



Brighton & Hove City Council

COMMITTEE WORK PROGRAMME Edition 01

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

Published 01 April 2016

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.

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
POLICY & RESOURCES COMMITTEE - 4.00PM FRIENDS MEETING HOUSE				
51482	<p>Former Peter Pan site - Sea Lanes Lease Agreement – Part 1 <i>All Committee Decisions</i> In Autumn 2014 the Council marketed the area known as the former Peter Pan site on Maderia Drive The results of the marketing exercise were reported to Economic Development & Culture Committee in March 2015, where Landlord's consent was granted. The committee then agreed that Heads of Terms with the preferred bidder would be presented to Policy & Resources Committee for approval.</p> <p><i>Wards affected: East Brighton</i></p>	28 Apr 2016		<p>Report of: Assistant Chief Executive, Executive Director for Finance & Resources</p> <p>Report Author: Jane Pinnock Tel: 01273 290568, Toni Manuel Tel: 01273 290394</p>
51629	<p>Former Peter Pan site - Sea Lanes Lease Agreement – Exempt Category 3 <i>All Committee Decisions</i> Appendix to the Part 1 report</p> <p><i>Wards affected: All Wards</i></p>	28 Apr 2016		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Toni Manuel Tel: 01273 290394</p>
51565	<p>Royal Pavilion Estate Capital Project <i>All Committee Decisions</i> Progress up-date on project and funding status and to seek authority to tender for and appoint main contractor, and proceed to start of works on site.</p> <p><i>Wards affected: All Wards</i></p>	28 Apr 2016		<p>Report of: Executive Director for Finance & Resources, Assistant Chief Executive</p> <p>Report Author: Richard Davies Tel: 01273 296825</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
51965	<p>Royal Pavillion & Museums - Future Governance <i>All Committee Decisions</i> Report requesting permission for procurement</p> <p><i>Wards affected: All Wards</i></p>	28 Apr 2016		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Mo Lawless Tel: 01273 295975</p>
51520	<p>Orbis Programme Update <i>All Committee Decisions</i> This paper provides an update on work to develop the Orbis partnership with East Sussex and Surrey County Councils.</p> <p><i>Wards affected: All Wards</i></p>	28 Apr 2016		<p>Report of:</p> <p>Report Author:</p>
51846	<p>Brighton Waterfront <i>All Committee Decisions</i></p> <p><i>Wards affected: Regency</i></p>	28 Apr 2016		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Katharine Pearce Tel: 01273 292553</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
51970	<p>Hove Library Provision <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	28 Apr 2016		<p>Report of: Assistant Chief Executive</p> <p>Report Author: Kim Bowler Tel: 01273 293043, Paula Murray Tel: 01273 292536, Angela Dymott Tel: 01273 291450</p>
HEALTH & WELLBEING BOARD - 4.00PM PORTSLADE TOWN HALL				
51442	<p>Learning Disabilities Accommodation Services <i>All Committee Decisions</i></p> <p>To report back on the outcome of the 90 day consultation with service users and their families/carers.</p> <p><i>Wards affected: All Wards</i></p>	19 Apr 2016		<p>Report of: Executive Director for Adult Services</p> <p>Report Author: Karin Divall Tel: 29-4478</p>
51444	<p>Tower House Day services <i>All Committee Decisions</i></p> <p>To provide an update following a three month consultation carried out with service users and their families/carers. To make recommendations regarding the future of the service.</p> <p><i>Wards affected: All Wards</i></p>	19 Apr 2016		<p>Report of: Executive Director for Adult Services</p> <p>Report Author: Karin Divall Tel: 29-4478</p>

