

**BRIGHTON & HOVE CITY COUNCIL**  
**POLICY, RESOURCES & GROWTH COMMITTEE**

**4.00pm 11 JULY 2019**

**COUNCIL CHAMBER, HOVE TOWN HALL**

# **DECISION LIST**

## **Part One**

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### **7 CONSTITUTIONAL MATTERS - POLICY RESOURCES & GROWTH COMMITTEE**

*Contact Officer: Lisa Johnson*  
*Ward Affected: All Wards*

*Tel: 01273 291228*

**RESOLVED:** That the Committee:

- (i) That the committee's terms of reference, as set out in Appendix A to the report be noted, and the Constitutional Working Group should explore:
  - Recruiting a non-voting co-optee to the new Policy & Resources Committee from the Black and Minority Ethnic (BAME) Community with the necessary further changes to the City Council's constitution needed through this;
  
- (ii) That the establishment of an Urgency Sub-Committee consisting of the Chair of the Committee and two other Members (nominated in accordance with the scheme for the allocation of seats for committees), to exercise its powers in relation to matters of urgency, on which it is necessary to make a decision before the next ordinary meeting of the Committee be approved;
  
- (iii) That a Personnel Appeals Sub-Committee of Policy, Resources and Growth Committee be established to deal with dismissal and grievance matters in accordance with the Council's constitution and HR Procedures.

### **8 ANNUAL PROGRESS UPDATE CORPORATE KPIS 2018/19**

*Contact Officer: Rima Desai*  
*Ward Affected: All Wards*

*Tel: 01273 291268*

**RESOLVED:**

That the Committee noted the progress made in relation to Corporate KPIs, particularly the corrective measures outlined for 'red' and 'amber' indicators, and further noted its role in providing support and challenge to lead officers to bring performance back on track.

## **9 CORPORATE KEY PERFORMANCE INDICATOR TARGET SETTING 2019/20**

*Contact Officer: Rima Desai*  
*Ward Affected: All Wards*

*Tel: 01273 291268*

**RESOLVED:** That the Committee –

- (i) Approved the Corporate KPI set and associated targets as set out in Appendices 2 (council indicators) and 3 (city indicators);
- (ii) Noted that target figures may change during the year if new benchmarking figures become available. PR&G approval will be sought at a future date if there is a proposal to change the set itself or the rationale for a particular target;
- (iii) Agreed in principle to include an additional Corporate KPI to measure performance of the City in respect to sustainability and carbon reduction to meet the objective of the City being carbon neutral by 2030;
- (iv) Agreed that the details of the KPI be developed by the Cross-Party Working Group for agreement by Policy Resources & Growth Committee;
- (v) Agreed that future Corporate and City KPI reports are also reported to the relevant committees with the frequency as outlined in paragraph 3.8 of the report.

## **10 OUR PEOPLE PROMISE - AN UPDATE**

*Contact Officer: Alison Mcmanamon*  
*Ward Affected: All Wards*

*Tel: 01273 290511*

**RESOLVED:** That the Committee –

- (i) Noted progress made over the last 12 months in implementing Our People Promise.
- (ii) Approved the continuing programme of work on the council's offer to its staff.
- (iii) Agreed that consistent with the City Council's long-standing commitment to a City of Sanctuary for refugees, the 'Our People Promise' is developed to explore effective methods to support the recruitment of

refugee communities. Such work could also involve working with local community and diaspora groups to identify and address barriers refugees may face in council recruitment processes.

## **11 TRANSPORT FOR THE SOUTH EAST**

*Contact Officer: Mark Prior*  
*Ward Affected: All Wards*

*Tel: 01273 292095*

**RESOLVED:** That the Committee –

- (i) Welcomed the draft proposal to establish a Sub-national Transport Body for the South East, to be known as Transport for the South East (TfSE);
- (ii) Agreed that the detailed points set out in paragraph 6 of the report form the basis of the council's response to the Transport for the South East (TfSE) consultation document, and authorised the Chief Executive to submit the response on behalf of the council.

## **12 PREMATURE BABY LEAVE**

*Contact Officer: Matt Naish*  
*Ward Affected: All Wards*

*Tel: 01273 295088*

**RESOLVED:**

- (i) That Brighton & Hove City Council adopts the premature births leave policy, i.e. that an employee is given an additional days leave for every day that a premature baby is born prior to its due date.
- (ii) That the council also adopts the ACAS guidance, with regard to supporting employees to attend medical appointments upon their return to work after having a premature baby.
- (iii) That on adoption of this policy the council should seek to be accredited to the Employer with a heart Chartermark awarded by The Smallest Things campaign.
- (iv) That schools be allowed to adopt this policy locally as they see fit, with a view to recommending schools adopt this policy within a reasonable timeframe.

## **13 SUSTAINABILITY AND CARBON REDUCTION INVESTMENT FUND: NEXT STEPS**

*Contact Officer: Mita Patel*  
*Ward Affected: All Wards*

*Tel: 01273 293332*

**RESOLVED:** That the Committee -

- (i) Agreed that officers should continue to develop a Circular Economy Routemap focusing on two sectors initially: the built environment and construction; and the visitor economy (as set out in 3.10) and present a future report to the Committee relating to a final Circular Economy Route Map.
- (ii) Agreed the process for commissioning projects to be funded by the SCRIF, as set out at 3.14, and agreed to the assessment criteria for considering which projects to take forward as shown in the template assessment sheet shown at Appendix 3.
- (iii) Agreed to the establishment of a 'task and finish' Member Oversight Group for 6 months to consider all projects that are put forward for funding and approves the terms of reference at Appendix 1.
- (iv) Approved the use of £500k of capital receipts to establish the SCRIF and agrees to delegate the decision to finance projects using the fund to the Executive Director, Economy, Environment & Culture, in consultation with the Member Oversight Group agreed in recommendation (iii).
- (v) Noted the progress in planning the corporate solar photovoltaic (PV) work outlined in 3.8 including the provisional identification of sites; approves the use of £565k of capital borrowing in 2019/20, as set out in 3.7 and 3.8 to install solar photovoltaic panels onto corporate buildings; and delegates the decision to start the procurement process and award the contracts to the Executive Director, Economy, Environment & Culture.

