BRIGHTON & HOVE CITY COUNCIL

GOVERNANCE COMMITTEE

4.00pm 20 MARCH 2012

COUNCIL CHAMBER, HOVE TOWN HALL

DECISION LIST

Part One

70. POLLING PLACE REVIEW

Contact Officer: Paul Holloway Tel: 29-2005

Ward Affected: East Brighton; Goldsmid;

Hangleton & Knoll; Hove

Park; Withdean

- 70.1The committee considered a report of the Strategic Director, Resources on Polling Place Review. Following the City Council elections in May 2011, issues had arisen about six of the Council's designated polling stations. The report set out proposals for those polling stations and outlined the consultation which would take place.
- 70.2 Councillor Cox was concerned that the Pavilion at Aldrington Recreation Ground would no longer be available as a poling station as the building had been leased to a private playgroup, and asked why that was not addressed in the terms of the lease. The officer presenting the report, Ms C Wardle, said that there had been a new lease issued and she would get more information on the matter and provide a written response.
- 70.3 Councillor A Norman said that other councillors had raised the same concerns as Councillor Cox and asked what the cost implications would be of using a temporary portacabin for the day. Ms Wardle said that the information would be provided. Councillor Norman noted that Dorothy Stringer had agreed for the polling station to be held at the school, but was concerned that it would be a long walk up Loder Road for some members of the public.
- 70.4 Councillor Theobald was concerned that Goldsmid Ward residents had to go out of their ward to vote, but accepted that as it was a mainly residential area, there were no appropriate sites for the polling station.

RESOLVED

- (1) That the committee approved the consultation document and consultation process as outlined in the report.
- (2) That on completion of the consultation exercise, officers would bring a report to the relevant council committee for the approval of recommendations for alternative poling places in the affected wards.

71. ATTENDANCE MANAGEMENT PROCEDURE

Contact Officer: Liz Boswell Tel: 29 - 1307

Ward Affected: All Wards

RESOLVED

- (1) That the committee noted the views of all parties who had contributed to the review of this procedure and thanked them for their input.
- (2) That the committee agreed to the current Attendance Management Procedure being amended to remove the mandatory requirement to always hold a formal absence review meeting when an employee's sickness reached an attendance concern level.
- (3) That the committee agreed to amend the current procedure to ensure that managers always held a return to work discussion when an employee returned to work after a period of sickness absence.
- (4) That the committee noted that further training for managers would be provided to equip them to determine when it was appropriate to convene a formal Absence Review meeting where an employee's sickness absence reached an attendance concern level.
- (5) That the committee requested Human Resources to include the Disabled Workers Forum in discussions on the training for managers.
- (6) That the new Attendance Management Procedure be reviewed after six months by the appropriate committee.
- (7) That the committee instruct officers to make the necessary amendments to the Attendance Management Procedure to give effect to recommendations (2) to (6) inclusive to take effect from 1 April 2012.

72. PROPOSED MEETINGS TIMETABLE 2012/13

Contact Officer: Mark Wall Tel: 29-1006

Ward Affected: All Wards

RESOLVED

That the proposed timetable of meetings for 2012/13 be approved.

73. SOUTH DOWNS NATIONAL PARK AUTHORITY - DELEGATION OF DEVELOPMENT CONTROL FUNCTION TO CONSTITUENT AUTHORITIES

Contact Officer: Paul Vidler Tel: 29-1292

Ward Affected: All Wards

RESOLVED

That the committee recommend that Council agrees that the Agency Agreement dated 21 June 2011 between South Downs National Park Authority and the Council relating to the provision of planning services in Brighton and Hove, be terminated on a date to be agreed by the South Downs National Park Authority and the Strategic Director, Place.

