

BRIGHTON & HOVE CITY COUNCIL MEETING

4.30PM 14 DECEMBER 2017

COUNCIL CHAMBER - HOVE TOWN HALL



AGENDA



**Brighton & Hove
City Council**

Council Meeting

Title:	Council
Date:	14 December 2017
Time:	4.30pm
Venue	Hove Town Hall, Council Chamber - Hove Town Hall
Members:	All Councillors You are summoned to attend a meeting of the BRIGHTON & HOVE CITY COUNCIL to transact the under-mentioned business.
	Prayers will be conducted in the Council Chamber at 4.20pm by Father Robert Norbury
Contact:	Mark Wall Head of Democratic Services 01273 291006 mark.wall@brighton-hove.gov.uk

	<p>Public Involvement 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.</p> <p>Please note that the Public Gallery is situated on the first floor of the Town Hall.</p> <p>If you wish to attend a meeting but are unable to use stairs please contact the Democratic Services Team (Tel: 01273 291066) in advance of the meeting to discuss your access requirements. We can then work with you to enable your attendance and also to ensure your safe evacuation from the building, in the event of an emergency.</p>
	The Town Hall has facilities for disabled people including a lift and wheelchair accessible WCs. However in the event of an emergency evacuation use of the lift is restricted for health and safety reasons. Please refer to the Access Notice in the agenda below.
	An infra-red hearing enhancement system is available within the council chamber to assist hard of hearing people. Headsets and neck loops are provided. If you require any further information or assistance, please contact the receptionist on arrival.

This Agenda and all accompanying reports are printed on recycled paper

AGENDA

44 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.

45 MINUTES

1 - 38

To approve as a correct record the minutes of the last Council meeting held on the 2nd November, 2017 (copy attached).

Contact Officer: Mark Wall
Ward Affected: All Wards

Tel: 01273 291006

46 MAYOR'S COMMUNICATIONS.

To receive communications from the Mayor.

47 TO RECEIVE PETITIONS AND E-PETITIONS.

Petitions will be presented by Members and/or members of the public to the Mayor at the meeting.

48 WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC.

A list of public questions received by the due date of 12noon on the 7th December, 2017 will be circulated separately as part of an addendum at the meeting.

Contact Officer: Mark Wall

Tel: 01273 291006

49 DEPUTATIONS FROM MEMBERS OF THE PUBLIC.

A list of deputations received by the due date of 12noon on the 7th December, 2017 will be circulated separately as part of an addendum at the meeting.

Contact Officer: Mark Wall

Tel: 01273 291006

COUNCIL

50 PETITIONS FOR COUNCIL DEBATE

39 - 42

Petitions to be debated at Council. Report of the Monitoring Officer (copy attached).

- (i) West Hove Catchment Area Changes – Keep Our Community Together. Lead petitioner Mr. Kevin O’Sullivan

Contact Officer: Mark Wall
Ward Affected: All Wards

Tel: 01273 291006

51 TO RECEIVE NOMINATIONS FOR THE DEPUTY MAYOR-ELECT FOR THE 2018/19 MUNICIPAL YEAR

The Mayor will seek nominations for the Deputy Mayor-elect for the 2018-19 municipal year in line with the agreed protocol.

52 CALL OVER FOR REPORTS OF COMMITTEES.

- (a) Call over (items 55 - 58) will be read out at the meeting and Members invited to reserve the items for consideration.
- (b) To receive or approve the reports and agree with their recommendations, with the exception of those which have been reserved for discussion.
- (c) Oral questions from Councillors on the Committee reports, which have not been reserved for discussion.

Contact Officer: Mark Wall

Tel: 01273 291006

53 WRITTEN QUESTIONS FROM COUNCILLORS.

43 - 46

A list of the written questions submitted by Members has been included in the agenda papers. This will be repeated along with the written answers received and will be taken as read as part of an addendum circulated separately at the meeting.

Contact Officer: Mark Wall

Tel: 01273 291006

54 ORAL QUESTIONS FROM COUNCILLORS

47 - 48

A list of Councillors who have indicated their desire to ask an oral question at the meeting along with the subject matters has been listed in the agenda papers.

Contact Officer: Mark Wall

Tel: 01273 291006

55 TREASURY MANAGEMENT POLICY STATEMENT 2017/18 (INCLUDING ANNUAL INVESTMENT STRATEGY 2017/18) - MID YEAR REVIEW

49 - 76

Extract from the proceedings of the Policy, Resources & Growth Committee meeting held on the 30th November, 2017; together with a report of the Executive Director for Finance & Resources (copies

COUNCIL

attached).

Contact Officer: James Hengeveld
Ward Affected: All Wards

Tel: 01273 291242

56 COUNCIL TAX REDUCTION REVIEW

77 - 86

Extract from the proceedings of the Policy, Resources & Growth Committee meeting held on the 30th November, 2017 (to be circulated); together with a report of the Executive Director for Finance & Resources (copy attached).

Contact Officer: John Francis
Ward Affected: All Wards

Tel: 01273 291913

6.30 - 7.00PM REFRESHMENT BREAK

Note: A refreshment break is scheduled for 6.30pm although this may alter slightly depending on how the meeting is proceeding and the view of the Mayor.

57 REVIEW OF MEMBERS' ALLOWANCES

87 - 98

Extract from the proceedings of the Policy, Resources & Growth Committee meeting held on the 30th November, 2017; together with a report of the Executive Lead for Strategy, Governance & Law (copies attached).

Contact Officer: Mark Wall
Ward Affected: All Wards

Tel: 01273 291006

58 GREATER BRIGHTON ECONOMIC BOARD – ADMISSION OF NEW MEMBER TO THE BOARD

99 - 112

Extract from the proceedings of the Policy, Resources & Growth Committee meeting held on the 30th November, 2017 (to be circulated); together with a report of the Executive Director for Economy, Environment & Culture (copy attached).

Contact Officer: John Peel, Andy Hill
Ward Affected: All Wards

Tel: 01273 291058,

NOTICES OF MOTION

59 THE FOLLOWING NOTICES OF MOTION HAVE BEEN SUBMITTED BY MEMBERS FOR CONSIDERATION:

113 - 128

- (1) **Better Support for Care Leavers.** Proposed by Councillor Bewick (copy attached).
- (2) **Mental Health Services.** Proposed by Councillor Penn (copy attached).
- (3) **Remove Freedom of the City from Aung San Su Kyi.** Proposed

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by Councillor Morgan (copy attached).

- (4) **Taxi and Private Hire Vehicle (PHV) Licensing.** Proposed by Councillor O'Quinn (copy attached).
- (5) **Able and Willing.** Proposed by Councillor Mears (copy attached).
- (6) **Post Christmas Support for Businesses in Brighton and Hove.** Proposed by Councillor Wares (copy attached).
- (7) **Brighton and Hove and Brexit.** Proposed by Councillor Sykes (copy attached).
- (8) **Council Owned Short-Term Homelessness Accommodation.** Proposed by Councillor Gibson (copy attached).

60 CLOSE OF MEETING

The Mayor will move a closure motion under Procedure Rule 17 to terminate the meeting 4 hours after the beginning of the meeting (excluding any breaks/adjournments).

Note:

1. *The Mayor will put the motion to the vote and if it is carried will then:-*
 - (a) *Call on the Member who had moved the item under discussion to give their right of reply, before then putting the matter to the vote, taking into account the need to put any amendments that have been moved to the vote first;*
 - (b) *Each remaining item on the agenda that has not been dealt with will then be taken in the order they appear on the agenda and put to the vote without debate.*

The Member responsible for moving each item will be given the opportunity by the Mayor to withdraw the item or to have it voted on. If there are any amendments that have been submitted, these will be taken and voted on first in the order that they were received.
 - (c) *Following completion of the outstanding items, the Mayor will then close the meeting.*
2. *If the motion moved by the Mayor is **not carried** the meeting will continue in the normal way, with each item being moved and debated and voted on.*
3. *Any Member will still have the opportunity to move a closure motion should they so wish. If such a motion is moved and seconded, then the same procedure as outlined above will be followed.*

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Once all the remaining items have been dealt with the Mayor will close the meeting.

PUBLIC INVOLVEMENT

Provision is made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fifth working day before the meeting.

Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date.

Electronic agendas can also be accessed through our meetings app available through www.moderngov.co.uk

We can provide meeting papers in alternate formats (including large print, Braille, audio tape/disc, or in different languages). Please contact us to discuss your needs.

WEBCASTING NOTICE

This meeting may be filmed for live or subsequent broadcast via the Council's website. At the start of the meeting the Mayor will confirm if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act 1988. Data collected during this web cast will be retained in accordance with the Council's published policy (Guidance for Employees' on the BHCC website).

Therefore by entering the meeting room and using the seats around the meeting tables you are deemed to be consenting to being filmed and to the possible use of those images and sound recordings for the purpose of web casting and/or Member training. If members of the public do not wish to have their image captured they should sit in the public gallery area.

If you have any queries regarding this, please contact the Head of Democratic Services or the designated Democratic Services Officer listed on the agenda.

For further details and general enquiries about this meeting contact Mark Wall, (01273 291006, email mark.wall@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk.

ACCESS NOTICE

The public gallery to the council chamber – which is on the first floor – is limited in size but does have 2 spaces designated for wheelchair users. There is a lift to the first floor and an automatic door and ramped access to the public gallery. There is a wheelchair accessible WC close by. The seated spaces available in the gallery can be used by disabled people who are not wheelchair users.

The lift cannot be used for evacuation purposes so those unable to use the stairs to the public gallery can be seated at the rear of the council chamber on the ground floor should you wish to watch the meeting or need to take part in the proceedings, for example if you have submitted a public question.

COUNCIL

Please inform staff on Reception if you have any access requirements so that they can either direct to the public gallery, or to the rear of the council chamber as appropriate.

We apologise for any inconvenience caused

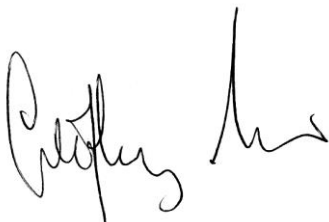
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- **You should proceed calmly; do not run and do not use the lifts;**
- **Do not stop to collect personal belongings;**
- **Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and**

Do not re-enter the building until told that it is safe to do so.

Date of Publication - Wednesday, 6 December 2017



Chief Executive
Hove Town Hall
Norton Road
Hove
BN3 3BQ

BRIGHTON & HOVE CITY COUNCIL**COUNCIL****4.30pm 2 NOVEMBER 2017****COUNCIL CHAMBER - BRIGHTON TOWN HALL****MINUTES**

Present: Councillors Marsh (Chair), Simson (Deputy Chair), Atkinson, Barford, Barnett, Bell, Bennett, Bewick, Brown, Cattell, Chapman, Cobb, Daniel, Deane, DrUITt, Gibson, Gilbey, Greenbaum, Hamilton, Hill, Horan, Hyde, Janio, Knight, Lewry, Littman, Mac Cafferty, Meadows, Mears, Miller, Mitchell, Moonan, Morgan, Morris, Nemeth, A Norman, K Norman, O'Quinn, Page, Peltzer Dunn, Penn, Phillips, Robins, Russell-Moyle, Sykes, Taylor, C Theobald, G Theobald, Wares, Wealls, West and Yates

PART ONE**26 DECLARATIONS OF INTEREST**

26.1 The following councillors declared a personal but not prejudicial interest in Item 42(f) Notice of Motion concerning Fair Pay for Public Sector Staff:

- (i) Councillor Atkinson as he was a nurse and worked for a NHS Trust;
- (ii) Councillor Barford as she was a member of the GMB;
- (iii) Councillor Bewick
- (iv) Councillor Cattell as her partner worked for Adur & Worthing Councils;
- (v) Councillor Chapman as a member of Unite, the GMB and as he worked for the National Association of Headteachers;
- (vi) Councillor Daniel as she was a member of the GMB;
- (vii) Councillor Gilbey as she was a member of the GMB;
- (viii) Councillor Horan as she worked for a charity that worked with the NHS;
- (ix) Councillor Littman as he worked for the Open University;
- (x) Councillor Mac Cafferty as he was a public sector employee;
- (xi) Councillor Meadows as she was a member of the GMB;
- (xii) Councillor Mitchell as she was a member of the GMB and worked in the NHS;
- (xiii) Councillor Morgan as a member of the Community union and a former public sector employee (Sussex Police, 2000-2004) but otherwise received no union funding or public sector salary beyond what he received in allowances from the council in his role as Leader;
- (xiv) Councillor O'Quinn as she was a member of a teachers' trade union;
- (xv) Councillor Penn as a member of the GMB;

- (xvi) Councillor Russell-Moyle as he was a member of the GMB, Unison group of MPs and the Fire Brigade Union;
- (xvii) Councillor Sykes as he worked for the Environment Agency;
- (xviii) Councillor Taylor in his capacity of working in the House of Commons for the MP for Gosport and holding a contract for the clerical bank of a hospital;
- (xix) Councillor West
- (xx) Councillor Yates as he was a member of the Chartered Society of Physiotherapy and a public sector worker.

26.2 The following councillors declared a personal but not prejudicial interest in Item 42(g) Notice of Motion concerning Affordable Housing and Rough Sleepers:

- (i) Councillor Bennett as she was a landlord;
- (ii) Councillor Brown as she was a landlord;
- (iii) Councillor Cattell as she was a landlord;
- (iv) Councillor Druitt as he was a landlord;
- (v) Councillor Gibson as he was a part owner of a property on a long-term lease to the council;
- (vi) Councillor Gilbey as she was a landlord;
- (vii) Councillor Hill as she had a lodger;
- (viii) Councillor Nemeth as he was a landlord;
- (ix) Councillor Peltzer Dunn as he was a landlord;
- (x) Councillor Phillips as she was a landlord;
- (xi) Councillor Russell-Moyle as he was a landlord.

26.3 Councillor Hill declared a personal and non-prejudicial interest in Item 32(b), petition for debate on Hertford Infant School, as she was a school governor;

26.4 No other declarations of interests in matters appearing on the agenda were made.

27 MINUTES

27.1 The minutes of the last ordinary meeting held on the 20th July, 2017 were approved and signed by the Mayor as a correct record of the proceedings.

28 MAYOR'S COMMUNICATIONS.

28.1 The Mayor stated that she wished to offer the council's collective congratulations to Councillors Alex Phillips and Tom Druitt on the birth of their son, Raphael Nelson Druitt Phillips or Rafi for short. She was sure he had already changed their lives and that he would bring them lots of enjoyment.

28.2 The Mayor noted that the Council had been awarded the Bronze award from the Armed Forces Covenant Employer Recognition Scheme for employers who supported those who served in the Armed Forces and their families. She then invited Councillor Morgan as the Leader of the Council and Chair of the Civil Military Partnership Board, along with members of the Princess of Wales Royal Regiment to come forward to collect the award.

28.3 The Mayor then reminded Members that there were several Remembrance Services taking place on the 11th November and that all Members were welcome to attend the events.

29 TO RECEIVE PETITIONS AND E-PETITIONS.

29.1 The Mayor invited the submission of petitions from councillors and members of the public. She reminded the Council that petitions would be referred to the appropriate decision-making body without debate and the person presenting the petition would be invited to attend the meeting to which the petition was referred.

29.2 The Mayor noted that Mr. Willis was not present to present his petition and therefore assumed that he did not wish to take the matter further.

29.3 The Mayor then invited Mr. Arney and Ms. Potter to present their petition.

29.4 Mr. Arney and Ms. Potter presented a petition signed by 463 residents calling for a ban on the use of single-use plastics in the city.

29.5 The Mayor thanked Mr. Arney and Ms. Potter for attending the meeting and noted that there were no other petitions to be presented.

30 WRITTEN QUESTIONS FROM MEMBERS OF THE PUBLIC.

30.1 The Mayor reported that one written question had been received from a member of the public and invited Mr. Harris to come forward and address the council.

30.2 Mr. Harris asked the following question; "The agenda for this Full Council and most of the Committees comes out at midnight and most agenda are over three hundred pages of information. You need to submit public questions if you want to get involved within twelve hours and obviously if agendas come out at midnight we have to sleep so that gives us about four hours to read three hundred pages.

Today councillors are reviewing and debating the constitution it's clear the Labour Group have failed to ensure that public involvement is put at the heart of local council, why isn't the labour group taking the initiative here today and rectifying the abysmal rules which currently only gives the public just 12 hours' notice to submit questions or deputations to council and committees, should they want involvement?"

30.3 Councillor Moonan replied; "Thank you for your question Mr. Harris. "Constitutional changes are not just created by the Labour Group they are discussed, debated and agreed by the whole Council. We publish agendas within our statutory requirement of five clear working days but you're absolutely right that's a very tight window with which someone's got to be aware, read and absorb, and put forward a question. I think you raise a very important, fair point.

People can put questions and petitions earlier and there are other ways that people can be in an engaged in the democratic process and we certainly encourage that. Indeed you can even ask your Ward Councillors to speak on your behalf but if you particularly wanted to put the question I think this is something we should take to the constitutional

working group and we should have a cross party debate and see what scope there is to be flexible with our deadlines.”

- 30.4 Mr. Harris asked the following supplementary question, “It's really about scrutinising policies that are going through the council and the public have an opportunity to read those policies word by word. As you and other Councillors know you cannot do that in four hours. My supplementary question is to do with the Equality Act (2010). Do you think this policy with public involvement is legal under the Equality Act (2010)? I believe actually this policy is putting disabled people at a disadvantage and we are not able to take part in the democratic process. I expect this to be dealt with today in full Council because otherwise this Council is going to be taken to court for discrimination and it is a disgrace.”
- 30.5 Councillor Moonan replied, “In the Constitutional Working Group we will have a really good look at the Equalities Act and if in any way we are in breach of engagement with any minority groups of course we will address that as a matter of urgency.”
- 30.6 The Mayor thanked Mr. Harris for attending the meeting and for his questions and noted that this concluded the item.

31 DEPUTATIONS FROM MEMBERS OF THE PUBLIC.

- 31.1 The Mayor reported that no deputations had been received from members of the public for the current meeting.

32 PETITIONS FOR COUNCIL DEBATE

- 32.1 The Mayor stated that where a petition secured 1,250 or more signatures it could be debated at the council meeting. She had been made aware of two such petitions and would therefore take each in turn.

(A) WATER FOUNTAINS TO STOP RUBBISH AND POLLUTION

- 32.1 The Mayor then invited Mr. Charles Cross as the lead petitioners to present the petition calling on the Council to look into the provision of drinking fountains capable of being used to fill bottles around the city, in order to reduce the excessive use of plastic in purchased water bottles:

“We the undersigned petition Brighton & Hove Council to provide research into a full costing for setting up 6 simple drinking “fountains” (taps) capable of being used to fill bottles around the town in order to attempt to reduce the excessive use of plastic in purchased water bottles and the consequent pollution and cost of rubbish disposal. Such a costing should take into account any savings from reduced rubbish as well as the construction and running costs of each fountain and could exact a small levy on supermarket rent and rates to contribute to the running costs.”
Additional Information

“In this way we can plan a future where no water is sold in bottles in Brighton and people carry a bottle knowing there are multiple water refill points throughout the city. The fountains could be made into more elaborate and ornamental structures through crowd

funding which would add to the charm of the town and contribute to reduced litter in the streets, beaches and countryside.”

- 32.2 Mr. Cross thanked the Mayor and stated that over 2,600 people had signed the petition making it the 3rd highest in the council’s history. He stated that there was a need for the city council to take a progressive step and follow other leading cities such as San Francisco in banning the sale of bottled water on city owned land and in city buildings and to provide water filling stations across the city. He suggested that other organisations such as super markets could be encouraged to locate the water fountains in their premises and noted that Borough Market in London had installed a water fountain. He therefore urged the council to give this matter due consideration.
- 32.3 The Mayor thanked Mr. Cross and noted that there were three amendments to the recommendation listed in the report on the petition. She therefore called on Councillor Morgan to respond to the petition and to move the amendment on behalf of the Labour & Co-operative Group.
- 32.4 Councillor Morgan thanked Mr. Cross for presenting the petition and stated that the amendment was to refer the matter to the Policy, Resources & Growth Committee rather than the Environment, Transport & Sustainability Committee. He agreed that there were environmental issues with the use of plastic water bottles and noted that the council had stopped using them at council meetings. He also noted that there were questions around the cost of provision and associated health matters in regard to the provision of water fountains but he was happy to request officers to bring a full report to committee in due course.
- 32.5 Councillor Moonan formerly seconded the amendment.
- 32.6 Councillor Wares moved an amendment on behalf of the Conservative Group and also welcomed the petition and stated that he would support both the Labour & Co-operative and Green Groups’ amendments. He also noted that the issue had been raised previously at the Environment, Transport & Sustainability Committee in 2014 and hoped that some progress could be made this time.
- 32.7 Councillor Bell formerly seconded the amendment.
- 32.8 Councillor Mac Cafferty moved an amendment on behalf of the Green Group and stated that the use of the Community Infrastructure Levy should be considered as a means of financing the provision of fountains so that publicly accessible water could be provided. He noted that people were aware of the corrosive impact of plastic on the environment and that the provision of water fountains was one way of reducing the use of plastic bottles.
- 32.9 Councillor Druitt formerly seconded the amendment.
- 32.10 Councillor Morgan noted the comments and stated that it appeared councillors were in agreement about the general approach to the matter which could therefore be taken forward.

32.11 The Mayor noted that three amendments had been moved and stated that she would therefore take in each in turn and put them to the vote. The Mayor noted that the Labour and Conservative Groups' amendments had been carried and that the Green Group's amendment was carried by 30 votes to 16 with one abstention.

32.12 The Mayor then put the recommendations as amended to the vote which was carried unanimously.

32.13 **RESOLVED:**

- (1) That the petition be noted and referred to the Policy, Resources & Growth Committee for consideration at its meeting on the 30th November, 2017;
- (2) That the Committee be requested to consider receiving a report on the costings requested in the petition as detailed in paragraph 3.1 and such report be extended to include advice on the public health risks associated with public drinking water fountains and taps and the measures to mitigate these risks that would also go to the costs; and
- (3) That a report be brought to the relevant committee exploring the proposals set out in the petition at paragraph 3.1; including the options for utilising the Community Infrastructure Levy as a possible means of funding and specifically, that further to the decision of the Tourism, Development & Culture Committee on the 21st September to consult on a preliminary charging schedule, that water fountains be considered for inclusion in the BHCC regulation 123 infrastructure list, as part of health care infrastructure provision.

(B) HERTFORD INFANT SCHOOL CONSULTATION

32.14 The Mayor stated that where a petition secured 1,250 or more signatures it could be debated at the council meeting. She had been made aware of two such petitions and would therefore take each in turn.

32.15 The Mayor then invited Jo Wilding as the lead petitioners to present the petition calling on the Council to abandon the proposal to halve the admission numbers for Hertford Infant School.

32.16 Ms. Wilding thanked the Mayor and confirmed that the petition had 1,570 signatures and stated that she and other parents had responded to the consultation but wanted the council to hear their concerns. If the proposal to reduce the class intake at Hertford Infant School was accepted it would effectively force children out of their preferred school. The school was successful and had high achievement levels when compared to others, with disadvantaged pupils achieving 12% higher than the city as a whole. If the intake was reduced it would lead to the school having to make cuts and face redundancy costs and yet the school was successfully reducing the gap between levels of achievement for pupils which was the local authority's aim. She hoped that the council would take the petition into account and reconsider the proposal to reduce the proposed admission numbers.

- 32.17 The Mayor thanked Ms. Wilding and called on Councillor Chapman as Chair of the Children, Young People & Skills Committee to respond to the petition.
- 32.18 Councillor Chapman thanked Ms. Wilding for presenting the petition and welcomed the level of interest in the consultation process and assured the council that all views expressed would be taken into consideration by the cross-party Working Group. He stated that no decisions had been made and noted that thirteen public meetings had been scheduled to take place across the city as part of the consultation process. The Working Group would consider all the feedback before submitting a report to the committee in January with recommendations for a way forward. He hoped that those parents who had not yet responded to the consultation would do so, in order to ensure all views could be taken into account.
- 32.19 The Mayor noted that there was an amendment to the recommendation to refer the petition to the Children, Young People & Skills Committee and called on Councillor Phillips to move the amendment on behalf of the Green Group.
- 32.20 Councillor Phillips moved the amendment on behalf of the Green Group and stated that the proposal to reduce the school's intake by 50% was unviable and that there was a need to give full consideration to the equalities impact assessment for the planned changes. She believed that options should be sought to prevent the closure of the school and to maintain the diversity that it had. There was a real concern that children would be forced into larger schools where they would suffer and yet the school was successfully closing the gap between disadvantaged pupils and high achievers.
- 32.21 Councillor Knight formally seconded the amendment.
- 32.22 Councillor Hill stated that she was a Governor of Hertford Infant School and had been granted dispensation to speak and vote on the issue. She was aware that the Working Group were looking at what was a complex matter and that there was a need to manage the situation that there would be too many places for too few children, which would put small schools at risk. She had attended the consultation meeting and had noted the huge level of support for Hertford Infants School in the local community.
- 32.23 Councillor Brown noted that five schools had been recommended to reduce their intake by 1 form entry as part of the pan reduction and of these Hertford Infants and Benfield Infants had expressed concern over the impact of a reduction. She had attended the consultation meeting at Benfield and it was clear how important it was to the community and how parents wished to support it and she acknowledged it was the same for Hertford Infants. She also noted that no decision had been made and that the committee would consider the recommendations of the Working Group in January.
- 32.24 Councillor Chapman noted the comments and stated that he understood the concerns of parents and pupils and noted that any changes to pupil numbers had to be considered in relation to all schools. He was happy to support the amendment but noted that the actions requested would be undertaken as part of the consultation process anyway. He also noted that the consultation concluded later in the month and again urged everybody to respond.

32.25 The Mayor noted that an amendment had been moved and put it to the vote which was carried.

32.26 The Mayor then put the recommendations as amended to the vote which were carried.

32.27 RESOLVED:

- (1) That the petition be noted and referred to the Children, Young People & Skills Committee for consideration at its meeting on the 13th November, 2017; and
- (2) That the Children, Young People & Skills Committee be requested to:
 - (a) receive a report outlining the options for maintaining the current entry intake for Hertford Infants, including consideration of the outcomes and feasibility of adjusting the numbers of other four-form schools; and
 - (b) That as part of the above report, an Equalities Impact Assessment be carried out on the reduction of Hertford Infant School intake for consideration.

32.28 The Mayor noted that concluded the item.

33 WRITTEN QUESTIONS FROM COUNCILLORS.

33.1 The Mayor reminded Council that written questions from Members and the replies from the appropriate Councillor were taken as read by reference to the list included in the addendum which had been circulated as detailed below:

(a) Councillor Sykes

33.2 “With reference to the £102,000 approved “*for parks and playgrounds including inter alia paving, seating, general environment e.g. planting, play equipment etc.*” from underspend, can the Lead Member please provide a ward by ward breakdown of the planned spend.”

