



# Brighton & Hove City Council

## COMMITTEE WORK PROGRAMME Edition 05

KING'S HOUSE  
GRAND AVENUE  
HOVE  
BN3 2LS  
[www.brighton-hove.gov.uk](http://www.brighton-hove.gov.uk)

Published October 2015

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

The Council has chosen to publish a **Committee Work Programme** setting out matters which are anticipated to come before the Council and/or a Committee during the next 12 months. The programme will detail the decisions in the period listed, although not all decisions can be included because in some cases the need for a decision is not known at the time of publication. However an updated version of the Programme will be published on a monthly basis. The exception being those issues which are dealt with under the urgency provisions.

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).*

For each decision included in the Committee Work Programme the following information is provided:

- the committee 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 Programme is updated and published at the beginning of every month on the Council's web-site.

Meetings of the Council and Committees 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 Programme 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](mailto:mark.wall@brighton-hove.gov.uk).

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

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
Decisions Anticipated for October 2015				
<b>POLICY &amp; RESOURCES COMMITTEE - 4.00PM BRIGHTHELM CENTRE</b>				
47166	<p><b>Targetted Budget Management (TBM) 2015/16 Month 5</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	<p>15 Oct 2015 15 Oct 2015</p>		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Nigel Manvell Tel: 29-3104, Jeff Coates Tel: 29-2364</p>
49052	<p><b>School and College Playing Field at Old Shoreham Road</b> <i>All Committee Decisions</i></p> <p>This report makes proposals for the future management arrangements of school and college playing fields at Old Shoreham Road. These proposals arise from discussions between the local authority, the Friends of the Field (an unconstituted body of residents interested in using the school field) the Council, Cardinal Newman School, Brighton, Hove &amp; Sussex VI Form College (BHASVIC) and Stanford Junior and Infant Schools</p> <p><i>Wards affected: Goldsmid</i></p>	<p>15 Oct 2015 15 Oct 2015</p>		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Michael Nix Tel: 29-0732</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48917	<p><b>Charging for pre-application planning advice</b>  <i>All Committee Decisions</i>                      This report seeks authority to introduce charges for pre-application advice which is given by the Local Planning Authority to anybody who wishes to bring forward development in the City.</p> <p>Pre-application advice can be offered through written feedback or as part of a performance agreement with a potential applicant.</p> <p>The report will set out the service we currently offer which is non- statutory and part of the work we do without recovering costs.</p> <p>There is no legal duty to offer pre-application advice. We offer advice to improve the quality of the submissions and to bring certainty to developers as early as possible about the likely issues which may arise.</p> <p>The report will outline our approach when dealing with major and minor schemes and also how we are ensuring quality through design review and recovering all of the costs we incur to offer this non-statutory service. .</p> <p><i>Wards affected: All Wards</i></p>	<p>15 Oct 2015</p> <p>15 Oct 2015</p>		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Jeanette Walsh Tel: 01273 292098</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48910	<p><b>Proposed Submission East Sussex, South Downs and Brighton &amp; Hove Waste and Minerals Sites Plan</b>  <i>All Committee Decisions</i>                      This report seeks approval for the publication of the East Sussex, South Downs and Brighton &amp; Hove Waste &amp; Minerals Sites Plan, along with supporting documents, for an eight week period of public consultation, prior to submission to the Secretary of State for public examination.</p> <p><i>Wards affected: All Wards</i></p>	15 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Steve Tremlett Tel: 29-2108</p>
49167	<p><b>Integrated Client Transport Unit (ICTU)</b>  <i>All Committee Decisions</i>                      Service Redesign proposal to bring the Council's Client Transport functions together into one central unit in order to realise value for money savings targets.</p> <p>Proposal affects Children's and Adults Social Care and Environment, Development &amp; Housing Directorates.</p> <p><i>Wards affected: All Wards</i></p>	15 Oct 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Richard Denyer-Bewick Tel: 01273296370</p>
49270	<p><b>Customer First in a Digital Age</b>  <i>All Committee Decisions</i>                      Proposal to fund Customer First in a Digital Age Programme</p> <p><i>Wards affected: All Wards</i></p>	15 Oct 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Richard Clarke, Mark Watson Tel: 01273 291585</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
49375	<p><b>Seafront Landscaping</b>  <i>All Committee Decisions</i>                      Agreement to progress works to complete hard landscaping to either side of the Brighton i360 site</p> <p><i>Wards affected: Regency</i></p>	15 Oct 2015		Report of:  Report Author: Katharine Pearce Tel: 29-2553
47902	<p><b>Brighton Bikeshare</b>  <i>All Committee Decisions</i>                      Permission to proceed with procurement process and public consultation to introduce a Bikeshare scheme in Brighton &amp; Hove.</p> <p><i>Wards affected: Brunswick &amp; Adelaide; Central Hove; East Brighton; Goldsmid; Hanover &amp; Elm Grove; Hollingdean &amp; Stanmer; Hove Park; Moulsecoomb &amp; Bevendean; Preston Park; Queen's Park; Regency; St Peter's &amp; North Laine; Westbourne</i></p>	15 Oct 2015		Report of:  Report Author:
49373	<p><b>Review of the Council's Constitution - October 2015</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	15 Oct 2015		Report of: Head of Law (Monitoring Officer)  Report Author: Elizabeth Culbert Tel: 01273 - 291515