74. REVIEW OF MEMBERS ALLOWANCES

Contact Officer: Mark Wall Tel: 29-1006

Ward Affected: All Wards

RESOLVED

That Council be recommended to approve the following:

- (i)That the Special Responsibility Allowance for the Leader's position remain at the current level of £28,758 as outlined in paragraph 3.4 and appendix 1 to the report
- (ii)That the Special Responsibility Allowance for the two Deputy Leaders' positions remain at the current level of £17,254 as outlined in paragraph 3.4 and appendix 1 to the report
- (iii)That the Special Responsibility Allowance of £10,967 be payable to the Chairs of Committees as outlined in paragraphs 3.6 to 3.9 and appendix 1 to the report
- (iv)That a Special Responsibility Allowance of £8,626 be payable to the Deputy Chair of Policy & Resources (with responsibility for Finance & Resources), as outlined in paragraph 3.7 of the report
- (v)That a Special Responsibility Allowance of £3,594 be payable to the Deputy Chairs of Planning and Licensing Committees, as detailed in paragraph 3.9 of the report
- (vi)That the Special Responsibility Allowance of £2,156 for the Deputy Chairs of Committees be payable as outlined in paragraphs 3.6 to 3.9 and appendix 1 to the report
- (vii)That a Special Responsibility Allowance of £2,156 be agreed for the four positions of Opposition Spokesperson as outlined in paragraph 3.10 of the report

(viii)That the remaining aspects of the current Members' Allowance Scheme be retained with the inclusion of the changes in Special Responsibility Allowance's as outlined above (2-8) form the Members Allowances Scheme 2012/13 set out at Appendix 2 to the report and to take effect from 18 May 2012

75. PAY POLICY STATEMENT

Contact Officer: Charlotte Thomas Tel: 29-1290

Ward Affected: All Wards

RESOLVED

(1) That the committee recommend to Council the adoption of the Pay Policy Statement as set out in appendix A to the report.

- (2) That the committee noted the proposal to extend the role of the current Member Appointment Panel to become a Recruitment and Remuneration Panel which would be responsible for the provision of advice on the council's pay policy and the starting salary of new appointees to Chief Officer posts. The extended role of the Panel would come into force when the new constitution was approved and adopted by full council on 26 April 2012.
- (3) That the committee noted the requirement that Council approve a Pay Policy Statement annually.

76. COMMITTEE REPORT FOR REVIEW OF PART 9.4 OF THE CONSTITUTION

RESOLVED

That the committee agreed the amended version of Part 9.4 of the Council's constitution, as set out in Appendix 1 to the report, and recommend it to Council for approval.

77. REVIEW OF CONSTITUTION

Contact Officer: Abraham Ghebre- Tel: 29-1500

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Ward Affected: All Wards

RESOLVED

That the committee recommends to Council:

- (i) That the Council resolves, in accordance with section 9KC of the Local Government Act 2000, to change its governance arrangements from leader and cabinet to a committee system.
- (ii) That the parts of the constitution set out in Appendix 1 to the report

- (being the parts where there are substantive changes) be approved.
- (iii) That the transitional arrangements in relation to the Audit and Standards Committees, as set out in paragraph 16.3 of the report, be approved and adopted until such time that the relevant Regulations relating to standards are made and come into force
- (iv) That the current scheme of delegations to officers be approved subject to the changes set out at Appendix 5 to the report and any other consequential modifications
- (v) That the rest of the existing constitution be approved and adopted, subject to such amendments as are necessary to make them fit for a committee system
- (vi) That the Monitoring Officer be authorised to make the minor and consequential changes refereed to in paragraphs 2.1(iv) and 2.1(v)
- (vii) That the constitution as set out in Appendix 1 to the report, with the addition of the parts referred to in 2.1(v) above, be approved and adopted as the Council's constitution in accordance with the requirements of the Local Government Act 2000 and relevant Regulations, Orders and Directions made by the Secretary of State
- (viii) That the new system of governance and the new constitution come into force immediately after the conclusion of Annual Council on 17 May 2012
- (ix) That the Chief Executive be authorised to take all steps necessary or incidental to the implementation of the new governance arrangements, including the power to make such transitional arrangements as are necessary for the orderly implementation of the proposals
- (x) That officers be instructed to make copies of the Council's new constitution available at its principal offices and to publish a notice describing the new arrangements, in accordance with s9KC of the Local Government Act 2000
- (xi) To note that the issue of Member's Allowances be dealt with separately elsewhere on the agenda and that any proposed Code of Conduct be referred to Council as part of the recommendations from the Standards Committee