




Brighton & Hove City Council

FORWARD PLAN OF KEY DECISIONS

KING'S HOUSE
GRAND AVENUE
HOVE
BN3 2LS
www.brighton-hove.gov.uk

Published 16 May 2008

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

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

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

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

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

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

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

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

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Brighton & Hove City Council Forward Plan August to November

Ref	Date decision to be taken	Key Decision (Including Brief Summary * Expected Outcome) (including ward/area)	Decision-making Body, Edition of Forward Plan when first appeared	Consultation Where Required (Details given: Who, How & Closing date)	Lead Officer (to whom representations should be made, and holder of documents)
ITEMS PREVIOUSLY LISTED IN THE FORWARD PLAN BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED					
ASC 2164	08/12/08	<p>All Wards Sussex Partnership Trust Contract</p> <p>As SPT move into foundation trust status, the nature of our arrangements through section 75 agreement need to be considered.</p> <p>This will now be deferred to the Adult Social Care & Health Cabinet Member Meeting in December 2008 (originally set for 02 July CMM).</p>	<p>Cabinet Member for Adult Social Care & Health Cabinet Member for Adult Social Care & Health</p> <p>Edition 1</p>	<p>Joint with Primary Care Trust. Consultation regarding the Foundation Trust underway including Health Overview and Scrutiny committee, by Sussex Partnership Trust.</p>	Denise D'Souza Tel: 01273 295032
CAB 2377	01/04/09 01/04/09	<p>All Wards Single Homeless Strategy</p> <p>Approval to implement a city-wide, multi-agency strategy to address single homelessness and rough sleeping</p>	<p>Cabinet</p> <p>Cabinet Member for Housing Cabinet Member for Housing</p> <p>Edition 2</p>		Steve Bulbeck Tel: 01273 29-3120

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CAB 2197		<p>All Wards Disposal of Community Stadium Site</p> <p>This item has been withdrawn pending the necessary information being obtained to clarify the timescales for approval. (17.07.08 Edition 3)</p>	<p>Cabinet Cabinet Member for Central Services</p> <p>Edition 1</p>		<p>Angela Dymott Tel: 01273 291450</p>
CAB 2203		<p>All Wards BHA Community Stadium – Chalk Disposal</p> <p>To seek authority for landlord’s consent and associated lease negotiations to the chalk disposal resulting from the building works and site excavations for the community stadium.</p> <p>This item has been withdrawn and will be consolidated into the report on the Disposal of the Community Stadium Site in due course (17.07.08 Edition 3).</p>	<p>Cabinet Cabinet Member for Central Services</p> <p>Edition 1</p>		<p>Angela Dymott Tel: 01273 291450</p>
SPECIAL CABINET MEETING 31 JULY 2008					

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CAB 2087	31/07/08	<p>All Wards Partial Review of the South East Plan: Meeting the Needs of Gypsies & Travellers.</p> <p>To approve the proposed strategy for the city in relation to the Housing Act 2004 requiring local authorities to assess accommodation needs for Gypsies & Travellers.</p> <p>Deferred to a Special Cabinet meeting in July – date to be confirmed.</p>	<p>Cabinet Cabinet Member for Environment</p> <p>Edition 1</p>	<p>Early consultation as part of a regional consultation has already taken place and was reported to Policy & Resources Committee in September 2007. Further consultation with interested groups will take place following the cabinet decision.</p>	<p>Judith Macho Tel: 29-2433</p>
INDIVIDUAL CABINET MEMBER MEETINGS ANTICIPATED IN AUGUST 2008					
<p>Note: There are no Cabinet or Cabinet Member Meetings scheduled for August at this time.</p>					
INDIVIDUAL CABINET MEMBER MEETINGS ANTICIPATED IN SEPTEMBER 2008					

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HSG 2160	10/09/08	<p>All Wards Review of the City-wide Housing Strategy</p> <p>Review of the City wide Housing Strategy.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Housing Management Consultative Committee. Strategic Housing Partnership / Local Strategic Partnership.</p> <p>Early stakeholder consultation to inform strategy development has already taken place June to August 2007 and December to January 2007/08/ Strategic Housing Partnership have had ongoing input. Further consultation to the draft strategy will be undertaken in summer 2008.</p>	<p>Martin Reid Tel: 01273 293321</p>