Reply from Councillor Mitchell, Chair of the Environment, Transport & Sustainability Committee

33.3 “Play Additional funding 2017/18 The state of play report 2016, which accompanied the Parks strategy, adopted by committee in 2017, highlighted concerns over the number of play areas with equipment rapidly heading towards the end of its economic life. It encouraged the injection of funding to help offset concerns over safety and general access of sites. Additional funding of £82,000 has been allocated to play facilities from the £102,000 for the current financial year.

This has been allocated to assist with issues which have not been addressed within the normal budget allocation over previous years. It targets some general problems across the city and a small number of sites with specific problems.

The extra funding will cover:

Works	Ward(s)	Approximate value £
Replacement gates where they have become uneconomic to repair. We are moving to standardising a gate system which conforms to current safety standards and adds a level of security to a play area. (self-closing and has a raised latch mechanism)	Various	14,000
Replacement of play units where they have been rendered safe but unusable at: Victoria Recreation ground, replacement swings with additional basket swing. Farm Green, replacement swings Hangleton Park, replacement climber unit	South Portslade, Moulsecoomb and Bevendean, Hangleton and Knoll	15,000 12,000 20,000
Dyke Road Park, repairs to slide feature	Hove Park	9,000
General safer surfacing replacement or repair at a number of play areas.	Various	12,000
Total Funding		82,000

The above figures are estimates, the intention is to let the play unit replacement works as one contract, a contract to cover safer surfacing and a separate one for gate replacement.

There will be a minimal amount of consultation for each main replacement with user groups as we will be aiming to replace with very similar play equipment to that which is being replaced.

The following work has been identified for Green Flag management plan works, in addition work on Easthill War Memorial Garden, which is complete.”

Planting	Easthill Memorial Garden	1,172.52
Rose Replacement	Preston Park	1,600.00
Planting	The Level	1,414.80
Planting	Stoneham	215.00
Planting	Kipling	1,050.00
Signage		1,500.00
Planting	Hove Park	1,200.00
St Anns	Planting	1,800.00

Improvement of Bin Systems	City Centre	3,000.00
Improvement of Bin Systems	The Level	7,000.00
Total		19,952.32

(b) Councillor Sykes

33.4 “Can the Lead Member please provide the latest data on (a) delays to planning applications i.e. what percentage are dealt with on time and (b) on how many planning applications a month does the council ask applicants for a time extension?”

Reply from Councillor Cattell, Chair of the Planning Committee

33.5 “The latest planning application performance for this year so far, from April to September 2017, shows a further improvement in performance. The performance by main type of application is:

- majors – 80 per cent within time (where the target is 60%);
- minor applications 74 per cent in time (where the target is 65%); and
- for other applications 72 per cent in time (where the target is 80%)

These performances are based on decisions in time or with an agreed extension of time (which is allowed by government legislation). The percentage of decisions with an extension of time (EoT) by type is;

Majors – 70 per cent;
 Minors – 40 per cent; and
 Other applications – 26 per cent

Although this shows that the proportion of decisions with an extension of time is still higher than we would like there has been a reduction for non-major applications when compared to the performance in 2016/17 (minors – 59% EoT and Others 45% EoT). These improvements may have arisen from the introduction of formal pre-application advice, amongst other factors, as planning applications are more likely to be submitted right the first time.”

(c) Councillor Sykes

33.6 “Following consultation, communal refuse and recycling collection in the garden squares in Brunswick and Adelaide ward was passed for implementation by Environment Transport and Sustainability Committee on 29th Nov 2016. Residents of all opinions on this matter have been wondering what has happened to this decision and whether it will in fact be implemented. Please can Councillor Mitchell provide an up to date programme for implementation of this scheme.”

Reply from Councillor Mitchell – Chair of the Environment, Transport & Sustainability Committee

- 33.7 Whilst this project has progressed there has been delay which City Environmental Management appreciates has been extremely frustrating for residents and resident groups. However we would like to thank them for their participation to date.

The rollout of communal bins was agreed for the following areas at committee.

- Palmeira Square and Adelaide Crescent
- Brunswick Square and Brunswick Terrace

Palmeira Square and Adelaide Crescent

- 33.8 Consultation, meetings, drop-in session and onsite visits have been held with resident groups who have now agreed final locations.

Leaflet content is to be agreed with resident groups prior to distribution by mid-November (*17th November 2017*). Leaflets will be distributed to households at the end of November 2017 (*27th November 2017*). This allows for a two week notice period prior to commencement of collection for both refuse and recycling from the newly installed communal bins. We are therefore proposing an implementation date for collection week commencing mid-December (*12th December 2017*).

Brunswick Square and Brunswick Terrace

- 33.9 Location of refuse and recycling communal bins at Brunswick Square and Brunswick Terrace, have been agreed in principal with resident groups. However one further meeting is required to finalise these sites. Siting plans will be drawn up and this meeting is to be arranged for late November.

We are therefore proposing that these bins are rolled out in early 2018 (late January) following the same process as used for Palmeira Square and Adelaide Crescent.”

(d) Councillor Barnett

- 33.10 “After the recent fatality and serious accident in Old Shoreham Road, can an assurance be given that this road, which runs through both Hangleton & Knoll Ward and Hove Park Ward, is given very serious and urgent consideration for extra safety measures, including a speed camera and extra pedestrian crossing points.”

Reply from Councillor Mitchell – Chair of the Environment, Transport & Sustainability Committee

- 33.11 “We work closely with the Police whenever there is a fatality or serious injury on the Highway. This includes sharing information on the investigations and site meetings to discuss road layouts if issues are identified as part of the investigation. At this stage there is nothing to suggest that the road condition was a factor in either of these very sad collisions. As such no further physical action is planned at this time however we will continue to liaise closely with the Police until the investigations are complete.

However, in light of concerns we are planning to carry out speed monitoring along the route. If an issue is identified as part of this process then further action may be considered at this time.”

(e) Councillor Gibson - Housing Benefit Payments

33.12 “Please can you supply the actual costs for each of the last five years of housing benefit payments made to fund landlord charges:

- a) Private rented housing
- b) Council housing
- c) Temporary accommodation
- d) Emergency accommodation
- e) Housing association

And please indicate the number of claims for each accommodation type.”

Reply from Councillor Meadows, Chair of the Housing & New Homes Committee

33.13 “The table below sets out the annual amount of Housing Benefit awarded and the caseload as at 25 March in each year:”

		2012/13	2013/14	2014/15	2015/16	2016/17
Private rented housing	Caseload	12936	12545	11868	10928	10114
	Cost	£87.840m	£87.635m	£85.625m	£82.659m	£77.562m
Council housing	Caseload	8452	8166	7965	7749	7560
	Cost	£32.260m	£32.685m	£33.734m	£33.719m	£32.777m
Temporary accommodation	Caseload	1324	1386	1382	1421	1417
	Cost	£15.444m	£16.586m	£16.215m	£17.018m	£16.666m
Emergency accommodation	Caseload	9	34	56	75	76
	Cost	£0.062m	£0.115m	£0.318m	£0.447m	£0.571m
Housing Association	Caseload	5068	5068	5088	5025	4983
	Cost	£26.188m	£27.313m	£30.124m	£31.586m	£31.880m

(f) Councillor Gibson - Additional rental income from new council housing

33.14 “Please can you indicate the expected total number of new council homes arising from the new homes for neighbourhoods programme as of April 2018? And for these homes estimate the annual rental income that is due to the council for the financial year 2018/19.”

Reply from Councillor Meadows, Chair of the Housing & New Homes Committee

33.15

Completed Projects	Number of homes	Annual rental income from New Builds 2018/19
Aldwick Mews	4	46,590
Brooke Mead	45	274,274
Darwell Court	5	41,452
Flint Close	4	42,765
Hobby Place	29	270,146
Kite Place	57	546,950
Pierre Close	4	46,133
Preston Road	2	22,836
Robert Lodge (N)	6	48,710
Robert Lodge (S)	9	65,422
Grand Total	165	1,405,278

“These rents are being used to pay for the financing costs, management and maintenance of these new homes.”

(g) Councillor Mac Cafferty

33.16 “Further to a written question to Cllr Mitchell in January on energy efficiency, I was informed that the Administration is preparing an energy plan. Can I ask where that plan is and when it will be coming for full scrutiny from Councillors?”

Reply from Councillor Mitchell, Chair of the Environment, Transport & Sustainability Committee

33.17 “A Greater Brighton Energy Plan will be developed and completed by the end of 2018. The plan is being delivered through the Greater Brighton Economic Board and will be brought before Councillors on completion.

The scope of the plan is dependent on securing additional funding to that being secured from the Greater Brighton Economic Board. A bid has been submitted to Interreg and a decision is expected at the end of November. If unsuccessful, finance will be sought from other sources.”

(h) Councillor Mac Cafferty

33.18 “In April in response to a written question to Councillor Daniel on anti-social behaviour, I was informed that Designated Public Places Orders enable the police to remove alcohol from people who are drinking and being anti-social. After yet another summer where my residents have suffered yet more anti-social behaviour, they report that these orders are never used. Can I ask how many Designated Public Places Orders were authorised? In the absence of these orders being effectively used, what other mechanisms will the administration pursue to prevent anti-social behaviour in the public squares?”

Reply from Councillor Daniel, Chair of the Neighbourhoods, Inclusion, Communities & Equalities Committee

33.19 “The Designated Public Places Order (DPPO) has been absorbed under the Anti-social Behaviour, Police and Crime Act 2014 and is now described as a Public Spaces Protection Order (PSPO). The order enables police to require people to surrender alcohol where there is ASB or ASB is anticipated. The police use a combination of the DPPO and Dispersal Powers under the same Act to require people to disperse and hand over alcohol when an area is designated by a police Inspector.

The police can't easily provide the information relating to where these powers were used but report that on most occasions a warning is sufficient to resolve the problem and people move on.

Further under the same Act the Open Spaces PSPO will be reviewed over the winter and consideration will be given to whether it should be extended from its existing 12 locations to other areas where it might be effective.

All of the above powers are reliant on incidents being reported and there being sufficient resource available to attend and enforce where appropriate.

The Community Safety Team, Cityparks, Cityclean, the police and commissioned support services meet regularly to consider which areas of the city to prioritise based on risk, harm and vulnerability for ASB action and concerted and co-ordinated activity is undertaken in these areas.”

(i) Councillor Mac Cafferty

33.20 “Figures published from the LGA earlier this year tell us that dissatisfaction is increasing with the quality of new homes. Can I ask what steps the administration is taking to ensure new build homes are being built to the highest standards?”

Reply from Councillor Meadows, Chair of the Housing & New Homes Committee

33.21 “The New Homes for Neighbourhoods Programme is the council's programme for building much needed council homes on land in our ownership, as well as bringing about the wider regeneration of council estates in Brighton and Hove. Achieving high quality new homes is a key driver behind the New Homes for Neighbourhoods programme. The principles that guide the New Homes for Neighbourhoods programme are:

- Homes that are great to live in and enhance the built environment
- Well built homes that last a lifetime
- Accessible homes that meet housing need
- Homes that will be easy and cost effective for the council to maintain
- Sustainable homes that encourage sustainable lifestyles.

In order to achieve these objectives, the Estate Regeneration team have developed a New Homes Design Specification to ensure that we deliver high quality, inclusive and sustainable design in all of our new housing developments. Part 1 of the document establishes clear parameters on:

- Space standards to be achieved (i.e. those prescribed in the council's Affordable Housing Brief 2015). These space standards are much more generous than the nationally prescribed space standards.
- Fire safety standards to be achieved – these have been updated in the light of recommendations following the Grenfell Tower disaster.
- Secured by Design – all development to be compliant with latest SBD guidance and Part Q of the Building Regulations.
- Building for Life standard – all development to be measured against the 12 BfL criteria.
- Wheelchair accessible housing standards - all Mobility 1 units to comply with Part M(4) Category 3 of the optional requirements in the Building Regulations 2015 and the principles contained within the Habinteg Wheelchair Housing Design Guide.
- Sustainable homes standards – all development to be designed to a minimum of the energy and water efficiency performance requirements equivalent to the former Code for Sustainable Homes Level 4.

Part 2 of the New Homes Design Specification focuses on the detailed design specifications for the building elements and mechanical and electrical requirements. These set the bar for the achievement of a high quality build, in terms of design, external finishes, internal finishes etc.

The New Homes Design Specification is updated annually following feedback from the council's in-house architects team, housing officers, contractors and tenants/ residents on the quality being achieved. As part of the Estate Regeneration Team's Handover and Close Out procedures, we carry out regular quality audits by asking all tenants to complete a Resident Satisfaction Survey 3 months after occupation and again, 12 months after occupation. The findings from these surveys are reported to:

- The council's Housing Stock Review Manager
- The council's Architecture & Design Manager and/ or relevant architect
- The council's corporate strategic construction partner (formerly Westridge, now Morgan Sindall)

Resident satisfaction levels for all aspects of those housing schemes which have been completed under the NHFN is generally very high. Nevertheless, there is always opportunity for improvements in our build quality. Our procedures actively encourage quality control and learning. That is why four months after completion project managers hold a 'lessons learnt' internal review meeting with Housing colleagues and other key parties to capture learning from the quality audits and amend internal processes and procedures where appropriate. Councillors on our Estate Regeneration Board, Housing and Planning Committees are regularly invited to view/ inspect our schemes before Handover, as part of this process.

Twelve months after Handover, the project managers organise an inspection at the end of the defects liability period. These inspections are attended by the architect, Housing Stock Review Manager and appropriate Housing staff. Any minor defects i.e. small cracks in plaster are recorded and then a programme of remediation works is agreed between the project manager and building contractor. These checks and balances are

an intrinsic part of our procedures for the delivery of the New Homes for Neighbourhoods Programme.

The Estate Regeneration team has recently held a workshop with Councillors to explain our Design Specification and our New Homes for Neighbourhoods programme in more detail. We have also combined the results of our residents satisfaction surveys for all our new housing developments into a single spreadsheet and would be happy to run through these results with Councillor Mac Cafferty at a mutually convenient time, if this would be helpful.”

(j) Councillor Druitt – Party Houses

33.22 “At Council in April I asked a question on party houses and six months later I still have not had a straight answer to the question. The question was:

“Can the administration tell me what it is doing to work with party house owners as soon as they are identified to ensure that change of use planning permission is sought if required, permission is sought for any licensable activities and the legitimate concerns of neighbouring residents are addressed before party houses become operational?”

The party house in question (90 North Street) has since been put on the market due to a successful resident-led campaign against its use as a party house, but there are many others in the city that continue to be a nuisance to their neighbours. Can the Administration tell me whether it is doing anything at all to work with party house owners as soon as they are identified, to ensure that change of use planning permission is sought if required, permission is sought for any licensable activities and the legitimate concerns of neighbouring residents are addressed before party houses become operational? And further to that can the council tell me whether the recommendations from the scrutiny on Party Houses undertaken during the previous Green administration have been implemented, who is the council's link person with the Brighton & Hove Holiday Rental Association, and what steps the council takes to make sure party houses are assessed for business rates in line with current legislation?”

Reply from Councillor Cattell, Chair of the Planning Committee

33.23 “Party houses, known as short term holiday lets, do not require planning permission. Therefore when a property owner wishes to let their property as a holiday let, there are no planning restrictions to stop them doing so as short term holiday lets are considered by the government as a residential use. Any change to planning legislation, including change of use would have to come from central government. Different powers exist for London authorities, where there is a limit of 90 days per annum on short term letting has been introduced.

Party Houses became an issue in 2014 and the Scrutiny Panel Report on Short term holiday lets was set up to research complaints concerning party houses and the lack of regulatory controls. The final recommendations, agreed at Committee in October 2014, were principally advisory, good practice matters for Brighton and Hove Holiday Rental Association (BHRA) so that the rental businesses themselves should mitigate residents’ concerns. The recommendations were therefore passed to BHRA for implementation. It was acknowledged in the report that Local authority officers would have no legal

authority to intervene. As a consequence - no formal enforcement action was being requested of any department as part of the recommendations.

In relation to recent impacts on the amenity of residents from Party Houses, the Environmental Health Team has advised that there has been only one direct complaint about noise from a party house in the last year.

In terms of next steps for Planning, short term lets was raised as an issue of concern by residents and hoteliers during the consultation on the City Plan Part 2 in 2016. It is an issue that the officers are investigating further as part of preparing the City Plan Part 2. Consultants have been appointed to assess the issue as part of a wider visitor accommodation study and will look to see how short term holidays could be better managed and regulated with reference to case studies and within the restrictions of the existing legislation.”

(k) Councillor Druitt - Food delivery mopeds

33.24 “Despite a meeting with Deliveroo representatives following my question to Council in April, a dedicated email address for resident concerns and numerous reports to Operation Crackdown the antisocial behaviour caused by food delivery mopeds gets worse by the day. What is the council doing to ensure that delivery riders do not ride where they are not permitted to, do not pose a noise nuisance to residents, and do not represent a hazard to pedestrians; and will the Administration meet with me to explore the specific concerns that residents in my ward have highlighted, and possible solutions.

Reply from Councillor O’Quinn – Chair of the Licensing Committee

33.25 “Thank you for your question. I understand the issues you are raising, however there is little the Administration can do as Deliveroo are not licenced by the council. We can look at noise nuisance issues; however traffic offences are the responsibility of the police. I am happy to arrange a meeting with Councillor Druitt and officers from the council and the police to look at the issues and try and find a resolution.”

(l) Councillor Druitt - Unauthorised encampments

33.1 “In correspondence with Sussex Police on unauthorised encampments in the city I have been told, in relation to City Clean/City Parks’ involvement in multi-agency meetings and weekly action days: “Unfortunately City Clean who are supposed to attend have stopped attending and we are unable to contact them on the day as they simply do not answer the phone. Perhaps you can apply some pressure to them to ensure they engage with police and partners as without them clearing these encampments they are simply taken over by another person.” Can the Administration tell me why City Clean/City Parks no longer attend the meetings, how many calls to City Clean and City Parks go unanswered (in actual and percentage terms), and what the Administration is doing to sort the situation out and get these basics right?”

Reply from Councillor Mitchell – Chair of the Environment, Transport & Sustainability Committee

33.26 "Cityclean and City Parks have worked successfully in the past with various partners including the Police and St. Mungo's, tackling a variety of issues and challenges.

In respect of Cityclean these multi agency days were originally every month and then reduced to bi-weekly. However more recently the volume of work has led to these action days reverting to a weekly basis meaning that staff and resources were fully engaged but unavailable to carry out other duties.

It was agreed that Cityclean would not attend the days automatically but instead would wait to be contacted should assistance be required. Unfortunately it appears that there has been a communication breakdown in that rather than all requests being directly received by Cityclean many have gone through the contact centre which deals with a diverse range of calls which has led to delays in crews receiving the request to attend a site.

Direct calls to Cityclean and City Parks are not monitored so the number of missed requests is not recorded. However looking forward Cityclean and City Parks are happy to provide a list direct numbers to ensure better response times.

Further meetings are already planned to discuss future collaborative working."

34 ORAL QUESTIONS FROM COUNCILLORS

34.1 The Mayor noted that 14 oral questions had been received, but that following consultations with the Groups, a total of 11 questions had been agreed and these were listed in the addendum that had been circulated. She also noted that 30 minutes were set aside for the duration of the item.

34.2 The Mayor invited Councillor Janio to put his question to Councillor Hamilton.

(a) Rent Arrears

34.3 Councillor Janio asked the following question, "Can the finance lead please confirm that the Labour administration has allocated adequate hardship funds to cope with the new welfare changes such as the phased change over to universal credit?"

34.4 Councillor Hamilton replied, "At the moment universal credit is starting to come in. I can give you some information that I have, because some of the universal credit tenants are in fact in arrears. 28 people in temporary accommodation in receipt of Universal Credit are in arrears and we also have 59 housing revenue account tenants who receive universal credit and are also in arrears to an average amount of £500 per household.

With regard to your question, we do have a housing discretionary fund available and we are not going to stand by and see situations where people who are on universal credit are going to suffer and we are actually looking at other schemes whereby we may be able to give some assistance to people who are facing these difficulties. I can't give you all the details yet as they are still under discussion. That is the situation we will face.

We have got a very strong team of officers who do their very best to keep the arrears down. I've got a list here of 20 different actions that we take to help people who are in

arrears with their rent and we only ever actually go down the possession route in a very small number of cases even then they are normally suspended cases.

However we have 11,000 tenants and we only have 82 or so who have moved over to universal credit. As this number increases, rest assured from this side, that we will not stand by and see our tenants effected by the several weeks wait for their benefit because of the rather ham fisted way that this universal credit has been brought in. We will not allow that situation to put people out through no fault of their own or having a long time waiting for universal credit when I don't see why they couldn't have kept their payments going up until the date when the new system was ready and they wouldn't have this five or six week gap"

- 34.5 Councillor Janio asked the following supplementary question, "Will the Labour administration, if they do get into trouble over the budget especially with the already wasted six hundred thousand underspend from last year, please come and speak to us before we enter the full Budget negotiations to try to allocate enough money to the hardship fund so that we don't have any hardship cases?"
- 34.6 Councillor Hamilton replied, "We are already looking into this with the Finance team. We are already putting in a significant amount of money so we will be able to face the situation as and when it arrives."

(b) Business

- 34.7 Councillor Mac Cafferty asked the following question, "The Labour administration were handed healthy growth in business, however key performance indicators from July tell us that there has been a disturbing and large drop in growth and the number of businesses; that's a fall of two thousand and forty businesses or 13.4%. The city centre is littered with empty shop fronts and 'to let' signs; tagging is out of control. What are the Labour administration's concrete proposals for rectifying this in the next 6 months?"
- 34.8 Councillor Robins replied, "Retail shop vacancy rates in the city centre in September 2017 were 6.79% and in the BID area is 5.7% compared to a national rate of 12.5%. There has been a slight increase in the city centre in the last year which relates mainly to the redevelopment of North Street and Brighton Square as part of the Hannington Lane development."
- 34.9 Councillor Mac Cafferty asked the following supplementary question, "Would you agree with me, Councillor Robins, that while businesses are declining and visitor numbers down for the second year, that the administration saying that they don't want future conferences to come to the city amounts to economic stupidity?"
- 34.10 Councillor Robins replied, "I will send Councillor Mac Cafferty a list of the initiatives the Council is currently running to help businesses in the city."

(c) Resolving Planning Applications

- 34.11 Councillor Peltzer Dunn asked the following question, "Will Councillor Cattell please confirm the percentage of planning applications lodged between 1 April 2016 and 31 March 2017 completed within the target times, and how many applications therefore

were not resolved until after the expiry of the target date? Would she also please confirm how many applications were unresolved six months after the planning application had been registered?"

- 34.12 Councillor Cattell replied, "Between April 2016 and March 2017 there were 3627 planning applications determined. 73% were either determined within time or with an agreed extension of time. The use of extensions of time is allowed by Government legislation and enables negotiation on planning applications that would otherwise have to be refused.

Planning performance is continuing to improve in relation to the Government's 24 month rolling programme target which is measured on the 30th September each year. Planning Services comfortably exceeded the targets set by Government by delivering 80 % of non-major application decisions within eight weeks, the target is 70% and 92.5% of major applications within thirteen weeks above the target of 65%.

You also asked about the number of unresolved applications exceeding 6 months old. In 2016/2017 this figure was 169 which amounts to 4.5% of all applications received. This is not ideal and we are aiming to improve significantly on this performance in the next year."

- 34.13 Councillor Peltzer Dunn asked the following supplementary question, "Would the Chair agree with me that the Planning Department provides a service to applicants, residents and non-residents alike and that a payment is made for the service to the City Council? Would the Chair further agree that applicants should expect to receive the service for which fees have been paid? Would therefore the Chair agree with me that if applicants do not receive the service laid down by the planning departments own guidelines, that the Council irrespective of the final planning application determination be entitled to a refund of fees paid by way of compensation for the City Council not providing a proper service to the applicant?"

- 34.14 Councillor Cattell replied, "There is provision in the act for fees to be refunded but we have not had to do this as so few people have actually applied. We have launched a service commitment which involves giving regular updates during the application. I can send you a more detailed written response if you send me a written copy of your question

(d) Beach Litter Enforcement

- 34.15 Councillor Druitt asked the following question, "I welcome the streets ahead anti-litter campaign which is very effective and imaginative. However in order to keep the beach clean and safe and our seas free of plastic there needs to be effective enforcement as well. Can the Administration confirm whether the beach is included in the 3GS enforcement contract and the rationale behind the current failure to protect it?"

- 34.16 Councillor Mitchell replied, "The Council takes the cleanliness of the beach very seriously indeed and we put in extra investment at busy times including additional bins and staff. Rather than having uniformed enforcement officers patrolling between sunbathers our approach is one of education and engagement with people using the beach. This summer we launched the 'Streets Ahead' campaign with the environmental

charity hub and that has increased the number of businesses and community groups we work with to help reduce beach litter and get that message out. The campaign was designed explicitly to improve awareness of not leaving litter behind on the beach and did include the silent disco where over 1300 people traded trash for treats.

City clean engagement on Facebook was up 841% with a 400% increase on Twitter plus extensive TV and radio coverage and last weekend the silent disco was back by popular demand for a 'Hallo-Clean' event where over 100 people took part and I would thank each and every one of those. So at present no we do not have any plans to put 3GS Enforcement Officers on the beach"

34.17 Councillor Druitt asked the following supplementary question, "I whole heartedly approve of prevention in these matters however sadly there is still a beach litter enforcement problem and I wonder if Councillor Mitchell would consider, over the next three months, if there is not going to be 3GS enforcement on the beach what can we do instead to ensure that those people who are leaving litter on our beaches do have to take responsibility for their actions?"

34.18 Councillor Mitchell replied, "I will just repeat that we have no plans to put 3GS enforcement officers on the beach. What we will do is to increase our messaging. We have had people walking onto the beach in between visitors just in a fun light hearted sort of way with litter pickers all dressed up reminding people that it's not ok to bespoil our beaches with litter and that's what we will continue to do."

(e) Subsidised Bus Services

34.19 Councillor Wares asked the following question, "As Councillor Mitchell knows there was cross party agreement to continue funding all the subsidised bus routes in the city and was quoted in the press emphasising the necessity to maintain these community lifelines but, despite assurances and without any consultation with residents or Councillors, without reference in the committee papers and without warning the number 56 service in Patcham and Hollingbury has been reduced from every hour to every two hours. Please could Councillor Mitchell confirm that the Council is now working to reverse this terrible decision and restore a one hour bus service as before?"

34.20 Councillor Mitchell replied, "I am very pleased that this Council, unlike others, continues to support 19 bus routes across the city including eight school routes and additional funding has enabled some services to be extended. I do appreciate your concerns Councillor Wears relating to service 56 where there were already existing reliability issues under the previous timetable. Public transport officers have had meetings with the big lemon bus company to see where timetable amendments can be made to maximise services, while improving the reliability issues of the old time table, and I believe that these discussions have resulted in some proposed amendments that can hopefully be introduced following the formal route registration process.