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OVERVIEW & SCRUTINY COMMITTEE - 4.00PM PORTSLADE TOWN HALL				
51895	<p>Adult Social Care performance report <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	25 May 2016		<p>Report of: Executive Director for Adult Services</p> <p>Report Author: Denise D'Souza Tel: 01273 295032</p>
48435	<p>Social Value Scrutiny Panel Monitoring <i>All Committee Decisions</i> First monitoring report</p> <p><i>Wards affected: All Wards</i></p>	25 May 2016		<p>Report of: Executive Director for Finance & Resources</p> <p>Report Author: Cliff Youngman Tel: 01273 291408, Andy Witham Tel: 01273 291498</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
POLICY & RESOURCES COMMITTEE - 4.00PM FRIENDS MEETING HOUSE				
51947	<p>Progress Report on the Workforce Equalities Action Plan <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	<p>9 Jun 2016</p> <p>9 Jun 2016</p>		<p>Report of: Executive Director for Finance & Resources</p> <p>Report Author: Liz Boswell Tel: 01273 291307, Sue Moorman Tel: 01273 293629, Felicity Scanlon Tel: 01273 291306</p>
50686	<p>Pay and Reward Strategy <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	<p>9 Jun 2016</p>		<p>Report of:</p> <p>Report Author:</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
51998	<p>Fair Trade within our Minimum Buying Standards Report <i>All Committee Decisions</i> To request the Policy & Resources Committee to 1) approve the Council's commitment to fair trade as part of the Minimum Buying Standards for food and catering contracts is maintained; and 2) approve that opportunities to increase its commitment to buying fair trade for food and catering contracts are sought and taken wherever possible within the current budgetary constraints.</p> <p><i>Wards affected: All Wards</i></p>	9 Jun 2016		<p>Report of: Executive Director for Finance & Resources</p> <p>Report Author: Debbie Reed Tel: 01273 290367</p>
51994	<p>Disposal of 28 York Place <i>All Committee Decisions</i> Report to recommend the disposal of 28 York Place</p> <p><i>Wards affected: St Peter's & North Laine</i></p>	9 Jun 2016		<p>Report of:</p> <p>Report Author:</p>
51996	<p>Part 2 Disposal of 28 York Place <i>All Committee Decisions</i> Part 2 details regarding the disposal of 28 York Place</p> <p><i>Wards affected: St Peter's & North Laine</i></p>	9 Jun 2016		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Robert Crossan Tel: 01273 291442</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
50751	<p>Proposed New Grievance and Disputes Procedure <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	9 Jun 2016		<p>Report of: Chief Executive</p> <p>Report Author: Parul Chatterjee</p>
52179	<p>Visitor Services & Marketing <i>All Committee Decisions</i></p> <p>Request for approval to go to procurement for Visitor Services and Marketing</p> <p><i>Wards affected: All Wards</i></p>	9 Jun 2016		<p>Report of:</p> <p>Report Author:</p>
CHILDREN, YOUNG PEOPLE & SKILLS COMMITTEE - 4.00PM FRIENDS MEETING HOUSE				
HEALTH & WELLBEING BOARD - 4.00PM - BRIGHTHELM				
HOUSING & NEW HOMES COMMITTEE - 4.00PM FRIENDS MEETING HOUSE				
51635	<p>Repairs Partnership - Update <i>All Committee Decisions</i></p> <p>This report provides an update on processes in place within the repairs partnership to manage quality and avoid any overpayments.</p> <p><i>Wards affected: All Wards</i></p>	15 Jun 2016		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Glyn Huelin Tel: 01273 293306, Martin Reid Tel: 01273 93321</p>