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HSG 2154	10/09/08	<p>Hanover & Elm Grove St Gabriel's 10-year Lease</p> <p>To consider leasing St. Gabriel's for 10 years to provide support living for people with learning disabilities.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>		Sylvia Peckham Tel: 01273 293318
HSG 2635	10/09/08	<p>All Wards Learning Disability Short Breaks Policy</p> <p>To feedback on consultation outcome of short breaks allocation.</p>	<p>Cabinet Member for Housing</p> <p>Edition 2 Revised</p>		Mike Holford Tel: 01273 29-2501
ENV 2392	11/09/08	<p>All Wards Secretary of State's Proposed Modifications to the Draft South East Plan</p> <p>To set out the City Council's response to the proposed modifications.</p>	<p>Cabinet Member for Environment Cabinet Member for Environment</p> <p>Edition 2</p>	The City Council is a consultee in this instance. Other council services i.e. Economic development / Housing, and other partners will be consulted once the form of the proposed modifications are known.	Mike Holford Tel: 01273 29-2501

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ENV 2887	11/09/08	All Wards Nature Conservation and Development Supplementary Planning Document (SPD)	Cabinet Member for Environment	The draft SPD underwent a period of statutory public consultation for 6 weeks from 12 February to 25th March 2008. Among those consulted were Government agencies (including the Environment Agency and Natural England), Brighton & Hove City Council officers, members of the public, environment and community groups and businesses. In all several hundred organisations, groups and/or individuals were consulted and the draft SPD was also publicised on the council's website and in the Brighton & Hove Argus.	Martin Randall Tel: 01273 292257

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ENV 2914	11/09/08	<p>All Wards Consultation on the Proposed Changes to Planning Policy Statement 6: Planning for Town Centres</p> <p>The purpose of this report is to consult members on the changes proposed to Planning Policy Statement 6 (PPS6) - Planning for Town Centres. Cabinet endorsement sought of the Council's consultation response to PPS6, which will be reported back to the Communities and Local Government Consultation:</p>	Cabinet Member for Environment	Internal consultation with economic Development and Tourism. National responses are invited to DCLG by 3rd October 2008.	Martin Randall Tel: 01273 292257
ASC 2192	11/09/08	<p>All Wards Modernisation of Day Care Services for Older People</p> <p>Approval of new service model and specification (following VFM review and committee approval to broad direction of travel).</p>	<p>Cabinet Member for Adult Social Care & Health</p> <p>Edition 1</p>	Consultation undertaken as part of Value for money Review completed June 2008 included service users, staff, trade unions, commissioners, carers.	Anne Hagan Tel: 01273 296370

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ASC 2361	11/09/08	<p>All Wards Commissioning Plan for short term care</p> <p>Short term care consists of a range of services and commissioners are looking at quantity and types of provision to meet local need and cross health and social care provision.</p>	<p>Cabinet Member for Adult Social Care & Health</p> <p>Edition 1 - Revised Version</p>	<p>Consultation via project working groups with stakeholders, users and carers.</p>	<p>Joanne Matthews Tel: 01273 545436</p>
ASC 2191	11/09/08 08/10/08	<p>All Wards Self Directed Support Strategy</p> <p>To approve the strategy</p>	<p>Cabinet Member for Adult Social Care & Health</p> <p>Cabinet Member for Housing Cabinet Member for Adult Social Care & Health</p> <p>Cabinet Member for Housing</p> <p>Edition 1</p>		<p>David Nicholls Tel: 01273 296112</p>

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EEM 2829	16/09/08	All Wards Social Enterprise Strategy To agree the social enterprise for the city.	Cabinet Member for Enterprise, Employment & Major Projects Edition 2 Revised	Extensive consultation with the public, private and voluntary sectors, which included round table discussions, one to one dialogue with potential stakeholders, an internet based exercise for public comment and a seminar for Councillors and senior officers.	
CRT 2916	16/09/08	All Wards Corporate Games Proposals to bid for and secure the 2009 Corporate Games for Brighton & Hove.	Cabinet Member for Culture, Recreation & Tourism	Consultation with local businesses, the local tourist industry, local regional business organisations and relevant Members by the end of August 2008.	
CABINET DECISIONS ANTICIPATED FOR THE 18 SEPTEMBER 2008					

