



# Brighton & Hove City Council

## COMMITTEE WORK PROGRAMME Edition 06

KING'S HOUSE  
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[www.brighton-hove.gov.uk](http://www.brighton-hove.gov.uk)

Published November 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 November 2015				
<b>SPECIAL P&amp;R - PORTSLADE TOWN HALL - 6PM</b>				
49748	<b>Able &amp; Willing</b> <i>All Committee Decisions</i> To present the Business Plan for Able & Willing  <i>Wards affected: All Wards</i>	4 Nov 2015		Report of: Executive Director for Adult Services  Report Author: Karin Divall Tel: 29-4478
49743	<b>Tower House day service</b> <i>All Committee Decisions</i> To recommend the start of a consultation on the re-provision of these day services.  <i>Wards affected: All Wards</i>	4 Nov 2015  4 Nov 2015		Report of: Executive Director for Adult Services  Report Author: Karin Divall Tel: 29-4478
49736	<b>Learning Disability Accommodation Service</b> <i>All Committee Decisions</i> This report sets out the financial position facing this service, and recommends a three month consultation with service users and other stakeholders.  <i>Wards affected: All Wards</i>	4 Nov 2015		Report of:  Report Author:

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
50181	<p><b>Learning Disability Accommodation Service - Exempt Category 2</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	4 Nov 2015		<p>Report of:</p> <p>Report Author:</p>
50177	<p><b>Financial Position Update</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	4 Nov 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Nigel Manvell Tel: 01273 293104, Rachel Musson Tel: 01273 291333</p>
50131	<p><b>Brighton Open Market CIC Loan Request</b>  <i>All Committee Decisions</i></p> <p>Request from Brighton Open Market CIC to the council for a loan of £61,000</p> <p><i>Wards affected: All Wards</i></p>	<p>4 Nov 2015</p> <p>4 Nov 2015</p>		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Richard Davies Tel: 01273 296825</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<b>JOINT CHILDREN, YOUNG PEOPLE &amp; SKILLS COMMITTEE AND THE HEALTH &amp; WELLBEING BOARD - 4.00PM THE BRIGHTON CENTRE</b>				
49603	<p><b>Special Educational Needs and Learning Disability (SEND-LD) Strategy - Next Stage Proposals</b>  <i>All Committee Decisions</i>                      This paper is for a joint meeting of the Health and Wellbeing Board and the Children, Young People and Skills Committee. The report spans both children with Special Educational Needs and Disabilities (SEND) and adults with Learning Disabilities (LD).</p> <p><i>Wards affected: All Wards</i></p>	10 Nov 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Mark Hourston Tel: 01273 295030</p>
<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>  <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>                      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>			<p>Report of:</p> <p>Report Author: Emma Kumar Tel: 01273 293297</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
49624	<p><b>Seniors Housing scheme review</b>  <i>All Committee Decisions</i>                      This report brings to committee the results of tenant consultation on the future of Stonehurst Court and officer recommendations.</p> <p><i>Wards affected: Hanover &amp; Elm Grove</i></p>	11 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Simon Pickles Tel: 01273 292083</p>
49657	<p><b>Response to Scrutiny Panel Report on Private Sector Housing</b>  <i>All Committee Decisions</i>                      Formal response of the recommendations of the Scrutiny Panel Report on Private Sector Housing that was published in March 2015 and presented to Housing &amp; New Homes Committee on 17 June 2015</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: Martin Reid Tel: 01273 93321, Andy Staniford Tel: 01273 293159</p>
50005	<p><b>Former Oxford Street housing office - review of future options</b>  <i>All Committee Decisions</i>                      This report sets out high level options for the future of this Housing Revenue Account owned building.</p> <p><i>Wards affected: St Peter's &amp; North Laine</i></p>	11 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Simon Pickles Tel: 01273 292083</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<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: 01273 292502</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: 01273 292352</p>
49642	<p><b>Withdrawal of Out of Date Planning Guidance</b>  <i>All Committee Decisions</i></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: Liz Hobden Tel: 01273 292504</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
49664	<p><b>Outdoor Events in Parks and Open Spaces 2016</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Nov 2015		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Ian Shurrock Tel: 01273 292084</p>
49666	<p><b>Outdoor Events - Madeira Drive Road Closures 2016</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Nov 2015		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Ian Shurrock Tel: 01273 292084</p>
49847	<p><b>Royal Pavilion &amp; Museums</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Nov 2015		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Mo Lawless Tel: 01273 295975</p>
49841	<p><b>Royal Pavilion: Fees &amp; Charges</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Nov 2015		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Ross Keatley Tel: 29-1064</p>