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50427	<p>Fuel Poverty and Affordable Warmth Strategy for Brighton & Hove <i>All Committee Decisions</i></p> <p><i>Wards affected: All Wards</i></p>	15 Jun 2016		<p>Report of: Director of Public Health, Executive Director for Environment, Development & Housing</p> <p>Report Author: Miles Davidson Tel: 01273 293150</p>
51418	<p>Review of future use of former Oxford Street housing office <i>All Committee Decisions</i></p> <p>To set out costed options and make recommendations for the best use of this HRA asset.</p> <p><i>Wards affected: St Peter's & North Laine</i></p>	<p>15 Jun 2016</p> <p>15 Jun 2016</p>		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Simon Pickles Tel: 01273 292083</p>
AUDIT & STANDARDS COMMITTEE - 4.00PM PORTSLADE TOWN HALL				
52040	<p>Annual Governance Statement 2015/16 <i>All Committee Decisions</i></p> <p>This report presents the council's draft Annual Governance Statement 2015/16 for the consideration of the Audit & Standards Committee who are asked to decide whether to recommend it to the Leader and the Chief Executive for signature and publication alongside the council's annual accounts.</p> <p><i>Wards affected: All Wards</i></p>	21 Jun 2016		<p>Report of: Executive Director for Finance & Resources</p> <p>Report Author: Jackie Algar Tel: 01273 291273</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
52147	<p>Unaudited Statement of Accounts 2015/16 <i>All Committee Decisions</i> Report for Information Only on the 2015/16 Draft Statement of Accounts</p> <p><i>Wards affected: All Wards</i></p>	21 Jun 2016		<p>Report of: Executive Director for Finance & Resources</p> <p>Report Author: Jane Strudwick Tel: 01273 291255</p>
51868	<p>Human Resources & Organisational Development Annual Report <i>All Committee Decisions</i> Annual report outlining achievements and challenges from the past year and the future focus for 2016/17 performance year.</p> <p><i>Wards affected: All Wards</i></p>	21 Jun 2016		<p>Report of: Executive Director for Finance & Resources</p> <p>Report Author: Sue Moorman Tel: 01273 293629</p>
<p>ECONOMIC DEVELOPMENT & CULTURE COMMITTEE 4.00PM - JUBILEE LIBRARY</p>				

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE - 4.00PM PORTSLADE TOWN HALL				
51735	<p>B&H Bike Share hubs Phase 1 - Objections to TRO <i>All Committee Decisions</i> Locations of hubs/docking points with bikes available for public use through the bike sharing scheme. Phase 1 sites include key trip attractors/development areas.</p> <p>Rottingdean Coastal, East Brighton, Queen's Park, Hanover and Elm Grove, Moulsecoomb and Bevendean, St. Peter's and North Laine, Preston Park, Hollingdean and Stanmer, Regency, Goldsmid, Brunswick and Adelaide, Central Hove</p> <p><i>Wards affected: Brunswick & Adelaide; Central Hove; East Brighton; Goldsmid; Hanover & Elm Grove; Hollingdean & Stanmer; Moulsecoomb & Bevendean; Preston Park; Queen's Park; Regency; Rottingdean Coastal; St Peter's & North Laine</i></p>	28 Jun 2016		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Abby Hone Tel: 01273 290390</p>
51703	<p>City Sustainability Action Plan 2015-17 <i>All Committee Decisions</i> First annual update on projects in the City Sustainability Action Plan, including reporting against Key Performance Indicators.</p> <p><i>Wards affected: All Wards</i></p>	28 Jun 2016		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Mita Patel Tel: 01273 293332</p>

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51514	<p>Non-Motorised Vehicles <i>All Committee Decisions</i> Report regarding enforcement of Non-motorised vehicles parked on Public Highway.</p> <p><i>Wards affected: All Wards</i></p>	28 Jun 2016		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Christina Liassides Tel: 01273 292036, David Fisher Tel: 01273 292065, Mark Prior Tel: 01273 292095, Juliet Theobald Tel: 01273 293339</p>
51421	<p>Parking payment systems <i>All Committee Decisions</i> Presenting options for the future of on-street parking payments</p> <p><i>Wards affected: All Wards</i></p>	28 Jun 2016		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Austen Hunter Tel: 01273 292245</p>
51097	<p>East Street Pedestrianisation - Experimental Traffic Regulation Order <i>All Committee Decisions</i> Consideration of results from the experimental weekend closure of East Street and decision on a permanent Order</p> <p><i>Wards affected: Regency</i></p>	28 Jun 2016		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Tom Campbell Tel: 01273 293328</p>