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CAB 2193	18/09/08	All Wards Communal Bins To agree an extension of communal bins in the city centre area.	Cabinet Cabinet Member for Environment Edition 1	We have already consulted over 23,000 residents and all ward Councillors in the area affected in the area of the proposed extension.	Gillian Marston Tel: 01273 294701
CAB 2195	18/09/08	All Wards Patcham Court Farm – Update on Disposal To update cabinet on the progress of the disposal of this site within the context of the current property market and to set out the available options on the way forward.	Cabinet Cabinet Member for Central Services Edition 1		Angela Dymott Tel: 01273 291450

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CAB 2201	18/09/08	All Wards Falmer Academy Released Land For Cabinet to receive officers' assessment of the value and development potential of the released land.	Cabinet Cabinet Member for Enterprise, Employment & Major Projects Edition 1	None required at this stage. Would be carried out if development proceeds.	Angela Dymott Tel: 01273 291450
CAB 2205	18/09/08	All Wards Asset Management Plan & Corporate Property Strategy 2008-11 An update of the current asset management plan and corporate property strategy providing a strategic overview of Brighton & Hove City Council's property assets and the systems, processes and policies in place to manage and maintain them covering the three-year period 2008-11.	Cabinet Cabinet Member for Central Services Edition 1		Angela Dymott Tel: 01273 291450

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CAB 2207	18/09/08	All Wards Corporate Procurement Strategy To consider and approve the revised strategy.	Cabinet Cabinet Member for Central Services Edition 1		Mark Ireland Tel: 01273 291240
CAB 2173	18/09/08	All Wards Cycling Demonstration Town - Funding Approval sought to participate.	Cabinet Cabinet Member for Central Services Edition 1	Consultation on the original scheme was carried out during 2006/07 – further consultation, should we receive further additional funding, will be carried out with key stakeholders in the city including Brighton & Hove buses and cycling groups.	Jenny Rowlands Tel: 01273 291019

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CAB 2209	18/09/08	All Wards My Place Strategy To agree the proposed bid to go forward on 30 September to the Big Lottery Fund	Cabinet Cabinet Member for Children & Young People Edition 1	Young people, community & voluntary sector, sporting sector and other stakeholders. Dates for consultation to be confirmed.	Gillian Cunliffe Tel: 01273 293447
CAB 2363	18/09/08	All Wards Inclusive Council Policy To consider the Council's single equality scheme and related policies.	Cabinet Cabinet Member for Community Affairs, Inclusion & Internal Relations Edition 1 - Revised Version	The Council has received comment from the Equality Forums, communities of interest, statutory partners and interested stakeholders.	Janice Millman Tel: 01273 291080
CAB 2365	18/09/08	All Wards Primary Strategy for Change To update Cabinet on progress with the Primary Strategy for Change and consultation with relevant stakeholders	Cabinet Cabinet Member for Children & Young People Edition 1 - Revised Version	Consultation will take place with relevant stakeholders throughout June and July 2008.	Gil Sweetenham

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CAB 2676	18/09/08	All Wards Early Years Capital Grant To seek authority for a strategy for allocating the early years capital grant over the next three years.	Cabinet Cabinet Member for Children & Young People Edition 2 Revised		
CAB 2678	18/09/08	All Wards Phase 3 Children's Centres To agree the number and location of Phase 3 Children's Centres.	Cabinet Cabinet Member for Children & Young People Edition 2 Revised		
CAB 2358	18/09/08	All Wards King Alfred Redevelopment To report to Cabinet on progress to date and satisfaction of conditions under the development agreement.	Cabinet Edition 1 - Revised Version		Jenny Rowlands Tel: 01273 291019

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CAB 2876	18/09/08	All Wards Targeted Budget Management (TBM) Month 3 To update members on the capital and revenue financial performance of the authority's General Fund and Housing Revenue Account as at Month 3 (June). The report will also include an update on financial recovery actions.	Cabinet Cabinet Member for Finance		
CAB 2878	18/09/08	All Wards Transport Arrangements	Cabinet Cabinet Member for Children & Young People		
INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN OCTOBER 2008					
HSG 2375	08/10/08	All Wards Housing Management Lift Condition Report To seek authority to tender this specialist contract	Cabinet Member for Housing Cabinet Member for Housing Edition 2	To be considered by the Housing Management Consultative Committee in September.	Simon Throp Tel: 01273 296806

