



# Brighton & Hove City Council

## FORWARD PLAN OF KEY DECISIONS

FROM JANUARY TO APRIL 2012

KING'S HOUSE  
GRAND AVENUE  
HOVE  
BN3 2LS

[www.brighton-hove.gov.uk](http://www.brighton-hove.gov.uk)

Edition 44

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

The Leader of the Council is required to publish a forward plan setting out matters which the Leader believes will be the subject of a **key decision** by the Cabinet or an individual Cabinet Member in the period covered by the Plan (the subsequent four months). Not all Key decisions can be listed with four months notice because in some cases the need for a decision is not known at the time of writing. The Council's Constitution states that a key decision is one that involves:

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

As a matter of good practice, the Council's Forward Plan may include other items in addition to key decisions that are to be considered by the Cabinet/Individual Cabinet Members. This additional information is provided to inform local residents of matters to be considered, with the exception of issues which are dealt with under the urgency provisions.

For each decision included on the Plan the following information is provided:

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

The Plan is updated and published every month on the Council's web-site two weeks before the start of the period to be covered.

Meetings of the Cabinet/Individual Cabinet Members are open to the public (with the exception of discussion regarding reports which contain exempt/confidential information). Copies of agenda and reports for meetings are available on the web site in advance of meetings. For further details on the time of meetings and general information about the Plan please contact Mark Wall, Head of Democratic Services at Kings House, Grand Avenue, Hove, BN3 2LS, or telephone 01273 291006 or send an e-mail to [mark.wall@brighton-hove.gov.uk](mailto:mark.wall@brighton-hove.gov.uk).

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Brighton & Hove City Council Forward Plan January to April

Ref	Date decision to be taken	Key Decision (Including Brief Summary * Expected Outcome) (including ward/area)	Decision-making Body, Edition of Forward Plan when first appeared	Consultation Where Required (Details given: Who, How & Closing date)	Lead Officer (to whom representations should be made, and holder of documents)
<b>DECISIONS ANTICIPATED FOR JANUARY 2012</b>					
GOV 25717	10/01/12 19/01/12 26/01/12	All Wards <b>Health &amp; Wellbeing Board Development (Shadow Year)</b>  To seek Cabinet approval of Proposals for the establishment of a shadow Health and Wellbeing Board for one year from April 2012.	Governance Committee  Cabinet  Council Cabinet Member for Communities, Equalities & Public Protection		Tom Scanlon Tel: 29-1480, Terry Parkin Tel: 29-0446  Thalia Liebig Tel: 29-0445, Giles Rossington Tel: 01273 291038
ASC 26459	16/01/12	All Wards <b>Provision of Equipment to Care Homes policy</b>  To seek Cabinet Member approval for the Provision of Equipment to Care Homes Policy	Adult Social Care & Health Cabinet Member Meeting Cabinet Member for Adult Social Care & Health	Wide consultation of stakeholders - details included in report	Jane MacDonald Tel: 29-5038

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ASC 25966	16/01/12	All Wards <b>Adult Social Care Charging Policy for Non-Residential Care Services</b>  To seek Cabinet Member approval of recommendations for increasing charges for Adult Social Care Services from April 2012.	Adult Social Care & Health Cabinet Member Meeting Cabinet Member for Adult Social Care & Health		Angie Emerson Tel: 01273 295666
CAB 25851	19/01/12	All Wards <b>Sustainable Procurement Policy for Brighton &amp; Hove City Council</b>  To seek Cabinet approval for a Brighton & Hove Sustainable Procurement Policy, to be supported by a Timber and Wood Derived Products Procurement Policy and a revised Procurement Code of Practice: Sustainability.	Cabinet Cabinet Member for Finance & Central Services	Internal stakeholders	Guy Stapleford Tel: 01274 294059