The report to PR&G Committee did not commit to maintaining existing timetables or any other specific detail and therefore there was no explicit or implicit attempt to deceive members. The tender process that was used encouraged the more flexible and innovative approach from operators that, for example, has benefited residence in the Deans."

34.21 Councillor Wares asked the following supplementary question, “It is important for everybody to understand that, across the city, not one subsidised bus service suffered any harm except for the number 56 and, as has been said, some have actually been enhanced. I understand that there was no commitment to maintain timetables but this is an absolutely essential service to residents in Patcham and Hollingbury. Could I please ask when this will come forward and when our residents will know that there is an improved timetable?”

34.22 Councillor Mitchell replied, “Officers are working on this now. They will be in touch with you, I will remind them to be in touch with you as soon as possible to let you have that information so that you can reassure your residents.”

(f) Range of Plastics Collected by BHCC for Recycling

34.23 Councillor Littman asked the following question, “Given that recycling rates in the city are so woeful having been below 30% every year for the last 11 years, a time period covered by administrations of all three colours. Can the Chair of ETS please tell us why, as a waste collection authority, the only type of plastics we collect are plastic bottles?”

34.24 Councillor Mitchell replied, “I am pretty proud to have raised our recycling levels to the highest rate ever from the 24% under your administration to the 29.1% now and we would certainly like to see more types of plastic being able to be collected by the Council for recycling and City Clean officers are actively looking for future solutions to enable this to happen in partnership with East Sussex County Council and Veolia. However the extent to which different types of plastic can be collected depends on technical, economic and logistical factors. At present the Council can only recycle plastic bottles that are made of a certain type of soft plastic; drinks, water, milk and detergent bottles for example. There is a very good market for this product that provides income with an optimum recovery rate meaning it can be processed and recycled many times over.

Currently the Hollingdean material recycling facility is not designed to take plastic pots, tubs and trays. Veolia are assessing the feasibility of retrofitting this facility but this will also need to assess the space required for the additional equipment and the materials. Another key consideration is the need for there to be a sustainable end market for the volume of this material and present indications are that there is a lack of demand from the industry for these recycled materials due to the fierce competition from virgin plastics thanks to low oil prices and recent developments in china that are restricting the input of recycling however we are keeping all options under review.”

34.25 Councillor Littman asked the following supplementary question, “Councillor Mitchell what work is ongoing in regards to collaboration with other agencies in the city which collects a greater range of matters than we do for example the Magpie Waste Show Operative or the Green Centre and also with other Local Authorities apart from East Sussex to increase the range of plastics we collect even if we are not able to dispose them ourselves?”

34.26 Councillor Mitchell replied, “We do point residents to other waste collection organisations so that they can dispose of a greater range of materials. I am very hopeful that in future we as a Council will be able to expand our range too.”

(g) Quality of Mears Repairs

- 34.27 Councillor Bell asked the following question, "I was very pleased to see that on the online satisfaction rate from our tenants on the Mears repairs it was at 73%. My concern is with the other twenty percent not being satisfied; would the Chairman please identify what elements were not of satisfaction?"
- 34.28 Councillor Meadows replied, "Off the top of my head I have no details on the other 20%. However as you know we are working really hard with our tenants to ensure that they are satisfied with the service they receive from Mears."
- 34.29 Councillor Bell asked the following supplementary question, "In recent events and times where the Chair of Housing has spoken in this Chamber she has mentioned a light touch contract but I've confirmation that the contract for the turning point in in contract 2005 which is widely used for housing repairs contracts across the country and it encourages partnership work and open book accounting. However the reason why it is considerably light touch is because of the management of this contract by this administration via her chairmanship. I would like to know what this administration is going to do to rectify this."
- 34.30 Councillor Meadows replied, "As others on the Housing Committee know the reason I was given to understand that it was a light touch contract was because there was to be no duplication of surveys, there was to be no duplication of other items around the delivery of the service and that Mears would take over most of that and the Council would dip in and out and monitor the service. Unfortunately when I came into being the Chairman as you call it we found out that wasn't good enough. Residents were exceedingly unhappy with the service that Mears was providing and we agreed with that and so we employed more officers and we ensured that that service is now much more robustly monitored which is why we are finding other things that are going wrong. We are making sure that that contract is delivering for our residents, something that hasn't happened in the past two administrations.

We inherited a contract that wasn't working for this city and we are now making sure that it does deliver for this city."

(h) School Catchment Areas

- 34.31 Councillor Page asked the following question, "In the light of the recent offer by several secondary schools to keep their catchment areas and their stable communities rather than have a short term chopping up of catchment areas. What steps will the council take to find them the small amount of capital funding necessary for those bulge classes to become reality?"
- 34.32 Councillor Chapman replied, "To be absolutely clear the offer that some of the secondary schools have made does not solve the problem and there will still be children redirected in September 2019. The cross party working group will discuss this proposal in depth at our next meeting which is after the consultation closes."

34.33 Councillor Page asked the following supplementary question, “My question was about whether the administration would provide capital funding for bulge classes which would help a significant number of children attend their local school.”

34.34 Councillor Chapman replied, “Even if Dorothy Stringer and Varndean took an extra class each in 2019 there would still be an additional 36 pupils at least redirected and in the following year that number would rise to 76. There would still be a large number of pupils redirected even if the bulge classes were taken. As I said the cross-party group will discuss this proposal and we will think about the offer that has been made and will see if it is practical, if there is funding available and also the consequences that that will have on other schools in the city.”

(i) Secondary School Admission Policy

34.35 Councillor Nemeth asked the following question, “Members are aware that the Administration’s secondary admission proposals would see a large percentage of children in Wish ward no longer being able to attend Hove Park or Blatchington Mill apparently due to a lack of capacity at these schools following their catchment areas being modified to include part of Brighton. Yet the Head of Blatchington Mill yesterday stated and I quote ‘I can unequivocally confirm that Blatchington Mill is in a position to admit more students into year seven and therefore to accommodate all children in Wish ward that would be affected by the proposed changes’. There were no caveats to this statement with regards to say Capital expenditure.

Will Councillor Chapman please explain why parents and children are being put through unnecessary stress and upheaval when such a clear solution presents itself?”

34.36 Councillor Chapman replied, “We have to come up with a city wide arrangement that serves the whole city. Something that happens in Hove will affect other parts of the city as well. We have to consider the bigger picture but the offer that has been put forward by Blatchington Mill, Varndean and Dorothy Stringer will be considered by the cross party working group.”

34.37 Councillor Nemeth asked the following supplementary question, “I have another brief quote from the Head of Blatchington Mill ‘we’ve been clear to the Local Authority that we would wish to expand our intake in year seven and therefore cannot understand why this has not been considered within the projections for the catchment areas’.

This information is so important to the overall picture but it’s not mentioned in the report that is before us and our residents why has it been left out when the Administration’s known for at least a year?”

34.38 Councillor Chapman replied, “Nothing has been left out of the report; as I say we will go through the proposals that have been put forward by the secondary schools in the last few weeks and will make a decision based on that. As I said we have to think about the wider consequences of certain schools expanding and how that will affect other schools as well and we have to come up with a city wide solution to this problem.”

(j) Brexit

34.39 Councillor Sykes asked the following question, “I have heard Councillor Morgan speak passionately about Europe and about the impacts of Brexit on the city for example in areas such as hospitality, EU grants and environmental regulation. What’s the strategic leadership Councillor Morgan as Council Leader is providing to prepare the city for a hard Brexit?”

34.40 Councillor Morgan replied, “I discuss the impact of Brexit and the preparedness of both the City and the City region at every meeting of the Coast to Capital LEP that I attend, at every meeting of the Greater Brighton economic Board that I attend, and every meeting of the Brighton Hove Economic Partnership that I attend as I did just two days ago.

Part of the economic strategy going forward will be to look at that hopefully taking into account the sectoral impact studies that will be released thanks to a motion by Labour MPs in Parliament. What I will announce here today is that in the New Year I'm going to be convening a leaders’ business summit which will examine and look at potential solutions for business in the city to deal with the impact of Brexit.”

34.41 Councillor Sykes asked the following supplementary question, “As I’m sure Councillor Morgan knows we've got a new strategic risk SR30 which was agreed recently by ELT. It’s focussed largely on the effects of Brexit on the city and I just wondered which elements of SR30 Councillor Morgan is taking particular ownership of?”

34.42 Councillor Morgan replied, “It's clear from studies by the Centre for Cities that Brighton and Hove is one of the economies that stands to be most affected by Brexit although obviously until those impact studies by the government are released it's very hard to see which sectors will be most impacted but we are also set to be one of the economies that that set best to bounce back so when those impact studies are released then we will have a better picture of which wants to focus on locally.”

(k) School Admission Policy

34.43 Councillor Taylor asked the following question, “Due to this administration’s lack of grip on school places several families in the Dorothy Stringer/ Varndean catchment area were initially denied their catchment school places causing uncertainty and worry to those families. What is the administration doing to prevent a repeat of the chaos this year?”

34.44 Councillor Chapman replied, “The administration is trying to deal with the situation of too many children in certain catchment areas as we have discussed and that's why we're out to consultation at the moment on changes. Part of the reason for this is because of the delay with the new school and unfortunately local authorities can no longer open their own schools. We have to have a free school and which means that we have to deal through third parties which means it extends the process and it is ultimately out of our control as it is up to the Education Skills Funding Agency.”

34.45 Councillor Taylor asked the following supplementary question, “I have raised at committing the possibility of expanding schools the deal with the bulge in the central catchments and we've heard head teachers themselves have offered to expand their schools assuming the Labour administration actually knows what is going on.”

34.46 Councillor Chapman replied, "The first thing to say is that I can't be held responsible for the closure of a school that I was at while it was being closed down but as I say the administration is trying to solve the problem with pupil places by pushing along with the new school to address the increase in pupil numbers in secondary schools and has to say we're going through the consultation now where parents can and residents can respond to the consultation which obviously we take into full consideration but we have to try and deal with the situation that we have in the city where there are too many children in some of the catchment areas."

35 CALL OVER FOR REPORTS OF COMMITTEES.

(a) Callover

35.1 The Head of Democratic Services confirmed that Items 38, 39, 40 and 41 had been reserved for discussion;

- Item 38 - Review of the Constitution – October 2017
- Item 39 - Rough Sleeping Strategy Progress Update
- Item 40 - Readiness for Universal Credit Implementation
- Item 41 - George Street Opening Hours

(b) Receipt and/or Approval of Reports

35.2 The Head of Democratic Services confirmed that the following reports on the agenda with the recommendations therein had been approved and adopted:

- Item 36 - Proposed Submission Shoreham Harbour Joint Area Action Plan
- Item 39 - Code of Conduct for Employees

(c) Oral Questions from Members

35.3 The Mayor noted that there were no oral questions arising on the items that had not been called.

36 PROPOSED SUBMISSION SHOREHAM HARBOUR JOINT AREA ACTION PLAN

36.1 RESOLVED:

- (1) That the "Proposed Submission Shoreham Harbour Joint Area Action Plan" appended as Appendix 1 to the report be agreed and published for a six week period of statutory public consultation together with its supporting documents commencing in November 2017;
- (2) That the document be subsequently submitted to the Secretary of State, subject to no material changes arising from the consultation, other than alterations for the purposes of clarification, improved accuracy or meaning or typographical corrections, being necessary;
- (3) That the Head of Planning be authorised to publish and subsequently submit all necessary supporting evidence and studies to the Secretary of State;

- (4) That the Head of Planning be authorised:
- (a) to agree any draft “main modifications” to the Shoreham Harbour Joint Area Action Plan as necessary to make the plan sound; and
 - (b) to publish such draft modifications for public consultation; save that should any draft modification involve a major shift in the policy approach of the Shoreham Harbour Joint Area Action Plan the draft modification shall be referred by the Head of Planning to the Tourism, Development & Culture Committee for approval;
- (5) That it be noted that all modifications to the Plan will be presented to the Tourism, Development & Culture Committee and Full Council in due course as part of the adoption of the Shoreham Joint Area Action Plan.

37 CODE OF CONDUCT FOR EMPLOYEES

- 37.1 **RESOLVED:** That the revised Code of Conduct for Employees as set out in appendix 1 to the report be approved.

38 REVIEW OF THE CONSTITUTION - OCTOBER 2017

- 38.1 Councillor Moonan introduced the report which detailed proposed changes to the council’s constitution that had been considered by the Constitution Working Group and were recommended for adoption. She noted that there were changes to the terms of reference for the Audit & Standards Committee and the Neighbourhoods, Inclusion, Communities & Equalities Committee.
- 38.2 Councillor Mac Cafferty referred to the extract from the proceedings of the Policy, Resources & Growth committee and noted that there were a number of changes to the constitution. He also noted that there had been a number of other changes to the constitution and suggested that it would be helpful to have a consolidated list of those changes and to ensure these were made known publicly and for members of the public to be consulted.
- 38.3 Councillor Gibson stated that he welcomed the work of the Constitutional Working Group and hoped that it would take note of the request to review the timings for public involvement in committee meetings. He believed it would be helpful if reports could be made publicly available earlier and that it would enhance the democratic process and allow for greater public involvement.
- 38.4 Councillor Moonan noted the comments and stated that she was happy to ensure the matters were considered by the Working Group and noted that the engagement process did work well; albeit that some minor changes could be made potentially.
- 38.5 **RESOLVED:** That the proposed changes to the Council’s Constitution as set out in paragraphs 3.12 to 3.19 of the report and in appendices 4-6 as amended be approved.

39 ROUGH SLEEPING STRATEGY PROGRESS UPDATE

- 39.1 The Mayor noted that there was a Notice of Motion on the same subject and stated that she was therefore inclined to take Item 42(g), which related to affordable housing and rough sleeping together with the report from the Neighbourhoods, Inclusion, Communities & Equalities Committee; in one debate. The Mayor then invited Councillor Daniel to introduce the report.
- 39.2 Councillor Daniel introduced the report which provided an update on the implementation of the Council's Rough Sleeping Strategy and noted that it had been discussed fully at the Neighbourhoods, Inclusion, Communities & Equalities Committee. She also noted that the number of rough sleepers was predicted to increase and that more support was required.
- 39.3 The Mayor then invited Councillor Moonan to move the Notice of Motion as listed on the agenda at item 42(g).
- 39.4 Councillor Moonan moved the joint Notice of Motion on behalf of the Labour & Co-operative and Green Groups; and stated that the sharpest end of homelessness was rough sleeping. She stated that currently there were around 30 new cases every week despite the best efforts of all those who supported rough sleepers. She noted that many of those sleeping rough had a number of complex needs and all support agencies needed to work together to address this situation. There was a need to raise the matter nationally and to look at the impact of the loss of properties through the right to buy scheme and pressures on local housing costs, as well as finding ways to provide more homes.
- 39.5 Councillor Gibson formally seconded the motion.
- 39.6 Councillor A. Norman moved an amendment to the Notice of Motion on behalf of the Conservative Group; and stated that she believed there was a need for a cross-party approach to this matter and to work with other organisations. She also noted that some people became homeless because of circumstances outside of their control, whilst others made it a life choice.
- 39.7 Councillor Mears formally seconded the amendment and stated that there was need to work together to address the matter as measures used in the past had not worked. There were so many initiatives without any real outcomes and more needed to be done for local families and with pressures on Adult Social Care there was a need to be able to monitor the impact on budgets but no real mechanism to do so.
- 39.8 Councillor Meadows stated that a number of rough sleepers had been supported and able to get off the streets and more work was required to resolve the issue; such as the joint venture with a Housing Association. Whilst additional funding had been received from the government, there was a need to do more and to look at options such as suspending right to buy in areas to reduce the expansion of HMOs. She also noted that the city had one of the largest private rented sectors in the country but rent levels were too high and needed to be controlled in order to help those most vulnerable.

- 39.9 Councillor Janio stated that rent controls would not help and a price ceiling would be likely to reduce supply and see a decline in improvements to properties. He suggested that there was a need to ease planning restrictions so that more houses could be built.
- 39.10 Councillor Bell stated that he supported all actions taken to help rough sleepers and that there was a need to work together if the problem was going to be addressed successfully.
- 39.11 Councillor Gibson stated that over 1,300 homes had been lost through right to buy and social housing was more expensive. He noted that rent controls worked elsewhere such as in Germany and therefore consideration should be given to similar schemes; as well as looking to build homes that people could afford.
- 39.12 Councillor Hyde stated that the right to buy scheme did work and enabled people to get onto the property ladder and to then move on and release properties.
- 39.13 Councillor Moonan noted the comments and stated that actions were being taken which were helping but more could be done such as building houses, looking at rent controls and restricting right to buy in certain areas. She also confirmed that she could not accept the Conservative Group's amendment.
- 39.14 The Mayor stated that the report had been referred for information and moved that it be noted.
- 39.15 **RESOLVED:** That the report be noted.
- 39.16 The Mayor then put the Conservative amendment to the vote which was lost by 19 votes to 32.
- 39.17 The Mayor then put the following substantive motion as listed in the agenda to the vote:
- “This Council resolves to request the Chief Executive to write to the Secretary of State for DCLG Sajid Javid MP, calling for the introduction of legislation and regulations to increase affordable housing supply and to enhance security for tenants, and thereby reduce homelessness and rough sleeping in Brighton and Hove. These policy changes should include:
- Raising the HRA borrowing cap so the council can build more social housing
 - Providing additional grants so social housing providers can build at lower rents and directly provide more accommodation for rough sleepers
 - Allowing councils to suspend the right to buy where an affordable housing shortage exists
 - Introducing more secure longer tenancies in the private rented sector
 - Introducing powers for local councils to institute rent controls to suit local market needs
 - Withdrawing the threat in the Housing and Planning Act to councils to sell much needed high value council homes and give the money towards HA discounts.
- 39.18 The Mayor confirmed that the motion had been carried by 32 votes to 20 as detailed below:

		For	Against	Abstain		For	Against	Abstain
1	Allen	Not present			Marsh	✓		
2	Atkinson	✓			Meadows	✓		
3	Barfod	✓			Mears		x	
4	Barnett		x		Miller		x	
5	Bell		x		Mitchell	✓		
6	Bennett		x		Moonan	✓		
7	Bewick	✓			Morgan	✓		
8	Brown		x		Morris	✓		
9	Cattell	✓			Nemeth		x	
10	Chapman	✓			Norman A		x	
11	Cobb		x		Norman K		x	
12	Daniel	✓			O'Quinn	✓		
13	Deane	✓			Page	✓		
14	Druitt	✓			Peltzer Dunn		x	
15	Gibson	✓			Penn	✓		
16	Gilbey	✓			Phillips	✓		
17	Greenbaum	✓			Robins	✓		
18	Hamilton	✓			Russell-Moyle	✓		
19	Hill	✓			Simson		x	
20	Horan	✓			Sykes	✓		
21	Hyde		x		Taylor		x	
22	Inkpin-Leissner	Not present			Theobald C		x	
23	Janio		x		Theobald G		x	
24	Knight	✓			Wares		x	
25	Lewry		x		Wealls		x	
26	Littman	✓			West	✓		
27	Mac Cafferty	✓			Yates	✓		
					Total	32	20	0

- 39.19 The Mayor confirmed that the motion had been carried.
- 39.20 The Mayor then adjourned the meeting at 7.00pm for a refreshment break.
- 39.21 The Mayor reconvened the meeting at 7.35pm.

40 READINESS FOR UNIVERSAL CREDIT IMPLEMENTATION

- 40.1 The Mayor noted that there were three Notices of Motion on the same subject and stated that she was therefore inclined to take Items 42(d),(e) and (f), which related to the introduction of Universal Credit together with the report from the Neighbourhoods, Inclusion, Communities & Equalities Committee; in one debate. The Mayor then invited Councillor Daniel to introduce the report.
- 40.2 Councillor Daniel introduced the report, which outlined the work undertaken across the council and with advice providers in the city to prepare for the introduction of Universal Credit. She noted that transitional measures were being put in place to help vulnerable people and urged all Members to read the report.
- 40.3 The Mayor then invited Councillor Janio to move the Notice of Motion as listed on the agenda at item 42(d).
- 40.4 Councillor Janio moved the Notice of Motion Item 42(d) on behalf of the Conservative Group and stated that there was a need to prepare for the introduction of Universal Credit. He also suggested that the government should be requested to provide additional funding to local authorities in the forthcoming budget.
- 40.5 Councillor Bell formally seconded the motion.
- 40.6 Councillor Penn moved the Notice of Motion, Item 42(e) on behalf of the Labour & Co-operative Group and stated that the concept of Universal Credit had laudable aims but was not fit for purpose. She felt that people would be driven into debt and rent arrears and action had to be taken to enable financial support and payments to be made sooner.
- 40.7 Councillor Daniel formally seconded the motion.
- 40.8 Councillor Sykes moved the Notice of Motion, Item 42(f) on behalf of the Green Group and stated that there was a need to look at alternative options such as establishing a universal income level as in Finland. He believed that vulnerable people in supported accommodation would be more at risk and that would then have an impact on the local authority.
- 40.9 Councillor Gibson formally seconded the motion.

- 40.10 Councillor Page stated that it was an unkind benefit and there was a need to consider the impact for the most vulnerable people in the city.
- 40.11 Councillor Meadows stated that it was hard to find anyone who was not concerned about the roll-out of the scheme and people would be forced to make unpalatable decisions that would affect their lives.
- 40.12 Councillor Bell stated that the scheme was a major reform for the welfare structure and that work should pay so that benefits were reduced as people earned. The scheme provided greater flexibility and would be easier for claimants and there was an ability to make discretionary payments to help people in a difficult situation.
- 40.13 Councillor Gibson stated that he believed there would be an increase in homeless levels as a result of the introduction of Universal Credit and suggested that there was need for the reinstatement of the New Homes Bonus. He acknowledged that the work of officers locally had been excellent but believed that people would still be forced into greater debt.
- 40.14 Councillor Daniel welcomed the comments and stated that she supported the Green motion but felt that the Conservative motion did not do enough to raise the issue.
- 40.15 Councillor Janio stated that it had been an interesting debate and there was a need to see if Universal Credit would be effective but accepted that more funding would help with the transition. He was happy to support the Green motion but not the Labour motion.
- 40.16 Councillor Penn thanked the Green Group for their support and stated that the Labour Group would abstain on the vote on the Conservative motion.
- 40.17 Councillor Sykes stated that the Green Group were happy to support both the Conservative and Labour motions.
- 40.18 The Mayor stated that the report had been referred for information and moved that it be noted.
- 40.19 **RESOLVED:** That the report be noted.
- 40.20 The Mayor then put the Conservative Group's motion as listed in the agenda to the vote:
- “This Council requests:
- That the BHCC Chief Executive Officer writes to the Secretary of State for Work & Pensions to seek assurance that the residents of Brighton and Hove, who are transitioning from the complexity of six separate state benefits onto Universal Credit, will have the financial assistance necessary to make the switch as seamless as possible.”
- 40.21 The Mayor confirmed that the motion had been carried by 31 votes to 0, with 20 abstentions.

40.22 The Mayor then put the Labour Group's motion as listed in the agenda to the vote:

"This council resolves to request the Chief Executive to write to the Secretary of State for Work and Pensions, requesting that the roll out of Universal Credit is paused until the issues associated with this key social security programme are fixed, including that:

- The in-built 6 week delay for initial payments should be ended,
- Claimants are allowed to choose between monthly and more regular payments
- The cap should be lifted on the housing element of Universal Credit
- Landlords should be paid direct by default
- Payments should be made to individuals rather than one payment per family.

This council also resolves to request the Chief Executive to:

- Inform the city's three MPs of this motion and to call for their support in lobbying the Government to achieve our objectives on this issue."

40.23 The Mayor confirmed that the motion had been carried by 31 votes to 20.

40.24 The Mayor then put the Green Group's motion as listed to the vote:

"In view of the potential impact of the transition to Universal Credit and the number of individuals and families likely to fall into rent arrears and possible eviction, the Council resolves to:

1. Request the Policy, Resources & Growth Committee to receive a report outlining how the Council can be as effective as possible on this matter, taking into consideration the following actions:
 - Where arrears are solely due to delay or wait-period for Universal Credit payments or removal of entitlement under Universal Credit, that officers use all means other than evictions and bailiffs to recover rent due; e.g. to delay any eviction proceedings in cases where Universal Credit Claims have not yet been processed;
 - That the Council work with partners to ensure all those affected by benefit changes are prioritised to prevent eviction and homelessness;
 - Explores the options for increasing the existing Discretionary Housing Payments budget, to support the distribution of greater one off payments in cases where eviction is a real risk following Universal Credit payment delays;
2. Ask the Chief Executive to write to the Secretary of State, requesting a reinstatement of the cut to New Homes Bonus Payments, so that a ring-fenced budget can be made available to cover the cost of increased homelessness resulting from Universal Credit."

40.25 The Mayor confirmed that the motion had been carried unanimously.

41 GEORGE STREET OPENING HOURS

41.1 Councillor Mitchell introduced the report which detailed the proposal to amend the opening hours to traffic in George Street. She noted that the Environment, Transport &

Sustainability Committee had agreed to a trial taking place following the receipt of a deputation and petition to its June meeting.

- 41.2 Councillor West stated that he felt it was an ill-conceived change to the existing arrangements and would result in increased danger to pedestrians and an increase in air pollution. It was likely to impact on trade and there had been no consultation on the proposed change.
- 41.3 Councillor Wealls stated that both he and Councillor Moonan as ward councillors had consulted on the proposed change and noted that over a 1,000 people had expressed their support whilst only 300 had been opposed to it. He stated that the local traders were in favour and noted that both Boots and Spec Savers had said it was likely to benefit vulnerable clients in getting to their appointments. He also noted that it was intended as a trial and would be reviewed.
- 41.4 The Mayor noted that Councillor Mitchell did not wish to respond and that the report had been referred for information. She therefore moved that it be noted.
- 41.5 **RESOLVED:** That the report be noted.

42 THE FOLLOWING NOTICES OF MOTION HAVE BEEN SUBMITTED BY MEMBERS FOR CONSIDERATION

(a) Conflict in Myanmar

- 42.1 The Mayor noted that since the publication of the agenda, the Notice of Motion relating to the conflict in Myanmar was no longer supported by all 3 Groups and following a request from the Leader of the Council, she had agreed to it being withdrawn from today's meeting.

(b) Banning of Single Use Plastics
(c) Unnecessary Single-Use Plastics

- 42.2 The Mayor noted that there were two notices of motion which related to the same subject matter of single use plastics and stated that she would take both motions in one debate before taking a vote on each motion. She also noted that a revised version of the first motion had been circulated as part of the addendum papers.
- 42.3 The Notice of Motion as listed in the addendum was proposed by Councillor Bell on behalf of the Conservative Group and seconded by Councillor Nemeth.
- 42.4 The Notice of Motion as listed in the agenda was proposed by Councillor Mac Cafferty on behalf of the Green Group and seconded by Councillor Littman.
- 42.5 The Mayor then put the following motion to the vote:

"This Council requests:

- (1) The Environment, Transport & Sustainability Committee to consider calling for a report detailing the economic and environmental impact of single use plastics,

and the potential for a ban on the purchase of 'single use plastics' in all BHCC buildings and agencies;

- (2) The Policy, Resources & Growth Committee to consider the implementation of a ban on the purchase of 'single use plastics' in all BHCC buildings and agencies; taking into account the financial implications of such a ban and the recommendations of the Environment, Transport & Sustainability Committee;
- (3) To request the Procurement Advisory Board to encourage all businesses with which the council engage, via the procurement network, to support the banning of these consumables in their place of work."