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52108	<p>Hanover, Elm Grove & Craven Vale – Initial parking scheme consultation results <i>All Committee Decisions</i></p> <p>The purpose of this report is to outline the results of the parking consultation in the Hanover, Elm Grove & Craven Vale area. The consultation asked residents, business and services whether they would like to be considered as part of a new resident parking scheme and if so the hours and days of operation. Permission to proceed with the consultation was agreed at the Environment, Transport & Sustainability Committee meeting on 19th January 2016.</p> <p><i>Wards affected: East Brighton; Hanover & Elm Grove; Queen's Park</i></p>	28 Jun 2016		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Charles Field Tel: 01273 293329</p>
LICENSING COMMITTEE - 3.00PM FRIENDS MEETING HOUSE				
POLICY & RESOURCES COMMITTEE - 4.00PM FRIENDS MEETING HOUSE				
NEIGHBOURHOODS, COMMUNITIES & EQUALITIES COMMITTEE - 4.00PM FRIENDS MEETING HOUSE				
HEALTH & WELLBEING BOARD 4.00PM BRIGHTHELM				
OVERVIEW & SCRUTINY - 4.00PM PORTSLADE TOWN HALL				
HEALTH & WELLBEING BOARD 4.00PM BRIGHTHELM				
HOUSING & NEW HOMES COMMITTEE - 4.00PM PORTSLADE TOWN HALL				
ECONOMIC DEVELOPMENT & CULTURE COMMITTEE 4.00PM - JUBILEE LIBRARY				

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AUDIT & STANDARDS COMMITTEE - 4.00PM PORTSLADE TOWN HALL				
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CHILDREN, YOUNG PEOPLE & SKILLS COMMITTEE - 4.00PM FRIENDS MEETING HOUSE				
NEIGHBOURHOODS, COMMUNITIES & EQUALITIES COMMITTEE - 4.00PM TBA				
ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE - 4.00PM PORTSLADE TOWN HALL				
51739	<p>B&H Bike Share 'hubs' Phase 2 - Objections to TRO <i>All Committee Decisions</i> Locations of hubs/docking points for bikes available for public use through bike sharing system. Phase 2 sites include infill streets to support effective distribution of sitse where bikes can be taken/docked.</p> <p>Rottingdean Coastal, East Brighton, Queen's Park, Hanover and Elm Grove, Moulsecoomb and Bevendean, St. Peter's and North Laine, Preston Park, Hollingdean and Stanmer, Regency, Goldsmid, Brunswick and Adelaide, Central Hove</p> <p><i>Wards affected: Brunswick & Adelaide; Central Hove; East Brighton; Goldsmid; Hanover & Elm Grove; Hollingdean & Stanmer; Moulsecoomb & Bevendean; Preston Park; Queen's Park; Regency; Rottingdean Coastal; St Peter's & North Laine</i></p>	11 Oct 2016		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Abby Hone Tel: 01273 290390</p>
OVERVIEW & SCRUTINY - 4.00PM PORTSLADE TOWN HALL				
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NEIGHBOURHOODS, COMMUNITIES & EQUALITIES COMMITTEE - 4.00PM TBA				
ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE - 4.00PM PORTSLADE TOWN HALL				
POLICY & RESOURCES COMMITTEE - 4.00PM HOVE TOWN HALL				
OVERVIEW & SCRUTINY - 4.00PM HOVE TOWN HALL				
48433	<p>Private Sector Housing Scrutiny Panel Monitoring <i>All Committee Decisions</i> First monitoring report</p> <p><i>Wards affected: All Wards</i></p>	7 Dec 2016		<p>Report of: Executive Director for Environment, Development & Housing</p> <p>Report Author: Martin Reid Tel: 01273 93321, Andy Staniford Tel: 01273 293159</p>
POLICY & RESOURCES COMMITTEE - 4.00PM HOVE TOWN HALL				
CHILDREN, YOUNG PEOPLE & SKILLS COMMITTEE - 4.00PM HOVE TOWN HALL				
AUDIT & STANDARDS COMMITTEE - 4.00PM HOVE TOWN HALL				

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OVERVIEW & SCRUTINY - 4.00PM HOVE TOWN HALL				

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
ITEMS PREVIOUSLY LISTED IN THE COMMITTEE WORK PROGRAMME BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED				