of this project. Her view was that there should be another tendering process and that there should be a proper procurement on this scheme.
- 53.4 Councillor Mears referred to Appendix 1 of the report. She stated that a more detailed list used to be provided. She considered that there was a need to see costs on the Regeneration Team. Councillor Mears also asked how much grant was required for cladding.
- 53.5 The Chair reported that lists were published this year for the lift and the cladding programme. The Regeneration Team had provided many new homes. (By May over 200 new homes). The Chair felt the team functioned very well. Meanwhile, building costs and labour costs had gone up tremendously on the Brooke Mead scheme. The Chair felt that the council were now better at procurement than in the past. The Homes and Community Agency were happy with the work being carried out. The Executive Director of Environment Development and Housing confirmed that a report on costs would be submitted to the Policy and Resources Committee.
- 53.6 Councillor Peltzer Dunn stated that he appreciated that costs could increase but there had been a 20% increase since the last meeting. Councillor Peltzer Dunn expressed concern about paragraph 5.7 which read “A further financial appraisal of this scheme shows that the increased costs *may be* met through shared ownership sales.....” The Executive Director stressed that this issue would be addressed by the Policy and Resources Committee. The information could be reported back to Housing Committee. He confirmed that the Policy & Resources Committee would be receiving a discrete report on Brooke Mead. The Executive Director stressed that the scheme costs could change until work began on site. Even when work commenced there could be variations in costs. Contingency costs would be built into the Policy & Resources Committee report.
- 53.7 **RESOLVED:**
- That the Policy & Resources Committee be recommended to approve the HRA capital programme budget of £41.034 million and financing for 2015/16 as set out in paragraph 4.3 of the report.

Subject:	Housing Revenue Account Capital Programme 2015-18	
Date of Meeting:	14 January 2015 – Housing Committee 12 February 2015 – Policy & Resources Committee	
Report of:	Executive Director of Environment, Development & Housing Executive Director of Finance & Resources	
Contact Officer:	Name: Benjamin Ben'Okagbue	Tel: 29-3857
	Email:	benjamin.ben'okagbue@brighton-hove.gov.uk
Ward(s) affected:	All	

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 This report seeks approval for the 2015/16 capital programme and provides a provisional capital programme for the following two years, 2016/17 & 2017/18, for the Housing Revenue Account (HRA). The report takes into consideration the latest resources available and aims to balance the priorities of both the council and housing residents within the context of the draft Corporate Plan 2015-2019, which sets out the overall direction for the council over the next four years.
- 1.2 The introduction of the Housing Revenue Account (HRA) self-financing arrangement, has, in effect, created a housing landlord business within Brighton & Hove City Council. This business owns, manages and maintains range of assets, including over 11,700 rented dwellings, 2,700 leasehold dwellings, car parks, garages, and associated land.
- 1.3 This new business must plan for the long-term to be a success, delivering good quality customer service and directing stock investment effectively so that it can positively contribute by:
 - Providing good quality, low environmental impact housing to meet present and future needs
 - Assisting in meeting the councils' housing, equalities and regeneration priorities, whilst delivering "best value."
 - Assuring the sustainability and optimum performance of the HRA business plan,
- 1.4 Creating a long-term sustainable asset base, which best meets the needs of residents and the City as a whole, are the key drivers of the capital programme proposals.

2. RECOMMENDATIONS:

- 2.1 That Policy & Resources Committee approves the HRA capital programme budget of £41.034 million and financing for 2015/16 as set out in paragraph 4.3

3. STRATEGIC CONTEXT

- 3.1 The Housing Revenue Account (HRA) capital strategy focuses on meeting Corporate Plan priorities through building new homes and improving the quality and sustainability of the existing housing stock. The HRA capital strategy aims to ensure that every pound invested reaches beyond the housing service and contributes to regeneration, tackling inequality, creating training and employment opportunities and improving sustainability.
- 3.2 The City Plan sets a local housing target for the City to 2030 of 11,300 new homes; this includes 500 homes from HRA/Estates Regeneration Programme. The HRA new homes/estates regeneration programme is split into 3 phases, with delivery of phases 1 & 2 by 2017 and the wider regeneration phase 3 by 2020.
- 3.3 The proposed HRA Capital Programme is anticipated to contribute significantly towards providing modern and sustainable services, to enable a high performing local authority working toward a new model of self sufficiency for public services in the city and looking beyond the obvious single theme of individual Buildings to embrace works under 4 further new themes, as outlined in the draft HRA Asset Management Strategy, (which will be presented to this committee in the spring). Appendix one presents the HRA capital programme budget proposals under these new theme headings as follows :
- Buildings (building new ones and improving the existing structure and fabric)
 - Places
 - Land
 - People

4. FUNDING THE 2015/16 CAPITAL PROGRAMME

- 4.1 The HRA now operates on 'self-financing' principles and the capital programme may therefore be funded from a variety of HRA sources including revenue surpluses (rental income), borrowing, capital receipts (including surplus Right-to-Buy receipts towards new build schemes), reserves and other grants. These resources are part of the HRA ring-fenced account to be spent on council owned stock.
- 4.2 The proposed programme for 2015/16 and the funding arrangements are outlined below and totals £41.034 million. This programme does not include any re-profiling identified from the 2014/15 targeted budget monitoring.

4.3 The proposed programme is detailed as below:

	Budget 2015/16 £'000
EXPENDITURE	
Buildings (Improving Housing Quality)	17,787
Building New Council Homes	10,284
Places	7,043
HRA Land	4,040
People	1,780
ICT Budget	100
Total Programme	41,034
FUNDING	
Revenue Contribution to Capital	22,837
Borrowing	7,898
HRA reserves	2,100
GF Reserves (ASC contribution Brooke Mead)	2,100
Capital Receipts BHSCH	3,249
Capital Receipts Net RTB	1,350
HCA Grant (Brooke Mead)	1,200
Energy Grants	300
Total Funding	41,034

- 4.4 The majority of the capital programme is funded from the from rental income (after meeting revenue costs) of £22.837 million, supported by borrowing of £7.898 million for which the capital financing costs are included in the revenue budget.
- 4.5 The programme includes the 2nd year of grant funding from the Homes and Communities Agency (HCA) of £1.200 million towards the development of Brooke Mead extra care housing. In addition, the funding includes £0.300 million from Energy grants received. The funding is generated from work that brings about carbon use reductions in the housing stock.
- 4.6 The programme also includes receipts of approximately £3.249 million due in 2015/16 from the leasing of properties to Brighton & Hove Seaside Community Homes. Investment will be used to maintain our homes to the Brighton & Hove Standard.
- 4.7 In June 2012, the council signed an agreement to retain any net additional 'right to buy' (RTB) receipts for investment in new affordable homes. The 2015/16 budget includes the use of £1.350 million retained RTB receipts towards building new homes. The balance of retained RTB receipts will be held in reserves to be used to offset against the costs of building new council homes programmed in the next 2 years. Capital receipts reserves at 31 March 2015 are projected at £7.300 million which reflects the estimated retained RTB receipts.

5. CAPITAL PROGRAMME 2015-18

- 5.1 The investment programme for 2015/16 as detailed above is £41.034 million and is detailed in Appendix 1, along with the provisional programme for the following two years.
- 5.2 The 3 year Capital Investment Plans provide the council with the certainty to plan, build and let accommodation to meet both general and specialist housing needs across the city. This 3 year plan takes its lead largely from that consulted on and agreed last year. It is critical to delivering our Housing Strategy objectives and outcomes. During 2015/16 we will be reviewing the Housing Strategy and identifying opportunities for new and future investment, respecting existing capital programme commitments. We are currently consulting on our new Housing Strategy / Local Housing Investment Plan which includes references to HRA investment (revenue, capital programme, future borrowing, use of RTB receipts) against our three key Housing Strategy priorities of Improving Housing Supply, Improving Housing Quality and Improving Housing Support.
- 5.3 In our November 2014 Housing Strategy update to Housing Committee we said 'The capital investment programme for the HRA 2015-18 will be reported to Housing Committee in January 2015 and will highlight further areas of proposed investment and how they link to the strategy.'
- 5.4 Consultation with our tenants, leaseholders and investment stakeholders will continue to inform the shape of the Housing Strategy / Local Investment Plan and its implementation through improvement programmes and investment in individual schemes. The programme will also be published on the council's website. Resident engagement and consultation on the implementation of the agreed plans will be supported through existing arrangements with our delivery partners including Mears and the Property and Investment delivery team is currently being re-structured to place it in an optimum position to place residents at the heart of everything that we do.
- 5.5 In summary the investment programme aims to build upon the achievement of 100% Decent Homes compliance (as at December 2013) by further developing the council's housing stock and by looking beyond the individual buildings.

Buildings

Building new council housing

- 5.6 The council has established the New Homes for Neighbourhoods programme to build new council homes on council land across the city. Housing Committee has approved a number of schemes which are included in the capital programme. Four former garage/car parking sites are being developed (Hardwick Road, Foredown Road, Flint Close and Kensington Street) with 24 new homes. Three infill sites are also being progressed at Manor Place (15 flats), Preston Road (2 wheelchair accessible bungalows) and Ardingly Street (5 flats). A number of other schemes have been to Housing Committee for early approval, but will not be included in the capital programme until the detailed design is developed and funding is agreed by

Housing Committee. These include the former Whitehawk Library site (58 flats), Wellsbourne site (27 flats) and Selsfield Drive former Housing Office (up to 20 flats). The programme also includes budget for undertaking further feasibility studies on potential sites.

- 5.7 Following Housing Committee approval on 13 November 2013, Policy & Resources approved a budget of £8.3 million for the development of extra care housing at Brooke Mead. The costs were indicative at that time based on early stage designs with an estimated expenditure profiled as £3.0 million in 2014/15 and £5.3 million in 2016/17. Contractors Willmott Dixon, appointed through an OJEU compliant framework (known as SCAPE), have carried an initial cost review showing that costs have increased to approximately £9.8-£10 million for this new build scheme. The increase in build costs stem from the high number of site abnormalities such as ground condition, engineering requirements and a significant increase in build costs inflation in the last year. The increased costs have been reflected in the 2015/16 & 2016/17 budget proposals. A further financial appraisal of this scheme shows that the increased costs may be met through shared ownership sales (not in the original financial appraisal) and extending the borrowing available from the net rental income streams from 30 to 40 years, therefore not requiring HRA subsidy.

Buildings (Improving Housing Quality)

- 5.8 The capital programme reflects the ongoing need to maintain dwellings at the Brighton Standard (which incorporates and expands on the requirements of the Decent Homes standard). Works to improve homes including ensuring that internal elements such as kitchens, bathrooms, central heating systems and rewiring homes, as well as external elements such as doors and windows, all meet the benchmark standards.
- 5.9 Additionally, basic health and wellbeing requirements are assessed, and the required safety levels met. Even though decency targets were met as at December 2013, with an associated reduction in some capital budgets, significant investment will still be required to ensure that sustainable standards agreed with residents are maintained to help prevent and treat those properties falling out of the standard, and for further investment in areas that provide comfort and security and improve energy efficiency. For example upgrading insulation and installing high efficiency boilers.

Health & Safety.

- 5.10 Health and Safety works remain the key basic requirement for ensuring the wellbeing of all residents, visitors and those working on housing assets. This area of works includes door entry systems, close circuit television (CCTV), water tanks, lifts, ventilation shafts, dry risers, fire alarms, asbestos management, roofing, lighting, structural building work, preventative damp work, cyclical maintenance and decorations programme.
- 5.11 Fire Safety and Asbestos management budgets throughout the period reflect the need to retain good levels of risk management in these key areas. In many cases, such as the door replacement programme, highly secure and fire compliant doors are being fitted, which also reduce drafts and improve energy efficiency for residents.

- 5.12 The Minor Capital works budget includes a provision for programmed works identified by residents where their homes and buildings require large or complex repairs, also a sum for surveys and preparatory works.
- 5.13 The proposed budget includes a specific programme for tackling condensation and mould growth. This essential work deals with a potential health hazard, and work to prevent effects of condensation and damp have been integrated into the cyclical area-based investment programmes.
- 5.14 Other budgets for ensuring water safety and the security of residents, for example through modern, well maintained door entry systems, make up our ongoing planned investment in safety and security in this area.

Sheltered Housing

- 5.15 The council built a significant number of sheltered studio flats with shared facilities, in the 1960s and 1970s which are now proving unpopular and hard to let. Refurbishment is taking place to ensure all studios have their own bathrooms and this will be completed in 2014/15.
- 5.16 The above action means that there are still over 200 studios with their own bathrooms, but where the bed is in the lounge. The conversion of these studios to one bedroom flats is a major priority of this proposed current capital budget.

Places

- 5.17 The current 3 year programme includes substantial investment in lift replacements and modernisation, including considerable improvements to energy performance. This budget has been increased to reflect tenants' support to accelerate where practical the lift replacement programme. The increased funding reflected in this programme is enabling the new lifts to be installed across the city within 5 years, rather than the original plan to complete programme within 10 years.
- 5.18 Over the next year, replacement and upgrading will focus on continuation of works at Leach Court and Philip Court and installing new lifts at the Bristol Estate blocks: Damson ,Meadowsweet, Calendula, Allamanda, Cherry, Sorrel and Hollyhock. Work will also be on-going at the Whitehawk blocks: Kingfisher Court, Falcon Court, Swallow Court, Kestrel Court and Heron Court, subject to any leasehold requirements, where they apply. Energy performance on the new lifts is improved by both more efficient motors, and controls, ,such as low energy 'standby' modes when not in use.
- 5.19 A large scale electrical wiring programme to upgrade and improve communal lighting and controls, is now well underway, with provisional programmes published on the website.

HRA Land

- 5.20 One of the key strategic priorities outlined in the City-wide Housing Strategy 2009-14 was to improve housing quality; to make sure that residents are able to live in decent homes suitable to their needs. Our strategic goals under this priority include,

reducing fuel poverty, minimising CO2 emissions and improving tenants' homes, ensuring they are of high quality and well maintained.

Conversion and Extension of Existing Dwellings

- 5.21 The 3 year capital programme includes a budget for loft conversions and extensions to help alleviate overcrowding and to facilitate any required adaptation works. This is all about the aspiration to improve people's lives and the quality of living. These projects have already helped to reduce the number of overcrowded families, and provide good quality family homes that meet the specific needs of vulnerable residents. These projects additionally help local families to be in a position to plan for the future by being based in a suitable location for the long-term.

People

- 5.22 The Council is committed to improving the energy efficiency of the City's housing, reducing the cost of living at a time when energy prices continue to rise. The aim is to help households to access affordable energy efficiency measures, in particular people on low incomes. This will assist in tackling fuel poverty and contribute to reducing the City's carbon dioxide (CO2) emissions. In addition, the Council is committed to contributing to the development of the One Planet approach to ensure Brighton & Hove will improve energy security, become more resilient to shortages and price increases in energy and other resources and take opportunities for growth in environmental sector jobs.

Apprentices within the Repairs Partnership

- 5.23 The Council works with key partners within the City to extend real employment opportunities to young people of working age, through our continued financing of the apprentice programme.

Improving adaptability and accessibility

- 5.24 The housing adaptations budget remains at £1.150 million per annum to reflect the growing need for minor, sensory and major housing adaptations as a result of an ageing population, applicants with disabilities particularly children living longer with more complex needs and to help residents continue to access and live comfortably in their own home rather than in residential care settings. In addition the budget helps ensure we make the best use of other capital investment programmes e.g Decent Homes and below the Conversion & Extension project, to joint work & co-fund the relevant works where there is a disability need. These projects are delivered by working together with Occupational Therapy professionals, the budget proposals for 2015/16 to 2017/18 are to continue at this same level of funding.

Accessibility of sheltered housing communal areas

- 5.25 There are some required improvements to communal areas such as ramps and stair lifts, which are relatively minor but which will improve tenants' quality of life. A dedicated budget will be made available to address these issues.

Estate Development Budget

- 5.26 The Estate Development Budget has been included. Working collectively with our residents and Mears, officers wish to explore ways of returning even greater value for money and levels of customer satisfaction. EDB bids will be integrated into larger planned programmes of works, where it makes sense to do so, in order to achieve greater economies of scale and therefore get more for EDB money.

Fencing

- 5.27 This budget provides for a strategic approach to improving boundary fencing across the city. Fencing has been identified by residents as an area where greater resources should be allocated based on safety and security needs.

6. CONSULTATION (People as Assets)

- 6.1 The Asset Management Panel (AMP) and Repairs and Maintenance Monitoring Group (RMMG) have been replaced by the Home Service Improvement Group (Home Group) which has successfully and effectively worked with BHCC staff and Mears to ensure that there is a thorough and transparent management of the programmes, and improvements to them. Residents from the Home Group are represented on the Core Group, and are also to have representatives on the Partnership (operational) group. These groups work closely with BHCC and Mears as a partnership to ensure that contract expectations and requirements are met, and exceeded where possible.
- 6.2 The information on the strategy and commitments of the 3-year capital programme for the period 2012-2015 was presented to residents in early 2012, and details circulated widely, including being available on our website. The 2015-2018 3-year plan seeks to build on these solid foundations and deliver the long-term commitments that were made in these programmes, in a transparent manner, whilst reflecting any new priorities that have emerged in consultation with residents, such as speeding up the lift replacement programme. As more details emerge, further details will be reported as appropriate, to allow further discussion of the investment strategy and programme.
- 6.3 All leaseholders have been, or will be, consulted about individual contracts carried out as part of the programme in full compliance with the Commonhold and Leasehold Reform Act 2002.
- 6.4 It is important to note that every project cannot be foreseen within our planning strategy and where ad-hoc projects are needed to be carried out this will be done through existing and new processes and procedures that incorporate effective communication and engagement with all residents in the properties concerned, regardless of their individual tenure. All appropriate resident groups are to be fully included in this consultation.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 Financial Implications are included in the main body of the report.