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
49193	<p><b>Update on Waste Joint Working Agreement between Brighton &amp; Hove City Council and East Sussex County Council</b>  <i>All Committee Decisions</i>                      To update Committee on the Waste Joint Working Agreement between ESCC and BHCC.                      To seek delegated authority for the Director of Environment, Development &amp; Housing to sign the revised agreement off.</p> <p><i>Wards affected: All Wards</i></p>	15 Oct 2015  15 Oct 2015		Report of: Executive Director for Environment, Development & Housing  Report Author: Jan Jonker Tel: 29-4722
49195	<p><b>Update on Waste Joint Working Agreement (Part 2 Report)</b>  <i>All Committee Decisions</i>                      To present the revised JWA discussed in the Part 1 Report</p> <p><i>Wards affected: All Wards</i></p>	15 Oct 2015		Report of: Executive Director for Environment, Development & Housing  Report Author: Jan Jonker Tel: 29-4722
<b>NEIGHBOURHOODS, COMMUNITIES &amp; EQUALITIES COMMITTEE - 4.00PM FRIENDS MEETING HOUSE</b>				
49249	<p><b>Equality &amp; Inclusion Policy Review Proposal</b>  <i>All Committee Decisions</i>                      The corporate Equality &amp; Inclusion Policy is due for review. The paper proposes that the review of the Policy matches the timeframe for the Fairness Commission, so priorities for both are linked effectively. It outlines and recommends the approach.</p> <p><i>Wards affected: All Wards</i></p>	5 Oct 2015		Report of:  Report Author: Sarah Tighe-Ford Tel: 29-2301

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
49314	<p><b>Public Spaces Protection Orders</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	5 Oct 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Peter Castleton</p>
49316	<p><b>Prevent</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	5 Oct 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Peter Castleton</p>
49318	<p><b>Trans Needs Assessment Findings and Recommendations</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	5 Oct 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Alistair Hill Tel: 01273 296560</p>
49320	<p><b>Housing and Inequalities</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	5 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Ross Keatley Tel: 29-1064</p>



