



Brighton & Hove City Council

FORWARD PLAN OF KEY DECISIONS

FROM MARCH TO JUNE 2012

KING'S HOUSE
GRAND AVENUE
HOVE
BN3 2LS

www.brighton-hove.gov.uk

Edition 46

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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.

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Brighton & Hove City Council Forward Plan March to June

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DECISIONS ANTICIPATED FOR MARCH 2012					
CYP 26969	05/03/12	<p>All Wards Two Year Old Early Education Entitlement</p> <p>The report will set out plans to achieve the statutory duty to make available sufficient early education places for every disadvantaged two year old from September 2013 and for 40% of two year olds from September 2014.</p>	Children & Young People Cabinet Member Meeting Cabinet Member for Children & Young People		Vicky Jenkins Tel: 29-6110, Caroline Parker Tel: 29-3587
CYP 27897	05/03/12	<p>All Wards Commissioning Strategy for Services for Children with Disabilities: Programme Update</p>	Children & Young People Cabinet Member Meeting Cabinet Member for Children & Young People		Alison Nuttall Tel: 29-3736

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CYP 27884	05/03/12	All Wards Provision of Family Group Conferences Provision of family centred planning and decision making process for children in crisis in line with Value for Money prevention targets.	Children & Young People Cabinet Member Meeting Cabinet Member for Children & Young People	Consultation with Commissioners and Delivery Unit as part of the Early Intervention Grant Review	Ellen Jones Tel: 29-3441
CRT 27405	06/03/12	All Wards Outdoor Events Policy To seek Cabinet Member approval for the revised Outdoor Events Policy	Culture, Recreation & Tourism Cabinet Member Meeting Cabinet Member for Culture, Recreation & Tourism	Consultation undertaken with internal and external stakeholders.	Ian Shurrock Tel: 29-2084

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ASC 25235	12/03/12 23/04/12	<p>All Wards Joint Commissioning Strategy for Adults with Autistic Spectrum Conditions (ASC) 2012-2015</p> <p>To seek Cabinet Member Approval for a Brighton & 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 & Health Cabinet Member Meeting</p> <p>Joint Commissioning Board Cabinet Member for Adult Social Care & Health</p>	<p>Consultation informing development of the draft strategy has already taken place via a) Adult Social Care & Housing Overview & 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>Angela Flood Tel: (01273) 290790, Sarah Crowe, Diana Bernhardt Tel: 29-2363</p>

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ASC 25305	12/03/12 23/04/12	All Wards Fee Level for Adult Social Care Services 2012-13 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.	Adult Social Care & Health Cabinet Member Meeting Joint Commissioning Board Cabinet Member for Adult Social Care & Health	Consultation with provider representatives	Jane MacDonald Tel: 29-5038
ASC 27455	12/03/12	All Wards Community Meals Service The report makes recommendations regarding the future provision of the community meals service.	Adult Social Care & Health Cabinet Member Meeting Cabinet Member for Adult Social Care & Health Late Items Plan Edition 01 February - May 2012 (FP45)		Philip Letchfield Tel: 01273 295078

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CAB 21128	15/03/12 22/03/12	All Wards Official Feed and Food Controls Service Plan 2012/13 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 27296	15/03/12	All Wards Local Transport Plan Capital Programme 2012/13 Allocation of LTP capital budget to maintenance and integrated transport projects	Cabinet Cabinet Member for Transport & Public Realm Edition 45 (February - May 2012)		Andrew Renaut Tel: 29-2477

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CAB 27087	15/03/12 22/03/12	All Wards Traveller Commissioning Strategy 2012 Approval of the City's strategy for addressing Gypsy & Traveller matters by "Rebalancing the needs of Traveller communities with the City's settled communities to reduce inequality and improve community relations"	Cabinet Council Cabinet Member for Environment & Sustainability	1: Consultation on scoping paper (Oct 2011) 2: Consultation on draft strategy (Dec 2011 & Jan 2012) 3: Specific work with communities (Jan 2012) 4: Environment & Community Safety Overview & Scrutiny Committee: Traveller Scrutiny Panel (Oct 2011 to Feb 2012)	Andy Staniford Tel: 29-3159
CAB 21658	15/03/12 22/03/12	All Wards The Council's Equality Policy and Action Plan 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

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CAB 21063	15/03/12 22/03/12	All Wards Annual Investment Strategy 2012/13 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
CAB 21071	15/03/12	All Wards Treasury Management Policy Statement 2012/13 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.	Cabinet Cabinet Member for Finance & Central Services Annual Forward Plan 2011-2012	External treasury management advisors.	Peter Sargent Tel: 29-1241