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CAB 21043	19/01/12	All Wards <b>Council Tax Base 2012/13</b>  To set the council tax base and establish the estimated revenue from Council Tax for 2012/13	Cabinet Cabinet Member for Finance & Central Services  Annual Forward Plan 2011-2012		Mark Ireland Tel: 29-1240, Heather Bentley Tel: 29-1244
CAB 25774	19/01/12 26/01/12	All Wards <b>East Sussex, South Downs and Brighton &amp; Hove Waste and Minerals Plan</b>  Cabinet is asked to endorse the East Sussex, South Downs and Brighton & Hove Waste and Minerals Local Plan, and submit it for approval to Full Council before submission to the Secretary of State for public examination.	Cabinet  Council Cabinet Member for Planning, Employment, Economy & Regeneration	Public consultation will take place on a draft of the Plan from the end of October for six weeks. The Plan will also be open for representations following Cabinet/Council approval	Mike Holford Tel: 29-2501
CAB 8684	19/01/12	All Wards <b>Circus Street Development Site</b>  To consider a revised deal to achieve a financially viable redevelopment of the	Cabinet Cabinet Member for Enterprise, Employment & Major Projects	Internal officer consultation only for this particular decision. The progression and evolution of the final scheme will involve further	Max Woodford Tel: 29-3451

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		<p>Circus Street site in light of prevailing market conditions.</p> <p>Note: It is likely that there will be a public Part 1 report and a restricted Part 2 report for this item listed on the agenda for the meeting. This item has been deferred at the request of the Director from 9th July Cabinet to 17th September Cabinet.</p> <p>Note: This item has been deferred to the October Cabinet at the request of the Director.</p> <p>Note: The report has been delayed to the November Cabinet to allow the developers further time to complete the financial analysis.</p> <p>Note: This item is being deferred as following the submission by the developers of a further proposal relating to the amended offer, it is considered that there are further negotiations to be</p>	Edition 10	detailed public consultation.	

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		<p>undertaken with the developers before officers are in a position to be able to recommend the proposals to Members</p> <p>Note: The report has been deferred to allow further negotiations.</p>			
CAB 26657	19/01/12	<p>All Wards</p> <p><b>Establishment of a Local Healthwatch</b></p> <p>To seek Cabinet Approval to develop a new Healthwatch contract and to manage the transition from LINKs to Healthwatch.</p>	Cabinet Cabinet Member for Communities, Equalities & Public Protection	Informal meetings with representatives across the city.	Michelle Pooley Tel: 29-5053, Giles Rossington Tel: 01273 291038

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CAB 26742	19/01/12	<p>All Wards  <b>Procurement of Housing and Adult Social Care Adaptations Framework Agreement</b></p> <p>Report seeks approval to commence procurement of new Adaptations Framework Agreement for Housing &amp; Adult Social Care. Approval sought for Strategic Director Place, in consultation with Housing Cabinet Member, to enter into a Framework Agreement with contractors following a compliant procurement process.</p>	Cabinet Cabinet Member for Housing		Martin Reid Tel: 29-3321
CAB 26833	19/01/12	<p>All Wards  <b>Brighton &amp; Hove's Programme for 2012</b></p> <p>To seek Cabinet approval for Brighton and Hove's plan of activity for the 2012 Olympic and Paralympic Games.</p>	Cabinet Cabinet Member for Culture, Recreation & Tourism		Paula Murray Tel: 29-2536, Pauline Freestone Tel: 29-3312

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CAB 26838	19/01/12	<p>All Wards  <b>Options for additional reception classes for September 2012: Proposed Temporary Expansion of Goldstone, Westdene, Queens Park and Connaught.</b></p> <p>To seek Cabinet approval to extend, for one year only, the intake number at four schools in the area where numbers have risen.</p>	Cabinet Cabinet Member for Children & Young People		Gillian Churchill Tel: 29-3515, Gil Sweetenham Tel: 29-3474
CAB 26840	19/01/12	<p>All Wards  <b>Proposed options for the provision of 3 Junior forms in Portslade</b></p> <p>To seek Cabinet approval for the preferred option for providing an additional three forms of entry for junior pupils in Portslade and to approve commencement of the formal consultation stage.</p>	Cabinet Cabinet Member for Children & Young People		Gil Sweetenham Tel: 29-3474, Gillian Churchill Tel: 29-3515