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49322	<p><b>Impact of Welfare Reform</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	5 Oct 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Ross Keatley Tel: 29-1064</p>
49371	<p><b>Update on the Fairness Commission – October 2015</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	5 Oct 2015		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Karen Amsden Tel: 01273 29-1084</p>
49343	<p><b>Rough Sleeper Strategy Update</b> <i>All Committee Decisions</i></p> <p>To advise Member's of the new project to review the city's approach to rough sleeping and develop a new Rough Sleeper Strategy and associated action plan.</p> <p><i>Wards affected: All Wards</i></p>	5 Oct 2015		<p>Report of: Executive Director for Adult Services</p> <p>Report Author: Andy Staniford Tel: 29-3159</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>CHILDREN &amp; YOUNG PEOPLE &amp; SKILLS COMMITTEE - 4.00PM FRIENDS MEETING HOUSE</b>				
46199	<p><b>Increasing the Availability of Apprenticeships in Brighton &amp; Hove Schools</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Oct 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Kirsten Trussell Tel: 01273 294921, Claire King, Hilary Ferries Tel: 29-3738, Emma Jones</p>
49454	<p><b>Annual Standards Report</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Oct 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Hilary Ferries Tel: 29-3738, Emma Jones</p>
49381	<p><b>Independent Review of Secondary Pupil Numbers Forecasts</b> <i>All Committee Decisions</i></p> <p>This report informs the Committee of the outcome of an independent review of Secondary Pupil Numbers Forecasts</p> <p><i>Wards affected: All Wards</i></p>	12 Oct 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Michael Nix Tel: 29-0732</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48366	<p><b>Youth Services Review</b>  <i>All Committee Decisions</i>                      This paper outlines plans for a review of youth services as part of an integrated review, re-commissioning and redesign of key early help services. The review will also consider the future of youth services in the context of the council's budget challenge.</p> <p>That the Committee note the attached Terms of Reference the youth services review.</p> <p>That the Committee agree that the Review Board should report back to the Committee in October.</p> <p><i>Wards affected: All Wards</i></p>	12 Oct 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Chris Parfitt Tel: 29-4252</p>
48332	<p><b>Children's Centre Review</b>  <i>All Committee Decisions</i>                      Outlines the terms of reference and membership for a review of children's centres.</p> <p><i>Wards affected: All Wards</i></p>	12 Oct 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Caroline Parker Tel: 29-3587</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>ENVIRONMENT, TRANSPORT &amp; SUSTAINABILITY COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				
49044	<p><b>Traffic Network Management Strategy</b>  <i>All Committee Decisions</i>                      Develop a new management strategy to reduce congestion on the city's streets</p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Jeff Elliott Tel: 29-2468</p>
49002	<p><b>Removal of Non-Motorised Vehicles.</b>  <i>All Committee Decisions</i>                      Report looking into the possibility of removing non-motorised vehicles from the public highway.</p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Mark Prior Tel: 01273 292095, Juliet Theobald, Christina Liassides Tel: 29-2036, David Fisher Tel: 292065</p>
48978	<p><b>Business Case and Proposals for Increased Waste Enforcement Activity</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Jan Jonker Tel: 29-4722</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48919	<p><b>Parking Annual Report 2014-15</b>  <i>All Committee Decisions</i>                      Report from Parking Services about operational performance and service developments over the past year.</p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Paul Nicholls Tel: 29-3287</p>
48844	<p><b>Sustainability Action Plan</b>  <i>All Committee Decisions</i>                      The Sustainability Action Plan coordinates delivery and measurement of council projects delivering sustainable outcomes in the council and across the city.</p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Sarah Jones Tel: 29-3833, Mita Patel Tel: 29-3332, Rachel Williams Tel: 01273 291098</p>
48690	<p><b>Highways Winter Service Plan 2015-16</b>  <i>All Committee Decisions</i>                      This report presents the policies and operational mechanisms for providing a winter service on the public highway</p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Christina Liassides Tel: 29-2036</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48676	<p><b>Parking bay sensors trial</b>  <i>All Committee Decisions</i>                      Proposals for a trial of on-street parking bay sensors as part of a national project funded by Innovate UK to help citizens better plan their journeys, find available parking space and connecting services more easily</p> <p><i>Wards affected: East Brighton; Preston Park; Queen's Park; St Peter's &amp; North Laine; Westbourne; Withdean</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Austen Hunter Tel: 29-2245</p>
47953	<p><b>Surrenden &amp; Fiveways resident parking scheme consultation report.</b>  <i>All Committee Decisions</i>                      Report on the results of a consultation on a resident parking scheme in the Surrenden and Five Ways area.</p> <p><i>Wards affected: Hollingdean &amp; Stanmer; Preston Park; Withdean</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Charles Field Tel: 29-3329</p>
47951	<p><b>Resident parking scheme priority timetable</b>  <i>All Committee Decisions</i>                      A report on the future resident parking scheme priority timetable.</p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Charles Field Tel: 29-3329</p>

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47169	<p><b>Proposals for Chargeable Garden Waste Collections</b>  <i>All Committee Decisions</i>                      This report will present a business case for a chargeable garden waste collection and seek approval to introduce the service.</p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Jan Jonker Tel: 29-4722</p>
49235	<p><b>Report of the Scrutiny Panel on Short Term Holiday Lets (Party Houses)</b>  <i>All Committee Decisions</i>                      An Overview and Scrutiny Committee on 20 October 2014 introduced the report of a scrutiny panel which had been established to look at issues relating to party houses/ short term lets which target large groups such as stag and hen parties. This report is a formal response to those recommendations</p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015  22 Oct 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Tim Nichols Tel: 29-2163, Annie Sparks Tel: 29-2436</p>
49424	<p><b>Valley Gardens Update</b>  <i>All Committee Decisions</i>                      An update on Valley Gardens</p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Jim Mayor Tel: 29-4164</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
49330	<p><b>Air Quality Action Plan</b>  <i>All Committee Decisions</i>                      Under the provisions of Part IV of the Environment Act 1995 the local authority has a statutory duty to review and assess air quality in their area. Local Air Quality Management Policy Guidance PG09 has been issued by the Secretary of State and local authorities must have regard to it when carrying out their local authority management duties.</p> <p>1Under section 84 (2)(b) of the Act the local authority has a duty to produce an Air Quality Action Plan (AQAP) and submit to DEFRA following declaration of an Air Quality Management Area (AQMA). The latest AQMA was declared in August 2013 and there is a requirement to submit the AQAP within 18 months of the declaration. The AQMA declaration was made in relation to nitrogen dioxide and exceedance of the annual average and hourly objectives. The annual air quality standard for nitrogen dioxide is 40 µg/m<sup>3</sup>.</p> <p>The 2015 AQAP was submitted to DEFRA in February 2015 and has also completed a comprehensive consultation process both internally and externally.</p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015		Report of: Director of Public Health  Report Author: Annie Sparks Tel: 29-2436, Samuel Rouse