Finance Officer Consulted: Susie Allen Date: 11/12/14

Legal Implications

- 7.2 In its role as landlord, the Council has statutory and contractual obligations to maintain the structure of and installations in its housing stock. The proposals contained within this report will assist the Council in fulfilling those obligations. The Council must take the Human Rights Act into account when making decisions but it is not considered that any individual's Human Rights Act rights would be adversely affected by the recommendation in the report.

Lawyer Consulted: Liz Woodley Date: 10/12/14

Equalities Implications:

- 7.3 All projects carried out include full consideration of various equality issues and specifically the implications of the Equality Act.

Sustainability Implications:

- 7.4 This programme supports the One Planet Council targets and Sustainable Action Plan. Housing is a key contributor to the Carbon Emissions reductions commitments and will help to reduce the number of residents affected by fuel poverty and rising energy costs.
- 7.5 Project briefs are issued on all projects and require due consideration of sustainability issues, including energy conservation and procurement of materials from managed and sustainable sources.

Crime & Disorder Implications:

- 7.6 All contracts are entered into with a requirement for site security. Specific projects, directly address security and prevention of crime and anti-social behaviour.

Risk & Opportunity Management Implications:

- 7.7 The prime risks associated with this report are those associated with major construction projects. Full account of risk is taken through compliance, in all works, with the Construction Design & Management Regulations, which amongst other measures, require preparation of project specific Health & Safety Plans.

Corporate / Citywide Implications:

- 7.8 The Housing Capital Programme reaches to all parts of the city. It seeks to provide substantial improvement to the Council's housing stock and improve quality of residents' lives in their homes. The implementation of the proposed programme will take account of all relevant best practice guidelines and be developed to provide ever improving performance targets.

8. EVALUATION OF ANY ALTERNATIVE OPTION(S):

8.1 No alternative options have been considered.

9. REASONS FOR REPORT RECOMMENDATIONS

9.1 The Local Government and Housing Act 1989 requires each Local Authority to formulate proposals relating to capital expenditure in respect of the HRA. The council's constitution and financial regulations require that capital budgets are approved through the Committee system.

SUPPORTING DOCUMENTATION

Appendices:

1. HRA Capital Programme for 2015-18

Documents in Members' Rooms

None

Background Documents

1. Draft Asset Management Strategy 2014 - 2018

HRA Capital Programme 2015 – 18

EXPENDITURE	Budget 2015/16	Provisional Budget 2016/17	Provisional Budget 2017/18
	£'000	£'000	£'000
<u>Buildings (Improving Housing Quality)</u>			
Condensation & Damp Works	719	719	742
Roofing	2,090	1,470	1,484
Fire Safety & Asbestos Management	480	441	445
Major Structural works	593	376	380
Insulation improvements (incl overcladding)	5,083	7,741	4,802
Refurbishment	454	0	0
Window Replacement Programme	1,405	1,495	1,514
Door Replacement Programme	444	429	433
Kitchen & Bathroom Replacements	1,678	1,715	1,730
Rewiring - Domestic/ Communal	2,780	1,165	1,083
Domestic/Communal Heating Improvements	2,061	3,363	3,240
Sub-total Buildings (Improving Housing Quality)	17,787	18,914	15,853
<u>Building New Council Homes</u>			
Brookemead extra care	5,000	2,000	0
Infill sites - Manor Place	800	1,000	0
Garage Sites - Guinness	2,600	1,200	0
Ardingly Street	1,100	0	0
Preston Road Conversion	384	0	0
Feasibility & Design - Housing Investment	400	0	0
Sub-total New build	10,284	4,200	0
Total BUILDINGS	28,071	23,114	15,853
<u>Places (Internal communal areas, commercial assets, ext appearance of our bldgs, attention to the public realm.)</u>			
Lift Replacements & Repairs	3,405	3,204	2,707
Door Entry Systems Replacement & Repair	273	263	264
Main Entrance Doors Replacement	156	180	203
Water Tanks, Ventilation & Fire Alarms Lighting	436	316	317
City College partnership projects	42	50	50
Cyclical Decorations	2,731	2,793	2,821
Total Places	7,043	6,806	6,362
<u>HRA Land (Estate groupings, garages and car parks, maximising accommodation within existing envelope, leased assets etc.)</u>			
Major Empty Homes works, conversions & seaside homes	547	306	309
Future capital projects - feasibility works/urban design planning studies	122	117	118
Minor Capital Works	299	304	309
Future proofing of assets	60	61	62
Citywide conversions & extensions	1,198	1,225	928

Conversions of existing bed-sits	1,814	2,417	1,182
Total HRA Land	4,040	4,430	2,908
<u>People (Adaptations, future proofing, putting residents at the centre of endeavour, consultation.)</u>			
Disabled Aids & Adaptations	1,150	1,150	1,150
Estate Development Budget	540	540	540
Fencing	60	61	62
Cycling Facilities	30	24	25
Total People	1,780	1,775	1,777
ICT Budget	100	100	100
Total Budget Requirement	41,034	36,225	27,000

Subject:	Voluntary Dedication of Land under the Countryside and Rights of Way Act 2000 (CRoW Act)		
Date of Meeting:	12 February 2015		
Report of:	Interim Executive for Director Finance & Resources		
Contact Officer:	Name:	Jessica Hamilton	Tel: 291461
	Email:	Jessica.hamilton@brighton-hove.gov.uk	
Ward(s) affected:	Hollingdean & Stanmer		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The Corporate Plan aims to achieve natural and built environments that together protect the health of people, biodiversity and planet. One of the ways we will do this is by maximising the environmental, social and economic benefit of the City's proximity to the South Downs National Park. In addition the City Downland Estate Policy promotes expansion of the amount of access land adjacent to the urban areas of Brighton & Hove.
- 1.2 In 2005 the councils' managing agents for the City Downland Estate, Smiths Gore, negotiated a surrender of the farm tenancy for Home Farm Stanmer. The land was re-let for grazing use and opened up to provide 489 acres of permissive open access land. Changes to the adjacent farm tenancy for High Park Farm allowed open access from Stanmer Village up to the Ditchling Beacon.
- 1.3 In order to ensure the access rights are protected, it is proposed the land be dedicated as public access land under procedures set out in the Countryside and Rights of Way Act 2000 (The CRoW Act), which will ensure the land is retained as public access into perpetuity.
- 1.4 Officers have delegated powers to undertake the management of land and the report is being brought for Committee approval due to the rights under the CRoW Act being dedicated in perpetuity.

2. RECOMMENDATIONS

- 2.1 That Committee authorises the dedication of land at Home Farm Stanmer and land at St Mary's Farm (identified on the plan at Appendix 1) as public access land in perpetuity under procedures set out in the CRoW Act.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Downland Initiative originally commissioned in 2005 by the Council, Property & Design in conjunction with the Countryside Agency (now Natural England) and the South Downs Joint Committee (now South Downs National Park Authority)

examined the feasibility of securing more sustainable management of the Downland surrounding the city so that it delivers greater social and environmental benefits. The City Downland Estate Policy (formerly the Downland Initiative) fits with the councils' priorities and Biosphere project, and its overarching aim is to: -

Sustain natural resources provided by the councils' City Downland Estate by working in partnership with relevant stakeholders and potential beneficiaries, and pursuing an economically sustainable approach for the council and its tenant farmers.

Detailed aims and the recommendations of the study include public access, recreation and understanding and one of its aims is to increase and improve public access on the council's City Downland Estate.

- 3.2 In 2012, 275 acres of additional permissive open access was negotiated at Patcham Court Farm and a report to Committee sought approval for the Patcham Court Farm land to be dedicated as public access land under The CRow Act. These dedications are now complete. The report also sought approval for the voluntary dedication of land at Ditchling Road (37 acres) and land at Plumpton (27 acres). These dedications are ongoing.
- 3.6 The CRow Act was introduced to, amongst other things, provide a new right of public access on foot to areas of open land comprising mountain, moor, heath, down, and registered common land, and contains provisions for extending the right to coastal land. Under the Act landowners may dedicate land voluntarily under the CRow Act, the result of which is the protection of the dedication into perpetuity and is irrevocable.
- 3.7 Under the CRow Act, the public can walk freely without having to stick to paths and can enjoy activities carried out on foot, including walking, sightseeing, bird watching, climbing and running, but there are some common sense restrictions in place which limit where people can walk or take a dog. The rights granted do not include camping, cycling, horse riding or driving a vehicle (except mobility scooters and buggies), hang-gliding or paragliding, use of a metal detector, taking part in organised games or commercial activities, swimming; or removing anything from the area – including stones or fallen wood. However, existing rights such as riding a horse on a public bridleway are not affected.
- 3.8 Since the surrender of the Home Farm farm tenancy and re-letting of the land for grazing in 2005, the land has been used as permissive open access. It is intended to now dedicate this land and land at St Marys Farm under the CRow Act to ensure it is retained as public access land into perpetuity.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 It is possible for the land identified to remain as permissive open access land without the CRow Act dedication. This would allow the public access to be restricted in the future should new policies support a different approach.