42.6 The Mayor confirmed that the motion has been carried unanimously:

42.7 The Mayor then put the following motion to the vote:

"This Council resolves to:

Request that a report be brought to Policy, Resources and Growth Committee on the options for bringing an end to the use of unnecessary Single Use Plastics (SUP) in Brighton and Hove, taking account of the following measures to:

- a) enable Brighton and Hove City Council to become a full signatory of the 'Plastic Free Pledge', by phasing out the use of unnecessary SUPs in all City Council buildings, and working with commissioning partners to end the purchase and procurement of SUPs through the BHCC supply chain;
- b) encourage the city's businesses, organisations and residents to go 'plastic free,' working with best practice partners in the city to explore the creation of a 'plastic free network,' that could provide business support, practical guidelines and advice to help local businesses transition from SUPs to sustainable alternatives;
- c) to incentivise traders on Council land to sell re-usable containers and invite customers to bring their own, with the aim of phasing out SUPs; including investigating the possibility of requiring food and drink vendors to avoid SUPs as a condition of their event permission, strengthening the existing Sustainable Event Commitment Form and guidance circulated to exhibitors and traders."

42.8 The Mayor confirmed that the motion had been carried unanimously.

(d) Universal Credit Transition

42.9 This item had been taken earlier in the agenda as part of Item 40, Universal Credit Readiness and Response, which had been referred for information.

(e) Universal Credit

42.10 This item had been taken earlier in the agenda as part of Item 40, Universal Credit Readiness and Response, which had been referred for information.

(f) Mitigating the Adverse Impact of Universal Credit

- 42.11 This item had been taken earlier in the agenda as part of Item 40, Universal Credit Readiness and Response, which had been referred for information.

(g) Affordable Housing and Rough Sleeping

- 42.12 This item had been taken earlier in the agenda as part of Item 39, Rough Sleeping Strategy Progress Update, which had been referred for information.

(h) Fair Pay for Public Sector Staff

- 42.13 The joint Notice of Motion as listed in the agenda was proposed by Councillor Morgan on behalf of the Labour & Co-operative and Green Groups and seconded by Councillor Greenbaum.
- 42.14 Councillor Bell moved an amendment on behalf of the Conservative Group, which was seconded by Councillor Taylor.
- 42.15 The Mayor noted that the Conservative amendment had been accepted by Councillor Morgan and put it to the vote, which was carried by 38 votes to 10, with 2 abstentions.
- 42.16 The Mayor then put the following substantive motion as amended to the vote:

“This council resolves to ask the Chief Executive to write to the Prime Minister and the Chancellor of the Exchequer calling for:

- An end to public sector pay constraint for workers currently earning less than £45,000,
- New Government money for public services so that fair pay settlements can be achieved without impacting services or jobs,
- Recognition of the disproportionate impact of these pay issues on women.”

- 42.17 The Mayor confirmed that the motion had been carried unanimously.

43 CLOSE OF MEETING

- 43.1 The Mayor thanked everyone for attending and closed the meeting.

The meeting concluded at 9.10pm

Signed

Chair

Dated this

day of

2017

Subject:	West Hove Catchment Area Changes – Keep Our Community Together – Petition for Debate		
Date of Meeting:	14 December 2017		
Report of:	Executive Lead Officer for Strategy, Governance & Law		
Contact Officer:	Name:	Mark Wall	Tel: 01273 291006
	E-mail:	mark.wall@brighton-hove.gov.uk	
Wards Affected:	All		

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 Under the Council's Petition Scheme if a petition contains more than 1,250 signatures and is not petition requesting officer evidence, it will be debated by the Full Council.
- 1.2 The e-petition has resulted in triggering a debate at the council meeting, having exceeded the threshold with a total of 1,436 signatures confirmed at the time of printing the report.

2. RECOMMENDATIONS:

- 2.1 That the petition is noted and referred to the Children, Young People & Skills Committee for consideration at its meeting on the 15th January 2018.

3. RELEVANT BACKGROUND INFORMATION / CHRONOLOGY OF KEY EVENTS:**3.1 The Petition****West Hove catchment area changes - Keep Our Community Together**

"We the undersigned petition Brighton & Hove Council to We the undersigned petition Brighton & Hove Council to abandon proposals to change existing catchment areas until the Education & Skills Funding Agency confirms the site and the opening date for the proposed Brighton & Hove Academy."

Lead Petitioner – Kevin O'Sullivan

Additional Information

1. The proposed changes will have a serious and detrimental impact on the wider community. The proposal to move residents living between Boundary Road (Hove) and Coleman Avenue into the Portslade Aldridge Community Academy (PACA) catchment area will forcibly split friendship groups

established at Hove Junior school. Approximately 30% of Hove Junior students will no longer have the same options as their class friends. This will not only create unnecessary stress and anxiety for the children directly affected, but also change the fabric of a close-knit, established and family friendly community.

2. We believe that every child in Brighton & Hove should have access to quality local education and not be bussed across the city. Under these changes, the children affected would be unable to walk to school and would be faced with up to 5-mile return trip to school at peak hours in our already congested city. With only a small number of children affected, their safety, their ability to participate in activities out of school hours, and their ability to engage with the local community around the school will be compromised by this extensive commute.
3. We acknowledge that there is a need to relieve pressure on numbers on current schools but the proposed changes set a precedent that could have a negative impact for all parents across Brighton and Hove. The two principles that received the greatest support in the Council's 2016 consultation on catchment areas were minimising pupil's journeys to school and allowing children to move to secondary school with their friends. Both principles are abandoned in this proposal. With further population bulges predicted in the next few years, we believe this seemingly arbitrary setting of catchment areas sets a precedent that could open the way to even more dramatic changes. Parents will no longer be able to argue on grounds of distance to school if the council decrees that their child should be sent to a school out of the city.
4. We request that catchment areas remain unchanged until a site and opening date for the proposed Brighton & Hove Academy is confirmed. We believe the proposed changes fail to take into account the possibility that the proposed Academy may open later than 2019, may not be located at the current preferred site or may fail to open at all. We argue that children in the area must remain in the current catchments until the situation of the new school is confirmed. If not, families with children coming up to secondary after this two-year period risk having their children schooled in different schools.
5. We believe the Council's so-called "light touch, temporary" proposals create significant disparity in choice and outcome for children in Brighton & Hove, which is at best unfair, and at worst discriminatory. We contend that the proposals are not in the best interests of the children who live in the areas designated to move catchment.

3.2 The options open to the council are:

- To note the petition and take no action for reasons put forward in the debate; or
- To refer the petition to the relevant Committee meeting; or

- To refer the petition to the relevant Committee meeting with recommendations.

4. PROCEDURE:

4.1 The petition will be debated at the Council meeting in accordance with the agreed protocol:

- (i) The Lead petitioner will be invited by the Mayor to present the petition and will have up to 3 minutes in which to outline the prayer of the petition and confirm the number of signatures;
- (ii) The Mayor will then open the matter up for debate by councillors for period of 15 minutes and will first call on the relevant Committee Chair to respond to the petition and move a proposed response. The Mayor will then call on those councillors who have indicated a desire to speak in the matter, before calling on the relevant Committee Chair to respond to the debate;
- (iii) Any councillor may move an amendment or recommendation, having regard to the recommendation in 2.1 above and any such proposal will need to be formally seconded;
- (iv) After the 15 minutes set aside for the debate, the Mayor will then formally put:
 - (a) Any amendments in the order in which they are moved, and
 - (b) The substantive recommendation(s) as amended (if amended).

WRITTEN QUESTIONS FROM COUNCILLORS

The following questions have been received from Councillors and will be taken as read along with the written answer which will be included in an addendum that will be circulated at the meeting:

(1) Councillor C. Theobald

I have repeatedly drawn to the attention of the Administration the disgusting condition of the Princes Place toilets adjacent to the Royal Pavilion Gardens. I asked an oral question at the Council Meeting on July 20th asking when the toilets would be put in a clean and tidy condition fit for residents and visitors to use. Councillor Mitchell stated to Members that she had, that day, instructed the Assistant Director for City Clean to, "...pay particular attention to those Pavilion Garden toilets."

Councillor Mitchell claims she received assurances on this matter, and yet more than 4 months have now passed and they are still in a disgraceful condition. So I ask yet again, will Councillor Mitchell, as a matter of urgency, have these toilets put in a decent state so that the general public can safely use them?

Reply from Councillor Mitchell – Chair of the Environment, Transport & Sustainability Committee**(2) Councillor Littman**

Thank you for having answered my oral question regarding recycling at the last meeting of Full Council. I have a number of supplementary questions resulting from your response.

In your response; you said: "I am pretty proud to have raised our recycling levels to the highest rate ever from the 24% under your administration to the 29.1% now"

According to the publicly available figures for CityClean performance (<http://www.brighton-hove.gov.uk/content/environment/recycling-rubbish-and-street-cleaning/cityclean-performance>); the rate under the Greens ranged between 25.2% to 28.8%. Could you please explain which year you were referring to?

Similarly, according to the same publicly available figures; the rate in 2008/9 was 29.5%. Can you please explain how 29.1% is 'the highest ever'?

As I said in my question; 'Recycling rates in the city have been below 30% every year for the last 11 years, a time period covered by administrations of all three colours.' 29.1% is nothing to be proud of. Following the successful introduction of Green initiatives; including communal recycling, and green waste collection, can you outline your plans to raise recycling rates past those of 2008/9 and towards the 50%+ achieved by many other Local Authorities?

Finally, my supplementary question asked what work was on-going regarding collaboration with other Local Authorities, which recycle a greater range of plastics than we do. This element of the question was not answered. Given the clear support both from Councillors of all Parties, and the general public, for the

safe removal of plastics from our environment; please can you tell me what you are doing about collecting plastics which we ourselves cannot recycle, for recycling by any of those Local Authorities which can?

Reply from Councillor Mitchell – Chair of the Environment, Transport & Sustainability Committee

(3) Councillor Sykes

Please can Cllr Mitchell provide quarterly figures for B&H domestic waste (not recycling) arising (kg per household) over the past five years?

Reply from Councillor Mitchell – Chair of the Environment, Transport & Sustainability Committee

(4) Councillor Gibson

a) Hanover and Elm Grove CPZ

Please can you provide as of the 1st of December:

- 1) The total number of permits issued for zones V and zone S?
 - 2) The numbers of annual and of 3 month permits issued for each of zones v and S?
 - 3) The total permit income paid to the council from permit fees for zones V and S up until 1st of December?
 - 4) The total capital expenditure incurred on markings, signage and other works needed for implementation of the CPZ in zones V and S?
 - 5) The total capital expenditure from other budgets headings spent at the same time as the CPZ (ie cycle racks)
- b) If community groups and local residents are able to fundraise the money needed for a covered cycle storage facility (at no cost to the council) and have identified a suitable location, can you confirm that, in the interests of supporting cycling with all the associated health benefits, the council will give the necessary permission to enable the facility to be installed? (subject to any consultation + planning that may be needed).

Reply from Councillor Mitchell – Chair of the Environment, Transport & Sustainability Committee

(5) Councillor Gibson

a) Payments for emergency and temporary accommodation

For 2016/17, please can you provide the total annual cost payable for emergency and temporary accommodation to:

- i) Helgor Trading
- ii) Baron Homes

Along with the number of households that were housed by each provider

b) Financial modelling of new council homes

Please can you provide the figures for the estimated surplus/deficit over the 60 year financial modelling period (currently used-indicating for each scheme whether the most current assumptions have been made or those used previously) for:

- Aldwick Mews
- Brook Mead
- Darwell Court
- Flint Close
- Hobby Place
- Kite Place
- Pierre Close
- Preston Rd
- Robert Lodge (N)
- Robert Lodge (S)
- Lynchet Close
- Kensington St

Reply from Councillor Meadows – Chair of the Housing & New Homes Committee

(6) Councillor Taylor

In my previous oral question I asked the Administration what it planned to do should we have a similar situation for 2018/19 admissions in the Dorothy Stringer Varndean catchment to which I did not receive a satisfactory response.

Since then the two schools concerned have written to the Council expressing an interest in expansion of their PAN on a temporary basis but last year were not asked by the Council to accommodate additional numbers.

Therefore can Councillor Chapman please indicate how many pupils are expected to not be offered one of their catchment schools and if this is the case can he confirm that the Administration will work with the two schools to limit the impact on local residents?

Reply from Councillor Chapman – Chair of the Children, Young People & Skills Committee

(7) Councillor Wares

No.56 Subsidised Bus Route

Councillor Mitchell advised at full Council on the 2nd November, that officers had had meetings with The Big Lemon bus company about 50% reduction in the No.56 bus route link around Patcham and Hollingbury and that officers would be in touch with us to reassure residents. Some six weeks later we have still not had any communication, the link remains reduced by 50% and the life line this service provides remains severed. Please could Councillor Mitchell advise what precisely has taken place, what the discussions have been, what is proposed and when the service will be reinstated to the levels it was before?

Reply from Councillor Mitchell – Chair of the Environment, transport & Sustainability Committee

(8) Councillor Wares
Street Tree Planting

Subsequent to the revelation at ETS Committee on 28th November that officers are implanting street tree planting in the East of the City and working West, we have subsequently learnt that Councillor Mitchell agreed it will be carried out in zones over a four-year period. It appears this was a unilateral decision by Councillor Mitchell that had no consultation at Ward or Committee level, has no future funding plan and affects everybody in the City. Further, it appears that officers have been delegated authority to decide what the zones are and what will happen in them. Please could Councillor Mitchell advise how, when and why this key strategic decision was taken and in detail, precisely what the four year plan is?

Reply from Councillor Mitchell – Chair of the Environment, transport & Sustainability Committee

ORAL QUESTIONS FROM COUNCILLORS

A period of not more than 30 minutes is set aside for oral questions from Members, at the expiry of which, the Mayor will call a halt and proceed to the next item of business of the agenda. Any Member whose question then remains outstanding will be contacted to determine whether they wish to have a written answer provided or for their question to be carried over to the next meeting.

The following Members have indicated that they wish to put questions to the Leader, Chairs of Committees or Members of the Council that have been appointed to an outside body. The Councillor asking the question may then ask one relevant supplementary question which shall be put and answered without discussion:

- (1) **Councillor Janio**
Subject matter: Street Sleepers Initiative

Reply from Councillor Moonan – Lead Member for Rough Sleeping

- (2) **Councillor Knight**
Subject matter: Health and Emotional Wellbeing of Looked After Children

Reply from Councillor Chapman – Chair of the Children, Young People & Skills Committee

- (3) **Councillor Hyde**
Subject matter: A259

Reply from Councillor Mitchell – Chair of the Environment, Transport & Sustainability Committee

- (4) **Councillor Phillips**
Subject matter: Cycling Infrastructure

Reply from Councillor Mitchell – Chair of the Environment, Transport & Sustainability Committee

- (5) **Councillor Barnett**
Subject matter: Dog Faeces

Reply from Councillor Mitchell – Chair of the Environment, Transport & Sustainability Committee

- (6) **Councillor Deane**
Subject matter: Public Lavatories

Reply from Councillor Mitchell – Chair of the Environment, Transport & Sustainability Committee

(7) Councillor Miller

Subject matter: Elected Representation of Rough Sleepers

Reply from Councillor Moonan – Lead Member for Rough Sleeping

(8) Councillor Gibson

Subject matter: Emergency Accommodation Provision for Homeless People

Reply from Councillor Meadows – Chair of the Housing & New Homes Committee

(9) Councillor Mears

Subject matter: Health & Safety

Reply from Councillor Meadows – Chair of the Housing & New Homes Committee

(10) Councillor Page

Subject matter: Multiple Allowances for Elected Office

Reply from Councillor Morgan, Leader of the Council

Council

14 December 2017

Agenda Item 55

Brighton & Hove City Council

Subject:	Treasury Management Policy Statement 2017/18 (Including Annual Investment Strategy 2017/18) - Mid Year Review Extract from the proceedings of the Policy, Resources & Growth Committee Meeting held on the 30 November 2017		
Date of Meeting:	14 th December 2017		
Report of:	Executive Lead for Strategy, Governance & Law		
Contact Officer:	Name:	John Peel	Tel: 01273 291058
	E-mail:	john.peel@brighton-hove.gov.uk	
Wards Affected:	All		

FOR GENERAL RELEASE***Action Required of the Full Council:***

To receive the item referred from the Policy, resources & Growth Committee for decision:

Recommendation:

- (1) That full Council approves the amended Annual Investment Strategy 2017/18 as set out in Appendix 3 to the report; and
- (2) That full Council approves the amended Minimum Revenue Provision (MRP) Policy 2017/18 as set out in Appendix 4 to the report.

BRIGHTON & HOVE CITY COUNCIL

POLICY, RESOURCES & GROWTH COMMITTEE

4.00pm 30 NOVEMBER 2017

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillors Morgan (Chair), Hamilton (Deputy Chair), Janio (Opposition Spokesperson), Mac Cafferty (Group Spokesperson), Bell, Mitchell, Peltzer Dunn, Sykes, Wealls and Yates.

PART ONE

63 TREASURY MANAGEMENT POLICY STATEMENT 2017/18 (INCLUDING ANNUAL INVESTMENT STRATEGY 2017/18) - MID YEAR REVIEW

63.1 RESOLVED:

- (1) That Policy, Resources & Growth Committee endorses the key actions taken during the first half of 2017/18 to meet the treasury management policy statement and practices (including the investment strategy) as set out in this report.
- (2) That Policy, Resources & Growth Committee notes that the approved maximum indicator for investment risk of 0.05% has been adhered to and the authorised limit and operational boundary have not been exceeded in the first half of the year.

63.2 RESOLVED TO RECOMMEND:

- (1) That Policy, Resources & Growth Committee recommends to full Council the approval of the amended Annual Investment Strategy 2017/18 as set out in Appendix 3 to this report.
- (2) That Policy, Resources & Growth Committee recommends to full Council the approval of the amended Minimum Revenue Provision (MRP) Policy 2017/18 as set out in Appendix 4 to this report.

Subject:	Treasury Management Policy Statement 2017/18 (including Annual Investment Strategy 2017/18) – Mid Year Review		
Date of Meeting:	14 December 2017 30 November 2017 – Policy, Resources & Growth Committee		
Report of:	Executive Director, Finance & Resources		
Contact Officer:	Name:	James Hengeveld	Tel: 01273 291242
	Email:	james.hengeveld@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The 2017/18 Treasury Management Policy Statement (TMPS), practices and schedules were approved by Policy, Resources & Growth Committee on 23 March 2017. The TMPS sets out the role of Treasury Management, whilst the practices and schedules set out the annual targets and methods by which these targets will be met.
- 1.2 The TMPS includes the Annual Investment Strategy (AIS) which sets out the key parameters for investing council cash funds and was approved by Full Council on 6 April 2017.
- 1.3 It is recommended good and proper practice that Members receive half yearly reports and review and endorse treasury management actions during the year. The purpose of this report is to advise of the action taken in the first half of 2017/18.

2. RECOMMENDATIONS:***Policy, Resources & Growth Committee***

- 2.1 That Policy, Resources & Growth Committee endorses the key actions taken during the first half of 2017/18 to meet the treasury management policy statement and practices (including the investment strategy) as set out in this report.
- 2.2 That Policy, Resources & Growth Committee notes that the approved maximum indicator for investment risk of 0.05% has been adhered to and the authorised limit and operational boundary have not been exceeded in the first half of the year.
- 2.3 That Policy, Resources & Growth Committee recommends to full Council the approval of the amended Annual Investment Strategy 2017/18 as set out in Appendix 3 to this report.

- 2.4 That Policy, Resources & Growth Committee recommends to full Council the approval of the amended Minimum Revenue Provision (MRP) Policy 2017/18 as set out in Appendix 4 to this report.

Full Council

- 2.5 That full Council approve the amended Annual Investment Strategy 2017/18 as set out in Appendix 3 to this report;
- 2.6 That full Council approve the amended MRP Policy 2017/18 as set out in Appendix 4 to this report.

3. CONTEXT/ BACKGROUND INFORMATION

Overview of Markets

- 3.1 Preliminary estimates indicate that the UK grew faster than expected at 0.4% (1.5% annually) in Quarter 3 2017 compared to the estimate of 0.3%. Growth was driven by performance in the Services sector and in manufacturing.
- 3.2 The Bank of England's Monetary Policy Committee raised the official Bank Rate to 0.50% in its meeting of 2 November 2017 with a vote of 7-2. The rate rise was following the committee signalling a possible imminent rate increase in its previous meeting in response to growing economy and inflation concerns. Further rate rises are likely to be gradual, with the November 2017 Inflation report signalling two further 0.25% rate increases over the next two years. Bank of England governor, Mark Carney, commented that the Brexit negotiations were the single biggest factor for the next move on rates, with uncertainty of the outcome of the negotiations currently weighing on UK investment.
- 3.3 The indication of further rate rises being gradual resulted in a fall in sterling against both the dollar and the euro. Longer term investment rates have also eased as markets appeared to have previously expected a faster pace of bank rate increases.
- 3.4 Pressure on long term investment rates is expected to continue for the remainder of the year, whilst an increase in short term investment rates has been built into the Financing Costs projection to be reported in Targeted Budget Monitoring (TBM) month 7.

Treasury Management Strategy

- 3.5 A summary of the action taken in the 6 months to September 2017 is provided in Appendix 1 to this report and further information on borrowing and investment performance is shown in Appendix 2. The main points are:
- The council entered no new borrowing arrangements during the period;
 - The highest risk indicator during the period was 0.041% which is below the maximum set of 0.050%;
 - The return on investments by the in-house treasury team and cash manager has exceeded the target rates;
 - The two borrowing limits approved by full Council have not been exceeded.
- 3.6 Treasury management activity in the half-year has focused on a short-term horizon as summarised in the table below:

	Amount invested 1 Apr 2017 to 30 Sep 2017			
	Fixed deposits	Money market funds & Call Accounts	Total	
Up to 1 week	-	£250.8m	£250.8m	82%
Between 1 week & 1 month	-	-	-	-
Between 1 month & 3 months	-	-	-	-
Over 3 months	£55.0m	-	£55.0m	18%
	£55.0m	£250.8m	£305.8m	100%

Summary of Treasury Activity April to September 2017

- 3.7 The following table summarises the treasury activity in the half year to September 2017 compared to the corresponding period in the previous year.

April to September	2016/17	2017/18
Long-term borrowing entered into	(£19.3m)	-
Long-term borrowing repaid	£3.4m	£0.5m
Short-term borrowing repaid	-	-
Investments made	£270.3m	£305.8m
Investments maturing	(£246.8m)	(£275.7m)

- 3.8 The Financing Costs budget reported a £0.069m underspend at Month 5 due to an increase in investment income resulting from an increase in cash balances. As a result of increased balances and an increase in Base Rate, the underspend at Month 7 has increased by £0.076m.
- 3.9 The following table summarises how the day-to-day cash flows in the first half-year have been funded compared to the same period in the previous year. The large increase in cash flow deficit compared to 2016/17 relates largely to one off grants paid in advance in 2017/18 as well as some timing differences in income.

April to September	2016/17	2017/18
Cash flow surplus – general	£7.2m	£30.7m
Net cashflow surplus	£7.2m	£30.7m
Represented by:		
Decrease in long-term borrowing	£15.9m	(£0.5m)
Decrease in short-term borrowing	-	-
Increase in investments	(£23.5m)	(£30.1m)
(Increase)/decrease in bank balance	£0.4m	(£0.1m)

Security of Investments

- 3.10 A summary of investments made by the in-house treasury team and outstanding as at 30 September 2017 in the table below shows that investments continue to be held in good quality, short term instruments. The funds invested in BBB

institutions included in the table below are invested in the part-nationalised banks which are backed by Government guarantees in line with the AIS.

'AAA' rated money market funds	£14.83m	16%
'AA' rated institutions	£8.00m	9%
'A' rated institutions	£66.48m	71%
'BBB' rated institutions	£4.00m	4%
Total	£93.31m	100%
Period – less than one week	£14.83m	16%
Period – between one week and one month	£10.00m	11%
Period – between one month and three months	£10.50m	11%
Period – between three months and 1 year	£57.98m	62%
Total	£93.31m	100%

Risk

- 3.11 As part of the investment strategy for 2017/18 the Council agreed a maximum risk benchmark of 0.050% i.e. there is a 99.95% probability that the council will receive its investments back. The benchmark is a simple target that measures the risk based on the financial standing of counterparties and length of each investment based on historic default rates. The actual risk indicator has varied between 0.025% and 0.041% between April 2017 and September 2017. It should be remembered however that the benchmark is an average risk of default measure, and does not constitute an expectation of loss against a particular investment.
- 3.12 In October 2017, Internal Audit undertook an audit of the treasury management function. The audit concluded that “substantial assurance” is provided on the effectiveness of the control framework operating and mitigating risks for treasury management. No recommendations were provided.

Performance

- 3.13 The following table summarises the performance on investments compared with the budgeted position and the benchmark rate.

(*) <i>Annualised rates</i>	In-house investments		Cash manager investments	
	Average balance	Average rate (*)	Average balance	Average rate (*)^
Budget 2017/18– full year*	£57.7m	0.50%	£26.1m	0.77%
Actual to end Sept 2017	£106.9m	0.55%	£26.1m	0.50%
Benchmark rate to end Sept 2017**	-	0.36%	-	0.12%

* This is an average for the full year –profile of balances are higher in the first half of the year and are expected to reduce over the financial year

** The in-house benchmark rate is set at the 7 Day LIBID plus 0.25% whilst the Cash Manager's fund's benchmark rate is 105% of the 7 day LIBID

^ The Cash Manager average rates are net of fees (deducted at 0.15%)

- 3.14 The return on the cash manager funds had been declining. As a result, officers have commissioned the council's treasury advisors to undertake a fund selection process for similar funds. This will allow the council to ensure it's receiving

value for money from its investment portfolio. Any alternative investments entered into will be in line with the council's Annual Investment Policy (Appendix 3).

- 3.15 The council is part of a regional benchmark club which shares investment strategies and performance on a confidential basis. The latest benchmarking data demonstrates that the council's investment portfolio is performing in line with expectations given the challenging investment climate.