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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>HEALTH &amp; WELLBEING BOARD - 4.00PM BRIGHTHELM CENTRE</b>				
49121	<p><b>Future model of care for Community Short Term Services</b> <i>Health &amp; Wellbeing Board</i></p> <p>At the Health and Wellbeing Board meeting of 24th March 2015 approval was given for the City Council and the Clinical Commissioning Group to undertake preliminary engagement with potential providers to explore a new model of care for Community Short Term Services.</p> <p><i>Wards affected: All Wards</i></p>	20 Oct 2015		<p>Report of: Executive Director for Adult Services</p> <p>Report Author: Jane MacDonald Tel: 29-5038</p>
49046	<p><b>Adult Services 2016 - 2020</b> <i>Health &amp; Wellbeing Board</i></p> <p>The report outlines the proposed direction of travel for Adult Services over the next 4 years aligned to our 4 year financial plans.</p> <p><i>Wards affected: All Wards</i></p>	20 Oct 2015		<p>Report of: Executive Director for Adult Services</p> <p>Report Author: Philip Letchfield Tel: 01273 295078</p>
48730	<p><b>Fuel Poverty &amp; Affordable Warmth Strategy for Brighton &amp; Hove</b> <i>Health &amp; Wellbeing Board</i></p> <p><i>Wards affected: All Wards</i></p>	20 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing, Director of Public Health</p> <p>Report Author: Miles Davidson Tel: 29 - 3150</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48620	<p><b>Residential Rehabilitation Services</b> <i>Health &amp; Wellbeing Board</i></p> <p><i>Wards affected: All Wards</i></p>	20 Oct 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Kathy Caley Tel: 01273 296557</p>
Decisions Anticipated for November 2015				
<b>JOINT CHILDREN, YOUNG PEOPLE &amp; SKILLS COMMITTEE AND THE HEALTH &amp; WELLBEING BOARD - 4.00PM THE BRIGHTON CENTRE</b>				
<b>HOUSING &amp; NEW HOMES COMMITTEE - 4.00PM FRIENDS MEETING HOUSE</b>				
49225	<p><b>Response to the Tenant &amp; Resident Scrutiny Panel on responsive repairs</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	11 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Glyn Huelin Tel: 01273 293306</p>
49601	<p><b>Affordable Housing Brief update</b> <i>All Committee Decisions</i></p> <p>Update of the Affordable Housing Brief as used by housing and planning to outline the council's requirements of the council with regard to delivery of affordable housing in housing development schemes.</p> <p><i>Wards affected: All Wards</i></p>	11 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Emma Kumar Tel: 01273 293297</p>