5. COMMUNITY ENGAGEMENT & CONSULTATION

5.1 The tenant farmer has been advised of the proposals.

6. CONCLUSION

6.1 Under the council's City Downland Estate Policy it is the aim to significantly expand the amount of access land adjacent to the urban areas of Brighton & Hove.

6.2 In order to protect the public rights of access in perpetuity it is recommended that the land identified in part 2.1 of this report be dedicated voluntarily under the provisions of the CRow Act.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

7.1 The process for negotiating the open access to the area of land was undertaken by the Council's managing agents as part of their contract with the council. Any ongoing costs such as maintenance and installation of equipment such as gates etc. will be met from existing revenue budgets. The effect of permissive access on the site has already resulted in a lower rental value. This lower rental will continue in perpetuity when the land is dedicated. Consequently this would result in a lower capital values being achieved should the land ever be sold in the future.

Finance Officer Consulted: Rob Allen

Date: 09/01/15

Legal Implications:

7.2 Section 16 of the CRow Act 2000 enables the council as landowner to dedicate their land for the purposes of Part 1 of that Act which establishes a new regime for access to the countryside and creates a statutory right of access on foot.

7.3 Any such dedication is irrevocable and binds successive owners and occupiers of the land. The land however can become "excepted land" under the CRow Act which would mean that it was still dedicated but no longer able to be considered as access land. For example excepted land includes land being developed for buildings.

7.4 The Dedication will take the form of an instrument of Dedication for each of the said parcels of land and the right of access will come into effect six months later.

7.5 There are no human rights implications to bring to Members attention.

Lawyer Consulted: Katie Matthews

Date: 09.01.2015

Equalities Implications:

7.3 An Equalities Impact Assessment has not been undertaken as the introduction of the recommendation set out in 2.1 is not considered to have a negative impact.

Sustainability Implications:

- 7.4 There are none.

Crime & Disorder Implications:

- 7.5 Whilst the CRoW Act requires dogs to be kept on a lead of no more than 2m long between 1 March and 31 July (the main breeding period for ground-nesting birds) or at any time of year when you are near livestock, however this is difficult to police.

Risk and Opportunity Management Implications:

- 7.6 The main risk identified is of people not following basic countryside rules to respect the environment and the farmers' crops and livestock. Recently the tenant farmer lost one of his beef animals to neospora because it has eaten a bag of dog faeces left by dog walkers who hang their dog waste bags on fences near to access gates.

Public Health Implications:

- 7.7 Increasing land available for public access and protecting that designation into perpetuity directly supports and promotes an active lifestyle for the inhabitants and visitors to the city thus encouraging a healthy standard of living.

SUPPORTING DOCUMENTATION

Appendices:

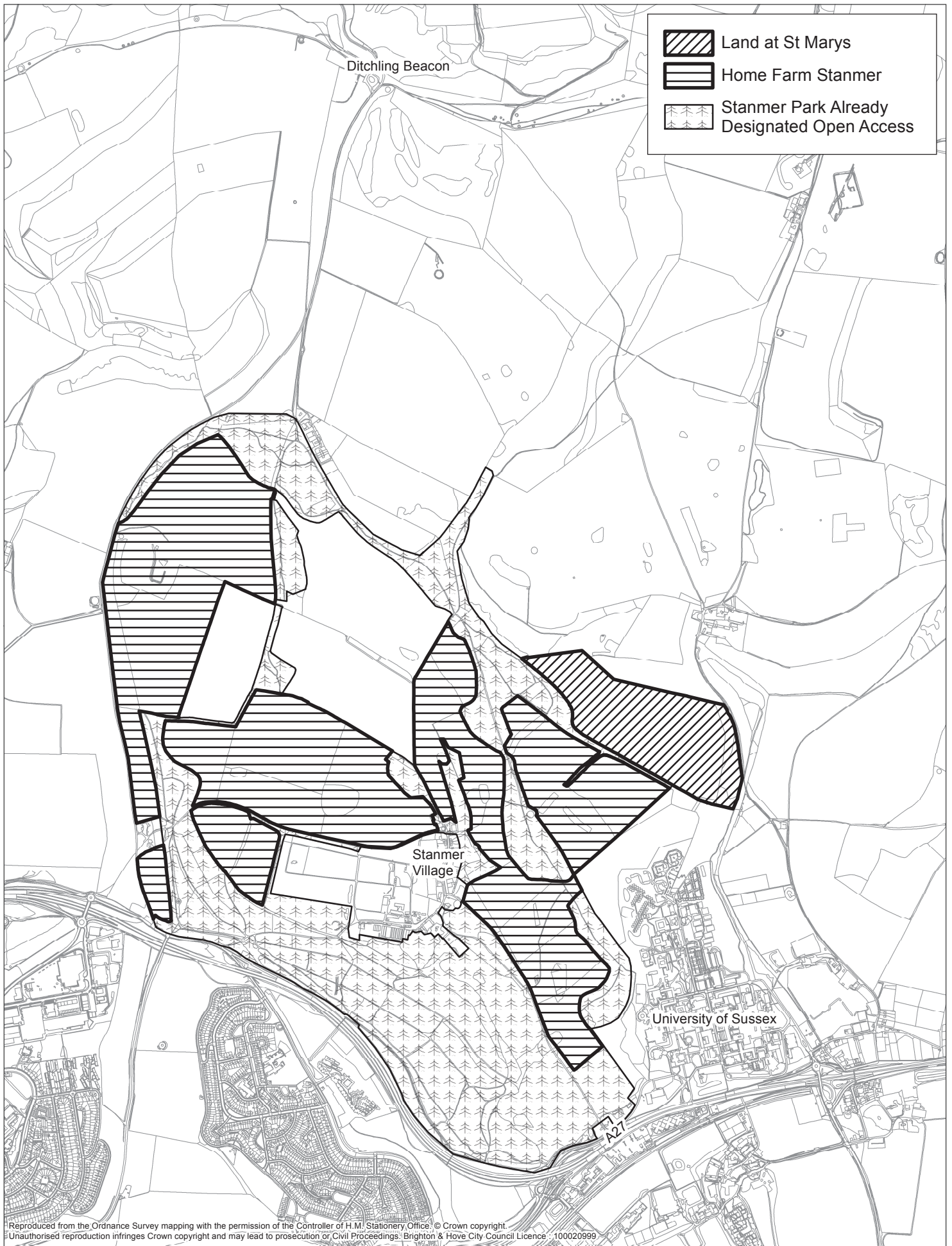
1. Plan identifying land to be dedicated under the CRoW Act

Documents in Members' Rooms

None

Background Documents

None



Land at Home Farm & Land at St Marys

Scale 1:20,000



Subject:	Brooke Mead Extra Care Housing – Development Update		
Date of Meeting:	12 February 2015		
Report of:	Executive Director of Environment, Development & Housing		
Contact Officer:	Name:	Sam Smith	Tel: 01273291383
	Email:	Sam.Smith@brighton-hove.gov.uk	
Ward(s) affected:	Queen’s Park		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

1.1 In December 2013, the Committee approved a capital programme budget of up to a maximum of £8.3m, for the delivery of the Brooke Mead extra care housing scheme to be financed through unsupported borrowing in the Housing Revenue Account (HRA), a Homes and Community Agency (HCA) Grant and a capital and/or revenue contribution from Adult Social Care (ASC) of up to £2.1 million (with maximum increase limited to 10%). This report updates the Committee on progress since then and seeks approval for an increase in the scheme capital programme budget to cover an increase in costs primarily associated with build cost inflation forecasts.

2. RECOMMENDATIONS:

2.1 That the Committee agrees an increase in the capital programme budget for the delivery of Brooke Mead extra care housing scheme to a maximum amount of £12m financed through unsupported borrowing in the Housing Revenue Account (HRA), Homes & Community Agency (HCA) Grant and a contribution from Adult Social Care, to enable the scheme to start on site before the end of March 2015.