**14 USE OF RIGHT TO BUY RECEIPTS FOR APPROPRIATION OF PROPERTIES TO THE HRA AND GRANT TO HOMES FOR BRIGHTON & HOVE LIMITED LIABILITY PARTNERSHIP (LLP)**

*Contact Officer: Robert Crossan*  
*Ward Affected: All Wards*

*Tel: 01273 291442*

**RESOLVED:** That the Committee -

- (i) Noted that the following decisions have been taken by the Executive Director Neighbourhoods, Communities & Housing:
  - appropriate Flat 1 Greenleas, Hangleton Valley Drive and The Bungalow, Drove Road Portslade from the General Fund to the HRA;
  - to make a transfer from the HRA of £0.548m to the General Fund in consideration for the appropriation referred to above;
  - to make a grant of £0.223m to the LLP.
- (ii) Agreed that the general fund would receive £0.112m less RTB

receipts in 2019/20, therefore increasing the receipts available for use by the HRA.

**15 PROVISION OF DRINKING WATER FOUNTAINS AND BOTTLE FILLING POINTS IN HIGH FOOTFALL AREAS OF THE CITY**

*Contact Officer: Martin Hedgecock                      Tel: 01273 295047*  
*Ward Affected: All Wards*

**RESOLVED:** That the Committee approved Option 1, to provide drinking water fountains and bottle filling points in six high footfall areas of the city for a trial period of three years when the success of the project would be reviewed and consideration given to increasing the water fountain provision across the city.

**16 USE OF URGENCY POWERS IN RELATION TO TRANSPORT FOR VULNERABLE CHILDREN AND ADULTS**

*Contact Officer: Richard Barker                              Tel: 01273 290732*  
*Ward Affected: All Wards*

**RESOLVED:** That the Committee noted the decision had been taken by the Executive Director Families, Children & Learning to procure and award a Dynamic Purchasing System (DPS) and call off contracts for the provision of transport services for vulnerable children and adults with a team of up to four years.

**17 ENERGY PROCUREMENT STRATEGY - AWARD OF SUPPLY CONTRACTS**

*Contact Officer: Kelvin Newman                              Tel: 01273 290599*  
*Ward Affected: All Wards*

**RESOLVED:** That the Committee agreed -

1. To grant delegated authority to the Executive Director Economy, Environment & Culture to procure and enter into call off contracts using the Crown Commercial 261 Services framework for the Supply of Energy and Ancillary Services (RM6011) as follows:
  - (i) a call-off contract for Half Hourly and non-Half Hourly electricity and ancillary meter management and automatic meter reading data services with a maximum term of four years; and
  - (ii) a call-off contract for gas and ancillary meter management and automatic meter reading data services with a maximum term of four years
  - (iii) evaluate the comparison prices between an 100% Green tariff and a Brown tariff make a decision based on the environmental as well as economic objectives of the City Council, prioritising Green energy within existing energy budgets

(iv) evaluate the various 'basket' options including fixed and flexible pricing and the length of the contracts in consultation with the respective budget holders and make a decision based on the environmental as well as economic objectives of the City Council, prioritising fuel-efficient and 'green' options within existing energy budgets

2. That any future review of energy supply contracts should explore an energy procurement strategy that supports local community energy providers.

## 18 CONSTITUTION REVIEW

Contact Officer: Elizabeth Culbert  
Ward Affected: All Wards

Tel: 01273 291515

**RESOLVED:** That the Committee agreed -

1. That the proposal in paragraph 4.8 of the report that elected members be encouraged to provide sufficient detail so that the nature and parameters of oral questions to Full Council are clear be noted;
2. That the principles relating to elected member working groups as set out at paragraphs 4.9 to 4.10, the list of permanent working groups as set out in Appendix 1 and the Terms of Reference as set out at Appendix 2 be agreed;
3. That the amendments to officer delegations as set out at paragraphs 4.16-4.18 and the approach to the inclusion of Brexit implications as appropriate in committee reports as set out in paragraph 4.19 be agreed;
4. That Full Council be recommended to approve the proposed changes to the Council's Constitution set out at paragraphs 4.1-4.4 (Planning Committee delegations); 4.5-4.7 (Written Questions); 4.11-4.13 (Committee Delegations); 4.20 (reporting by sub-committees to parent committees) 4.21 (External bodies reporting to Full Council); 4.22 (Alliances, Charters and Pledges); 4.23 (Council Procedure Rules – definition of Council meeting); and 4.26 (discontinuation of the Orbis Public Law Joint Committee.);
5. That the Executive Lead Officer for Strategy, Governance & Law be authorised to agree necessary modifications to the inter-authority agreement between Brighton & Hove, East Sussex County Council, Surrey County Council and West Sussex County Council;

### **Policy, Resources & Growth Committee and Full Council –**

6. That the Chief Executive and Monitoring Officer be authorised to take all steps necessary or incidental to the implementation of the changes

agreed by the Policy, Resources & Growth Committee and by Full Council, and that the Monitoring Officer be authorised to amend and re-publish the Council's constitutional documents to incorporate the changes;

7. That the proposed changes come into force immediately following their approval by Policy, Resources & Growth Committee or adoption by Full Council, as appropriate.