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<b>ECONOMIC DEVELOPMENT &amp; CULTURE COMMITTEE - 4.00PM JUBILEE LIBRARY</b>				
48884	<p><b>Holding Report Re. Scrutiny Panel Report on Private Sector Housing</b>  <i>All Committee Decisions</i>                      The report informs the Committee of the Scrutiny Panel Report on Private Sector Housing in the City and the Scrutiny Panel's request that officers bring back to Committee responses to the Scrutiny Panel's recommendations.</p> <p><i>Wards affected: All Wards</i></p>	12 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Sandra Rogers Tel: 29-2502</p>
47219	<p><b>Toads Hole Valley Supplementary Planning Document - Issues and Options Consultation</b>  <i>All Committee Decisions</i>                      Toads Hole Valley is identified for development in the submission City Plan. This report seeks authorisation to consult on the issues and option draft of a supplementary planning document which is being produced to guide development on the site.</p> <p><i>Wards affected: Hangleton &amp; Knoll; Hove Park; Withdean</i></p>	12 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Paula Goncalves Tel: 29-2352</p>
<b>CHILDREN, YOUNG PEOPLE &amp; SKILLS COMMITTEE - 4.00PM FRIENDS MEETING HOUSE</b>				
<b>AUDIT &amp; STANDARDS COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>LICENSING COMMITTEE - 3.00PM FRIENDS MEETING HOUSE</b>				
49145	<p><b>Gambling Policy 2016</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	<p>19 Nov 2015</p> <p>17 Dec 2015</p>		<p>Report of: Director of Public Health</p> <p>Report Author: Jean Cranford Tel: 29-2550</p>
49570	<p><b>Hackney Carriage and Private Hire, Drivers, Vehicles and Operators Blue Book Review – 4th Edition</b> <i>All Committee Decisions</i></p> <p>Revision of the Blue Handbook for Hackney Carriage and Private Hire, Drivers, Vehicles and Operators</p> <p><i>Wards affected: All Wards</i></p>	<p>19 Nov 2015</p>		<p>Report of: Director of Public Health</p> <p>Report Author: Jean Cranford Tel: 29-2550, Martin Seymour Tel: 296659</p>
49568	<p><b>Hackney Carriage Unmet Demand</b> <i>All Committee Decisions</i></p> <p>Report of Hackney Carriage Unmet Demand Survey</p> <p><i>Wards affected: All Wards</i></p>	<p>19 Nov 2015</p>		<p>Report of: Director of Public Health</p> <p>Report Author: Jean Cranford Tel: 29-2550, Martin Seymour Tel: 296659</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>NEIGHBOURHOODS, COMMUNITIES &amp; EQUALITIES COMMITTEE - 4.00PM ST RICHARD'S COMMUNITY CENTRE</b>				
49237	<p><b>City Neighbourhoods</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	23 Nov 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Ben Miles, Claudia Rees Tel: 29-6821</p>
49239	<p><b>Refresh of Community Engagement Framework</b> <i>All Committee Decisions</i></p> <p>Modernisation of the city-wide Community Engagement Framework</p> <p><i>Wards affected: All Wards</i></p>	23 Nov 2015		<p>Report of: Chief Executive</p> <p>Report Author: Sam Warren Tel: 01273 296821</p>
49241	<p><b>Citywide Volunteering Strategy</b> <i>All Committee Decisions</i></p> <p>Council endorsement of the city-wide volunteering strategy</p> <p><i>Wards affected: All Wards</i></p>	23 Nov 2015		<p>Report of: Chief Executive</p> <p>Report Author: Sam Warren Tel: 01273 296821</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
49513	<p><b>Welfare Reform</b>  <i>All Committee Decisions</i>                      A presentation summarising research into the impacts of welfare reform in Brighton &amp; Hove; and, a report on the implications, current mitigation strategies and recommendations for future actions</p> <p><i>Wards affected:</i></p>	23 Nov 2015		<p>Report of: Executive Director for Finance &amp; Resources, Director of Public Health</p> <p>Report Author: John Francis Tel: 29-1913</p>
<b>ENVIRONMENT, TRANSPORT &amp; SUSTAINABILITY COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				
49061	<p><b>Traveller Commissioning Strategy: Three Years On</b>  <i>All Committee Decisions</i>                      The Traveller Commissioning Strategy 2012 and Action Plan were approved by Full Council on 22 March 2012. The development of this strategy was shadowed by an Environment &amp; Community Safety Overview &amp; Scrutiny Traveller Scrutiny Panel.</p> <p>The Response to the recommendations of the Traveller Scrutiny committed the Council to producing an annual monitoring report for the relevant Member Committee and this is the third of those updates. In addition, this report plus an update on the Scrutiny recommendations will be presented at Overview &amp; Scrutiny Committee on 25 November 2015.</p> <p><i>Wards affected: All Wards</i></p>	24 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Andy Staniford Tel: 29-3159</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
47949	<p><b>Parking permit review.</b>  <i>All Committee Decisions</i>                      Report following a review of the operation of parking permits.</p> <p><i>Wards affected: All Wards</i></p>	24 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Charles Field Tel: 29-3329</p>
49564	<p><b>Brighton Station taxi provision</b>  <i>All Committee Decisions</i>                      Permission to consult on taxi provision in the vicinity of Brighton Station</p> <p><i>Wards affected: St Peter's &amp; North Laine</i></p>	24 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Tom Campbell Tel: 29-3328</p>
<b>OVERVIEW &amp; SCRUTINY COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				
48449	<p><b>Flood Risk Management Plans</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	25 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing, Dr Tom Scanlon</p> <p>Report Author: Robin Humphries Tel: 29-1313</p>
48425	<p><b>Traveller Strategy Scrutiny Panel Monitoring Report</b>  <i>All Committee Decisions</i>                      Third monitoring report</p> <p><i>Wards affected: All Wards</i></p>	25 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Andy Staniford Tel: 29-3159</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48423	<p><b>Seafront Infrastructure Scrutiny Panel Monitoring Report</b>  <i>All Committee Decisions</i>                      First monitoring report</p> <p><i>Wards affected: All Wards</i></p>	25 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Geoff Raw Tel: 29-7329, Nick Hibberd Tel: 01273 293756</p>
48421	<p><b>Adults with Autism Scrutiny Panel Monitoring</b>  <i>All Committee Decisions</i>                      Third monitoring report</p> <p><i>Wards affected: All Wards</i></p>	25 Nov 2015		<p>Report of: Executive Director for Adult Services</p> <p>Report Author: Anne Hagan Tel: 01273 296370</p>
49156	<p><b>Update on 3Ts Hospital Development</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	25 Nov 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Kath Vcek Tel: 01273 290450</p>
49154	<p><b>Update on Unscheduled Care/ Emergency Dept at BSUH</b>  <i>All Committee Decisions</i>                      Follow up from the July meeting</p> <p><i>Wards affected: All Wards</i></p>	25 Nov 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Kath Vcek Tel: 01273 290450</p>