2.2 That Committee agrees to appropriate the land at Brooke Mead, Albion Street, Brighton, for planning purposes.

3. CONTEXT/ BACKGROUND INFORMATION

3.1 On 5 December 2013, Policy & Resources Committee approved a capital programme budget up to a maximum of £8.3 m for the delivery of the Brooke Mead extra care housing scheme. It also granted delegated authority to the Executive Director Environment Development & Housing (in consultation with the Executive Director of Finance & Resources) to:

- (i) enter into a Care & Support Specialist Housing Fund (2013-18) Funding Agreement with the HCA.
- (ii) enter into the necessary contract (including with a development partner as necessary) to secure:

- the demolition of the existing building;
- the design and build operations required to complete the development of the Brooke Mead extra care housing scheme; and
- the housing management operation, in respect of the new extra care scheme.

3.2 Brooke Mead is a council-led extra care housing development comprising of 45 one bedroom units of accommodation with both communal and community facilities on the ground floor. The scheme was granted planning permission on 11 December 2013. Since then, there has been considerable progress in relation to key stages of the project (see Fig 1).

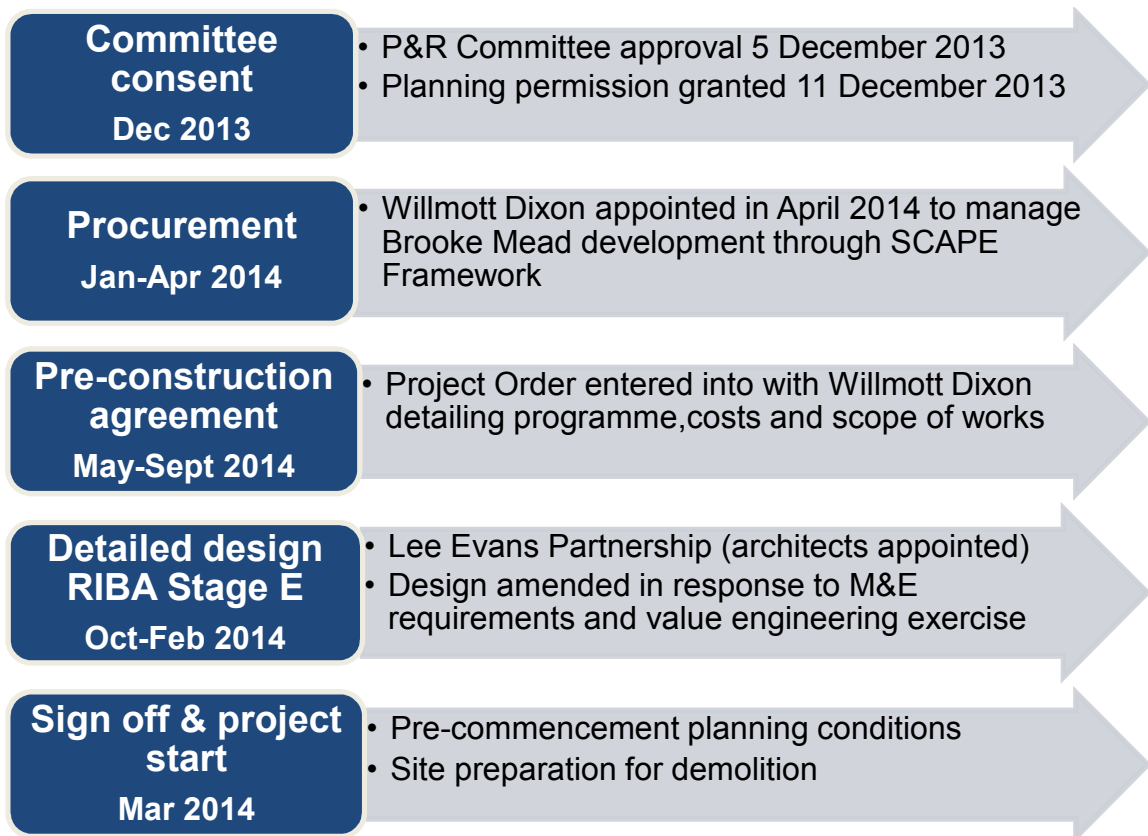


Fig 1 – Pre-construction phase of Scape

3.3 In April 2014, the council appointed Willmott Dixon contractors to manage the Brooke Mead development through a procurement framework known as SCAPE. The framework comprises five key stages: inception, feasibility, pre-construction, construction and post construction. In support of the pre-construction phase, Willmott Dixon carried out a build cost review in June 2014 based on the initial design stage. This cost review demonstrated that the total scheme costs had increased by £1.5m to £9.8m. The increase in build costs stems from the high number of site abnormalities such as ground

condition, engineering requirements and a significant increase in build cost inflation. However, these costs remain approximate until completion of the detailed design stage which is not scheduled to be completed until March 2015.

- 3.4 Some additional survey work has been commissioned by Willmott Dixon in support of Stage E, which has meant that the programme is running approximately one month behind schedule. These include drainage; asbestos; geo technical; electro detection; archaeological; delapidations; as well as additional topography surveys. The results of these surveys are essential to inform the final scheme design as well as Willmott Dixon's strategy for preparing the site for demolition. It is envisaged that demolition will commence in March 2015 and the full procurement, including award of the building contract, will be completed in late spring 2015. The construction programme is expected to be finished by the autumn of 2016.

Key design changes

- 3.5 During the Stage E design process, Willmott Dixon's design team have made a few tweaks to the design of the consented scheme in response to value engineering and liaison with the council's service departments i.e. Building Control, Planning etc. The scheme Employers Requirements have also been progressed by BLB Quantity Surveyors on behalf of Brighton & Hove.

- 3.6 The key changes to the consented scheme can be summarised as follows:

- **Reduced height of Atrium** – the architects have reduced the atrium from three storey to single storey to ensure that the scheme meets Building Regulation requirements and avoids overheating.
- **Reduced the size of the ground floor unit** – the two bed unit has been replaced by a one bed unit as a consequence of an increase in staff facilities on the ground floor to include overnight accommodation with en suite, staff room, office and extended reception.
- **Community Café** – the design of the café has changed to meet the needs of future residents.
- **Extension to Basement** – the space in the basement has been expanded to include a plant room for the mechanical plant required for the scheme. This will allow the Laundry Room located within the basement to be maintained.
- **Sprinkler system** – This has been introduced into the design in response to comments received from the council's Building Control team on the Fire Strategy and proposed mitigation measures.

Key Risks & Mitigations

Risk	Mitigation
<p>Financial risk Increased costs above agreed maximum budget</p>	<ul style="list-style-type: none"> • The scheme is currently being fully costed and it is anticipated that these costs will be below the budget ceiling. • The SCAPE framework works to a Fixed Price (FP). • Additional costs (e.g. unexpected issues, legal fees etc.) will be monitored and escalated at the earliest opportunity. • Monitoring of cost and quality will be undertaken by the council's independent Employers Agent (BLB).
<p>Financial risk Loss or reduction of HCA grant funding</p>	<ul style="list-style-type: none"> • Willmott Dixon working to ensure works start on site before end March 2015. • Regular review meetings with HCA. • Regular entering of scheme information onto HCA ICT system.
<p>Financial risk Extra-care model does not achieve anticipated reduction in council's care costs</p>	<ul style="list-style-type: none"> • Benefits and potential savings to be further analysed and kept under review. • Project will also deliver a wider range of benefits to the city e.g. 45 much needed new homes, improve a currently derelict site and many wider economic impacts.
<p>Community risk Scheme is not supported by local community</p>	<ul style="list-style-type: none"> • Scheme has achieved planning permission. • Ongoing communication and liaison with local residents and their representatives.
<p>Project risk Scheme is delayed (e.g. unforeseen issues, inclement weather etc.)</p>	<ul style="list-style-type: none"> • Control and monitoring from council's independent Employers Agent (BLB).

Building management & maintenance

- 3.7 The Housing Client Design Standards have largely been adopted by the contractor's design team. This should ensure the future 'maintainability' of the building and its components.

- 3.8 The Housing Property and Investment team has the skills, resources and contracts in place to manage the servicing of: the lift/s; gas boilers; water hygiene; fire alarm; emergency lighting; controlled entry system and community alarm connection. New contracts would need to be put in place to service any sprinkler systems or underfloor heating.
- 3.9 The council's repairs and maintenance partner, Mears, is equipped to carry out responsive maintenance to the building and any programmed repairs that will be required in the future.

Care management

- 3.10 The care and support for residents will be provided by an independent care provider following a tendering process led by the ASC commissioning team. This procurement process will take place during the construction phase to ensure that there is a care team on site shortly before the first tenants move in. The care and support will be delivered by an on-site care team, with care provided based on individuals assessed needs.

Nominations

- 3.11 Properties within the new development will be allocated through the council's Choice based lettings scheme (HomeMove). This will ensure the nomination process is transparent and fair. Only those individuals who have been assessed by ASC as requiring extra care housing will be able to bid against these properties. The council's Temporary Accommodation & Allocations team and ASC will jointly develop a Local Lettings Plan in order to enable the best use of the accommodation from the outset and to facilitate a mix of new residents that will enable the project to get off to a good start.

4 ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 If Members were to decide not to proceed with the scheme, this would not only result in the loss of £2.475m of HCA Grant funding but could damage the council's reputation. The fees associated with the pre-construction phase of the project (circa £0.5m), as well as the investment of officer time in the project, would also be lost.
- 4.2 Withdrawing support for the project would negatively impact on the council's New Homes for Neighbourhoods programme which currently has over 200 residential units (including Brooke Mead) in the pipeline. There would also be a wider economic impact to the city (e.g. construction jobs, supply chain opportunities etc.) as well as the loss of New Homes Bonus and Council Tax revenue which would have been generated through the Brooke Mead development.
- 4.3 Finally, a decision not to proceed would reduce the council's ability to meet its strategic objectives concerning older people in the city. A key objective of the Brooke Mead scheme is to improve care for older people and to provide an alternative housing solution to expensive long term residential care. The

delivery of this objective would be jeopardised if the scheme were abandoned at this advanced stage.

5 COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 As previously reported to P&R, Housing and Planning committees, there has been extensive consultation with residents and the local community regarding the proposed development. The consultation process has resulted in several iterations of the design to reflect residents' concerns.

6. CONCLUSION

- 6.1 The Brooke Mead extra care housing proposal meets corporate and strategic objectives to increase the supply of suitable housing for older people at an affordable cost. The inflation in projected build costs is consistent with the experience of other construction projects in the city. There is little scope to mitigate these cost increases as funding requirements, the design of the building and community consultation process restrict the additional income generation opportunities derived from the scheme e.g. increased market sales etc.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 Following Housing Committee approval on 13 November 2013, Policy & Resources approved a budget of £8.3m for the development of the extra care housing at Brooke Mead. Contractors, Willmott Dixon, have since carried out a cost review showing that costs have increased to approximately £9.8-£10m for this scheme. The increase in costs is a result of a high number of site abnormalities and a significant increase in build cost inflation in the last year. This increase in costs has been reflected in the HRA Capital Programme 2015-18 budget report also being presented at this committee.
- 7.2 However, as detailed in para 3.3, these costs remain approximate until the completion of the detailed design stage, which is scheduled to be finished by March 2015. The recommendations in this report i.e. the committee agrees to a maximum budget for this scheme of £12m, is in recognition that total scheme costs may have increased further. The financing of this scheme will be met through HCA Grant up to £2.475m, a capital contribution from ASC of £2.1m, with the balance of funding met through unsupported borrowing through the Housing Revenue Account. The amount of borrowing required for this scheme may be reduced by a capital receipt if the final scheme includes some units of shared ownership.
- 7.3 Without the development of additional extra care facilities, the council will come under increasing pressure to increase the provision of residential care and home care facilities, with a significant increase in the community care budget. Extra care housing provides independence and dignity by enabling people to live in their own home in a supported environment. At the same

time, it achieves financial efficiency. It is estimated that there would be a cost saving to Adult Social Care in the region of £200 per week per resident, when comparing costs of residential care and high cost home care packages to the costs of providing extra care housing. This equates to approximately £468,000 of potential cost savings per annum through the placement of 45 residents at Brooke Mead.

Finance Officers Consulted: Susie Allen/ Michelle Herrington **Date:** 2 Feb 2015

Legal Implications:

- 7.4 The Contract being utilised is an OJEU compliant SCAPE Framework Contract with one supplier (Willmott Dixon) which permits the Council to order work from the supplier in stages, as set out above. The various contracts entered into for the different stages comply with the Council's Contract Standing Order's because the Framework was competitively procured. The order for the construction stage will require a building contract with Willmott Dixon on terms established by the Framework Contract.
- 7.5 The Framework also requires the Council to separately appoint an Employers Agent to manage the construction contract. Following a competitive procurement, BLB Surveyors were appointed to undertake this role on the Council's behalf.
- 7.6 The Project as a whole, including the construction stage, is regulated by the terms of the Funding Agreement with the HCA.
- 7.7 Local authorities are permitted to appropriate land for the purposes of carrying out development (s.246 Town and Country Planning Act 1990). The purpose of doing so is to facilitate the expeditious completion of the building works, particularly where the building works could interfere with third party easements and other rights. Once land is appropriated for planning purposes, any private rights are converted into a claim for compensation, and a claimant cannot secure an injunction to enforce their rights.

Lawyer Consulted: Jill Whittaker/ Oliver Dixon **Date:** 2 Feb 2015

Equalities Implications:

- 7.8 Brighton & Hove has a growing population including a significant increase in the number of older people over eighty five with a support need. Such an increase will have an impact on the ability of people in risk categories, including those with some form of dementia, to remain independently in their own homes. This is projected to lead to additional demand for long term care services. The City is currently a high user of residential care accommodation and is committed to providing alternative housing options, in particular developing extra care housing for adults and older people as a corporate and budget priority.

Sustainability Implications:

- 7.9 The proposed new development will be energy efficient and built to minimise carbon emissions. The development will be fuelled in part by solar energy with solar photo voltaic panels being placed on the roof.
- 7.10 The development includes outside space for each individual flat and a community garden. A high level landscape plan which looks at the green areas in and around the site has been included in the development proposals with further plans to be progressed with residents. The aim is to introduce semi mature trees, to encourage existing wildlife and support new habitats as well as create some open but defensible space for residents to enjoy.

Any Other Significant Implications:

- 7.11 Extra care housing provides an opportunity to deliver good health and housing outcomes that benefit the community at large.

SUPPORTING DOCUMENTATION

Appendices:

None

Documents in Members' Rooms

None

Background Documents

None

Subject:	Integrated sexual health service contract		
Date of Meeting:	12 February 2015		
Report of:	Director of Public Health		
Contact Officer:	Name:	Stephen Nicholson	Tel: 296554
	Email:	Stephen.nicholson@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 To update the committee on the outcome of negotiations for a new contract for the provision of an integrated sexual health service.

2. RECOMMENDATIONS:

- 2.1 That the committee notes the successful outcome of negotiations and intention to award the contract to Brighton and Sussex University Hospitals Trust in partnership with the Sussex Community Trust.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Policy and Resources Committee of 20th March 2014 agreed for commissioners to seek to negotiate a contract to deliver an integrated sexual health service with the current providers.
- 3.2 The Committee granted delegated authority to the Director of Public Health to conduct negotiations on the Council's behalf.
- 3.3 The Committee agreed to receive a report on the outcome of negotiations before a new contract was awarded.
- 3.4 Negotiations have included the agreement of a new service specification for an integrated sexual health service.
- 3.5 An integrated sexual health service model aims to improve the sexual health of the local population by providing easy access to services through open access 'one-stop-shops' where the majority of sexual health and contraceptive needs can be met in one place, usually by one professional, in a single visit.
- 3.6 The provision of integrated sexual health services is supported by guidance from the relevant professional bodies including the Faculty of Sexual and Reproductive Health (FSRH), British Association of Sexual Health and HIV (BASHH), the British HIV Association (BHIVA), the Medical Foundation for AIDS

and Sexual Health (Medfash), the Royal College of Obstetricians and Gynaecologists (RCOG) and NICE, and relevant national policy and guidance issued by the Department of Health and Public Health England.

- 3.7 The integrated service will be delivered through a partnership between the current NHS providers of sexual health (GUM) and community contraception services: Brighton and Sussex University Hospitals Trust and the Sussex Community Trust.
- 3.8 The service will be delivered under a single contract between Brighton & Hove City Council and Brighton and Sussex University Hospitals Trust.
- 3.9 The contract will be awarded for a period of three years plus an optional two years subject to satisfactory performance.
- 3.10 The contract value will not exceed £3.5 million per annum
- 3.11 Contract delivery will be remunerated using a tariff based payment mechanism.
- 3.12 An integrated sexual health tariff has been developed in conjunction with the London Sexual Health Programme. This tariff covers over 140 care pathways using the latest best practice and clinical standards required to deliver better health outcomes. Each component of care has been priced based on what it costs to deliver.
- 3.13 The tariff system allows for a direct link to be made between outcomes and payment. They are based on best-practice pathways and should deliver the highest standards of care. Implementation of the tariffs will safeguard against perverse incentives which can drive service provision towards maximising income at the expense of optimising patient care.
- 3.14 Implementation of the tariff is an important move away from current split funding arrangements. Community contraception services on block contracts and GUM services on non-mandatory payment by results (PbR) tariff do not support the integration of sexual health services and care.
- 3.15 The main driver for the service re-design has been to improve quality and patient care but the tariff has demonstrated to be cost saving compared to expenditure under the non-mandatory PbR tariff and block contracts.
- 3.16 It is difficult to quantify precisely the value of the savings that will be achieved under the tariff but they are estimated to be in excess of £100,000 in year one.
- 3.17 It is anticipated that further financial savings will be realised over the life of the contract through service efficiencies, increased use of technology and review of the tariff prices.
- 3.18 A paper to provide additional background to this report on the integrated sexual health service has been posted in the Members' rooms.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The alternative option to the recommendation would be to offer a competitive tender to the open market. This option was considered unlikely to deliver any further improvements in quality or price to those achieved through this negotiation.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 A patient, public and stakeholder consultation on the future of sexual health services was undertaken in during January and February 2014.
- 5.2 The consultation addressed the characteristics of sexual health services that are important to residents to inform service planning.
- 5.3 The consultation was via the Brighton & Hove City Council consultation portal and through a paper questionnaire distributed from a variety of services across the City.
- 5.4 The consultation was also promoted widely through the local media and relevant websites.
- 5.5 The results demonstrate that a significant majority of respondents would prefer an integrated sexual health service.