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HSG 2188	08/10/08	All Wards Housing Revenue Account Business Plan Update To update the Housing Revenue Account business plan.	Cabinet Member for Housing Cabinet Member for Housing Edition 1		Joy Hollister Tel: 01273 295030
CRT 2918	28/10/08	All Wards Libraries Plan Set out an action plan for public library development in the city over the next three years.	Cabinet Member for Culture, Recreation & Tourism	Wide consultation involving Members, Overview & Scrutiny Committee for Culture, Tourism & enterprise, stakeholders, partners and library users. Building on the existing body of research that includes recent library user and community surveys, focus groups, audit reviews and staff service days.	

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EEM 2909	28/10/08	<p>All Wards Business Retention Inward Investment</p> <p>To consider and agree the business retention and inward investment retention strategy for the city along with an implementation plan to the end of 2010.</p>	Cabinet Member for Enterprise, Employment & Major Projects	<p>Key stakeholders in the city, selected cross sector businesses in the city, neighbouring local authorities, Members and Lead officers. Inward Investment Agencies and Economic Partnerships. By meetings, appointments, phone and e-mail. Closing date Mid-September 2008.</p>	

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EEM 2920	28/10/08	<p>All Wards London Road Regeneration</p> <p>An update on the proposals being developed by St James' Investments for a scheme to regenerate London Road to the south and west of Preston Circus, and the role of the City Council in this scheme.</p>	Cabinet Member for Enterprise, Employment & Major Projects	<p>Initial public and stakeholder consultation held 23-26 April 2008. Consultation with tenants at New England House held 9 and 11 July 2008. Second public and stakeholder consultation held 16-19 July 2008. Third public and stakeholder consultation planned for September/October 2008, specific dates to be arranged.</p>	Acting Director of Cultural Services
CABINET DECISIONS ANTICIPATED FOR THE 16 OCTOBER 2008					

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CAB 2379	16/10/08	<p>All Wards Corporate Enforcement Policy</p> <p>To provide the outcome of the consultation process on the draft Corporate Enforcement Policy and recommend the adoption of the revised policy.</p>	<p>Cabinet Cabinet Member for Environment</p> <p>Edition 2</p>	<p>Draft Policy was considered by the Policy & Resources Committee on the 7 February 2008. Brighton & Hove Business Forum and all known linked Associations. All internal Directorates and Workers Forums, also to be on the council website, to go to the Police and East & West Sussex. Consultation to finish at the end of July.</p>	John Peerless Tel: 29-2486
CAB 2381	16/10/08	<p>All Wards Surveillance Policy</p> <p>To provide an update on the revisions to the original Surveillance Policy agreed by the Policy & Resources Committee in 2005</p>	<p>Cabinet Cabinet Member for Environment</p> <p>Edition 2</p>	<p>No consultation – report follows a legal framework and has been amended to reflect the advice and recommendations of the Surveillance Commissioner</p>	John Peerless Tel: 29-2486

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CAB 2889	16/10/08	All Wards Preston Barracks To update Cabinet with the latest developments in relation to the Preston Barracks scheme and to seek agreement to the next stages.	Cabinet Cabinet Member for Enterprise, Employment & Major Projects	Cabinet Member for Enterprise, Employment & Major Projects and members of the Preston Barracks Project Board.	Mark Jago Tel: 01273 291106
CAB 2870	16/10/08	All Wards Community Engagement Framework The framework will set out the strategic vision and guiding principles for community engagement within Brighton and Hove and the priority actions to improve engagement activity in the city.	Cabinet Cabinet Member for Community Affairs, Inclusion & Internal Relations	The framework builds on a wide range of consultation already undertaken in the city. There is also a detailed development process that will be carried out from June through to September 2008.	Anthony Zacharzewski Tel: 01273 296855
INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN NOVEMBER					