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49839	<p><b>Libraries Extra Pilots</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Nov 2015		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Ross Keatley Tel: 29-1064</p>
49837	<p><b>Library Service Review and Needs Analysis</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	12 Nov 2015		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Ross Keatley Tel: 29-1064</p>
<b>CHILDREN, YOUNG PEOPLE &amp; SKILLS COMMITTEE - 4.00PM FRIENDS MEETING HOUSE</b>				
49721	<p><b>Music &amp; Arts Service</b> <i>All Committee Decisions</i></p> <p>Initial report recommending moving Music &amp; Arts Service to become part of the Brighton Dome &amp; Brighton Festival Trust.</p> <p><i>Wards affected: All Wards</i></p>	16 Nov 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Mo Lawless Tel: 01273 295975</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
50095	<p><b>School Attendance</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	16 Nov 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Gill Manton Tel: 01273 294961, Claire King Tel: 01273 293516, Ellen Mulvihill Tel: 01273 294410</p>
50051	<p><b>Children's Centre Review</b> <i>All Committee Decisions</i></p> <p>To report on the Children's Centre Review and ask for permission to consult on options for the future delivery of children's centre services.</p> <p><i>Wards affected: All Wards</i></p>	16 Nov 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Caroline Parker Tel: 01273 293587</p>
50049	<p><b>Post 16 Review</b> <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	16 Nov 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Emma Jones Tel: 01273 295074, Hilary Ferries Tel: 01273 293738, Claire King Tel: 01273 293516</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>				
50065	<p><b>Strategic Risk MAP Focus: SR23 and SR21 Housing Pressures</b>  <i>All Committee Decisions</i>                      This report is provided to enable the Audit &amp; Standards Committee to ask questions of the Risk Owners who will be in attendance, based on the Risk Management Action Plans for each of these strategic risks.</p> <p><i>Wards affected: All Wards</i></p>	17 Nov 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Jackie Algar Tel: 01273 291273</p>
50053	<p><b>Strategic Risk Register Review September 2015</b>  <i>All Committee Decisions</i>                      This report provides details of the council's Strategic Risk Register, updated by the Executive Leadership Team 30 September 2015.</p> <p><i>Wards affected: All Wards</i></p>	17 Nov 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Jackie Algar Tel: 01273 291273</p>
50136	<p><b>Internal Audit and Corporate Fraud Progress Report</b>  <i>All Committee Decisions</i>                      1.1 This report summarises the progress made against the Internal Audit and Corporate Fraud Plan 2015/16. It summarises the key issues identified by Internal Audit and the Corporate Fraud Team and the progress made by management in implementing audit recommendations.</p> <p><i>Wards affected:</i></p>	17 Nov 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Graham Liddell Tel: 01273 291323</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
48964	<p><b>Ernst &amp; Young progress report</b>  <i>All Committee Decisions</i>                      To set out the progress of the 2015/16 external audit</p> <p><i>Wards affected:</i></p>	17 Nov 2015		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Jane Strudwick Tel: 01273 291255</p>
<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>	19 Nov 2015  17 Dec 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Jean Cranford Tel: 01273 292550</p>
49570	<p><b>Hackney Carriage and Private Hire, Drivers, Vehicles and Operators Blue Book Review – 4th Edition</b>  <i>All Committee Decisions</i>                      Revision of the Blue Handbook for Hackney Carriage and Private Hire, Drivers, Vehicles and Operators</p> <p><i>Wards affected: All Wards</i></p>	19 Nov 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Jean Cranford Tel: 01273 292550, Martin Seymour Tel: 01273 296659</p>