6. CONCLUSION

- 6.1 An integrated sexual health service will deliver significant improvements in quality and patient experience. Delivery of the service under a tariff based contract will increase value for money and achieve efficiency savings.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The current contracts in place for clinical sexual health services of approximately £3.6m are funded through the ring fenced public health grant (£18.6 million for 2014-15 and 2015-16 respectively). Any resulting cost savings from the new integrated sexual health tariff on the new contract will be captured through the budget monitoring process and reflected in future budget strategies..

Finance Officer Consulted: Name Anne Silley

Date: 21/01/15

Legal Implications:

- 7.1 The Health and Social Care Act 2012 gave the Council statutory responsibility for commissioning a range of sexual health services. These services are commissioned externally and therefore involve the award of a public services contract which is regulated by the EU Rules.
- 7.2 Members were given detailed legal advice about the process to be followed in awarding this contract in the earlier report relating to this service (March 2014).

- 7.3 Given the value of the proposed agreement, the contract will need to be in a form approved by the Head of Law, and executed as a deed.

Lawyer Consulted: Jill Whittaker Name Date: 22 January 2015

Equalities Implications:

- 7.4 Equalities questions were addressed as part of the public and patient consultation on the future of sexual health services. These responses will inform the full equalities impact assessment of the integrated service that is currently being undertaken

Sustainability Implications:

None

Any Other Significant Implications:

None

Subject:	Corporate Procurement of the Council's Electricity and Gas Supplies		
Date of Meeting:	12 February 2015		
Report of:	Interim Executive Director, Finance & Resources		
Contact Officer:	Name:	Angela Dymott	Tel: 29-1450
		angela.dymott@brighton-hove.gov.uk	
	Name:	Lisa Doody	Tel: 29-2254
	Email:	lisa.doody@brighton-hove.gov.uk	
Wards affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 This report seeks delegated authority to re-procure the Council's half hourly and non half-hourly electricity, and gas supplies comprising the Council's operational property portfolio of approximately 1740 sites including most schools together with some housing sites where the Council is responsible for the energy bill with a total annual cost of £6.36m.
- 1.2 The Council currently procures its metered electricity and gas requirements through a Central Purchasing Body (CPB) –the LASER Energy Buying Group. The energy market remains volatile and this method of procurement provides OJEU compliant supply frameworks that are commercial best practice.
- 1.3 The current LASER flexible supply framework is used for the Council's gas and larger 'half hourly' electricity supplies and is due to expire on 30 September 2016. LASER has renewed the flexible framework to start from 1 October 2016 and is seeking commitment in order to forward purchase the Council's energy requirements for the 2016 start date. This could be up to a year in advance. The requirement to forward purchase energy ahead of the required supply period is a key part of a risk managed energy strategy. Purchasing well in advance of delivery is vital in protecting the Council against adverse wholesale market price changes. The current wholesale market conditions are very favourable and forward purchasing presents an excellent opportunity for securing the value for money 2016+ energy requirements.
- 1.4 The LASER fixed supply framework, used for our smaller electricity supplies, expires on 31 March 2016 and LASER will be renewing this framework within the next year.
- 1.5 For nearly ten years the Council has specified that its electricity supply must be produced from 100 percent renewable sources. However this requirement alone does not guarantee additional renewable energy generation in the market or any additional environmental benefits and suppliers simply sell a proportion of the renewable energy they are obliged to produce under the Renewables Obligation Scheme. This report details the Council's options for renewable supplies.

2. RECOMMENDATIONS:

2.1 That the Committee grant delegated authority to the Assistant Director Property & Design–

- (i) to award a contract effective from 1 October 2016 for a maximum period of four years for the Council’s large (over 50kW) electricity supplies from 100% renewable sources and gas supplies through a flexible framework agreement offered by the LASER Energy Buying Group;
- (ii) to award a contract effective from 1 April 2016 for a maximum period of four years for the Council’s non half hourly (sub 50kW) electricity supplies from 100 percent renewable sources through a fixed compliant framework agreement;
- (iii) to award a six-month bridging contract with the existing LASER flexible supplier to allow a proportion of the supplies referred to in 2.1 (ii) above to switch to a flexible arrangement from 1st October 2016.

3. CONTEXT / BACKGROUND INFORMATION:

Overview of Current Energy Supply Contracts

3.1 The Council has three main utility contracts procured through LASER – one for gas and two for electricity that cover the bulk of the Council’s property portfolio. The electricity provision is currently split into two contract groups, the half hourly (over 100kW) contract relating to large sites and the non half hourly (sub 100kW) contract relating to smaller sites. Street lighting unmetered electricity supply is a fourth separate contract currently procured through a different CPB, see section 4.5. Table 1 below identifies the duration and approximate value of each contract.

Table 1 – Overview of current energy supply contracts

Utility Contract	Contract Period	Approx. Value	Supplier	Sites
Gas	01.10.2012 to 30.09.2016	£ 2.355m per annum	CPB: Laser Supplier: Total Gas & Power Ltd Purchasing Type: Flexible Purchase in Advance, annual pricing	Approximately 300 sites requiring gas including schools, corporate and housing
Electricity (over 100kW)	01.10.2012 to 30.09.2016	£1.877m per annum	CPB: Laser Supplier: Npower Purchasing type: Flexible Purchase in Advance, annual pricing	Approximately 38 larger sites including Kings House, Brighton & Hove Town Halls & some secondary

				schools
Electricity (sub 100kW)	01.04.2013 to 31.3.2016	£2.128m per annum	CPB: Laser Supplier: Scottish & Southern Purchasing type: Fixed prices for 3 years	Approximately 1400 smaller sites

Overview of Performance - Current Central Purchasing Body (LASER)

- 3.2 The Council currently procures its energy supplies through a Central Purchasing Body (CPB) – the LASER Energy Buying Group - rather than directly from an energy supplier. This reduces the risk to the Council of price fluctuations within the utility market through increased flexibility in purchasing as well as being part of a large bulk buying consortium offering economies of scale.
- 3.3 LASER’s flexible procurement model aggregates the energy volumes of all its customers comprising 115 local authorities. LASER closely monitor energy market prices and drivers, purchasing energy requirements in multiple blocks over a period of time prior to the point of use. Gas and electricity market prices are highly volatile and price movements of more than 10 percent in a week are not unprecedented.
- 3.4 By aggregating energy spend with other local authorities through a CPB, delivered energy costs are significantly lower than any one customer can achieve independently.
- 3.5 LASER’s current flexible frameworks have performed well. For the period October 2009 to September 2013, benchmarking of LASER’s purchasing performance shows achieved wholesale energy prices (50-70 percent of the total costs) around 4 percent below market average. This equates to avoided costs of between £63,900 when compared to the average market price and £1,038,800 when compared to the maximum market prices over the past four years.

Flexible vs Fixed Purchasing Strategy

- 3.6 Gas and half-hourly electricity contracts are currently procured through a flexible framework meaning that LASER purchase our energy requirements in advance of the delivery period and our prices are reviewed annually. This allows the Council to take advantage of favourable market conditions. The advantages of a flexible framework to the Council’s smaller supplies are reduced and our non-half-hourly electricity supplies are currently on a non-flexible framework meaning that prices are fixed for a 3 year period.
- 3.7 A review of this arrangement has determined that there will be a potential cost advantage of moving some of our larger non-half-hourly electricity supplies (i.e. 247 supplies of between 50 and 100kW) to the flexible framework in the renewed contracts from 2016 in order to maximise cost mitigation. This will require a six month bridging contract with the existing LASER flexible supplier to allow these supplies to switch to a flexible arrangement from 1st October 2016.
- 3.8 The remaining non-half-hourly supplies will be re-tendered on a fixed term fixed price basis. LASER is about to begin the process of renewing the fixed framework which is currently set to expire in early 2016. Following LASER renewing the framework, the Council will go through an evaluation process to

ensure this option presents the best value for money, prior to entering into a contract.