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CAB 26908	19/01/12	All Wards <b>Denominational Transport</b>  To determine whether the council continues with not statutory payment of travel expanses to faith schools	Cabinet Cabinet Member for Children & Young People		Gil Sweetenham Tel: 29-3474
CYP 25401	20/01/12	All Wards <b>Services to Young People 2012-2014 - Joint Commissioning Strategy</b>  To seek Cabinet Member agreement for the new Youth Service Joint Commissioning Strategy and procurement plan.	Children & Young People Cabinet Member Meeting Cabinet Member for Children & Young People  Edition 42 (November 2011 - February 2012)	Consultation document placed on Consultation Portal until 23 September 2011. Wide ranging consultation with Young People and Stakeholders.	Kerry Clarke Tel: 01273 295491

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CYP 26260	20/01/12	<p>All Wards</p> <p><b>Procurement of children's residential and foster care placements</b></p> <p>The report will present the evaluation of the existing (framework) arrangements in place for the procurement of children's residential and foster care services and seek cabinet member approval for future procurement practice.</p>	<p>Children &amp; Young People Cabinet Member Meeting</p> <p>Cabinet Member for Children &amp; Young People</p>	<p>A range of stakeholders have been consulted in the process of evaluating the existing framework of preferred and accredited providers. This includes independent and voluntary providers, young people, delivery unit managers, internal audit, finance and legal services and other local authorities.</p>	<p>Steve Barton Tel: 29-6105</p>
ETSC MM 24849	24/01/12	<p>All Wards</p> <p><b>Pedestrian Crossing Assessment</b></p> <p>To seek Cabinet Member support for the priority list submitted and to grant permission to begin implementation of those crossing points identified.</p>	<p>Environment, Transport &amp; Sustainability Cabinet Members Meeting</p> <p>Cabinet Member for Transport &amp; Public Realm</p>	<p>A previous Pedestrian Crossing Methodology report was submitted to the CMM on the 26th March 2011 and it was agreed, once assessments were carried out, to take the results to a future meeting.</p>	<p>Robin Reed Tel: 29-3856</p>

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ETSC MM 26017	24/01/12	All Wards <b>Fees and Charges 2012/13</b>  To agree the fees and charges for the new financial year for Highways, Trading Standards, Environmental Health and City Parks.	Environment, Transport & Sustainability Cabinet Members Meeting Cabinet Member for Environment & Sustainability	The tariffs for Parking will already have been presented to Environment, Transport	Karen Brookshaw Tel: 29-3047
<b>DECISIONS ANTICIPATED FOR FEBRUARY 2012</b>					
CAB 21045	09/02/12  23/02/12	All Wards <b>General Fund Revenue Budget &amp; Council Tax 2012/13</b>  To agree the revenue budget and council tax for 2012/13 and recommend approval by Full Council	Cabinet  Council Cabinet Member for Finance & Central Services  Annual Forward Plan 2011-2012		James Hengeveld Tel: 29-1242, Mark Ireland Tel: 29-1240

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CAB 21065	09/02/12 23/02/12	All Wards <b>Capital Resources &amp; Capital Investment Programme 2012/13</b>  To agree the planned capital investment programme for all council services and recommend approval by Full Council.	Cabinet  Council Cabinet Member for Finance & Central Services  Annual Forward Plan 2011-2012		James Hengeveld Tel: 29-1242
CAB 21067	09/02/12 23/02/12	All Wards <b>Housing Revenue Account Budget 2012/13</b>  To agree the budget estimates including savings proposals, reserve levels, rent and service charge levels, for the Housing Revenue Account (HRA) 2012/13 and recommend approval by Full Council.	Cabinet  Council Cabinet Member for Finance & Central Services  Annual Forward Plan 2011-2012		Sue Chapman Tel: 29-3105

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CAB 21211	09/02/12 23/02/12	All Wards <b>Housing Revenue Account Capital Programme 2012-15</b>  To seek Full Cabinet Approval for the 3 year capital programme for housing	Cabinet  Council Cabinet Member for Finance & Central Services  Annual Forward Plan 2011-2012	Housing Management Consultative Committee, Housing Cabinet Member.	Sue Chapman Tel: 29-3105
CAB 21069	09/02/12	All Wards <b>Targeted Budget Management (TBM) 2011/12 Month 9</b>  To update members on the Capital and Revenue financial performance of the Authority's General Fund and Housing Revenue Accounts at month 9	Cabinet Cabinet Member for Finance & Central Services  Annual Forward Plan 2011-2012		Jeff Coates Tel: 29-2364, Nigel Manvell Tel: 29-3104