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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
Decisions Anticipated for December 2015				
<b>POLICY &amp; RESOURCES COMMITTEE - 4.00PM BRIGHTHELM CENTRE</b>				
47323	<p><b>Council Tax Reduction Review</b>  <i>All Committee Decisions</i>                      The Council is required to review its Council Tax Reduction Scheme each year. This report sets out that review.</p> <p><i>Wards affected: All Wards</i></p>	3 Dec 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: John Francis Tel: 29-1913</p>
49024	<p><b>Treasury Management Policy Statement 2015/16 (including Annual Investment Strategy 2015/16) – Mid Year Review</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	3 Dec 2015 3 Dec 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: James Hengeveld Tel: 01273 291242, Haley Woollard Tel: 01273 291246</p>
49022	<p><b>Performance Update Report Q2 - 2015-16</b>  <i>All Committee Decisions</i>                      Half year performance update to P&amp;R via ELT</p> <p><i>Wards affected: All Wards</i></p>	3 Dec 2015 3 Dec 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Andy Edwards Tel: 29-6823</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48962	<p><b>Budget Planning &amp; Resource Update - Integrated Service and Financial Plan initial proposals 2016/17 - 2019/20</b>  <i>All Committee Decisions</i>                      Update on the budget and resource projections since the July 2015 report including the Integrated Service and Financial Plans initial proposals 2016/17 - 2019/20</p> <p><i>Wards affected: All Wards</i></p>	<p>3 Dec 2015  3 Dec 2015</p>		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: James Hengeveld Tel: 01273 291242</p>
48614	<p><b>Targeted Budget Management (TBM) 2015/16 Month 7</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	<p>3 Dec 2015  3 Dec 2015</p>		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Jeff Coates Tel: 29-2364, Nigel Manvell Tel: 29-3104</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48880	<p><b>Support Functions Review</b>  <i>All Committee Decisions</i>                      This report updates the P&amp;R Committee on the Support Functions Review following the report to June's committee.</p> <p><i>Wards affected: All Wards</i></p>	<p>3 Dec 2015                      3 Dec 2015</p>		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Mark Hourston Tel: 01273 295030, Rachel Musson Tel: 01273 291333, Graham Liddell Tel: 01273 291323</p>
<b>HEALTH &amp; WELLBEING BOARD - 4.00PM BRIGHTHELM CENTRE</b>				
49048	<p><b>Joint Strategic Needs Assessment (JSNA) update</b>  <i>Health &amp; Wellbeing Board</i>                      This item will update on needs assessments published and in progress in 2015/16, the 2014 JSNA summary updates, and suggest the programme for needs assessments for 2016/17 for approval by the Board.</p> <p><i>Wards affected: All Wards</i></p>	15 Dec 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Kate Gilchrist Tel: 01273 290457</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
Decisions Anticipated for January 2016				
<b>POLICY &amp; RESOURCES COMMITTEE - 4.00PM BRIGHTHELM CENTRE</b>				
49018	<p><b>Council Tax Base 2016/17</b>  <i>All Committee Decisions</i>                      Agree the council tax base for 2016/17</p> <p><i>Wards affected: All Wards</i></p>	21 Jan 2016		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Heather Bentley Tel: 29-1244, James Hengeveld Tel: 01273 291242</p>
49012	<p><b>Business Rates Retention forecast 2016/17</b>  <i>All Committee Decisions</i>                      Calculate the business rates income for 2016/17 and approve the NNDR1 2016/17 form</p> <p><i>Wards affected: All Wards</i></p>	21 Jan 2016		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: James Hengeveld Tel: 01273 291242, Heather Bentley Tel: 29-1244</p>
49348	<p><b>Home care Tender</b>  <i>All Committee Decisions</i>                      This report outlines the recommendations for the new home care (domiciliary) contract.</p> <p><i>Wards affected: All Wards</i></p>	21 Jan 2016  21 Jan 2016		<p>Report of: Executive Director for Adult Services</p> <p>Report Author: Jane MacDonald Tel: 29-5038</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>AUDIT &amp; STANDARDS COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				
<b>HOUSING &amp; NEW HOMES COMMITTEE - 4.00PM FRIENDS MEETING HOUSE</b>				
<b>ECONOMIC DEVELOPMENT &amp; CULTURE COMMITTEE - 4.00PM JUBILEE LIBRARY</b>				
45330	<p><b>Update of Developer Contributions Technical Guidance</b>  <i>All Committee Decisions</i>                      In order to reduce the impact of a new development and to make sure it does not place additional pressure on existing infrastructure such as roads, health or council services, the council's planning officers may seek appropriate contributions from the developer.</p> <p>This report recommends the adoption of updated guidance on when and how developer contributions are sought in relation to development proposals.</p> <p><i>Wards affected: All Wards</i></p>	14 Jan 2016		Report of: Executive Director for Environment, Development & Housing  Report Author: Debra May Tel: 29-2295
<b>ENVIRONMENT, TRANSPORT &amp; SUSTAINABILITY COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				
47246	<p><b>Traffic Regulation Order objections to measures on western section of The Droveway</b>  <i>All Committee Decisions</i>                      Objections to proposed measures in the Droveway associated with the development of the Bilingual School.</p> <p><i>Wards affected: Hove Park</i></p>	19 Jan 2016		Report of: Executive Director for Environment, Development & Housing  Report Author: Matthew Thompson Tel: 29-3705