Procurement 'Basket' Options

- 3.9 With the current LASER flexible framework the Council has a choice of approaches to forward buying energy. Customers select their preferred choice dependent on appetite for price risk and requirement for budget certainty.
- 3.10 Currently the Councils energy requirements on the flexible framework are 'Purchased in Advance' (PIA). The other main option is 'Purchase within Period' (PWP) which involves setting a reference price for a 6 month period and at the end of this period, a reconciliation takes place between the reference price and the final (achieved) purchase price.
- 3.11 Before entering into any future contracts, Property & Design will appraise the most appropriate purchasing options and split the portfolio where necessary, in order to maximise opportunities with market prices and to minimise risk in those areas that most need it.

'Fully Managed' v's 'Procurement Only'

- 3.12 In addition to energy supply procurement, CPBs can offer a 'fully managed' service which provides invoice validation, query management and portfolio optimisation and this attracts an uplift fee per kWh which is applied to the procured unit price. The Council are currently contracted to the 'fully managed' service for gas and half-hourly electricity and to the 'procurement only' service for non-half hourly electricity meaning that the Council's Energy & Water Team manage the supplier directly together with all bill validation in-house.
- 3.13 From 2016 the Council will revert to the 'procurement only' option for all areas of the portfolio as the in-house Energy & Water Team are now able to offer the full invoice validation and query management function and the fully managed services currently offered by LASER will be absorbed within the team. This will reduce fixed fees paid to LASER by 60 percent which equates to approximately saving of £55,000 per annum.

Renewable Electricity Tariff Options

- 3.14 Various options are now available for commercial electricity tariffs to support or encourage renewable energy generation including a 'Standard' tariff, '100% Renewable' and 'Green Certified' supplies which are described below:
- 3.15 **Standard Tariff**
A supplier's standard tariff is normally less expensive per unit of electricity than a '100% Renewable' or 'Green Certified' supply but, for the reasons noted below, may not offer any less support to encourage new sources of green energy than the '100% Renewable' option.
- 3.16 **100% Renewable Tariff**
For nearly ten years the Council has specified a requirement for 100% renewable electricity when procuring its energy supply contracts. However this sort of tariff does not provide any additional renewable electricity in the market or further environmental benefits; it just means that we are allocated a proportion of the

suppliers renewable sourced electricity (the proportion by which they are obliged to meet by law in any event).

100% renewable tariffs usually attract a premium to a supplier's standard tariff unit cost although this can be partially offset by a reduction in the Climate Change Levy (CCL) imposed by central government on energy bills but which isn't applied to 100% renewable tariffs.

However, LASERs new flexible framework offers 100% renewable electricity at a 5% discount to the prevailing rate of the Climate Change Levy in the first contract year. In the first year of the agreement this equates to a cost reduction of £23,000 from our current electricity costs. The arrangements for years two to four will ensure that the price of 100% renewable electricity will be no greater than cost neutral (i.e. the 100% renewable price premium will be offset by an equal reduction in Climate Change Levy charges payable by high-rate VAT sites).

3.17 **Green Certified Tariff**

These are certified by the Office of the Gas & Electricity Markets (OFGEM) and include a requirement that the supplier demonstrates that the activity associated with the green tariff is in addition to what they already have to do to meet their legal obligations and the Government's targets. This is the only form of tariff guaranteed to provide additional activity in the renewables supply market.

However, these tariffs are not a viable option for the Council's contracts due to the high premium attached to them. During the mini-competition process for the current non half-hourly fixed contract, prices were sought for this tariff and this would have resulted in an expected budget uplift of 40 percent.

4. **EVALUATION OF ANY ALTERNATIVE OPTION(S):**

4.1 **Other Central Purchasing Bodies (CPBs):** there are several other CPBs offering energy supply procurement options which are available for the Council to access. These have been evaluated and none offer any advantages over the LASER offer as summarised below:

CPBs	Reason for exclusion
Procurement for Housing	High framework procurement fees compared with LASER and low buying power.
ESPO	Current framework expires in 2016 and no further provision available at this time.
Crown Commercial Service	Higher framework fees than LASER. No provision for making renewable electricity cheaper than the prevailing Climate Change Levy fee (unlike Laser).

4.2 **Procuring electricity direct with a utility company:** the risk of market volatility is reduced by opting for procurement through a CPB which is also considered to represent best value for money due to economies of scale and the CPB's purchasing power.

4.3 **Energy brokers:** the Council is approached regularly by consultancies and energy brokers that secure prices direct from suppliers by monitoring market

prices. CPB's do everything the independent energy brokers do but with the added benefit of aggregating large Local Authority portfolios.

- 4.4 **Collaborative procurement with other authorities:** the Council have led on an exercise to establish the added benefits of procuring its energy supplies jointly with other members of the SE7 local authority group. However of the authorities who expressed an interest in pursuing this all were already with the LASER CPB and the conclusion was that the maximum benefit of joint procurement was already being realised. Grouping energy requirements with other local authorities was also investigated with the other CPB's, only one CPB offered a financial incentive to grouping but the benefits were outweighed by the cost of the framework fees.
- 4.5 **Addition of street lighting:** The unmetered street lighting supply has historically been procured through the Crown Commercial Services (CCS) framework in conjunction with East Sussex Council and is on a rolling contract. Current spend on this contract is £934k. The unmetered electricity contract has been evaluated and provides value for money compared with the current LASER offer and so no changes or decisions are required. The prices under this contract will be reviewed annually.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 As the gas and non half-hourly electricity contracts will directly affect leasehold housing tenants, the Energy & Water Team have been liaising with Housing who will lead on the statutory consultation notifications required and sufficient time will be allowed in the procurement programme to complete this process.
- 5.2 When undertaking the analysis of frameworks, the Council approached the major CPB's for information relating to our requirements.

6. CONCLUSION

- 6.2 Contracting through a Central Purchasing Body (CPB) offers the Council the best value procurement route.
- 6.3 Following an evaluation of the currently available CPB frameworks the LASER CPB is considered to offer the best route for purchasing the Council's flexible half-hourly electricity and gas requirements from 2016 onwards. Once LASER renew the fixed framework (to be in place from 2016), the Council will go through an evaluation process to ensure this route offers the best value for money.

7. FINANCIAL & OTHER IMPLICATIONS

Financial Implications:

- 7.1 Although Central Purchasing Bodies (CPB) are unable to provide an indication of price structures it is evident that the ability of CPB's to purchase in bulk and the increased flexibility on purchasing reduces the risk of future fluctuations in energy prices being passed through to the Council. The proposal to move a number of sites to the flexible framework (247 sites between 50kW and 100kW) will reduce further the risk of price fluctuations for more of the Council's larger sites. The proposal to move to a 'procurement only' service as opposed to a 'managed service' will reduce fixed fees paid to LASER over the 4-year contract period and

the cost of providing the fully managed service will be met through the in-house Energy & Water Team.

The Medium Term Financial Strategy includes pressure funding to cover increased energy costs above standard inflation for the general fund. Schools will meet energy costs through their delegated budgets. The Housing Revenue Account (HRA) recharges part of the energy costs through tenants and leaseholders and is accounted for within the long term business plan. For the Housing Revenue Account (HRA), electricity sites are currently under the fixed price framework which is due for renewal on 1st April 2016. The report proposes that 247 sites be moved to the flexible framework where prices will be renewed on 30th September 2016. Therefore this is likely to mean that prices for these sites will change twice during 2016/17 in order to achieve the best value for money. The budget setting process for 2016/17 will reflect these changes, along with the other annual price changes to ensure the accuracy of these budgets

Finance Officer Consulted: Rob Allen

Date: 09/01/15

Legal Implications:

- 7.2 The authority of Policy & Resources Committee is required for matters with corporate budgetary implications, such as the procurement of the Council's electricity and gas supplies for which the costs are going to exceed £500,000. Accordingly the committee is entitled to agree the recommendations at section 2 above.
- 7.3 Further, the Council's contract standing orders require that authority to enter into a contract valued at £500,000 or more be obtained from the relevant committee.
- 7.4 The procurement of contracts through framework agreements must comply with all relevant European and UK public procurement legislation as well as the Council's contract standing orders. Legal officers will be advising on this aspect once the committee has authorised the Assistant Director Property & Design on the terms set out in section 2 recommendations above.

Lawyer Consulted: Oliver Dixon

Date: 12/01/15

Equalities Implications:

- 7.3 There are no equalities implications.

Sustainability Implications:

- 7.4 Sustainability implications are discussed in Section 3.0 in the main body of the report.

Any other significant implications:

- 7.5 No other significant implications have been identified relating to this area.

8. REASONS FOR REPORT RECOMMENDATIONS

- 8.1 This report seeks various approvals to procure and award energy supply contracts. The report outlines alternative procurement and framework options,

including information on 100% renewable and green tariffs, and seeks delegated powers to enable expedient contract placement in order to maximise value for money within the volatile energy market.

SUPPORTING DOCUMENTATION

Appendices: None

Documents in Members' Rooms: None