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CAB 21128	09/02/12 22/03/12	All Wards <b>Official Feed and Food Controls Service Plan 2012/13</b>  To seek approval for the Feed and Food Controls Service Plan. To ensure transparency and accountability the Council details its planned food safety and standards work in a service plan as required by the food standards agency.	Cabinet  Council Cabinet Member for Communities, Equalities & Public Protection  Annual Forward Plan 2011-2012	Legal and Financial services, Cabinet Member and opposition spokesperson.	Nick Wilmot Tel: 29-2157
CAB 21131	09/02/12 22/03/12	All Wards <b>Health and Safety Annual Service Plan 2012/13</b>  To approve the annual service plan. To ensure transparency and accountability the Council details its planned health & safety enforcement and advice work in a service plan as required by Section 18 of the Health & Safety at Work etc Act 1974.	Cabinet  Council Cabinet Member for Communities, Equalities & Public Protection  Annual Forward Plan 2011-2012	Legal and Financial services, Cabinet Member and opposition spokesperson, partners, stakeholders, public, businesses, employee organisations.	Roy Pickard Tel: 29-2145

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<b>DECISIONS ANTICIPATED FOR MARCH 2012</b>					
CRT 21196	06/03/12  22/03/12	All Wards <b>Libraries Plan 2012-2015</b>  To seek approval for the Libraries Plan.	Culture, Recreation & Tourism Cabinet Member Meeting  Council Cabinet Member for Culture, Recreation & Tourism  Annual Forward Plan 2011-2012		Sally McMahon Tel: 29-6963

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ASC 25235	12/03/12 23/04/12	<p>All Wards</p> <p><b>Joint Commissioning Strategy for Adults with Autistic Spectrum Conditions (ASC) 2012-2015</b></p> <p>To seek Cabinet Member Approval for a Brighton &amp; Hove Joint Commissioning Strategy for Adults with Autistic Spectrum Conditions (ASC) focusing on: raising awareness; diagnostic and assessment pathway; transition from childhood to adulthood; service planning.</p>	<p>Adult Social Care &amp; Health Cabinet Member Meeting</p> <p>Joint Commissioning Board Cabinet Member for Adult Social Care &amp; Health</p>	<p>Consultation informing development of the draft strategy has already taken place via a) Adult Social Care &amp; Housing Overview &amp; Scrutiny Panel March 2011 and b) Joint Strategic Needs Assessment May 2011. Additional cross-sector consultation will also take place during the period October - December 2011. The draft will also be submitted to the NHS Sussex Clinical Operations Group and the Joint Commissioning Board.</p>	<p>Diana Bernhardt Tel: 29-2363, Angela Flood Tel: (01273) 290790</p>
ASC 25305	12/03/12	<p>All Wards</p> <p><b>Fee Level for Adult Social Care Services 2011-12</b></p> <p>To seek approval for the fees paid to independent and voluntary sector providers that supply Adult Social Care services on behalf of Brighton and Hove City Council.</p>	<p>Adult Social Care &amp; Health Cabinet Member Meeting Cabinet Member for Adult Social Care &amp; Health</p>	<p>Consultation with provider representatives</p>	<p>Jane MacDonald Tel: 29-5038</p>

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CAB 21658	15/03/12 22/03/12	All Wards <b>The Council's Equality Policy and Action Plan</b>  To seek approval for the for the policy and action plan.	Cabinet  Council Cabinet Member for Communities, Equalities & Public Protection  Annual Forward Plan 2011-2012	Internal & External stakeholders: (inc. staff, service-users, residents, community and voluntary sector groups). Consultation period June-December 2011.	Mary Evans Tel: 29-1577
CAB 21063	15/03/12 22/03/12	All Wards <b>Annual Investment Strategy 2012/13</b>  Cabinet recommends annual investment strategy for forthcoming year and Council approves strategy	Cabinet  Council Cabinet Member for Finance & Central Services  Cabinet Member for Finance  Annual Forward Plan 2011-2012	Comments by Council's external treasury advisor	Peter Sargent Tel: 29-1241