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CAB 21432	15/03/12	All Wards Planned Maintenance Budget Allocation 2012-13 and Programme of Works for the Council's Operational Buildings 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.	Cabinet Cabinet Member for Finance & Central Services Annual Forward Plan 2011-2012		Angela Dymott Tel: 29-1450
CAB 27136	15/03/12 22/03/12	All Wards Youth Justice Strategic Plan 2012-13 To seek Cabinet endorsement and full council approval of the youth justice strategic plan	Cabinet Council Cabinet Member for Children & Young People	Consult with key internal and external stake holders through the youth offending board and the safe in the city partnership.	James Dougan Tel: 295511, Anna Gianfrancesco Tel: 29-3966, Andy Whippey Tel: 29-5391

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CAB 27562	15/03/12	All Wards Selection of Location for a Permanent Traveller Site to go Forward for Planning Application To seek Cabinet approval of the preferred site for a permanent traveller site to go forwards to planning based on the findings of the further studies on shortlisted sites.	Cabinet Cabinet Member for Environment & Sustainability	Consultation on preferred site proposed in March/April to cover local settled community and traveller groups.	Max Woodford Tel: 29-3451
CAB 27545	15/03/12	All Wards Education Capital Programme 2012/2013 To seek Cabinet approval for the allocation of education capital funding (condition and pupil places) for the 2012 /2013 financial year.	Cabinet Cabinet Member for Children & Young People	As per report	Gil Sweetenham Tel: 29-3474, Gillian Churchill Tel: 29-3515

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CAB 27882	15/03/12	<p>All Wards</p> <p>Provision of the Building Maintenance Consultancy Services Contract for Education & Social Care Premises</p> <p>To seek Cabinet approval to bring the Building Maintenance Consultancy Services Contract for Education & Social Care Premises in-house.</p>	<p>Cabinet</p> <p>Cabinet Member for Finance & Central Services</p>		<p>Angela Dymott Tel: 29-1450, Andrew Batchelor Tel: 29-1441</p>
CAB 27877	15/03/12	<p>Hanover & Elm Grove; Hollingdean & Stanmer; Moulsecoomb & Bevendean; Queen's Park; St Peter's & North Laine</p> <p>Article 4 direction - Houses in Multiple Occupation</p> <p>Authorisation is sought to make an article 4 direction under planning legislation. The direction would require a planning application to be submitted to change the use of a single house (class C3) to a House in Multiple Occupation (C4) and is intended to help tackle issues arising from concentrations of Houses in Multiple Occupation.</p>	<p>Cabinet</p> <p>Cabinet Member for Planning, Employment, Economy & Regeneration</p>	<p>Consultation has been undertaken through the Student Housing Strategy and the Student Housing Options Paper. Further public consultation would be undertaken if the article 4 direction is agreed.</p>	<p>Hamish Walke Tel: 29-2101</p>

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CAB 27945	15/03/12	<p>All Wards Financial Inclusion</p> <p>This document will set out the council's objectives for financial inclusion in the city and the planned activity to achieve these.</p>	Cabinet Cabinet Member for Communities, Equalities & Public Protection	Full consultation through the council's consultation portal and focus groups with equalities groups	Nicky Cambridge Tel: 29-6827, Mary Evans Tel: 29-1577
ECSC 21131	23/01/12 15/03/12 22/03/12	<p>All Wards Health and Safety Annual Service Plan 2012/13</p> <p>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.</p>	<p>Environment & Community Safety Overview & Scrutiny Committee</p> <p>Cabinet</p> <p>Council Cabinet Member for Communities, Equalities & Public Protection</p> <p>Annual Forward Plan 2011-2012</p>	Legal and Financial services, Cabinet Member and opposition spokesperson, partners, stakeholders, public, businesses, employee organisations.	Roy Pickard Tel: 29-2145

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ETSC MM 27700	27/03/12	Hanover & Elm Grove; St Peter's & North Laine The Level Redevelopment Contract Procurement To seek Cabinet Member Approval for the procurement of construction works for the project and delegated authority for the award of contracts.	Environment, Transport & Sustainability Cabinet Members Meeting Councillor Pete West		Jan Jonker Tel: 29-4722
HSG 27244	29/02/12 15/03/12 22/03/12	All Wards Housing Allocation Policy Review To seek Cabinet endorsement and full Council Approval for recommended changes to the Allocation policy.	Housing Cabinet Member Meeting Cabinet Council Cabinet Member for Housing	12 week Citywide consultation which closes 29th Jan but will take into account feedback from Tenant reps on 14th Feb.	Sylvia Peckham Tel: 293318, Verity Walker Tel: 01273 293130