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>NEIGHBOURHOODS, COMMUNITIES &amp; EQUALITIES COMMITTEE - 4.00PM SOUTH PORTSLADE COMMUNITY CENTRE</b>				
Decisions Anticipated for February 2016				
<b>POLICY &amp; RESOURCES COMMITTEE - 4.00PM BRIGHTHELM CENTRE</b>				
48616	<p><b>Targeted Budget Management (TBM) 2015/16 Month 9</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	<p>11 Feb 2016</p> <p>11 Feb 2016</p>		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Nigel Manvell Tel: 29-3104, Jeff Coates Tel: 29-2364</p>
49392	<p><b>Capital Resources and Capital Investment Report 2016/17</b>  <i>All Committee Decisions</i></p> <p>Recommend to Budget Council a capital resources and capital investment programme for 2016/17</p> <p><i>Wards affected: All Wards</i></p>	<p>11 Feb 2016</p>		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Nigel Manvell Tel: 29-3104, Rob Allen Tel: 01273 29-1245, James Hengeveld Tel: 01273 291242</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
49383	<p><b>General Fund Revenue Budget &amp; Council Tax 2016/17</b>  <i>All Committee Decisions</i>                      Recommend to Budget Council a General Fund Revenue Budget and Council Tax for 2016/17</p> <p><i>Wards affected: All Wards</i></p>	11 Feb 2016		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Jeff Coates Tel: 29-2364, James Hengeveld Tel: 01273 291242, Heather Bentley Tel: 29-1244, Nigel Manvell Tel: 29-3104</p>
<b>OVERVIEW &amp; SCRUTINY COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				
48431	<p><b>Public Toilets Scrutiny Panel Monitoring Report</b>  <i>All Committee Decisions</i>                      Second monitoring report</p> <p><i>Wards affected: All Wards</i></p>	3 Feb 2016		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Jan Jonker Tel: 29-4722</p>
48429	<p><b>Short Term Holiday Lets Panel Monitoring</b>  <i>All Committee Decisions</i>                      First monitoring report</p> <p><i>Wards affected: All Wards</i></p>	3 Feb 2016		<p>Report of: Director of Public Health</p> <p>Report Author: Tim Nichols Tel: 29-2163</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48427	<p><b>Children with Autism Scrutiny Panel Monitoring</b>  <i>All Committee Decisions</i>                      First monitoring report</p> <p><i>Wards affected: All Wards</i></p>	3 Feb 2016		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Regan Delf Tel: 01273 293504</p>
49160	<p><b>Update on Mental Health Service Provision in Brighton and Hove</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	3 Feb 2016		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Kath Vlcek Tel: 01273 290450</p>
49158	<p><b>Musculoskeletal Contract update</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	3 Feb 2016		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Kath Vlcek Tel: 01273 290450</p>
48418	<p><b>Trans Equalities Scrutiny Panel Monitoring</b>  <i>All Committee Decisions</i>                      Third monitoring report</p> <p><i>Wards affected: All Wards</i></p>	3 Feb 2016		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Emma McDermott Tel: 01273 29-6805</p>