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HSG 2182	12/11/08	<p>All Wards Housing Management Repairs & Maintenance ICT Strategy</p> <p>To agree a new ICT strategy for repairs & maintenance, and to seek authority to proceed with implementation.</p> <p>This will now be deferred to Housing Cabinet Member Meeting in November 2008.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Housing Management Consultative Committee, in September 2008.</p>	<p>Simon Throp Tel: 01273 296806</p>
HSG 2184	12/11/08	<p>All Wards Housing Management Estates Service Review</p> <p>This was deferred to the November Housing Cabinet Member Meeting.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Housing Management Consultative Committee, in September 2008.</p>	<p>Simon Throp Tel: 01273 296806</p>

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HSG 2190	12/11/08	<p>All Wards Value for Money Review of Housing</p> <p>Final report of the Value for Money review of Housing Services. Also to include Best Value Review.</p> <p>This was deferred to the November Housing Cabinet Member Meeting.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Staff Housing Management Consultative Committee in September 2008</p>	<p>Nick Hibberd Tel: 01273 293316</p>
HSG 2159	12/11/08	<p>All Wards Sussex Partnership Trust (SPT) Contract</p> <p>As SPT move into foundation trust status, the nature of our arrangements through section 75 agreement need to be considered.</p> <p>This was deferred to the November Housing Cabinet Member Meeting (originally set for 02 July CMM).</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Joint with Primary Care Trust. Consultation regarding Foundation Trust underway, including Health Overview and Scrutiny Committee, by Sussex Partnership Trust.</p>	<p>Denise D'Souza Tel: 01273 295032</p>

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HSG 2189	12/11/08	<p>All Wards Review of Learning Disability Day Services</p> <p>To present options for changes to the way day services are delivered.</p> <p>This was deferred to the November Housing Cabinet Member meeting (originally set for the 10th September CMM).</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Cabinet Member Adult Social Care & Health Cllr Ken Norman.</p> <p>The formal 12 week consultation will involve all key stakeholders: service users, family carers, the Learning Disability Partnership Board and key partners in the voluntary sector. We will be ensuring that account is taken of the most accessible ways of communicating with our service users given their specific communications needs as a result of their learning disabilities.</p>	<p>Naomi Cox Tel: 01273 295813</p>

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HSG 2880	12/11/08	<p>All Wards Review of Learning Disability Commissioning Strategy and 3-year Financial Plan</p> <p>To present the plan for future commissioning of learning disability services in the city.</p>	Cabinet Member for Housing	Cabinet Member Adult Social Care & Health Councillor Ken Norman. The formal 12 week consultation will involve key stakeholders; service users family carers, the Primary Care Trust, providers of services in the statutory, private, independent and voluntary sector organisations and the Learning Disability Partnership Board'.	
HSG 2158	12/11/08	<p>All Wards Housing Management Tenancy Agreement Review</p>	<p>Cabinet Member for Housing Cabinet Member for Housing</p> <p>Edition 1</p>	Consultation with tenants at Area Panels during October and Housing Management Consultative Committee in September.	
CABINET DECISIONS ANTICIPATED FOR THE 20 NOVEMBER 2008					

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CAB 2868	20/11/08	All Wards Commissioning Strategy for Youth Connexions To agree a commissioning strategy for the Youth Support Services including the Connexions Service.	Cabinet Cabinet Member for Children & Young People	Consultation will take place with stakeholders and the Youth & Connexions Service Board during August and September 2008.	
CAB 2874	20/11/08	All Wards Award of Contract for New HR/Payroll system Following Policy & Resources Committee approval in January 2008 to go out to tender, this report to Cabinet will recommend a preferred contractor to deliver a new HR and Payroll system. Cabinet will be asked to approve the release of funds and the decision to purchase.	Cabinet Cabinet Member for Central Services		

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CAB 2884	20/11/08	<p>All Wards Targeted Budget Management (TBM) Month 6</p> <p>To update members on the capital and revenue financial performance of the authority's General Fund and Housing Revenue Account as at Month 6 (September). The report will also include an update on financial recovery actions.</p>	Cabinet Cabinet Member for Finance		
REPORTS TO BE APPROVED BY OFFICERS UNDER DELEGATED POWERS					

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