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DECISIONS ANTICIPATED FOR APRIL 2012					
CAB 21524	19/04/12	All Wards Asset Management Fund 2012/13 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, Nigel McCutcheon Tel: 29-1453
CAB 27903	19/04/12	Withdean Withdean Sports Complex Masterplan This report provides options for improving the sports facilities at Withdean Sports Complex. These options include a capital investment proposal to increase the health & fitness provision.	Cabinet Councillor Geoffrey Bowden	Internal consultation with Finance, Legal, Property & Design, Procurement, and Freedom Leisure. Public consultation with sports clubs and local residents.	Toby Kingsbury Tel: 29-2701, Ian Shurrock Tel: 29-2084

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CAB 27907	19/04/12	All Wards Sports Facilities Plan Report on a Sports Facilities Plan to improve the provision of indoor sports facilities across the city.	Cabinet Councillor Geoffrey Bowden	Citywide public consultation including use of council online portal and paper surveys. This included consultation with sports clubs, schools and other key stakeholders.	Ian Shurrock Tel: 29-2084, Toby Kingsbury Tel: 29-2701
DECISIONS ANTICIPATED FOR MAY 2012					
CAB 27276	10/05/12	All Wards City Plan, Part 1 - Document for Consultation Full version of the revised City Plan, Part 1 that replaces the Core Strategy. The purpose of the report is to seek agreement to go out to consultation on the full document.	Cabinet Cabinet Member for Planning, Employment, Economy & Regeneration Edition 45 (February - May 2012)	Consultation has been undertaken in late 2011 on policy options papers on housing, employment, transport and student housing.	Liz Hobden Tel: 29-2504

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ETSC MM 27735	29/05/12	<p>All Wards Local Sustainable Transport Fund - Upgrade of the Real Time Passenger Information (RTPI) System</p> <p>To seek Cabinet Member approval to secure a new service and maintenance contract and to convert the current RTPI system to GPRS technology</p>	Environment, Transport & Sustainability Cabinet Members Meeting Cabinet Member for Transport & Public Realm	Internal consultation with Procurement, ICT, Transport Operations and Traffic Systems has agreed that we should move forward with the upgrade to GPRS. Key external stakeholders – including all bus companies operating in the city, and East Sussex County Council, have also been consulted on the upgrade.	Rob Dickin Tel: 29 - 2233
DECISIONS ANTICIPATED FOR JUNE 2012					
CAB 25970	14/06/12	<p>All Wards Targeted Budget Management (TBM) Provisional Outturn 2011/12</p> <p>Revenue and Capital Outturn position for 2012/12</p>	<p>Cabinet Cabinet Member for Finance & Central Services</p> <p>Edition 46 (March - June 2012)</p>	None	Nigel Manvell Tel: 29-3104, Jeff Coates Tel: 29-2364

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ASC 27803	25/06/12	All Wards Accommodation for people with learning disabilities To report back on the outcome of 90 day consultation with stakeholders. To recommend options to re-model accommodation.	Adult Social Care & Health Cabinet Member Meeting Cabinet Member for Adult Social Care & Health	Report concludes a 90 day consultation with staff, residents, families and carers, voluntary and other groups with an interest in the accommodation provided for people with learning disabilities.	Karin Divall Tel: 29-4478
ITEMS PREVIOUSLY LISTED IN THE FORWARD PLAN BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED					
CAB 23540		St Peter's & North Laine; Withdean Sports Facilities Management Contract - Capital Investment Proposals To seek Cabinet approval for the capital investment schemes at Withdean Sports Complex and Prince Regent Swimming Complex.	Cabinet Cabinet Member for Culture, Recreation & Tourism Edition 39 (August - November) 2011	Finance, Legal, Property & Design, Procurement and Freedom Leisure.	Ian Shurrock Tel: 29-2084, Toby Kingsbury Tel: 29-2701

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COU 21196		All Wards Libraries Plan 2012-2015 To seek approval for the Libraries Plan.	Council Culture, Recreation & Tourism Cabinet Member Meeting Cabinet Member for Culture, Recreation & Tourism Annual Forward Plan 2011-2012		Sally McMahon Tel: 29-6963
ETSC MM 22533		All Wards Road Safety 2020 Casualty Reduction Targets 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.	Environment, Transport & Sustainability Cabinet Members Meeting Cabinet Member for Environment & Sustainability Edition 37 (June - September 2011)	Not required.	Phil Clarke Tel: 29-3705

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CAB 17853		<p>All Wards Preston Barracks Development – Update and future arrangements</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 & Major Projects</p> <p>Edition 28 (September - December 2010)</p>		<p>Mark Jago Tel: 29-1106</p>

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