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CAB 21071	15/03/12	<p>All Wards <b>Treasury Management Policy Statement 2012/13</b></p> <p>To recommend a Treasury Management Policy and practices for the financial year commencing 1 April 2012. The policy and practices set out the parameters for treasury management activity and how key risks associated with such activity will be managed.</p>	<p>Cabinet Cabinet Member for Finance &amp; Central Services</p> <p>Annual Forward Plan 2011-2012</p>	External treasury management advisors.	Peter Sargent Tel: 29-1241
CAB 21432	15/03/12	<p>All Wards <b>Planned Maintenance Budget Allocation 2012-13 and Programme of Works for the Council's Operational Buildings</b></p> <p>Report on the proposed 2012-13 budget allocation of planned maintenance works to the council's operational buildings to include civic, historic, commercial and social care properties.</p>	<p>Cabinet Cabinet Member for Finance &amp; Central Services</p> <p>Annual Forward Plan 2011-2012</p>		Angela Dymott Tel: 29-1450

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<b>DECISIONS ANTICIPATED FOR APRIL 2012</b>					
CAB 21524	19/04/12	All Wards <b>Asset Management Fund 2012/13</b>  To seek Cabinet Member Approval for the allocation of the Asset Management Fund 2012/13	Cabinet Cabinet Member for Finance & Central Services  Annual Forward Plan 2011-2012		Angela Dymott Tel: 29-1450
<b>ITEMS PREVIOUSLY LISTED IN THE FORWARD PLAN BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED</b>					
CAB 25463		Moulsecoomb & Bevendean <b>Falmer Released Land</b>  To seek Cabinet approval for options on proceeding with redevelopment of the site	Cabinet Cabinet Member for Finance & Central Services  Edition 42 (November 2011 - February 2012)		Richard Davies Tel: 296825, Gil Sweetenham Tel: 29-3474

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CAB 23540		<p>St Peter's &amp; North Laine; Withdean</p> <p><b>Sports Facilities Management Contract - Capital Investment Proposals</b></p> <p>To seek Cabinet approval for the capital investment schemes at Withdean Sports Complex and Prince Regent Swimming Complex.</p>	<p>Cabinet Cabinet Member for Culture, Recreation &amp; Tourism</p> <p>Edition 39 (August - November) 2011</p>	Finance, Legal, Property & Design, Procurement and Freedom Leisure.	Ian Shurrock Tel: 29-2084, Toby Kingsbury Tel: 29-2701
ETSC MM 22533		<p>All Wards</p> <p><b>Road Safety 2020 Casualty Reduction Targets</b></p> <p>To provide details of the proposed casualty reduction targets for the next road safety strategy period ending 2020, and approve revised targets pending the submission of a new strategy.</p>	<p>Environment, Transport &amp; Sustainability Cabinet Members Meeting Cabinet Member for Environment &amp; Sustainability</p> <p>Edition 37 (June - September 2011)</p>	Not required.	Phil Clarke Tel: 29-3705

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CAB 22912		<p>All Wards <b>City Commissioning Plan</b></p> <p>To seek Cabinet approval for a four year plan setting out the indicative strategic commissioning priorities for the city 2011/12-2013/14</p>	<p>Cabinet Leader of the Council</p> <p>Late Items Plan Edition 02 June - September 2011 (FP37)</p>	<p>Internal and external stakeholders inc. corporate management team, city partnerships, key public sector organisations, CVSF representatives, elected members – Cabinet and Overview &amp; Scrutiny, through a range of means: verbal briefings, presentations, written papers. March – June 2011</p>	<p>Emma McDermott Tel: 29-3944</p>

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CAB 17853		<p>All Wards  <b>Preston Barracks Development – Update and future arrangements</b></p> <p>To advise of progress since the September 2009 report to Cabinet in developing wider scheme proposals in partnership with the University of Brighton. The report will also seek agreement to the next stages of work and setting out an indicative timetable.</p> <p>Note: This item was originally listed in error as going to September Cabinet and was intended to go to October Cabinet.</p> <p>Note: This item has been deferred to allow the partners time to complete discussions and consider options for future arrangements.</p>	<p>Cabinet            Cabinet Member for Enterprise, Employment &amp; Major Projects</p> <p>Edition 28 (September - December 2010)</p>		<p>Mark Jago Tel: 29-1106</p>

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