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49568	<p><b>Hackney Carriage Unmet Demand</b>  <i>All Committee Decisions</i>                      Report of Hackney Carriage Unmet Demand Survey</p> <p><i>Wards affected: All Wards</i></p>	19 Nov 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Jean Cranford Tel: 01273 292550, Martin Seymour Tel: 01273 296659</p>
49795	<p><b>Revision of Gambling Policy January 2016</b>  <i>All Committee Decisions</i>                      Minor amendments (change of date and removal of out of date information) from Gambling Policy.</p> <p><i>Wards affected: All Wards</i></p>	19 Nov 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Jean Cranford Tel: 01273 292550</p>
49777	<p><b>Licence fees</b>  <i>All Committee Decisions</i>                      Proposed licence fees and charges for 2016/17 relating to Street Trading, Sex Establishments and Sex Entertainment licences, Gambling Premises, taxi licensing and other licensing functions.</p> <p><i>Wards affected: All Wards</i></p>	19 Nov 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Jean Cranford Tel: 01273 292550, Jim Whitelegg Tel: 01273 292438</p>
49775	<p><b>Update on Late Night Levy</b>  <i>All Committee Decisions</i>                      Late Night Levy investigating further the possibility of consulting on a proposal for a Late Night Levy including cost, design and methodology for the LNL</p> <p><i>Wards affected: All Wards</i></p>	19 Nov 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Jean Cranford Tel: 01273 292550</p>

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<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 Tel: 01273 290336, Claudia Rees Tel: 01273 296821</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 anedorsementof 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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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: All Wards</i></p>	23 Nov 2015		<p>Report of: Director of Public Health, Executive Director for Finance &amp; Resources</p> <p>Report Author: John Francis Tel: 01273 291913</p>
49798	<p><b>Adoption of the Food Poverty Action Plan</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	23 Nov 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Becky Woodiwiss Tel: 01273 296575</p>
50093	<p><b>Community Safety Trends and Performance</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected:</i></p>	23 Nov 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Peter Castleton Tel: 01273 292607</p>
50235	<p><b>Brighton &amp; Hove Fairness Commission Update</b>  <i>All Committee Decisions</i>                      Progress note on the work of the Fairness Commission</p> <p><i>Wards affected: All Wards</i></p>	23 Nov 2015		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Matthew Wragg Tel: 01273 293944</p>

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<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></p> <p>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: 01273 293159</p>
47949	<p><b>Parking permit review.</b> <i>All Committee Decisions</i></p> <p>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: 01273 293329</p>



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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
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: 01273 293328</p>
49717	<p><b>George Street Opening Hours consultation</b>  <i>All Committee Decisions</i>                      This report presents the results of a consultation on changing the opening hours of George Street to traffic.</p> <p><i>Wards affected: Central Hove</i></p>	24 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Charles Field Tel: 01273 293329</p>
49779	<p><b>Local Transport Plan - Future Priorities</b>  <i>All Committee Decisions</i>                      Proposed new and prioritised workstreams for transport strategies/plans and projects/programmes of work for 2015/16 2019/20.</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: Andrew Renaut Tel: 01273 292477</p>
50036	<p><b>Pedal Cycle Parking Places - TRO objections</b>  <i>All Committee Decisions</i>                      TRO objections/support summary in order to request permission to proceed with implementation.</p> <p><i>Wards affected: Goldsmid; Queen's Park; Rottingdean Coastal; Westbourne; Wish</i></p>	24 Nov 2015		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Abby Hone Tel: 01273 290390</p>

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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>	24 Nov 2015		Report of:  Report Author:
<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		Report of: Executive Director for Environment, Development & Housing, Dr Tom Scanlon  Report Author: Robin Humphries Tel: 01273 291313
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		Report of: Executive Director for Environment, Development & Housing  Report Author: Andy Staniford Tel: 01273 293159

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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: 01273 297329,                      Nick Hibberd Tel: 01273 293756</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 Vlcek                      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 Vlcek                      Tel: 01273 290450</p>