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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
49587	<p><b>Update on Sussexwide Stroke Services</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	3 Feb 2016		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Kath Vlcek Tel: 01273 290450</p>
Decisions Anticipated for March 2016				
<b>POLICY &amp; RESOURCES COMMITTEE - 4.00PM BRIGHTHELM CENTRE</b>				
49028	<p><b>Annual Investment Strategy 2016/17</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	17 Mar 2016		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: James Hengeveld Tel: 01273 291242, Haley Woollard Tel: 01273 291246</p>
49026	<p><b>Treasury Management Policy Statement 2016/17</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	<p>17 Mar 2016</p> <p>17 Mar 2016</p>		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: James Hengeveld Tel: 01273 291242, Haley Woollard Tel: 01273 291246</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
43680	<p><b>Shoreham Harbour Joint Area Action Plan - Submission</b>  <i>All Committee Decisions</i></p> <p>A joint area action plan for the regeneration of Shoreham Harbour has been produced by the City Council along with Adur District and West Sussex County Councils. The Plan is at the stage now where there is requirement under planning legislation for it to be agreed by Policy &amp; Resources Committee/Council before submission to the Planning Inspectorate for public examination.</p> <p><i>Wards affected: South Portslade; Wish</i></p>	<p>17 Mar 2016</p> <p>24 Mar 2016</p>		<p>Report of:</p> <p>Report Author:</p>
<b>HOUSING &amp; NEW HOMES COMMITTEE - 4.00PM FRIENDS MEETING HOUSE</b>				
<b>LICENSING COMMITTEE - 3.00PM FRIENDS MEETING HOUSE</b>				
<b>CHILDREN, YOUNG PEOPLE &amp; SKILLS COMMITTEE - 4.00PM FRIENDS MEETING HOUSE</b>				
<b>AUDIT &amp; STNADARDS COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				
<b>ECONOMIC DEVELOPMENT &amp; CULTURE COMMITTEE 4.00PM - JUBILEE LIBRARY</b>				
<b>NEIGHBOURHOODS, COMMUNITIES &amp; EQUALITIES COMMITTEE - 4.00PM VALLEY SOCIAL CENTRE, WHITEHAWK</b>				
<b>ENVIRONMENT, TRANSPORT &amp; SUSTAINABILITY COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				
<b>HEALTH &amp; WELLBEING BOARD - 4.00PM BRIGHTHELM CENTRE</b>				

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>OVERVIEW &amp; SCRUTINY COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				
48435	<p><b>Social Value Scrutiny Panel Monitoring</b>  <i>All Committee Decisions</i>                      First monitoring report</p> <p><i>Wards affected: All Wards</i></p>	23 Mar 2016		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Cliff Youngman Tel: 01273 291408, Andy Witham Tel: 01273 291498</p>
48433	<p><b>Private Sector Housing Scrutiny Panel Monitoring</b>  <i>All Committee Decisions</i>                      First monitoring report</p> <p><i>Wards affected: All Wards</i></p>	23 Mar 2016		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Martin Reid Tel: 01273 93321</p>
<b>ITEMS PREVIOUSLY LISTED IN THE COMMITTEE WORK PROGRAMME BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED</b>				
48820	<p><b>Valley Gardens: Approval to progress the Project</b>  <i>All Committee Decisions</i>                      Approvals associated with progressing the Valley Gardens project from Developed Design Stage.</p> <p><i>Wards affected: All Wards</i></p>	13 Oct 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Jim Mayor Tel: 29-4164</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48818	<p><b>Valley Gardens: Approval to appoint a Landscape Contractor</b>  <i>All Committee Decisions</i>                      Due to contract value, Policy &amp; Resources Committee approval is required before the process of appointing a Landscape Contractor to implement elements of the Valley Gardens works can commence.</p> <p><i>Wards affected: All Wards</i></p>	<p>15 Oct 2015                      15 Oct 2015</p>		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Jim Mayor                      Tel: 29-4164</p>
48095	<p><b>Playing Field at Old Shoreham Road: proposed shared use arrangement</b>  <i>All Committee Decisions</i>                      This report proposes an arrangement to ensure safe shared use by school and college pupils and students and by the community of playing fields at Old Shoreham Road owned in part by the City Council and in part by Brighton, Hove and Sussex Sixth Form College (BHASVIC)</p> <p><i>Wards affected: Goldsmid; Hove Park</i></p>	<p>3 Dec 2015</p>		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Michael Nix                      Tel: 29-0732</p>