Changes in Financial Instrument Regulations – MiFID II

- 3.16 Under current market regulations all Local Authorities in the UK are treated by investment counterparties as "Professional" clients. This allows authorities to access a number of tradeable instruments (such as Certificates of Deposits, Treasury Bills and Money Market Funds) that "retail" clients, or individuals are not able to access.
- 3.17 The EU has revised the regulations within MiFID II (Markets in Financial Instruments Directive). Within the revised regulations, Local Authorities will automatically be classified as "Retail" clients. There is the opportunity to "opt-up" to professional status so long as the council fulfils a number of quantitative and qualitative criteria. These new regulations come into effect on 3rd January 2018 and the council will be required to opt up to professional status, prior to this date, with all those counterparties where it invests in tradeable instruments in order to continue to access these instruments.
- 3.18 The council meets the requirements to opt up to professional status and the Treasury Team are currently undertaking the opting up process with the council's investment counterparties. It is not envisaged that the council's access to investments and counterparties will change.

Proposed change to the Annual Investment Strategy 2017/18

- 3.19 The council's average cash balances in 2017/18 to date have been higher than in previous years. This is principally due to the timing differences between capital receipts, new external borrowing being undertaken in 2015/16 and 2016/17 and capital expenditure. As the cash balances increase, it is vital that the council's investment portfolio is adequately diversified to minimise the risk of loss and strengthen the security of the council's cash.
- 3.20 An investment opportunity has arisen from one of the council's market lenders (Danske Bank). The proposal is a variable rate 10 year investment which is offset against the council's loan with Danske. This will result in the council being able to undertake a longer term investment with no credit risk as the offset would result in the investment being used to repay the council's loan in the event of a default by Danske.
- 3.21 An amendment to the council's Annual Investment Strategy (AIS) would be required in order to undertake this opportunity. The revised AIS (Appendix 3) outlines that any investment where there is a direct and legal offset would be outside of the scope of the investment strategy's usual assessment of lending periods and investment values.

Proposed Change to the MRP Policy

- 3.22 The council makes a Minimum Revenue Provision (MRP) in each year in order to set aside the resources to repay the council's debt. The MRP policy is approved

each year as part of the budget process and the 2017/18 MRP was approved by Budget Council on 23 February 2017.

- 3.23 Paragraph 8.5 of the Living Wage Joint Venture Business Plan report, presented to this committee on 12 October 2017, explained that the MRP Policy would need to be amended to ensure that the MRP relating to the Joint Venture project would be made in such a way that it matched the cash flows of the project. This is to minimise revenue impact in the early years of the project whilst still ensuring a prudent provision is being made. The proposed amendment to the MRP policy specifies that MRP will commence in Year 9 of the project, coinciding with the start of anticipated net surpluses.
- 3.24 The revised MRP Policy is set out in Appendix 4.

Borrowing Strategy

- 3.25 The General fund entered into £20.0m of planned new borrowing over the last two years. This borrowing was undertaken to reduce the council's internal borrowing position (i.e. the extent to which the council was borrowing cash from its own reserves) in light of interest rate forecasts and the reduction in certain reserves expected over the medium term.
- 3.26 The Housing Revenue Account (HRA) has entered into £10m of external borrowing and £3.2m of borrowing from the General Fund to support the 2016/17HRA Capital Programme.
- 3.27 As a result of the increase in cash balances, it is not expected that the council will enter into any new external borrowing in 2017/18. The Treasury Team, along with the council's treasury advisors, monitor interest rates and will seek to externalise the HRA's borrowing from the General Fund at a time which would be optimal for both the HRA and the General Fund. The Treasury Team are also exploring alternative borrowing sources, such as forward market borrowing for future capital investment plans.

Treasury Advisors

- 3.28 The council's current contract for treasury advisory services is with Link Asset Services (LAS). The Capita group announced the sale of its Asset Services arm to The Link Group in June 2017. The Link group provides financial administration services across Asia, Africa and Australasia, the Middle East and Europe, and is seeking to increase its UK presence. Formal completion of the sale was on 6 November 2017, and Capita Asset Services has therefore rebranded as Link Asset Services as part of the move to the Link Group.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 This report sets out action taken in the 6 months to September 2017. Treasury management actions have been carried out within the parameters of the AIS, TMPS and Prudential Indicators. Therefore no alternative options have been considered.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The council's external treasury advisors have been consulted over the content of this report. No other consultation was undertaken.

6. CONCLUSION

- 6.1 Treasury management is governed by a code that is recognised as “best and proper practice” under the Local Government Act 2003. The Code requires a minimum of two reports per year, one of which is required to review the previous year’s performance. This report fulfils that requirement.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The financial implications of treasury management activity are reflected in the financing costs budget set out in paragraph 3.8.

Finance Officer Consulted: James Hengeveld

Date: 16/11/17

Legal Implications:

- 7.2 The TMPS and associated actions are exercised under powers given to the council by Part 1 of the Local Government Act 2003, which include the power for a local authority to invest for the purposes of the prudent management of its financial affairs (section 12).
- 7.3 The terms of the proposed investment with the Danske Bank referred to in paragraphs 3.20 and 3.21 have been reviewed by the Legal team. In the event of the Bank becoming insolvent, the Council’s obligation to repay the loan and any interest on it would be automatically offset by its deposit with no further sums becoming due.

Lawyer Consulted: Victoria Simpson

Date: 14/11/17

Equalities, Sustainability and other significant implications:

- 7.4 There are no direct implications arising from this report.

SUPPORTING DOCUMENTATION

Appendices:

1. A summary of the action taken in the period April 2017 to September 2017
2. September 2017 Treasury Management performance data
3. Amended Annual Investment Strategy 2017/18 for approval
4. Amended Minimum Revenue Provision statement 2017/18 for approval

Documents in Members’ Rooms

None

Background Documents

1. Part I of the Local Government Act 2003 and associated regulations
2. The Treasury Management Policy Statement and associated schedules 2017/18 approved by Policy, Resources & Growth Committee on 23 March 2017
3. The Annual Investment Strategy 2017/18 approved by full Council on 6 April 2017
4. Papers held within Financial Services, Finance & Resources Directorate
5. The Prudential Code for Capital Finance in Local Authorities published by CIPFA 2011

Summary of action taken in the period April to September 2017

Treasury Management Strategy

New long term borrowing

No new debt was undertaken during the first 6 months.

Debt maturity

£0.469m of long-term borrowing was repaid in the first 6 months.

The council had 2 loans with Lender Options due in the 6 month period but no option was exercised. Lender options are where the lender has the exclusive option to request an increase in the loan interest rate and the council has the right to reject the higher rate and repay instead (LOBO).

Debt restructuring

Opportunities to restructure the debt portfolio are severely restricted under changes introduced by the Public Works Loan Board in October 2007. No restructuring was undertaken in the first 6 months.

Weighted average maturity profile

The weighted average maturity period of the portfolio has decreased from 29.7 years to 29.4 years. This is the result of a combination of a natural decrease in the maturity by 6 months and a small repayment of annuity debt.

Capital financing requirement

The prudential code introduces a number of indicators that compare borrowing with the capital financing requirement (CFR) – the CFR being amount of capital investment met from borrowing that is outstanding. Table 1 compares the CFR with actual borrowing.

Table 1 – Capital financing requirement compared to debt outstanding

	1 April 2017	30 Sept 2017	Movement in period
Capital financing requirement (CFR)	£358.4m		
Less PFI element	(£51.7m)		
Net CFR	£306.7m	(^(*))£318.9m	+£12.2m
Long-term debt	£260.5m	(^(**))£260.0m	- £0.5m
O/s debt to CFR (%)	84.9%	81.5%	- 3.4%

(^(*)) projected 31 March 2018

(^(**)) As at 30 Sept 2017

Traditionally, the level of borrowing outstanding is at or near the maximum permitted in order to reduce the risk that demand for capital investment (and hence resources) falls in years when long-term interest rates are high (i.e. interest rate risk). However given the continued volatility and uncertainty within the financial markets, the council has maintained the strategy of keeping borrowing at much lower levels (as investments are used to repay debt). Currently outstanding debt represents 81.5% of the projected capital financing requirement.

Cash flow debt / investments

The TMPS states that “The council will maintain an investment portfolio that is consistent with its long term funding requirements, spending plans and cash flow movements.”

An analysis of the cash flows reveals a net surplus for the first 6 months of £30.7m. The surplus has been used to increase investments (Table 2).

Table 2 – Cash flow April to September 2017

	Payments	Receipts	Net cash
Total for period	£454.3m	£485.0m	+£30.7m
Represented by:			
Decrease in long term borrowing			+£0.5m
Increase in investments			+£30.1m
Increase in balance at bank			+£0.1m
			+£30.7m

Prudential indicators

Budget Council approved a series of prudential indicators for 2017/18 at its meeting on 23 February 2017. Taken together, the indicators demonstrate that the council’s capital investment plans are affordable, prudent and sustainable.

In terms of treasury management the main indicators are the ‘authorised limit’ and ‘operational boundary’. The authorised limit is the maximum level of borrowing that can be outstanding at any one time. The limit is a statutory requirement as set out in the Local Government Act 2003. The limit includes ‘headroom’ for unexpected borrowing resulting from adverse cash flow.

The operational boundary represents the level of borrowing needed to meet the capital investment plans approved by the council. Effectively it is the authorised limit minus the headroom and is used as an in-year monitoring indicator to measure actual borrowing requirements against budgeted forecasts.

Table 3 compares both indicators with the maximum debt outstanding in the first half year.

Table 3 – Comparison of outstanding debt with Authorised Limit and Operational Boundary 2017/18

	Authorised limit	Operational boundary
Indicator set	£419.0m	£406.0m
Less PFI element	-£52.0m	-£52.0m
Indicator less PFI element	£367.0m	£354.0m
Maximum amount o/s in first half of year	£260.5m	£260.5m
Variance	^(*) £106.5m	£93.5m

^(*) can not be less than zero

Performance

The series of charts in Appendix 2 provide a summary of the performance for both the debt and investment portfolios.

The graphs below show the monthly averages of borrowing and investments outstanding, monthly cashflows and the average monthly cost/return on debt/investments, over a thirteen month period.

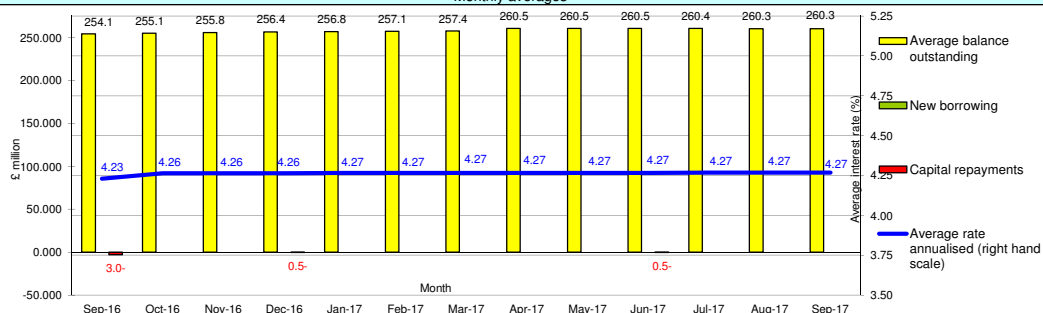
Graph 1

This graph shows the average monthly balance outstanding on long term debt, together with the average cost.

It also shows the amount of new long term debt raised and the repayment of long term borrowing.

Graph 1 Long Term Debt Outstanding

Monthly averages



Graph 2

This graph shows the average monthly balance outstanding for:

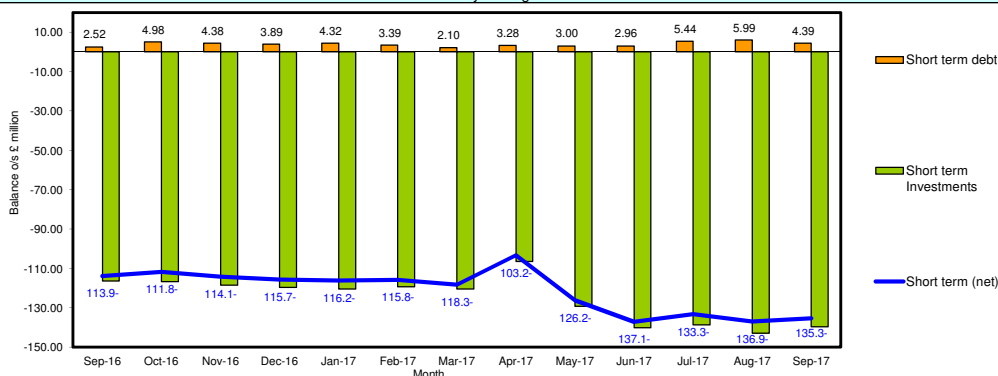
- short term debt
- short term investments

The graph also shows the net monthly cash position, excluding long term borrowing

Short term debt includes the monies held on behalf of South Downs National Park Authority.

Graph 2 - Short Term Borrowing / Investments (all)

Monthly Averages

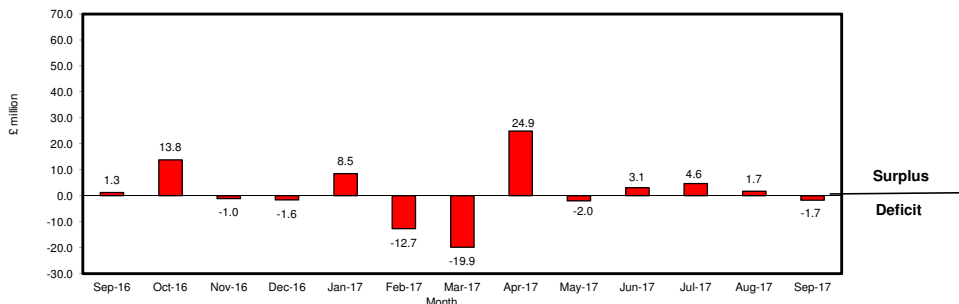


Graph 3

This graph shows the net monthly cash flow position, excluding movement in borrowing and investments.

Cashflow movements have resulted in a surplus for the month.

Graph 3 - Monthly Cash Flows



Graph 4a

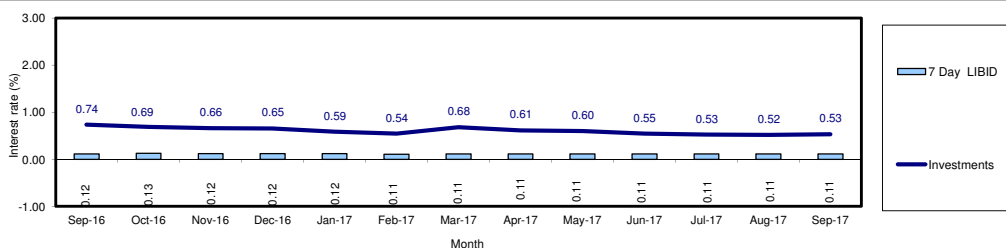
This graph compares the average return on short term investments with the average 7 Day LIBID rate.

The target is for the return on short term investments to exceed the 7 Day rate by 5% in a 12 month period

In house investments continue to meet the benchmark target rate of return.

Graph 4a - Short Term Investments -v- 7 Day LIBID (In house)

Monthly averages - annualised (to 2 dec pl)



Graph 4b

The cash manager performance fluctuates due to changes in the value of the investments. Performance has been above benchmark target levels in 12 of the past 12 months.

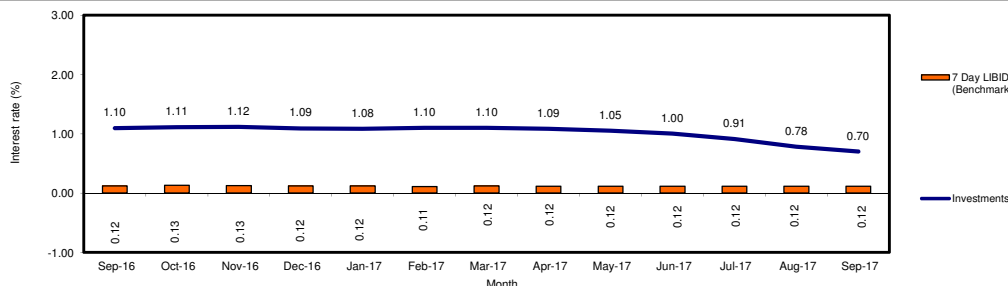
This graph compares the average return on the fund with a benchmark of 7 Day LIBID

The target is for the return on investment to achieve 115% of the benchmark rate within a 3 year rolling period

This graph shows the yield gross of fees.

Graph 4b Short Term Investments -v- Benchmark Rate (Cash Managers)

Monthly actuals (to 2 dec pl)

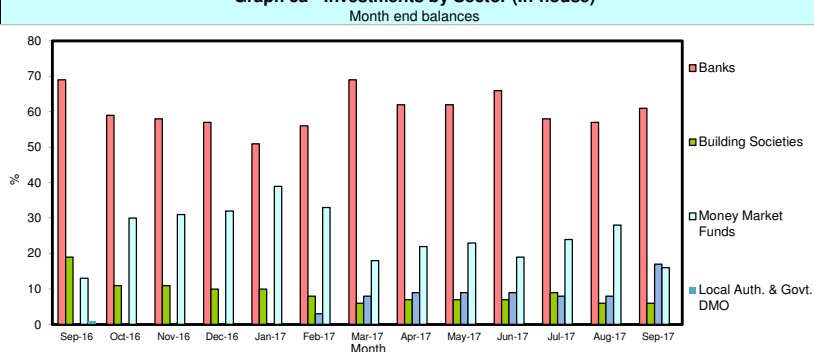


Investments by Sector

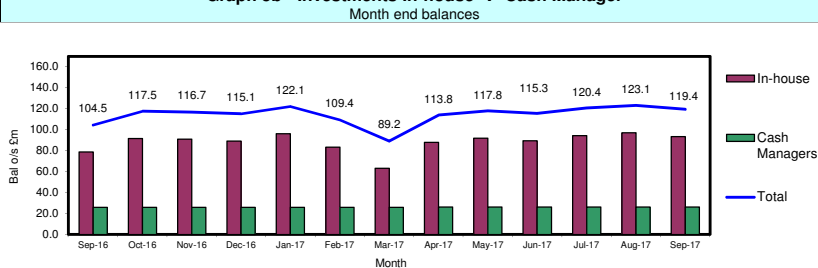
The 2017/18 Treasury Policy Statement states that with the exception of the banking sector and money market funds, no one sector shall have more than 75% of the investment portfolio at the time an investment is made. As at end of September investments were held as follows:-

SWIP External Managers	£m	26.05	
In-house Investments - Banks			
Barclays Bank plc	6.500		
Close Brothers	7.500		
Lloyds Bank plc	18.500		
Santander UK Plc	10.981		
Standard Chartered Bank	9.000		
Royal Bank of Scotland	4.000		
	56.481		60.5 %
Local Authority			
Birmingham City Council	3.000		
London Borough of Enfield	3.000		
Salford City Council	2.500		
Slough City Council	2.500		
Surrey County Council	5.000		
	16.000		17.1 %
Money Market Funds			
Aberdeen Global Liquidity Fund	0.004		
BNP PARIBAS INSTICASH STERLING Func	9.911		
CCLA - Public Sector Deposit Fund	0.202		
Standard Life Liquidity Fund	0.008		
Insight Liquidity Funds Plc	0.002		
Federated Investors	4.705		
	14.832		15.9 %
In-house Investments - Building Societies			
Nationwide Building Society	6.000		
	6.000		6.4 %
TOTAL - In-house Investments		93.313	100.0

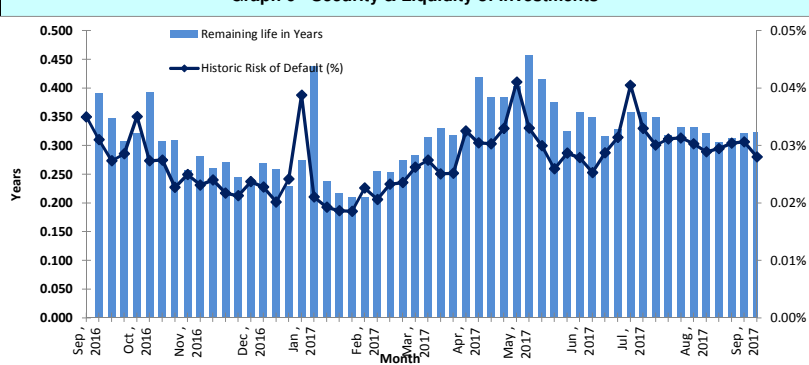
Graph 5a - Investments by Sector (In-house)



Graph 5b - Investments In-house -v- Cash Manager



Graph 6 - Security & Liquidity of Investments



Graph 6
Members agreed, as part of the 2017/18 Treasury Policy Statement, to set a maximum indicator for risk at 0.05%. Table 6 shows the risk factor experience to be below the maximum set.

Prudential Indicators (Treasury Management)

The Council sets each year a number of prudential indicators for treasury management. The following tables show that these indicators have not been exceeded in the month of September

Gross Outstanding Debt (£millions)		
	Debt	PFI
Authorised limit	367	52
Operational boundary	354	52
Minimum o/s	260	-
Maximum o/s	260	-

Net Outstanding Debt (£millions)		
	Debt	PFI
Minimum capital financing requirement	307	52
Maximum net debt o/s	140	-

Variable Rate Debt (%age)	
Maximum limit	40.0
Maximum amount o/s	0.0

(NB. The maximum limit for fixed rate debt is 100% and cannot therefore be breached.)

	Debt Maturity Profile (%ages)				
	<12 mths	1-2 yrs	2-5 yrs	5-10 yrs	>10 yrs
Maximum limit	40.0	30.0	40.0	75.0	100.0
Minimum limit	0.0	0.0	0.0	0.0	50.0
Maximum o/s debt	0.6	1.0	2.6	20.8	75.0

This summary was produced by Corporate Finance & Resources, Financial Services

BRIGHTON & HOVE CITY
COUNCIL

ANNUAL INVESTMENT
STRATEGY
2017/18

The Annual Investment Strategy was approved by full Council on 6 April 2017

This version contains changes subject to approval by Policy, Resources & Growth Committee on 30 November 2017 and by full Council on 7 December 2017. Changes to be approved are annotated in ***grey bold italic***

Brighton & Hove City Council
Annual Investment Strategy 2017/18

This Strategy complies with guidance issued by the Secretary of State on investments and sets out the council's policy on investment criteria and counterparties. It should be noted that the minimum criteria set out in this document is only one factor taken into account for the investment of council funds. Other factors, such as Government guarantees and support and information available from the financial press and similar publications will also be taken into account when determining investment decisions. Counterparties that satisfy the minimum criteria are not automatically included on the council's approved investment list.

1 Criteria to be used for creating / managing approved counterparty lists / limits

Each counterparty included on the Council's approved lending list must meet the criteria set out below. Without the prior approval of the Council, no investment will be made in an instrument that falls outside the list below.

1.1 Capital security

Table 1 sets out the minimum capital security requirements for an investment to be made.

<u>Table 1 – Minimum capital security requirements</u>	
Banks/building societies with a credit rating	The institution must have a minimum short term rating of good credit quality
Building societies that do not satisfy the minimum rating criteria above	The society must have an asset base in excess of £5 billion
Money market funds / CCLA Public Sector Deposit Fund	The rating of the fund meets the minimum requirement of triple A ('AAA' / Aaa)
Debt Management Account Deposit Facility	The deposit is made in accordance with the rules and regulations relating to such investment as issued by the Debt Management Office from time to time

1.2 Maximum permitted investment by sector

Table 2 sets out the maximum permitted investment for each sector.

<u>Table 2 – Maximum permitted investment by sector</u>	
<u>Sector</u>	<u>Percentage of total investment portfolio at the time the investment made</u>
Banking sector	100%
Building society sector	75%
Local authority sector	100%
Money market funds / CCLA Public Sector Deposit Fund	100%
Debt Management Account Deposit Facility	50%
Maximum amount invested for more than 1 year	25% (excl. funds administered by external cash manager)

1.3 Maximum permitted investment by counterparty

1.3.1 General

With the exception of money market funds, CCLA Public Sector Deposit Fund and the Debt Management Account Deposit Facility, no one counterparty may have more than 25% of the relevant sector maximum at the time the investment is made.

1.3.2 Rated counterparties

Table 3 sets out the exposure limits and maximum periods for deposits based on various credit ratings.

<u>Table 3 – Exposure limits and maximum periods per counterparty (with rating)</u>				
	<u>A rating of at least (lowest of Fitch (F) / Moody's (M) / Standard & Poor's (SP))</u>			
Short-term rating	F = F1+ M = P-1 SP = A-1+	F = F1+ M = P-1 SP = A-1+	F = F1 M = P-1 SP = A-1	F = F2 M = P-2 SP = A-2
Long-term rating	F = AA+ M = Aa1 SP = AA+	F = AA- M = Aa3 SP = AA-	F = A M = A2 SP = A	F = BBB M = Baa SP = BBB
Exposure Limit	£25m	£25m	£15m	£10m
Maximum period – fixed deposits	3 years	2 years	1 year	6 months
Maximum period – negotiable instruments	5 years	5 years	1 year	6 months

In addition, investment in money market funds and open ended investment companies with a rating of 'triple A' (i.e. AAA / Aaa) is permitted up to a value of £10 million per fund.

1.3.3 Exceptions

The methodology for determining exposure limits and maximum periods per counterparty will be determined in all cases by Table 3 with the following exceptions:

- The Royal Bank of Scotland is deemed to have the highest rating irrespective of the actual rating assigned to them as a result of being "part-nationalised". As a result, the limits on the amount advanced and length of investment will be £25 million and 1 year respectively.
- An additional operating limit of £2 million and an additional investment limit of £5m will be provided for the Council's provider of transactional banking services (Lloyds Bank plc). It is unavoidable that the £2.million operational limit may be breached from time to time. Officers ensure this is kept to a minimum.
- The following major UK Banks for which the highest applicable rating will be applied in place of the lowest:
 - Barclays Bank plc
 - HSBC Bank plc

- Lloyds Bank plc & Bank of Scotland plc
- Nationwide Building Society
- Santander UK plc
- The Royal Bank of Scotland plc & National Westminster Bank plc
- ***For any investment where there is a direct and legal offset against an existing financial liability, the counterparty will not be subject to assessment using the council's credit assessment as outlined in Table 3.***

Where there is a significant or sudden deterioration in one or more indicators (such as CDS prices), officers will undertake a review and, where necessary take action. This action may take the form of temporary suspension of a counterparty from the council's approved lending list, or a restriction of the maximum period and investment limits.

1.3.4 Non-rated counterparties

Table 4 sets out the exposure limits and maximum periods for deposits for counterparties that are not rated.

<u>Table 4 – Exposure limits and maximum periods per counterparty / fund (with no rating)</u>		
<u>Counterparty</u>	<u>Exposure Limit</u>	<u>Maximum period</u>
Local authority	£10 million	5 years
Non-rated building society with an asset base in excess of £5bn	£5 million	6 months
Debt Management Account Deposit Facility	Unlimited	6 months

1.3.5 Cash manager

For the purposes of investments made by the Council's external cash manager, the criteria in Table 5 will apply:

<u>Table 5 – Exposure limits and maximum periods per counterparty (Cash manager)</u>		
<u>Instrument</u>	<u>Exposure Limit</u>	<u>Maximum period</u>
Government stock	100% of Fund	10 years
Supra-national with minimum long-term rating of 'AA-' / Aa3 / AA-	100% of Fund	10 years
Regulation collective investment schemes	100% of Fund	n/a
Fixed term investments – minimum short-term rating of 'F1 / P-1 / A-1'	10% of Fund or £2.5m whichever is the greater	1 year

<u>Table 5 – Exposure limits and maximum periods per counterparty</u> <u>(Cash manager)</u>		
<u>Instrument</u>	<u>Exposure Limit</u>	<u>Maximum period</u>
Fixed term investments – minimum long-term rating of 'AA- / Aa3 / AA-'	10% of Fund or £2.5m whichever is the greater	5 years

In addition to Table 5, the maximum average duration of the fund managed by the cash manager shall not exceed 4 years. All instruments used by the cash manager with a maturity of 3 months or more shall be negotiable.

1.4 Investment classification (regulatory)

The investment guidance issued by the Secretary of State requires the council to identify investments as either 'specified' or 'non-specified'. Table 6 sets out the requirements for each type.

<u>Table 6 – Investment classification</u>		
<u>Requirement</u>	<u>Specified</u>	<u>Non-specified</u>
Currency	Must be in Sterling	Any currency
Maturity period	Up to 12 months	Over 12 months
Credit worth	Counterparty with high credit rating or UK government or local authority	Other

All investments made by the Council are denominated in Sterling and are made only in counterparties as set out in paragraph 1.3 above.

The maximum amount invested in non-specified investments will be 50% of the total value of investments. The use of non-specified investments is limited to:

- (a) investment in non-rated building societies with an asset base in excess of £5bn, or
- (b) investment for longer than 12 months with counterparties that meet the minimum long-term rating detailed in Tables 3 and 5 above.

2 Approved methodology for changing limits and adding / removing counterparties

A counterparty shall be removed from the Council's list where a change in their credit rating results in a failure to meet the criteria set out above.

A new counterparty may only be added to the list with the written prior approval of the Director of Finance & Resources and only where the counterparty meets the minimum criteria set out above.

A counterparty's exposure limit will be reviewed (and changed where necessary) following notification of a change in that counterparty's credit rating or a view expressed by the credit rating agency warrants a change.

A counterparty's exposure limit will also be reviewed where information contained in the financial press or other similar publications indicates a

possible worsening in credit worth of a counterparty. The review may lead to the suspension of any counterparty where it is considered appropriate to do so by the Director of Finance & Resources.

3 Full individual listings of counterparties and counterparty limits

For 2017/18, with the exception of the list of high quality AA rated Non-UK banks within AA rated countries specified below, investment by the in-house treasury team will be restricted financial institutions incorporated within the UK and regulated by the Financial Conduct Authority.

The in-house treasury team is able to invest in the following Non-UK banks:

- Australia & New Zealand Banking Group Limited (Australia)
- Bank Nederlandse Gemeenten (The Netherlands)
- Commonwealth Bank of Australia (Australia)
- DBS Bank Ltd (Singapore)
- Landwirtschaftliche Rentenbank (Germany)
- National Australia Bank (Australia)
- National Bank of Abu Dhabi (Abu Dhabi, UAE)
- Nederlandse Waterschapsbank N. V. (The Netherlands)
- Nordea (Finland)
- NRW. BANK (Germany)
- Overseas Chinese Banking Corporation Limits (Singapore)
- Royal Bank of Canada (Canada)
- Svenska Handelsbanken (Sweden)
- The Bank of New York (BNY) Mellon (USA)
- Toronto Dominion (Canada)
- United Overseas Bank Limited (Singapore)
- Wells Fargo Bank NA (USA)
- Westpac Banking Corporation (Australia)

A full list of counterparties in which the Council will invest surplus funds, together with limits and maximum investment periods is contained in Schedule 1 to this AIS.

There is no pre-determined list for investments made by the cash manager but all counterparties must meet the minimum criteria as set out in Table 5 above.

4 Details of credit rating agencies' services

Credit ratings will be based on those issued periodically by the Fitch Ratings Group, Moody's and Standard & Poor's.

5 Permitted types of investment instrument

All investments must be denominated in Sterling.

The in-house treasury team may invest in fixed term and variable term cash deposits, money market funds and open ended investment companies. The in-house treasury team may only invest in negotiable instruments (including Certificates of Deposit, Enhanced Cash Funds, Property Funds, Bond Funds and Corporate Bonds) where to do so offers additional value in terms of investment return and appropriate and supporting advice has been sought

from the council's external treasury advisors on the suitability of such an investment.

The cash manager may invest in government stock, supranational institutions, regulation collective investment funds and fixed term instruments. All investments with a maturity of 3 months or more shall be negotiable.

6 Investment risk

6.1 *Assessment of credit risk*

Whilst the AIS relies primarily on the application of credit ratings to provide a pool of appropriate counterparties for the in-house treasury team to use, additional operational market information will be applied before making any specific investment decision from the agreed pool of counterparties. This additional market information (for example Credit Default Swaps, negative rating watches/outlooks) will be applied to compare the relative security of differing investment counterparties.

6.2 *Investment risk matrix*

The weighted average benchmark risk factor for 2017/18 is recommended to be 0.05%, the same as 2016/17. This benchmark is a simple target (not limit) to measure investment risk and so may be breached from time to time, depending on movements in interest rates and counterparty criteria. The purpose of the benchmark is that the in-house treasury team will monitor the current and trend position and amend the operational strategy depending on any changes. Any breach of the benchmarks will be reported with supporting reasons in the mid-year or end of year reviews.

6.3 *Investment advisors*

The council appoints treasury advisors through a regular competitive tendering process. One of the services provided by Capita Asset Services is the provision of updated credit ratings and "watches" issued by the three rating agencies. In addition Capita Asset Services are proactive in providing additional market information as set out in paragraph 6.1 above.

6.4 *Investment training*

The council's advisors have a wide-ranging programme of training giving council officers access to seminars and printed material. The council's in-house treasury team is experienced in dealing with investments but where necessary further training and updates will be provided. Appropriate training will be made available to all Members who are involved in the treasury management decision-making process.

6.5 *Investment of money borrowed in advance*

The council has the flexibility to borrow funds in advance of need (i.e. to fund future debt maturities). The Director of Finance & Resources may do this where, for instance, a sharp rise in interest rates is expected, and so borrowing early at fixed interest rates will be economically beneficial over the life of the loan or meet budgetary constraints.

Borrowing in advance will be undertaken within the constraints set out in the Treasury Management Strategy. The risks associated with such borrowing activity will be subject to appraisal in advance and subsequent reporting through the mid-year or end of year reviews.

6.6 **Investment liquidity**

Liquidity is achieved by limiting the maximum period for investment and by investing to dates where cash flow demands are known or forecast.

7 **Ethical investment statement**

The Council has approved the following ethical investment statement that will apply to all cash investments made by, or on behalf of, the Council

“Brighton & Hove City Council, in making investments through its treasury management function, fully supports the ethos of socially responsible investments. We will actively seek to communicate this support to those institutions we invest in as well as those we are considering investing in by:

- *encouraging those institutions to adopt and publicise policies on socially responsible investments;*
- *requesting those institutions to apply council deposits in a socially responsible manner.”*

Counterparties shall be advised of the above statement each and every time a deposit is placed with them.

8 **Glossary**

Long-term – period in excess of 12 months

Negotiable instrument – an investment where the council can receive back the amount invested earlier than originally agreed (subject to conditions)

Non-specified investment – see Table 6 above

Short-term – period up to and including 12 months

Specified investment – see Table 6 above

Supranational – an organisation that encompasses more than one nation, such as the World Bank

Brighton & Hove City Council**Banks and Other Institutions - In-house Treasury Team
Annual Investment Strategy 2017/18**

Counterparty	Specified/ Non- specified	Short-term			Long-term			Max amount	Max period – fixed deposits
		F = Fitch M = Moody's SP = Standard & Poor's							
		F	M	SP	F	M	SP		
Bank of Scotland / Lloyds Bank	Specified	F1	P-1	A-1	A+	A1	A	£15m	1 year
Barclays Bank plc	Specified	F1	P-1	A-2	A	A1	A-	£15m	1 year
Close Brothers	Specified	F1	P-1		A	Aa3		£15m	1 year
Clydesdale Bank	Specified	F2	P-2	A-2	BBB+	Baa2	BBB+	£10m	6 months
HSBC Bank plc	Specified	F1+	P-1	A-1+	AA-	Aa2	AA-	£25m	2 years
National Westminster Bank / Royal Bank of Scotland	Specified	F2	P-2	A-2	BBB+	A3	BBB+	£25m	1 year
Santander UK plc	Specified	F1	P-1	A-1	A	Aa3	A	£15m	1 year
Standard Chartered Bank	Specified	F1	P-1	A-1	A+	Aa3	A	£15m	1 year
Sumitomo Mitsui Banking Corporation Europe Ltd	Specified	F1	P-1	A-1	A	A1	A	£15m	1 year
Virgin Money plc	Specified	F2			BBB+			£10m	6 months
<u>BUILDING SOCIETIES (+)</u>									
Coventry (3)	Specified	F1	P-1		A	A2		£15m	1 year
Leeds (5)	Specified	F1	P-1		A-	A2		£10m	6 months
Nationwide (1)	Specified	F1	P-1	A-1	A+	Aa3	A	£15m	1 year
Principality (6)	Specified	F2	P-3		BBB+	Baa3		£10m	6 months
Skipton (4)	Specified	F1	P-2		A-	Baa2		£10m	6 months
Yorkshire (2)	Specified	F1	P-2		A-	A3		£10m	6 months
<u>NON-UK BANKS</u>									
Australia & NZ Banking Group (Australia)	Specified	F1+	P-1	A-1+	AA-	Aa2	AA-	£25m	2 years
Commonwealth Bank of Australia (Australia)	Specified	F1+	P-1	A-1+	AA-	Aa2	AA-	£25m	2 years
National Australia Bank Ltd (Australia)	Specified	F1+	P-1	A-1+	AA-	Aa2	AA-	£25m	2 years
Westpac Banking Corporation (Australia)	Specified	F1+	P-1	A-1+	AA-	Aa2	AA-	£25m	2 years
Royal Bank of Canada (Canada)	Specified	F1+	P-1	A-1+	AA	Aa3	AA-	£25m	2 years
Toronto Dominion (Canada)	Specified	F1+	P-1	A-1+	AA-	Aa1	AA-	£25m	2 years
Nordea bank (Finland)	Specified					Aa3		£25m	2 years
Landwirtschaftliche Renenbank (Germany)	Specified	F1+	P-1	A-1+	AAA	Aaa	AAA	£25m	3 years
NRW.BANK (Germany)	Specified	F1+	P-1	A-1+	AAA	Aa1	AA-	£25m	2 years
Bank Nederlandse Gemeenten (The Netherlands)	Specified	F1+	P-1	A-1+	AA+	Aaa	AAA	£25m	3 years

Appendix 3

Continued overleaf...

Counterparty	Specified/ Non- specified	Short-term			Long-term			Max amount	Max period – fixed deposits
		F = Fitch M = Moody's SP = Standard & Poor's							
		F	M	SP	F	M	SP		
Nederlandse Waterschapsbank N. V. (The Netherlands)	Specified		P-1	A-1+		Aaa	AAA	£25m	3 years
DBS Bank Ltd (Singapore)	Specified	F1+	P-1	A-1+	AA-	Aa1	AA-	£25m	2 years
Overseas Chinese Banking Corporation Limits (Singapore)	Specified	F1+	P-1	A-1+	AA-	Aa1	AA-	£25m	2 years
United Overseas Bank Limited (Singapore)	Specified	F1+	P-1	A-1+	AA-	Aa1	AA-	£25m	2 years
Svenska HandelsBanken AB (Sweden)	Specified	F1+	P-1	A-1+	AA	Aa2	AA-	£25m	2 years
National Bank of Abu Dhabi (UAE)	Specified	F1+	P-1	A-1+	AA-	Aa3	AA-	£25m	2 years
Bank of New York Mellon (USA)	Specified	F1+	P-1	A-1+	AA	Aa1	AA-	£25m	2 years
Wells Fargo Bank, NA (USA)	Specified	F1+	P-1	A-1+	AA	Aa1	AA-	£25m	2 years
OTHER									
Other Local Authorities (per Authority)	Specified							£10m	5 year
Debt Management Deposit Facility	Specified							Unlimited	6 months
Money Market Funds (per fund)	Specified							£10m	Liquid
Enhanced Cash Funds (per fund)	Specified							£10m	Liquid

(*) Ratings as advised by Capita Asset Services February 2017

(+) UK Building Societies ranking based on Total Asset size – Source: Building Societies Association February 2017

¹ distinction is a requirement under the investment regulations

Annual Minimum Revenue Provision (MRP) Statement

Statutory guidance issued by the government in February 2008 requires the council to prepare an annual statement regarding the amount of debt that will be repaid in the following year.

The following statement is recommended for approval for 2017/18. Changes to the Statement approved by full Council on 23 February 2017 are annotated in **grey bold italic**:

For 2017/18 the following provision will be made in the revenue account:

- For all debt where the government has provided revenue support (supported capital expenditure), the council will provide MRP at a rate of 2% on a straight line basis, excluding any Housing Revenue Account (HRA) debt.
- For debt where the government provides no revenue support:
 - Where the debt relates to an asset, the council will set aside a sum equivalent to repaying debt over the life of that asset either in equal annual instalments or on an annuity basis, the method determined as the most financially beneficial to the council over the life of the asset;
 - Where the debt relates to expenditure which is subject to a capitalisation direction issued by the Government the council will set aside a sum equivalent to repaying debt over a period consistent with the nature of the expenditure under the annuity basis;
 - In the case of assets under construction, MRP will be delayed until the relevant asset becomes operational;
 - Where the debt relates to capital loans to a third party, the council will make MRP payments consistent with the repayment of loan instalments from the third party.
 - ***Where the debt relates to the Living Wage Joint Venture, the council will set aside in equal instalments, a sum equivalent to repaying the debt by the end of year 40 within the 60 year strategic business plan. Set aside will commence, at the latest, in the year in which net surpluses are modelled for each individual tranche of borrowing.***
- In the case of finance leases and on-balance sheet PFI contracts the MRP requirement will be regarded as met by a charge equal to the element of the lease payment or unitary charge that is applied to write down the balance sheet liability in the year.

Council

14 December 2017

Agenda Item 56

Brighton & Hove City Council

Subject:	Council Tax Reduction Review
Date of Meeting:	14th December 2017 30 th November 2017 – Policy, Resources & Growth Committee
Report of:	Executive Director, Finance & Resources
Contact Officer: Name:	John Francis
Email:	john.francis@brighton-hove.gov.uk
Ward(s) affected:	All

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The council is required to review the Council Tax Reduction (CTR) scheme once a year. This report sets out the findings of that review.

2. RECOMMENDATIONS:

That the Policy, Resources & Growth Committee:

- 2.1 Notes the review of the Council Tax Reduction scheme.
- 2.2 Notes that the calculative elements of the scheme will be uprated in line with national amounts. (These are the amounts used to work out CTR entitlements based on the number and age of people in the household and their circumstances)
- 2.3 Notes the latest forecast reductions in claimant numbers will meet the forecast cost of the scheme included in the integrated service and financial plans (ISFPs) for 2018/19.
- 2.4 Approves £150,000 funding for the discretionary fund in 2018/19; this would require one-off funding of £140,000.
- 2.5 Recommends the scheme to Full Council.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Since April 2013 the Government has prescribed that councils must have their own Council Tax Reduction schemes for people of working age. The scheme for people of pensionable age is set by national rules, protecting their entitlement so that it is equivalent to the level they would have received under the pre-2013 national Council Tax Benefit scheme.
- 3.2 In April 2013 when CTR was introduced there were a total of 27,809 claimant households, 10,421 of which were of pensionable age, and 17,388 were of working age. As at October 2017 the total number of CTR claims was 20,816

claimant households, 8,112 claims from people of pensionable age and 12,704 for people of working age.

3.3 As CTR does not provide for a full reduction of Council Tax liability in the majority of cases, individuals are responsible for paying the shortfall. The collection rate for people on CTR continues to be approximately 80% in year. Repayments are sometimes spread into future years, meaning that the collection rate improves over time. For people who have entitlement to CTR in 2017/18, the ultimate collection rate over a number of years is likely to be between 85 and 90%. The overall ultimate collection rate for Council Tax in 2017/18 is expected to be 99%.

3.4 When the scheme was introduced, the Government reduced the funding available to Councils by 10% compared to the amount paid under the previous national scheme. Since April 2014 the funding has been incorporated into the Revenue Support Grant and the Business Rates baseline, and so the funding available for CTR is proportionate to those revenue streams. The Revenue Support Grant income has reduced significantly since 2014 and will reduce further over the next two years.

3.5 In 2018/19, the shortfall between the cost of the current CTR scheme and the residual funding transferred is currently forecast to be £4.5million. This is an increase of £0.600million from 2017/18.

3.6 Since April 2013 the yearly shortfall, or subsidy, has increased from £1.4million to £4.5million.

3.7 In keeping with other councils responsible for CTR, the scheme in Brighton & Hove is an amended version of the old Council Tax Benefit scheme. The differences between the Council Tax Benefit and the current scheme are:

- Working people on CTR receive up to 80% discount on their Council Tax (instead of up to 100%)
- The maximum amount of capital a person may hold is £6,000 (reduced from £16,000)
- Second adult rebate has been ended (a feature of the old scheme that allowed for a discount in some cases instead of means-tested Council Tax Benefit);
- Adults who live in their parents' home are expected to contribute more towards the Council Tax
- There is a minimum award of £5 per week, so if a person's assessment is less than that, they do not qualify for any CTR;
- The taper rate has been changed from 20% to 25% (this is the amount of pence in the pound that we reduce entitlement by, if a claimant's income exceeds their assessed needs);
- The maximum band a claim will be based on is Council Tax band D
- The following can earn more before their earnings affect their benefit: single people, disabled people and carers.

A table setting out the CTR schemes of all local authorities is set out in Appendix 1.

3.8 As set out in 3.6, the council subsidises the scheme, and the amount of subsidy has increased year on year since April 2013. However, the changes in 3.7 have

somewhat limited the increasing cost of that subsidy. The changes have also resulted in a reduction of the level of individual awards made to claimants. The average weekly entitlement to CTR is £15.18 per week which is credited to the persons Council Tax account. This includes reductions in awards due to earnings and other income. The average amount of Council Tax payable due to the 80% maximum award is £4.11 per week per household.

Mitigations

- 3.9 To support people who are in receipt of CTR, the Revenues & Benefits service has a Debt Prevention team to help people pay their council tax before they fall into arrears. A discretionary fund has also been established to support people in exceptional circumstances as referred to in 2.4. Separate discretionary schemes are available to help people with housing costs and emergencies. These are administered alongside, advice and casework support. Finally budgeting and financial advice was provided initially through a dedicated contract and subsequently through the financial inclusion commission.

Considerations for 2018/19

- 3.10 Government support for Council Tax Reduction will reduce in 2017/18 meaning the council is forecast to increase the subsidy to the scheme by £0.600million.
- 3.11 The four year ISFPs include cost reduction measures to the Council Tax Reduction Scheme of £0.250m in 2018/19. However, there has been a greater decrease than expected in the number of cases claiming Council Tax Reduction. As a result, the £0.250m cost reduction is expected to be met without any further changes to the scheme for 2018/19.
- 3.12 Additionally the full version of Universal Credit is being rolled out in the City over the winter of 2017/18. Universal Credit is administered nationally. Universal Credit has been running as a trial in many areas of the country for some time, including a limited scheme within Brighton and Hove since December 2015. The council has been planning for the introduction of the Universal Credit in the city, so the CTR scheme already contains rules setting out how CTR will be calculated for those receiving Universal Credit.
- 3.13 Now that the rollout of Universal Credit is accelerating both in the city and nationally, there are a number of untested areas, for example:
- how well the interface between Universal Credit and CTR will work; and
 - how the calculative changes in Universal Credit will manifest over the full caseload, including its impact on behaviour, especially around incentivising employment.
- 3.14 The council is working closely with Jobcentre Plus to encourage and maintain take up of Council Tax Reduction. This is seen as particularly important because people will no longer claim CTR at the same time as they claim Housing Benefit as was the case prior to the introduction of Universal Credit.
- 3.15 Other councils have started to look at the fundamentals of their CTR schemes for working age people, given the context of Universal Credit. In keeping with most

councils, the scheme in Brighton and Hove is based on the previous Council Tax Benefit scheme. The change to Universal Credit may create the opportunity to create a simpler Council Tax Reduction scheme in future years and this will be kept under review.

Review of transitional protection

- 3.16 Transitional protection was introduced for the period of a year in April 2017. This meant that no one would pay more than £10 a week extra Council Tax due to the maximum available CTR being set at the amount for a band D property (£26.21 per week in 17/18).
- 3.17 A review of this transitional protection shows that 28 households have benefitted from this transitional protection with a total cost of approximately £4,500. Of those households, 7 were in a band G property, and 21 were in a band F.
- 3.18 The transitional protection will come to an end on 31st March 2018. Before this happens all households affected will be contacted and invited to apply for Discretionary Council Tax Reduction which would be applied from 1st April 2018 if the application is successful.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 Government support for Council Tax Reduction is forecast to decrease. As such the council could consider changing the scheme to moderate the impact of this reduction. This would have the effect of reducing the support available to individuals and households through CTR.
- 4.2 The scheme can be designed so that recipients of Council Tax Reduction receive more help than at present. However, there would be a corresponding increase in cost and as such a corresponding budget cut would have to be made.
- 4.3 The continuing reduction of Council Tax Reduction caseloads means that savings requirements can be met with little or no impact on the current scheme. During this year and next, Universal Credit will be rolling out, creating uncertainty for individuals and families currently in receipt of Housing Benefit and Council Tax Reduction. It would be beneficial to have one area of stability, in the form of Council Tax Reduction, while broader changes to the welfare support system bed in.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Formal consultation on Council Tax Reduction is only required when there are proposed changes to the scheme. It is estimated the cost of full consultation to be between £15,000 and £20,000. Given that no changes have been proposed to the scheme for 2018/19, formal consultation has not been undertaken.
- 5.2 Officers maintain strong links with stakeholders in the city who are involved in working with and supporting people who are in receipt of welfare benefits. A regular six weekly meeting is held with these stakeholders which include advice agencies, the community and voluntary sector, registered social landlords,

private landlords and Jobcentre Plus. Stakeholders are updated and asked to feedback on a broad range of issues including CTR policy.

6. CONCLUSION

- 6.1 The CTR scheme is one element of the welfare reform programme. Funding for the scheme provided to local authorities continues to decrease; in turn the subsidy required for the scheme is expected to increase to £4.5million in 2018/19.
- 6.2 The council needs to make savings of £13.4million for 2018/19.
- 6.3 The caseload for CTR has reduced since the scheme was introduced. The rate of decrease is now expected to continue in 2018/19. The four year integrated service and finance plan set out an expectation that the rate of increase in subsidy would be mitigated by a £0.250million reduction in costs of the scheme. The rate of decrease in the caseload is now expected to meet this expectation.
- 6.4 The rollout of the full service of Universal Credit is now underway in the city. This will mean a significant number of people in receipt of CTR will move onto Universal Credit during 2018/19. Some of those individuals and households will see the level of their income vary due to this, Changing the CTR scheme at this time would mean those individuals and households could face more than one change over this time.
- 6.5 For the reasons set out in 6.3 and 6.4 it is recommended that no substantive changes to the CTR scheme are made for 2018/19.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The CTR scheme for 2018/19 is planned to remain unchanged from the 2017/18 scheme however the change in the number of claimants and the planned council tax increase in 2018/19 will affect the overall cost of scheme.
- 7.2 The forecast subsidy the council will pay towards the CTR scheme in 2018/19 will increase to £4.500m from £3.900m in 2017/18.
- 7.3 The planned cost reductions to the scheme included within the Integrated Service and Financial Plan 2018/19 of £0.250million can be met from higher than projected reductions in the number of claimants and therefore does not require amendments to the scheme.
- 7.4 The estimated cost of the CTR scheme is reflected in the council tax base. The Council Tax base report to Policy, Resources and Growth Committee on the 25 January 2018 will reflect the 2018/19 scheme.
- 7.5 The planned discretionary fund substantive budget for 2018/19 will be supplemented with £0.140million one off resources to provide total resources for the fund of £0.150million. This allocation is included within the budget update

report elsewhere on this agenda and will be treated as a commitment in setting the 2018/19 budget.

Finance Officer Consulted: James Hengeveld

Date: 01/11/17

Legal Implications:

- 7.6 Schedule 1A to the Local Government Finance Act 1992 regulates the making of, and revisions to, council tax reduction schemes. It requires that for each financial year, a billing authority such as the council, must consider whether to revise its scheme or replace it with another. Any revision must be made no later than 31 January in the financial year preceding that for which the revision is to have effect. This report satisfies the review obligation imposed in the schedule.

Lawyer Consulted: Liz Woodley

Date: 01/11/17

Equalities Implications:

- 7.7 An Equalities Impact Assessment for CTR exists and analysed changes made to the scheme since its inception and have been reported to Full Council when those changes have formed a part of the report.

Sustainability Implications:

- 7.8 None

Any Other Significant Implications:

- 7.9 None

SUPPORTING DOCUMENTATION

Appendices:

1. Table of Unitary Authorities Council Tax Reduction schemes

Documents in Members' Rooms

1. None

Background Documents

1. None

Unitary Authority	Maximum CTR	Cap amount based on band	Band-based restrictions details	Taper rate	Savings limit £	Minimum weekly council tax support payment £	Second adult rebate reduced or abolished	Hardship funding
Bath and North East Somerset	78%	Yes	D	20%	10000	0	Yes	Yes
Bedford	100%	Yes	E	20%	8000	0	Yes	No
Blackburn with Darwen	80%	No	No	20%	16000	0	No	Yes
Blackpool	73%	No	No	20%	16000	0	Yes	Yes
Bournemouth	80%	Yes	C	20%	16000	0.5	Yes	Yes
Bracknell Forest	80%	No	No	Income bands	16000	0	Yes	Yes
Brighton and Hove	80%	Yes	D	25%	6000	5	Yes	Yes
City of Bristol	100%	No	No	20%	16000	0	No	No
Central Bedfordshire	75%	No	No	20%	16000	0	Yes	Yes
Cheshire East	75%	Yes	B	20%	6000	2	Yes	No
Cheshire West and Chester	75%	Yes	D	20%	6000	0	Yes	Yes
Cornwall	75%	Yes	D	20%	6000	0	Yes	Yes
County Durham	100%	No	No	20%	16000	0	No	No
Darlington	80%	No	No	20%	16000	0	Yes	Yes
Derby	70%	Yes	A	20%	6000	4	Yes	Yes
East Riding of Yorkshire	75%	No	No	20%	16000	0	Yes	Yes
Halton	78%	No	No	20%	16000	0	No	Yes
Hartlepool	88%	No	No	20%	16000	0	Yes	Yes
Herefordshire, County of	80%	Yes	C	20%	6000	0	Yes	No
Isle of Wight	80%	No	No	20%	6000	0	Yes	Yes
Isles of Scilly	100%	No	No	20%	16000	0	No	No
City of Kingston upon Hull	80%	No	No	20%	16000	0	Yes	No

Leicester	80%	Yes	B	20%	6000	3.7	Yes	Yes
Luton	75%	No	No	20%	16000	0	Yes	Yes
Medway	65%	No	No	20%	16000	0	Yes	No
Middlesbrough	80%	No	No	20%	16000	0	Yes	No
Milton Keynes	80%	No	No	20%	6000	0	Yes	Yes
North East Lincolnshire	75%	Yes	B	20%	6000	2	Yes	Yes
North Lincolnshire	87%	Yes	B	20%	16000	0	No	Yes
North Somerset	76%	No	No	20%	16000	0	No	No
Northumberland	100%	No	No	20%	16000	0	No	No
Nottingham	80%	No	No	20%	16000	0.5	Yes	No
Peterborough	70%	No	No	20%	16000	0	No	No
Plymouth	80%	Yes	E	20%	6000	0	Yes	No
Poole	80%	Yes	C	20%	16000	0.5	Yes	Yes
Portsmouth	80%	Yes	C	25%	6000	2	No	Yes
Reading	80%	Yes	D	20%	6000	5	Yes	Yes
Redcar and Cleveland	83%	No	No	20%	16000	0	Yes	No
Rutland	75%	Yes	D	25%	10000	0	Yes	Yes
Shropshire	100%	No	No	20%	10000	0	Yes	No
Slough	80%	Yes	C	20%	16000	0	Yes	Yes
				Less income bands				
South Gloucestershire	80%	No	No	bands	6000	0	Yes	No
Southampton	75%	No	No	25%	16000	0	No	Yes
Southend-on-Sea	75%	Yes	D	20%	6000	0	Yes	Yes
Stockton-on-Tees	80%	No	No	20%	16000	0	Yes	No
Stoke-on-Trent	70%	Yes	D	20%	10000	0	Yes	Yes
Swindon	80%	Yes	D	20%	6000	0	Yes	No
Telford and Wrekin	75%	No	No	20%	6000	2.5	Yes	Yes
Thurrock	75%	No	No	20%	6000	0	Yes	No

Unitary Authority 2017/18 Council Tax Reduction Schemes.

Appendix 1 Council Tax Reduction Review

Torbay	73%	No	No	20%	6000	0	Yes	Yes
Warrington	92%	No	No	20%	16000	0	No	No
West Berkshire	70%	Yes	C	30%	6000	10	Yes	Yes
Wiltshire	80%	No	No	15%	10000	0	Yes	Yes
Windsor and Maidenhead	90%	No	No	25%	16000	0	No	Yes
Wokingham	80%	Yes	D	25%	16000	3	Yes	Yes
York	78%	No	No	20%	16000	0	Yes	No

Council

14 December 2017

Agenda Item 57

Brighton & Hove City Council

Subject:	Review of Members' Allowances Extract from the proceedings of the Policy, Resources & Growth Committee Meeting held on the 30 November 2017		
Date of Meeting:	14 th December 2017		
Report of:	Executive Lead for Strategy, Governance & Law		
Contact Officer:	Name:	John Peel	Tel: 01273 291058
	E-mail:	john.peel@brighton-hove.gov.uk	
Wards Affected:	All		

FOR GENERAL RELEASE***Action Required of the Full Council:***

To receive the item referred from the Policy, Resources & Growth Committee for decision:

Recommendations:

- 1) That the report of the Independent Remuneration Panel is noted and a decision taken on the Panel's recommendations.
- 2) That the Chief Executive be authorised to publish the Brighton & Hove Members' Allowances Scheme in accordance with the regulations following council approval.

BRIGHTON & HOVE CITY COUNCIL
POLICY, RESOURCES & GROWTH COMMITTEE

4.00pm 30 NOVEMBER 2017

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillors Morgan (Chair), Hamilton (Deputy Chair), Janio (Opposition Spokesperson), Mac Cafferty (Group Spokesperson), Bell, Mitchell, Peltzer Dunn, Sykes, Wealls and Yates

PART ONE

66. REVIEW OF MEMBERS' ALLOWANCES

66.1 **RESOLVED:** That the report of the Independent Remuneration Panel is noted.

66.2 **RESOLVED TO RECOMMEND:** That the report of the Independent Remuneration Panel is referred to full Council for decision.

Subject:	Interim Review of Members' Allowances		
Date of Meeting:	14th December 30 th November 2017 – Policy, Resources & growth Committee		
Report of:	Executive Lead for Strategy, Governance & Law		
Contact Officer:	Name:	Mark Wall	Tel: 01273 291006
	Email:	mark.wall@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 Following the decision at the Budget Council meeting on the 23rd February, 2017 savings of £43k were set against the Members Allowances budget. In order to implement any changes to the Members Allowances Scheme it is necessary to consult with the Independent Remuneration Panel (IRP) and to receive their recommendations.
- 1.2 The IRP have undertaken an interim review and their recommendations are outlined in appendix 1.

2. RECOMMENDATIONS:Policy, Resources & Growth Committee

- 2.1 That the report of the Independent Remuneration Panel is noted and referred to full Council for decision.

Full Council

- 2.2 That the report of the Independent Remuneration Panel is noted and a decision taken on the Panel's recommendations.
- 2.3 That the Chief Executive be authorised to publish the Brighton & Hove Members' Allowances Scheme in accordance with the regulations following council approval.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The saving of £43k to be found from the Members Allowances Scheme has been split into a savings target of £33k for 2017/18 and £10k for 2018/19. Whilst the overall Members Allowances budget for 2017/18 was reduced by £33k at the start of the financial year, the current TBM projection shows a potential overspend of £24k.

- 3.2 The budget savings agreed were to be attributed to the allowances paid to councillors and as such are dependent on a review of the level of allowances by the IRP. The recommendations of the IRP have to be considered by full Council and it is then for the Council to decide whether to accept the Panel's recommendation(s) or decide on an alternative level of allowances.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 There is a need for the IRP to review any changes to the Members Allowances Scheme and for the full Council to take the recommendations of the Panel into consideration.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The IRP have met with the Leaders of the Groups and senior officers.

6. CONCLUSION

- 6.1 The IRP have put forward their report and recommendations which are outlined in appendix 1 to the report and these need to be referred to the full Council for consideration.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The Members Allowances Budget of £0.921m includes a budget of £0.904m to cover the cost of the basic and special responsibility allowances and national insurance contributions; with the remainder set aside to cover supplies & services. Following the decision of Budget Council in February 2017, a saving of £0.043m has been built into the budget for Members' Allowances. If the IRP recommendations in Appendix 1 are approved, then there will be a budget pressure of £0.043m from 18/19 onwards that will need to be funded.

Finance Officer Consulted: James Hengeveld: 10/11/17

Legal Implications:

- 7.2 The proposals in this report comply with the requirements of the Local Authorities (Members' Allowances) (England) Regulations 2003 and associated guidance.
- 7.3 There are no adverse Human Rights Act implications arising from this report.

Lawyer Consulted: Abraham Ghebre-Ghiorghis

Date: 08/11/2017

Equalities Implications:

- 7.4 The proposal to retain the current Members Allowances Scheme provides an equal benefit to all councillors.

Sustainability Implications:

- 7.5 There are no sustainability implications arising directly from the report.

Any Other Significant Implications:

- 7.6 There are no other significant implications associated with the report.

SUPPORTING DOCUMENTATION

Appendices:

1. Report of the Independent Remuneration Panel

Background Documents

1. Members Allowances Scheme
2. Report of the Independent Remuneration Panel 2014

Documents in Members' Rooms

1. None

**Members' Allowances
Scheme 2017-2019
For
Brighton & Hove City Council**

**An Interim Report by the
Independent Remuneration Panel**

**Mr Ken Childerhouse (Chair)
Mr Martin Andrews
Mr John Bateman
Ms Rachel Potter**

1 November 2017

Brighton & Hove City Council Independent Members' Remuneration Panel

Chair's Foreword

The role of the Panel, under the Local Authorities (Members' Allowances) (England) Regulations 2003, is to make recommendations to the City Council as to the responsibilities or duties in respect of which allowances should be available and the amount of those allowances. In doing so we are able to look at various elements of the Members' Allowances Scheme (the Scheme).

Our review in 2014 concentrated on putting forward a scheme of allowances that would inform and encourage prospective candidates to stand for election in 2015 so as to enable them to understand the financial support available should they be elected. The intention being that the new Members Allowances Scheme would be operative from May 2015 and remain in place for the four-year term of the Council.

In being requested to undertake an interim review following the Budget Council decision, we have endeavoured to gather some evidence as we are mindful of the need to have a sound evidence base for our recommendations. We have therefore reviewed the recent South East Employers report on Members Allowances and also met the Leaders of the three Groups to understand their views on the level of allowances where any potential changes could be made.

The recommendations we have outlined in our report therefore take into consideration that the Scheme agreed in 2014 was to run until 2019 so as to provide a clear basis for all councillors in regard to any roles that they may hold and that we have endeavoured to retain a degree of evidence to support those recommendations.

We feel that the remit given to the Panel has been to put forward an open and transparent Scheme of Allowances. The approved Scheme provides a clear indication of the available resources and potential impact of being an elected Member and office holder and how that may impact on an individual's circumstances. In undertaking an Interim Review, it is felt that the Scheme should remain as approved and a full review undertaken during 2018, in order to put forward a new 4-year Scheme to come into effect from May 2019 and inform prospective candidates who may be considering standing for election.

Finally, on a personal note I would also like to take this opportunity to thank my fellow members of the Panel and the officers involved for their valuable contributions to its work.

Ken Childerhouse

Chair

1 November 2017

1. The Context for the Interim Review and the Role of the Independent Remuneration Panel

- 1.1 In reviewing its Members' Allowances Scheme, the Council is required to obtain the advice of its Independent Remuneration Panel, and to have regard to the Panel's recommendations.
- 1.2 The Panel has met 3 times during September and October and undertaken a 'light-touch' review of the Scheme of allowances. In order to be as consistent as possible with previous reviews, it has considered evidence from the Group Leaders and taken into account the latest South East Employer's Survey of allowances paid by local authorities.
- 1.3 The Panel maintains that the agreed set of principles which it considers should form the basis of any scheme adopted by the council:

The Council's Objectives:

- Provide appropriate support for people from all walks of life, enabling those with a wide range of skills and from different backgrounds to serve as councillors without financial disadvantage.
- Recognise the changing roles of elected members in their community councillor roles as well as in meetings, to ensure that changes to the democratic process are reflected and supported where possible.
- Incorporate into any scheme a voluntary service element which reflects the nature of the role and recognises the concept of civic duty.
- Recognise the significance of co-opted members in the operation of the authority.
- Provide role profiles for each of the positions set down in the Members' Allowances Scheme to support the recruitment and retention of councillors, to reinforce the aims of the council and to assist in future Independent Remuneration Panel reviews.
- Provide a sustainable travel scheme which encourages the use of bicycles and public transport throughout the city.
- Expect receipts/tickets to be attached to all claims submitted by both councillors and co-opted members to entitle the applicant to reimbursement.
- Approve a scheme which is open and transparent, which is available for public scrutiny and which meets audit requirements.
- Demonstrate value for money.

Expectations:

Councillors should:

- Recognise that there is a voluntary aspect to the role;
- Accept that where they are taking on significant additional responsibilities, these will require a full or near full-time commitment and that this may be detrimental to career activity;
- Consider maintaining a reasonable work/life balance when undertaking their council duties;

- Submit claims for travel or subsistence, child or dependent care within two months of attending an approved duty – any claims received outside that time limit to be paid at the discretion of the Monitoring Officer in exceptional circumstances only;
- Submit accurate claims in accordance with the Members' Allowances Scheme;
- Provide all appropriate documentation requested of them such as driving licence, birth certificate, insurance etc.

2. The following recommendations are put before the Full Council:

- 2.1 The Panel recommends that no changes are made to the approved Scheme which was agreed in 2014 and came into effect from May 2015 as it is felt it should remain for the full-term of the Council i.e. until May 2019;

3. The Members Allowances Scheme

- 3.1 The Panel believes that the council should provide a package of financial support which is reasonable, that it goes some way towards addressing the disincentives from serving in local politics, and that it does not disadvantage people from all walks of life who wish to enter the political arena in this way.
- 3.2 The Panel remains firmly of the view that all the allowances and expenses and any methodology applied must be open, transparent and accountable.
- 3.3 The Panel remain committed to support a move towards the better retention and support of as wide a cross-section of the community as possible if they wish to stand and remain as elected members. Hence the need to have an agreed Scheme that is set prior to taking up office and remains in place so that individual councillors are able to manage their financial commitments. In this respect, the Panel cannot support a change to the approved scheme of allowances as these would have been made clear to prospective candidates and then elected representatives, who will have based their decisions on the level of remuneration that would be available for their term of office.
- 3.4 It is hoped that the views we have expressed in this report demonstrate our belief that the proposed Scheme is reflective of the changing roles and responsibilities of all councillors and that appropriate recognition and support is provided to undertake public duty.

4. Financial Information

- 4.1 The Members' Allowances budget for 2017/18 was set at £920,950 having been reduced by £33k in line with the budget decision in February. However, the current TBM forecast shows a potential overspend of £23,371 and the Panel have been informed that this can be met from within the overall budget for Strategy, Governance & Law for the current year.
- 4.2 The Panel are mindful that any reductions to the Members Allowances Scheme in the current year would now have a negative impact on councillors and

therefore in identifying the options in paragraph 5.2 have assumed that these would come into effect from April, 2018.

- 4.3 The specific options listed in paragraph 5.2. and how they impact on each of the special responsibility allowances and basic allowance are shown in the tables below (see appendices A and B):

5. Conclusion

- 5.1 The Panel are of the firm view that the Members Allowances Scheme should remain in place as previously approved until 2019 and notes that it will undertake a full review during 2018; in order to make recommendations on a new scheme that would help to inform prospective candidates for the elections in May 2019.

- 5.2 Should the Council decide that the decision taken at the February Budget Council to reduce Members Allowances by £43k must be implemented; then the Panel has assumed this would be from April 2018 to prevent any hardship for Members in the current financial year. The Panel would also suggest that either of the options outlined below and detailed in appendices A and B to the report could be used to achieve the savings target:

- (i) a 19.46% pro-rata reduction across all the Special Responsibility Allowances, including the Mayor's Allowances be made; or
- (ii) a 10% pro-rata reduction across all the Special Responsibility Allowances, including the Mayor's Allowances and a 3.3% reduction to the Basic Allowance.

- 5.3 The Panel would also refer Members to their previous full report which was approved by the Council in October 2014.

Take the entire £43K from Special Responsibility Allowances (including Mayor's allowances) to be shared pro-rata. The percentage reduction would be 19.46% of the current allowance. Indicative figures are shown on the table below.

		Current SRAs £	New SRA £	Loss £
1	Leader of the Council	31,512	25,380	6,132
2	Deputy Leader of the Council	22,058	17,766	4,292
	Chairs of Policy Committees			
	<i>Policy, Resources & Growth</i>			
3	Children, Young People & Skills	11,029	8,883	2,146
	<i>Environment, Transport & Sustainability</i>			
4	Housing & New Homes	11,029	8,883	2,146
5	Neighbourhoods, Inclusion, Communities & Equalities	11,029	8,883	2,146
6	Tourism, Development & Culture	11,029	8,883	2,146
7	Health & Wellbeing Board	11,029	8,883	2,146
	Chairs of Regulatory Committees			
8	Planning	11,975	9,645	2,330
9	Licensing (dual role)	11,975	9,645	2,330
10	Audit & Standards	6,302	5,076	1,226
11	Health Overview & Scrutiny	6,302	5,076	1,226
	Lead Member Roles:			
12	Adult Social Care	9,454	7,614	1,840
13	Mental Health	2,206	1,777	426
	<i>Finance & Resources</i>			
	<i>Private Rented Sector</i>			
	<i>Rough Sleepers</i>			
	<i>Schools</i>			
	Deputy Chairs			
14	Policy, Resources & Growth (Finance)	9,454	7,614	1,840
	<i>Children, Young People & Skills</i>			
15	Environment, Transport & Sustainability	2,206	1,777	426
16	Housing & New Homes	2,206	1,777	426
17	Neighbourhoods, Inclusion, Communities & Equalities	2,206	1,777	426
	<i>Tourism, Development & Culture</i>			
18	Planning	3,939	3,172	767
19	Licensing (dual role)	3,939	3,172	717
	Opposition Leadership			
20	Leader of the Official Opposition	11,029	8,883	2,146
21	Deputy Leader of the Official Opposition	6,302	5,076	1,226
	Deputy Leader of the Official Opposition			
22	Convenor/Leader of Minority Groups	6,302	5,076	1,226
		204,512		
	Mayor's Allowance	12,825	10,329	2,496
	Deputy Mayor's Allowance	3,590	2,891	699
		220,927		42,992

Those shown in italics are currently covered by "doubling up."

Reduce SRA and Mayor's allowance by 10 % and Basic Allowance by 3.3% (£7.50 per week.)

		Current SRAs £	New SRA £	Loss £
1	Leader of the Council	31,512	28,361	3,151
2	Deputy Leader of the Council	22,058	19,852	2,206
	Chairs of Policy Committees			
	<i>Policy, Resources & Growth</i>			
3	Children, Young People & Skills	11,029	9,926	1,103
	<i>Environment, Transport & Sustainability</i>			
4	Housing & New Homes	11,029	9,926	1,103
5	Neighbourhoods, Inclusion, Communities & Equalities	11,029	9,926	1,103
6	Tourism, Development & Culture	11,029	9,926	1,103
7	Health & Wellbeing Board	11,029	9,926	1,103
	Chairs of Regulatory Committees			
8	Planning	11,975	10,778	1,198
9	Licensing (dual role)	11,975	10,778	1,198
10	Audit & Standards	6,302	5,672	630
11	Health Overview & Scrutiny	6,302	5,672	630
	Lead Member Roles:			
12	Adult Social Care	9,454	8,509	945
13	Mental Health	2,206	1985	221
	<i>Finance & Resources</i>			
	<i>Private Rented Sector</i>			
	<i>Rough Sleepers</i>			
	<i>Schools</i>			
	Deputy Chairs			
14	Policy, Resources & Growth	9,454	8,509	945
	<i>Children, Young People & Skills</i>			
15	Environment, Transport & Sustainability	2,206	1985	221
16	Housing & New Homes	2,206	1985	221
17	Neighbourhoods, Inclusion, Communities & Equalities	2,206	1985	221
	<i>Tourism Development & Culture</i>			
18	Planning	3,939	3,545	394
19	Licensing (dual role)	3,939	3,545	394
	Opposition Leadership			
20	Leader of the Official Opposition	11,029	9,926	1,103
21	Deputy Leader of the Official Opposition	6,302	5,672	630
	Deputy Leader of the Official Opposition			
22	Convenor/Leader of Minority Groups	6,302	5,672	630
		204,512		
	Mayor's Allowance	12,825	11,543	1,283
	Deputy Mayor's Allowance	3,590	3,231	359
		220,927		
	Basic allowances x 54 (11,880x54=641,520)	641,520	11,488	392
		862,447		43,263

Those shown in italics are currently covered by "doubling up."

Subject:	Greater Brighton Economic Board – Admission of New Member to the Board		
Date of Meeting:	14 December 2017 30 November 2017 – Policy, Resources & Growth Committee		
Report of:	Executive Director for Economy Environment & Culture		
Contact Officer:	Name:	Andy Hill	Tel: 01273 291873
	Email:	andy.hill@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 This report seeks approval from the Policy, Resources & Growth Committee and Full Council to enable Crawley Borough Council to become a member of the Greater Brighton Economic Board (“the Board”). Each local authority member of the joint committee is seeking equivalent approvals from their decision-making bodies to enable Crawley Borough Council to become a member.
- 1.2 An invitation for Gatwick Airport Limited was issued on 21 June 2017 and agreement was received on 4 July 2017.
- 1.3 On 18 October 2017 a Council decision was made Crawley Borough Council to join the Board.
- 1.4 The Board comprises a concurrent meeting of the Greater Brighton Economic Joint Committee (“GBEJC”), on which the local authorities are represented; and the Greater Brighton Business Partnership (“GBBP”), on which business and education groups are represented.

2. RECOMMENDATIONS:*That the Policy, Resources & Growth Committee:*

- 2.1 Recommends to Full Council on 14 December 2017 that Crawley Borough Council joins the GBEJC and that Gatwick Airport Ltd join the GBBP.
- 2.2 Notes that these changes to the membership are dependent on the decision of Full Council, all the local authorities represented on the Board agreeing that the new members be appointed, and the Board taking a formal decision that the new members are appointed.
- 2.3 Recommends to Full Council that it agrees to amend the Board’s Heads of Terms and that it instructs the Monitoring Officer to amend the Council’s

constitution to reflect these amendments once they have been formally approved by all the constituent authorities and the Greater Brighton Economic Board.

That Full Council:

- 2.1 Agrees that Crawley Borough Council joins the GBEJC and that Gatwick Airport Ltd join the GBBP.
- 2.2 Notes that these changes to the membership are dependent on all the local authorities represented on the Board agreeing that the new members be appointed, and the Board taking a formal decision that the new members are appointed.
- 2.3 Agrees to amend the Board's Heads of Terms and instructs the Monitoring Officer to amend the Council's constitution to reflect these amendments once they have been formally approved by all the constituent authorities and the Greater Brighton Economic Board.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Greater Brighton Economic Board was founded in April 2014 as part of the Greater Brighton City Region's City Deal with Government.
- 3.2 The Board comprises the Greater Brighton Economic Joint Committee ("GBEJC"), on which the local authorities are represented; and the Greater Brighton Business Partnership ("GBBP"), on which the Cost to Capital Local Enterprise Partnership, business, university and further education sectors, and South Downs National Park Authority are represented. Meetings of the Board compromise concurrent meetings of GBEJC and GBBP.
- 3.3 The following bodies are members of the Board:
 - i. Brighton & Hove City Council
 - ii. Adur District Council
 - iii. Worthing Borough Council
 - iv. Lewes District Council
 - v. Mid-Sussex District Council
 - vi. University of Sussex
 - vii. University of Brighton
 - viii. Further Education Representative
 - ix. Coast to Capital Local Enterprise Partnership
 - x. Brighton & Hove Economic Partnership
 - xi. Adur & Worthing Business Partnership
 - xii. Coastal West Sussex Partnership
 - xiii. South Downs National Park Authority
- 3.4 GBEJC comprises the bodies specified in paragraphs 3.3(i) to (v); and GBBP comprises the bodies specified in paragraphs 3.3(vi) to (xiii).
- 3.5 The functions of the Board are as follows:

- i. To make long term strategic decisions concerning regional economic development and growth;
- ii. To be the external voice to Government and investors regarding the management of devolved powers and funds for regional economic growth;
- iii. To work with national, sub-national (in particular the Coast to Capital Local Enterprise Partnership) and local bodies to support a co-ordinated approach to economic growth across the Region;
- iv. To secure funding and investment for the Region;
- v. To ensure delivery of, and provide strategic direction for, major projects and work streams enabled by City Deal funding and devolution of powers;
- vi. To enable those bodies to whom section 110 of the Localism Act 2011 applies to comply more effectively with their duty to co-operate in relation to planning of sustainable development.
- vii. To incur expenditure on matters relating to economic development where funds have been allocated directly to the Board for economic development purposes.

3.6 Working in partnership, the Greater Brighton City Region has brought significant benefits to the partner Local Authorities and agencies. Together the partnership has secured around £150m of Growth Deal funding held by the Coast to Capital Local Enterprise Partnership.

3.7 The London-Gatwick-Brighton Growth Corridor has been recognised as one of nine corridors in England that have been at the heart of growth over the last decade¹ and are likely to maintain a pivotal role in shaping growth in the future. The Corridor, which stretches along the Brighton Main Line and M23/A23 routes, creates key strategic linkages between Crawley, Gatwick and Brighton & Hove – the benefits of which will cascade across the City Region. The inclusion of Crawley Borough Council and Gatwick Airport Limited on the Greater Brighton Economic Board presents the following related opportunities:

3.7.1 Enabling Greater Brighton to clearly articulate how the City Region economy can benefit from both its links to the M23/A23 Corridor and to London.

3.7.2 Strengthening Greater Brighton’s voice to Government:

- Bringing together two of the Coast to Capital Local Enterprise Partnership’s economic ‘power houses’. Crawley and Brighton & Hove generate over £4.5bn and £6.7bn GVA respectively. The City Region has a current combined GVA of just over £19bn (all GVA data is from 2014).
- Crawley is home to 110,900 people. The City Region has a current combined population of just over 700,000. The new population total, of just under 811,000 people, would increase the scale and profile of Greater Brighton.
- Similarly, Crawley is home to over 3,000 active businesses – including Gatwick Airport Limited. There are currently just over 35,000 active business units in the City Region.

¹ <http://www.grantthornton.co.uk/globalassets/1.-member-firms/united-kingdom/pdf/publication/2014/where-growth-happens-the-high-growth-index-of-places.pdf>

- Gatwick is one of the South East's most high profile and important anchor businesses. It has 24,000 direct employees (and 13,000 indirect employees) from across the region. It is a major investor in growth – having invested £1.3bn since 2009 with plans to invest a further £1.2bn before 2021 – and attractor for inward investment, providing access to markets for business as well as supporting the ongoing growth of tourism. The inclusion of an international airport within the City Region will bring Greater Brighton's profile in line other City Region's that are high on Government's radar – Manchester, Birmingham and Newcastle.

3.7.3 Enabling joint-work on strategic priorities, including;

- Articulating the economic case for continued investment in infrastructure, with an immediate focus on influencing investment in the Brighton Main Line.
- Developing a proactive Inward Investment and Trade strategy (encompassing supply chain development), working with the Department for International Trade and the Coast to Capital Local Enterprise Partnership. Strengthened links to London, coupled with an international airport, would increase investor confidence in Greater Brighton. Gatwick has Europe's fastest growing long haul network, now servicing more than 50 long haul destinations. It plays an important role in supply chain development – £74m of Gatwick's expenditure is already with local businesses.
- Supporting the work of the West Sussex and Greater Brighton Strategic Planning Board in developing the Local Strategic Statement 3; a process to support better integration and alignment of strategic spatial and investment priorities and deliver a spatial framework for the area that brings together in one place the housing and employment space required over the next ten years linked to the long term strategic infrastructure and other transport plans.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 An alternative would be for the membership to remain as it is currently, but for the reasons outlined in 3.7.1-3.7.3 this is not recommended.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 None required.

6. CONCLUSION

- 6.1 The Policy, Resources & Growth Committee is asked to recommend to Full Council that Crawley Borough Council joins the GBEJC, Gatwick Airport Ltd joins the GBBP, and to accept the other recommendations outlined in this report.
- 6.2 Full Council is asked to agree that Crawley Borough Council join the GBEJC, Gatwick Airport joins the GBBP, and to accept the other recommendations outlined in this report.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 It is proposed that given Crawley Borough Council and Gatwick Airport Ltd will not be fully ratified as Board members until February 2018, the Board will not seek financial contributions from Crawley or Gatwick Airport for the 2017/18 financial year. Contributions will be sought from Crawley and Gatwick for the financial years following ratification in accordance with the methodology used to calculate the contributions from current members.

Finance Officer Consulted: Rob Allen

Date: 02/11/17

Legal Implications:

- 7.2 The GBEJC is a joint committee established pursuant to section 102 of the Local Government Act 1972. The Local Government Act 1972 and The Local Authorities Arrangements for the Discharge of Functions (England) Regulations 2012 require the constituent authorities of a joint committee to decide the membership of that committee and it is therefore necessary for each of the local authority members of the Board to decide that Crawley Borough Council should become a member of GBEJC.
- 7.3 This decision to alter the membership of the joint committee is one which must be taken by Full Council by virtue of section 102 of the Local Government Act 1972.
- 7.4 Policy, Resources & Growth have authority under Article 13 of the constitution to amend the terms of reference of a joint committee and the Policy, Resources & Growth Committee is therefore asked to approve the proposed amendments to the Heads of Terms, subject to the decisions of all the constituent authorities and a decision by the Board to admit Crawley Borough Council and Gatwick Airport Ltd.

Lawyer Consulted: Alice Rowland

Date: 07/09//17

Equalities Implications:

- 7.5 None

Sustainability Implications:

- 7.6 None

Any Other Significant Implications:

- 7.7 None

SUPPORTING DOCUMENTATION

Appendices:

1. Heads of Terms for Greater Brighton Economic Board

Documents in Members' Rooms

1. None

Background Documents

1. None

Heads of Terms, Greater Brighton Economic Board

1. Establishment, Purpose and Form

- 1.1. The Greater Brighton Economic Board (“The Board”) shall be established from the Commencement Date
- 1.2. The over-arching purpose of the board is to bring about sustainable economic development and growth across Greater Brighton (‘the City Region’). To achieve this, the principal role of the Board is to co-ordinate economic development activities and investment at the regional level.
- 1.3. The Board comprises the Greater Brighton Economic Joint Committee (“GBEJC”), on which the local authorities will be represented; and the Greater Brighton Business Partnership (“GBBP”), on which the Cost to Capital Local Enterprise Partnership, business, university and further education sectors will be separated.
- 1.4. Meetings of the Board comprise concurrent meetings of GBEJC and GBBP.
- 1.5. GBEJC shall be a joint committee appointed by two or more local authorities represented on the Board, in accordance with section 120(1)(b) of the Local Government Act 1972.
- 1.6. The Board may appoint one or more sub-committees.
- 1.7. For the two years starting with the Commencement Date, the lead authority for the Board shall be Brighton & Hove City Council (“BHCC”), whose functions in that capacity shall include the provision of scrutiny (see paragraph 4.3), management of the call-in and review process (see paragraph 8), and the support detailed in paragraph 12.
- 1.8. Unless the Board resolves otherwise, before the start of the third year following the Commencement Date, and every two years thereafter, the Board shall review the lead authority arrangements and, subject to paragraph 1.9, invite each of the local authorities represented on the Board to submit an expression of interest in fulfilling the role of lead authority for the subsequent two year period. The Board shall then instigate a procurement exercise to select the most appropriate authority for that role.
- 1.9. Notwithstanding the appointment of a successor lead authority pursuant to paragraph 1.8, the incumbent lead authority may retain such of their Accountable Body functions as are necessary to enable that local authority to comply with its on-going commitments and liabilities associated with its Accountable Body status.

2. Interpretation

2.1. In these Heads of Terms –

- i. 'Commencement Date' means 1st April 2014.
- ii. 'City Region' means the area encompassing the administrative boundaries of BHCC, Adur District Council, Worthing Borough Council, Lewes District Council, Mid Sussex District Council and Crawley Borough Council as lie within the Coast to Capital Local Enterprise Partnership area; and 'regional' shall be construed accordingly;
- iii. 'economic development' shall bear its natural meaning but with particular emphasis given to :
 - Employment and skills;
 - Infrastructure and transport
 - Housing;
 - Utilisation of property assets;
 - Strategic planning;
 - Economic growth.
- iv. 'Accountable Body' means the local authority represented on the Board carrying out the function set out in paragraph 12.2.

3. Functions

3.1. The Functions of the Board are specified in paragraph 3.2 below and may be exercised only in respect of the Region.

3.2. The functions referred to in paragraph 3.1 are as follows:

- i. To make long term strategic decisions concerning regional economic development and growth;
- ii. To be the external voice to Government and investors regarding the management of devolved powers and funds for regional economic growth;
- iii. To work with national, sub-national (in particular the Coast to Capital Local Enterprise Partnership) and local bodies to support a co-ordinated approach to economic growth across the region;
- iv. To secure funding and investment for the Region;
- v. To ensure delivery of, and provide strategic direction for, major projects and work stream enabled by City Deal funding and devolution of powers;
- vi. To enable those bodies to whom section 110 of the Localism Act 2011 applies to comply more effectively with their duty to co-operate in relation to planning of sustainable development.
- vii. To incur expenditure on matters relating to economic development where funds have been allocated directly to the Board for economic development purposes; and for the avoidance of doubt, no other expenditure shall be

incurred unless due authority has been given by each body represented on the Board.

3.3. In discharging its function specified in paragraph 3.2 (Viii) above, the Board shall-

- i. (save in exceptional circumstances) seek to invest funding on the basis of-
 - a Proportionality, by reference to the economically active demographic of each administrative area within the city Region;
 - b Deliverability;
 - c Value for money and return on investment / cost benefit ratio; and
 - d Economic impact to the City Region as a whole.
- ii. Delegate implementation of that function to the lead authority, who shall also act as Accountable Body in relation to any matters failing within that function.

4. Reporting and Accountability

4.1. The Board shall submit an annual report to each of the bodies represented on the Board.

4.2. The Greater Brighton Officer Programme Board shall report to the Board and may refer matters to it for consideration and determination.

4.3. The work of the Board is subject to review by an ad hoc joint local authority scrutiny panel set up and managed by the lead authority.

5. Membership

5.1. The following bodies shall be members of the Board:

- i. Brighton & Hove City Council
- ii. Adur District Council
- iii. Worthing Borough Council
- iv. Lewes District Council
- v. Mid-Sussex District Council
- vi. Crawley Borough Council
- vii. University of Sussex
- viii. University of Brighton
- ix. Further Education Representative
- x. Coast to Capital Local Enterprise Partnership
- xi. Brighton & Hove Economic Partnership
- xii. Adur & Worthing Business Partnership
- xiii. Coastal West Sussex Partnership
- xiv. South Downs National Park Authority
- xv. Gatwick Airport Ltd

5.2. GBEJC shall comprise the bodies specified in paragraphs 5.1(i) to (vi); and GBBP shall comprise the bodies specified in paragraphs 5(vii) to (xv).

- 5.3. Each of the bodies listed in paragraph 5.1 shall be represented at the Board by one person , save that BHCC shall, by reason of it being a unitary authority, be represented by two persons (as further specified in paragraph 5.4).
- 5.4. Each local authority member shall be represented at the Board by its elected Leader and, in the case of BHCC, by its elected Leader and the Leader of the Opposition.
- 5.5. Each business sector member shall be represented at the Board by the Chairman of that member or by a person nominated by the Board of that member.
- 5.6. Each university member shall be represented by a Vice Chancellor or Pro Vice-Chancellor of that university or by a person nominated by that university member.
- 5.7. Each further education member shall be represented by its Principal or the Chair of its Governing Body or by a person nominated by that further education member.

6. Chair

- 6.1. The Chair of GBEJC shall, by virtue of his/her democratic mandate, be Chair of the Board
- 6.2. If the Chair of GBEJC is unable to attend a Board meeting, the Board shall elect a substitute from its local authority member representatives provided that no such member representative attending in the capacity of a substitute shall be appointed as Chair of GBEJC / the Board.
- 6.3. The Chair of GBEJC for its first year of operation shall be the Leader of BHCC
- 6.4. Following GBEJC's first year in operation, its Chair shall rotate annually between its members, with the new Chair being appointed at the first meeting of the Board in the new municipal year.
- 6.5. GBEJC shall decide the order in which their members shall chair that body.

7. Voting

- 7.1. Each person represents a member of GBEJC, and each person representing a member of the GBBP, shall be entitled to vote at their respective meetings.
- 7.2. Voting at each of the concurrent meetings of GBEJC and GBBP shall be by show of hands or, at the discretion of the chair, by any other means permitted by law, and voting outcomes reached at those meetings shall be on a simple majority of votes cast.
- 7.3. Where voting at a meeting of GBEJC results in an equal number of votes cast in favour and against, the Chair of GBEJC shall have a casting vote.

7.4. Where voting at a meeting of GBEJC results in an equal number of votes cast in favour and against, the motion/proposal/recommendation under consideration shall fall in relation of GBBP.

7.5. Where the respective voting outcomes of GBEJC and GBBC are the same, that shall be taken as the agreed Board decision and the Board may pass a resolution accordingly.

7.6. Where the respective voting outcomes of GBEJC and GBBP differ, the Board –

- i. May not pass a resolution relating to that matter; and
- ii. May refer the matter to the Chief Executive of the lead authority, who may consult with members of the Board or such other persons as are appropriate, with a view to achieving agreement on the matter between GBEJC and GBBP by discussion and negotiation.

7.7. Where, pursuant to paragraph 7.6(ii), agreement is reached the matter at issue shall be remitted to, and voted upon at, the next meeting of the Board.

7.8. Where, pursuant to paragraph 7.6(ii), no agreement is reached the motion/proposal/recommendation at issue shall fall.

8. Review of decision

8.1. Decisions of the Board will be subject to call-in and review in the following circumstances:

- i. Where a local authority voted to agree a recommendation at a GBEJC meeting, but the decision of the Board was to agree the recommendation.
- ii. Where a local authority voted against a recommendation at a GBEJC meeting, but the decision of the Board considered that the interests of the body they represent had been significantly prejudiced; or
- iii. Where any local authority represented on the Board considered that the interests of the body they represent had been significantly prejudiced; or
- iv. Where any local authority represented on the Board considered that the Board had made a decision beyond its scope of authority.

8.2. The procedure for Requesting, validation, and implementing a call-in and review is specified in Schedule 1.

8.3. Where a request for call-in is accepted, the Board decision to which it relates shall be stayed pending the outcome of the call-in

8.4. Following call-in, the panel convened to review a Board decision may refer the decision back to the Board for re-consideration. Following referral, the Board shall, either at its next scheduled meeting or at a special meeting called for the purpose, consider the panel's concerns over the original decision.

8.5. Having considered the panel's concerns, the Board may alter its original decision or re-affirm it. Paragraph 8.1 shall not apply to the Board's follow-up decision. In consequence, the latter decision may be implemented without further delay.

9. Substitution

9.1. Subject to paragraph 9.2, where a representative of a member of the Board is unable to attend a Board meeting, a substitute representative of that member may attend, speak and vote, in their place for that meeting.

9.2. A substitute member must be appointed from a list of approved substitutes submitted by the respective member to the Board at the start of each municipal year.

10. Quorum

10.1. No business shall be transacted at any meeting of the Board unless at least one third of all member bodies are present, and both GBEJC and GPBBP are quorate.

10.2. Quorum for GBEJC meetings shall be three member bodies.

10.3. Quorum for GBBP meetings shall be three member bodies.

11. Time and Venue of Meetings

11.1. Ordinary meetings of the Board shall be convened by the lead authority and normally take place in the geographical area of that authority.

11.2. The Chair of the Board may call a special meeting of the Board at any time, subject to providing members with minimum notice of two working days.

12. Administrative, financial and legal support

12.1. The lead authority shall provide the following support services to the Board:

- i. Administrative, as more particularly specified in the Memorandum of Understanding pursuant to paragraph 13;
- ii. Financial (including the Accountable body function specified in paragraph 12.2); and
- iii. Legal, comprising Monitoring Officer and Proper Officer functions in relation to GBEJC meetings.

12.2. The function of the Accountable Body is to take responsibility for the financial management and administration of external grants and funds provided to the Board, and of financial contributions by each member of the Board, as more particularly specified in the Memorandum of Understanding Pursuant to paragraph 13. In fulfilling its role as Accountable Body, the lead authority shall remain independent of the Board.

- 12.3. Other members of the Board shall contribute to the reasonable costs incurred by the lead authority in connection with the activities described in paragraphs 12.1 and 12.2, at such time and manner as the Memorandum of Understanding shall specify.

13. Memorandum of Understanding

- 13.1. Members of the Board may enter into a memorandum of understanding setting out administrative and financial arrangements as between themselves relating to the functioning of the Board.
- 13.2. The memorandum may, in particular, provide for –
- i. Arrangements as to the financial contributions by each member towards the work of the Board, including:
 - a The process by which total financial contributions are calculated;
 - b The process for determining the contribution to be paid by each member;
 - c The dates on which contribution are payable;
 - d How the Accountable Body shall administer and account for such contributions;
 - ii. Functions of the Accountable Body; and
 - iii. The terms of reference for the Greater Brighton Officer Programme Board.

14. Review and Variation of Heads of Terms

- 14.1. The Board shall keep these Heads of Terms under review to ensure that the Board's purpose is given full effect.
- 14.2. These Heads of Terms may be varied only on a resolution of the Board to that effect, and subject to the approval of each body represented on the Board.

NOTICE OF MOTION**LABOUR & CO-OPERATIVE AND CONSERVATIVE GROUPS****BETTER SUPPORT FOR CARE LEAVERS**

This council resolves:

To request the Policy, Resources & Growth Committee to instruct the Chief Executive to undertake a rapid review of statutory and non-statutory support available to care leavers in the City, and bring back a report to the relevant committee(s) as soon as possible, with options of how the Council could provide additional support to care leavers up to the age of 30 who are resident in the City.

Proposed by: Cllr Tom Bewick

Seconded by: Cllr Vanessa Brown

Supporting Information:

The Council and all 54 councillors have a statutory responsibility, acting as 'corporate parents', to look after children in Brighton and Hove. Children in care have consistently requested of the Council that they are cared for and loved as if they were the children of Members and staff of the Council. To meet such an ambition requires a step-change in how children and young adults are supported; particularly when they transition from care to living independent lives in the community.

The Council has already made positive progress. At Budget Council in 2017 the decision was taken to exempt care leavers' from paying Council Tax. The local authority ranks 3rd highest in the country for securing good education, employment and training outcomes for care leavers. The Council however could go further still, by discussing with care leavers, the Children in Care Council and representatives of Care Leavers, what additional measures could be taken to support this highly vulnerable group of young adults.

National research showing that, although care leavers represent just 1% of the youth population, 11% of homeless young people have been in care; 24% of the adult prison population were in care.

For more information on the work being undertaken by the Council refer to:

[Brighton & Hove Virtual School](#)

**NOTICE OF MOTION
LABOUR AND CO-OPERATIVE GROUP
MENTAL HEALTH SERVICES**

This council requests the Chief Executive to write to the Secretary of State for Health calling on them to:

- Ensure services are fully funded and fit for purpose, so that parity of esteem can be achieved, and that people can be treated locally wherever possible so that they can be supported by their families, carers and voluntary services
- End the fragmentation of services and ensure there are clear pathways to treatment and counselling regardless of level of need
- Ensure that everyone experiencing a mental health crisis is given prompt and appropriate treatment
- Guarantee everyone detained under S136 of the Mental Health Act is taken to a place of safety in the county in which they reside.

Proposed by: Cllr Penn

Seconded by: Clare Moonan

Supporting information:

- In 2012, the government promised mental health would have Parity of Esteem for mental health with physical health, but 5 years later mental health services for children and adults remain fragmented and under-funded, while staff are under extreme pressure.
- One in 4 of us will suffer a mental illness at any one time. Yet when people are at their most vulnerable, they face long delays for treatment.
- There are also significant gaps in service for a range of serious mental health conditions, and many including children in care and survivors of domestic violence struggle to get the support they need.
- Poor funding and organisation of mental health services for adults and children is not only failing people, but has a significant impact on many other parts of the NHS, and other public and voluntary services including council services. For example, mental health issues are a cause of homelessness, and there is a high prevalence of mental health problems among rough sleepers. People with mental health problems have more emergency admissions and longer hospital stays than other patients.
- Many mental health trusts have to regularly admit patients “out of area” to extra contractual beds, as they have been forced to close beds to save money and make savings. Not only is this very detrimental to the patients and their carers but it is hugely expensive, and will often be the main source of any overspend.

NOTICE OF MOTION**LABOUR AND CO-OPERATIVE GROUP AND GREEN GROUP****REMOVE FREEDOM OF THE CITY FROM AUNG SAN SUU KYI**

This council resolves, in the light of continuing lack of protection of the human rights of the Rohingya people in Myanmar, many of whom are now refugees in Bangladesh, to hold a Special Council meeting to remove at the earliest opportunity the Freedom of the City granted to Aung San Suu Kyi in 2011.

Proposed by: Cllr Morgan

Seconded by: Cllr West

Supporting information

1. The United Nations have called for swift action to protect the Rohingya people, a minority Muslim community facing persecution mostly based in the northern Rakhine state of Myanmar. The Government refuse to recognise or grant citizenship to the Rohingya, with stringent restrictions placed on their access to medical assistance, education and other basic services. Rights groups have reported systematic and widespread human rights abuses. Over 1000 are estimated to have died amid the violence, with more than 300,000 people reported to have fled to nearby Bangladesh in what the U.N have also described as the '*world's fastest developing refugee emergency.*'
<http://www.un.org/apps/news/story.asp?NewsID=57770#.Wfc-CNJI-Uk>
2. Aung San Suu Kyi's office has been condemned by fellow Nobel Peace Prize winners for silence on the crisis, drawing widespread international criticism for labelling reports of massacres, rapes, torture and the torching of villages by the military as 'exaggerated' and 'fake' news.
<http://www.bbc.co.uk/news/magazine-39204086>
3. In recognition of the abhorrence of the violation of human rights and mass atrocities exacted against the Rohingya people in Myanmar, other local authorities, including Sheffield and Oxford City Council have moved to revoke the Freedom of the City title from Aung San Suu Kyi. Trade Union UNISON has also suspended her honorary membership.
<https://www.theguardian.com/uk-news/2017/oct/04/aung-san-suu-kyi-to-be-stripped-of-freedom-of-the-city-of-oxford>

**NOTICE OF MOTION
LABOUR AND CO-OPERATIVE GROUP AND GREEN GROUP**

TAXI AND PRIVATE HIRE VEHICLE (PHV) LICENSING

This council resolves to:

- i) Inform the LGA of our support for their call for a 'Taxi and Private Hire Vehicle Licensing Reform Bill' to replace outdated deregulation legislation, in order to modernise the licensing system for taxis and PHVs, to the benefit of both passengers and the trade itself.
- ii) Request the Chief Executive to write to the Secretary of State for Transport, requesting the introduction of a 'Taxi and Private Hire Vehicle Licensing Reform Bill' in order to legislate that:
 - All taxi and private hire journeys should either start or end in the area for which the vehicle, driver and operator are licensed.
 - Councils can take appropriate enforcement action against any driver operating in their area, irrespective of where they are licensed.
 - National minimum standards to be introduced for taxis and PHVs, to align licensing and safety standards across the country, while retaining local flexibility for councils.

Proposed by: Cllr O'Quinn

Seconded by: Cllr Deane

Supporting information

This Council notes that, since the Deregulation Act 2015, licensed taxi drivers and Private Hire Vehicles (PHVs) can operate anywhere in the country, irrespective of their issuing authority.

The Local Government Association has stated that new legislation should look at measures to ensure drivers work in the area where they are licensed
<http://bit.ly/2iql8CH>.

This Council further also notes the problems the current outdated legislation creates for this licensing authority in maintaining the high standards of the Brighton and Hove 'Blue Book' on PHVs.

Brighton and Hove City Council's Blue Book is recognised throughout the trade as being of a particularly high standard, and is a recognised exemplar amongst licensing authorities.

Taxi drivers operating outside of the city's licensing authority but within the parameters of the city are not bound by these high standards, leading to unfair competition rather than a 'level playing field'.

There is therefore a need for national minimum standards to be introduced for taxis and PHVs alongside other reforms required.

NOTICE OF MOTION
CONSERVATIVE GROUP
ABLE AND WILLING

This council resolves:

- (1) That the Policy, Resources & Growth Committee be requested to call for a report on how best to promote, sustain and increase procurement from, Able and Willing.
- (2) To request that the Procurement Advisory Board provide advice and guidance on how the Council can designate Able and Willing as the preferred supplier where they can provide the goods and/or services the Council needs.

Proposed by: Cllr Mears

Seconded by: Cllr Wealls

Supporting Information:

Able & Willing is a supported employer, sponsored by the council. Able and Willing supports people with all sorts of disabilities. Without Council support, some of their hardworking staff would never experience the dignity of work that many take for granted. Their aim is to help staff move forward towards mainstream employment.

Able and Willing employ people with learning disabilities, giving some of the most vulnerable people in our City a place in a working environment.

This also allows their families to have much deserved respite for a few hours. Without this excellent service being sustained the pressure on Adult Social Care budgets in the future will prove catastrophic. Without this Motion our city could lose a very valuable service, hurting those that need our support most.

Able and Willing is well supported by businesses in the private sector, proving that they provide high quality products and services in a timely manner. CityClean already procure from Able and Willing, as do the GMB, who have been supportive of the concept of Able and Willing from its outset.

Office for National Statistics figures from June 2017 suggested that disabled people were twice as likely to be unemployed as non-disabled people. Prime Minister Theresa May said a person's life and career "should not be dictated by their disability or health condition". Plans to get one million more disabled people in work over the next 10 years have been set out by the government.

NOTICE OF MOTION**CONSERVATIVE GROUP****POST CHRISTMAS SUPPORT FOR BUSINESSES IN BRIGHTON AND HOVE**

This Council resolves to:

- (1) Request Officers to investigate the viability of introducing free parking at Norton Road, London Road, Regency Square, High Street and Trafalgar Street car parks during periods in February when parking capacity is most underused; and
- (2) Request that a report on financial impact be brought to PR&G on 25th January 2018.

Proposed by: Cllr Lee Wares

Seconded by: Cllr Steve Bell

Supporting Information:

BHCC has been ranked 5th in the Country and top outside the Capital as raking in £21,934,536 from parking charges and fines in 2016/17. Revenue from off street parking totalled £5,917,078 with a net income of £2,869,184. These are BHCC's own figures from the Annual Parking report.

Traders find the post-Christmas period very difficult, and with inclement weather it can be very difficult to attract customers into the city. A temporary suspension of parking charges, at selected locations and times where demand is typically lowest at this point in the year, will give our city's businesses a much needed boost.

**NOTICE OF MOTION
GREEN GROUP
BRIGHTON AND HOVE AND BREXIT**

This Council notes the mounting evidence of damage that 'Brexit' would cause to the national economy and trans-European relationships, and the mismanagement of Brexit by the Government. Council also notes with concern the potential impact of Brexit both on our local economy and on established mutually beneficial partnerships and links with European cities such the Eurocities network. The Council requests:

- That the Chief Executive write to the President of the Eurocities Network, Mayor of Ghent Daniel Termont, expressing our desire to continue working with sister cities at this time of uncertainty for the UK, and exploring the status of Brighton and Hove's membership of Eurocities following any 'Brexit';
- That the Chief Executive writes to Sajid David, Secretary of State for Communities and Local Government, expressing this Council's and this city's strong desire for a referendum on the final terms of a Brexit deal, including the option to maintain full EU membership;
- That the Chief Executive writes to Hilary Benn MP, chair of the Brexit Select Committee, requesting that he share the full Brexit Impact Assessment Studies with particular relevance to the economy of our city.

Proposed by: Cllr Sykes

Seconded by: Cllr Littman

Supporting information:

- The Institute of Fiscal Studies estimated that leaving the EU would cost UK taxpayers between £20bn and £40bn a year. A Financial Times report collating analyses from major economic bodies including HM Treasury, London School of Economics and the CBI concluded: "*Rarely has there been such a consensus among economists, as there is on the damage that Brexit will wreak on the British economy.*" <http://on.ft.com/2dJEka4>
- Eurocities is an EU funded project bringing together 110 cities across Europe to develop strategies to manage EU wide issues such as migration. Brighton & Hove has also accessed EU funding and social programmes such as Interreg, European Social Fund and Erasmus Plus. Our city is chair of the [Brighton European Network \(BEN\)](#) and is a member of the Arc Manche, finding potential partners for projects that require them.
- MPs from all parties have called on the Government to publish the full results of the Brexit Impact Assessments, documents which detail the specific impact that leaving the EU would have on sectors of the UK economy bbc.in/2BvCra9

NOTICE OF MOTION**GREEN GROUP
COUNCIL OWNED SHORT-TERM HOMELESSNESS ACCOMMODATION**

This Council resolves:

1. That as a matter of urgency, to request that a report be brought to Housing & New Homes Committee on the business case modelling for a “spend to save” purchase of emergency accommodation by the council and that this modeling:
 - (i) Estimates revenue savings on current expenditure of private provision;
 - (ii) Estimates the capital appreciation that would flow to the council through ownership of Emergency accommodation;
 - (iii) Explores the potential to offer greater support to residents of emergency accommodation from any savings achieved;
 - (iv) That such modeling also consider the feasibility of temporary housing purchases, in addition to the existing HRA purchasing policy;
2. That this modelling be reported to the Policy, Resources & Growth committee, in order to explore acquiring such accommodation, including detail on possible timetables, plus any policy changes and delegated powers needed to enable purchases to take place.

Proposed by: Cllr Gibson

Seconded by: Cllr Greenbaum

Supporting information:

- 1) In 2016/17, £0.571m in Housing Benefit was used to cover the cost of Emergency Accommodation landlord charges in the city; and £16.66m in Housing benefit payments were used to cover temporary accommodation costs. (<http://bit.ly/2AdZ9pi>)
- 2) Given cheap borrowing rates, right to buy receipts and prospective rental income it is likely to prove cost effective for the Council to acquire buildings (e.g. via Public Works Loans Board and Right to Buy funds) to directly provide short term homelessness accommodation rather than use private providers. Current PWLB rates are just over 2% for a 30 year loan.
- 3) Investment in emergency/temporary accommodation can allow the council to save on future revenue. Reports on a similar initiative from Shepway Council detailed that providing 12 units of temporary accommodation in-house would save £0.186m per year and produce ‘*a far superior housing solution*’ with ‘*long term capital asset value*’ (<http://bit.ly/2zQm4l7>)
- 4) Initial modelling suggests rental income would generate a surplus which could be used to provide much-needed support services for residents, who are often at crisis point. Current private Emergency/Temporary Accommodation providers, such as Baron Homes and Helgor Trading, are not contracted to provide such support services.