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50184	<p><b>Report of the Scrutiny Panel on Short Term Holiday Lets (Party Houses)</b>  <i>All Committee Decisions</i>                      At Overview &amp; Scrutiny Committee on 20 October 2014 Councillor Bowden, as the Chair of the scrutiny panel, introduced the report of a scrutiny panel which had been established to look at issues relating to 'party houses' – short term holiday lets targeting large groups such as stag and hen parties.                      This is the formal response to those recommendations. While it would have been usual to have issued a formal response earlier in the municipal year, due to the end of the administrative term, it was decided that it would be more effective to postpone the response until the potential change in administration.                      This response has since been to the Environment Transport and Sustainability Committee (13 October 2015 ) and Full Council October 2015</p> <p><i>Wards affected: All Wards</i></p>	25 Nov 2015		<p>Report of: Director of Public Health</p> <p>Report Author: Annie Sparks Tel: 01273 292436</p>
Decisions Anticipated for December 2015				
<b>POLICY &amp; RESOURCES COMMITTEE - 4.00PM BRIGHTELM 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: 01273 291913</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
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>	<p>3 Dec 2015</p> <p>3 Dec 2015</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>
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>	<p>3 Dec 2015</p> <p>3 Dec 2015</p>		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: Andy Edwards Tel: 01273 296823</p>
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</p> <p>3 Dec 2015</p>		<p>Report of: Executive Director for Finance &amp; Resources</p> <p>Report Author: James Hengeveld Tel: 01273 291242</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
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: 01273 292364, Nigel Manvell Tel: 01273 293104</p>
48880	<p><b>Support Functions Review</b>  <i>All Committee Decisions</i></p> <p>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: Graham Liddell Tel: 01273 291323, Mark Hourston Tel: 01273 295030, Rachel Musson Tel: 01273 291333</p>
49805	<p><b>Committee Time Table 2016-17</b>  <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	<p>3 Dec 2015</p>		<p>Report of: Chief Executive</p> <p>Report Author: Mark Wall Tel: 01273 291006</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
49875	<p><b>Provision of a Cash in Transit and Ancillary Services</b>  <i>All Committee Decisions</i>                      Procurement and award of a contract for cash in transit and ancillary services</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: Jane Strudwick Tel: 01273 291255</p>
50125	<p><b>New England House &amp; Longley Industrial Estate</b>  <i>All Committee Decisions</i>                      Seeking support for a development partnership with Arcus to secure the refurbishment of New England House in conjunction with the wider redevelopment of the adjacent Longley Industrial Estate.</p> <p><i>Wards affected: St Peter's &amp; North Laine</i></p>	<p>3 Dec 2015 3 Dec 2015</p>		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Alan Buck Tel: 01273 292287</p>
50090	<p><b>Construction Consultancy Framework Agreement</b>  <i>All Committee Decisions</i>                      Seeking approval to set up a corporate framework for construction related consultancy.</p> <p><i>Wards affected: All Wards</i></p>	<p>3 Dec 2015 3 Dec 2015</p>		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Amy Wilkinson Tel: 01273 291811</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
50075	<p><b>Corporate Procurement of Renewable Energy Supplies</b>  <i>All Committee Decisions</i>                      The report explains the decision made under urgency powers to switch from a renewable to a standard tariff for the council's main corporate electricity supply contracts due to the imposition of the Climate Change Levy to renewable supplies from July 2015.</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: Angela Dymott Tel: 01273 291450, Andrew Batchelor Tel: 01273 291441</p>
49654	<p><b>Review of Provision of Public Toilets and Plan for Future Provision</b>  <i>All Committee Decisions</i>  <i>Wards affected: All Wards</i></p>	3 Dec 2015		<p>Report of: Executive Director for Finance &amp; Resources, Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Jan Jonker Tel: 01273 294722</p>



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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<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>
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: 01273 291244, James Hengeveld Tel: 01273 291242</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
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: 01273 291244</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: 01273 295038</p>
49870	<p><b>Workforce Equalities Report 2014/15</b>  <i>All Committee Decisions</i></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: Felicity Scanlon Tel: 01273 291306, Liz Boswell Tel: 01273 291307, Sue Moorman Tel: 01273 293629</p>

## Brighton &amp; Hove City Council Meeting Work Plan

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>				
49719	<p><b>Tenants' Mutual Exchange Incentive Scheme</b> <i>All Committee Decisions</i></p> <p><i>Wards affected:</i></p>	13 Jan 2016		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Ododo Dafe Tel: 01273 293201</p>
49662	<p><b>Housing Revenue Account Budget and Investment Programme 2016/17 and Medium Term Financial Strategy</b> <i>All Committee Decisions</i></p> <p>Housing Revenue Account budget Revenue and capital programme report for 2016/17 which will include a MTFS. The report will also include rent setting recommendations. The report will be presented Housing and New Homes Committee for recommendation for approval by Policy &amp; Resources Committee. This will then go to full council</p> <p><i>Wards affected: All Wards</i></p>	<p>13 Jan 2016</p> <p>11 Feb 2016</p>		<p>Report of: Executive Director for Environment, Development &amp; Housing, Executive Director for Finance &amp; Resources</p> <p>Report Author: Monica Brooks Tel: 01273 292279, Sue Chapman Tel: 01273 293105, Susie Allen Tel: 01273 295113</p>

Brighton & Hove City Council Meeting Work Plan

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<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		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Debra May                      May Tel: 01273 292295</p>
<b>ENVIRONMENT, TRANSPORT &amp; SUSTAINABILITY COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				
50039	<p><b>Pedal Cycle Parking Places (Phase 2)</b>  <i>All Committee Decisions</i>                      TRO objections/support summary and request to proceed with implementation.</p> <p><i>Wards affected: East Brighton; Hanover &amp; Elm Grove; Queen's Park; Regency</i></p>	19 Jan 2016		<p>Report of: Executive Director for Environment, Development &amp; Housing</p> <p>Report Author: Abby Hone                      Hone Tel: 01273 290390</p>

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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: 01273 293104, Jeff Coates Tel: 01273 292364</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: 01273 293104, Rob Allen Tel: 01273 291245, 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: Heather Bentley Tel: 01273 291244, Nigel Manvell Tel: 01273 293104, Jeff Coates Tel: 01273 292364, James Hengeveld Tel: 01273 291242</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: 01273 294722</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: 01273 292163</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 296805</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
49587	<b>Update on Sussexwide Stroke Services</b> <i>All Committee Decisions</i>  <i>Wards affected: All Wards</i>	3 Feb 2016		Report of: Assistant Chief Executive  Report Author: Kath Vlcek Tel: 01273 290450
48421	<b>Adults with Autism Scrutiny Panel Monitoring</b> <i>All Committee Decisions</i> Third monitoring report  <i>Wards affected: All Wards</i>	3 Feb 2016		Report of: Executive Director for Adult Services  Report Author: Anne Hagan Tel: 01273 296370
Decisions Anticipated for March 2016				
<b>POLICY &amp; RESOURCES COMMITTEE - 4.00PM BRIGHTHELM CENTRE</b>				
49028	<b>Annual Investment Strategy 2016/17</b> <i>All Committee Decisions</i>  <i>Wards affected: All Wards</i>	17 Mar 2016		Report of: Executive Director for Finance & Resources  Report Author: James Hengeveld Tel: 01273 291242, Haley Woollard Tel: 01273 291246



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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>
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>
49974	<p><b>Pay Policy Statement 2016/17</b> <i>All Committee Decisions</i></p> <p>Statutory annual publication under the Localism Act 2011 outlining the councils policies on what it pays it's employees, and what additional payments are available.</p> <p><i>Wards affected: All Wards</i></p>	<p>17 Mar 2016</p> <p>24 Mar 2016</p>		<p>Report of:</p> <p>Report Author:</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
<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>				
<b>OVERVIEW &amp; SCRUTINY COMMITTEE - 4.00PM PORTSLADE TOWN HALL</b>				
48435	<b>Social Value Scrutiny Panel Monitoring</b> <i>All Committee Decisions</i> First monitoring report  <i>Wards affected: All Wards</i>	23 Mar 2016		Report of: Executive Director for Finance & Resources  Report Author: Andy Witham Tel: 01273 291498, Cliff Youngman Tel: 01273 291408

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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>			<p>Report of:</p> <p>Report Author:</p>
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>Report of:</p> <p>Report Author:</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
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>	3 Dec 2015		<p>Report of: Executive Director for Children's Services</p> <p>Report Author: Michael Nix                      Tel: 01273 290732</p>