

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

**4.00pm 16 MARCH 2023**

**HOVE TOWN HALL - COUNCIL CHAMBER**

# **DECISION LIST**

## **Part One**

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**137 EDUCATION CAPITAL RESOURCES AND CAPITAL INVESTMENT PROGRAMME 2023/24**

*Contact Officer: Richard Barker*

*Tel: 01273 290732*

*Ward Affected: All Wards*

**RESOLVED:** The Committee granted delegated authority to the Assistant Director of Property & Design to procure the capital maintenance and basic need works and enter into contracts within these budgets, as required, in accordance with Contract Standing Orders in respect of the entire Education Capital Programme.

**138 ANNUAL PLANNED MAINTENANCE BUDGET AND ASSET MANAGEMENT FUND ALLOCATIONS 2023-24 FOR THE COUNCIL'S OPERATIONAL BUILDINGS**

*Ward Affected: All Wards*

**RESOLVED:** That the Committee agreed –

- (i) That an additional £1.5m of capital borrowing to be added to the annual allocation to help meet some of the top priority capital planned maintenance works that cannot be met by the existing budget.
- (ii) That the annual programme of planned maintenance works for the Planned Maintenance Budget as detailed in Appendices 1 and 2, at a total estimated cost of £4,930,690 be approved.
- (iii) That the Asset Management Fund allocation for 2023-24 totalling £1,000,000, as detailed in Appendix 3 of this report be approved.
- (iv) That delegated authority be granted to the Executive Director Economy, Environment & Culture and Assistant Director Property & Design to

procure the Planned Maintenance Budget and Asset Management Fund improvement works and award contracts within these budgets.

**139 LOCAL TRANSPORT PLAN 2023/24 CAPITAL PROGRAMME**

*Contact Officer: Andrew Renaut Tel: 01273 292477*

*Ward Affected: All Wards*

**RESOLVED:** That the Committee agreed the 2023/24 Local Transport Plan capital programme budget allocation of £6.357 million, as set out in Appendix 1 of the report.

**140 CARBON NEUTRAL 2030 PROGRAMME - CARBON NEUTRAL FUND UPDATE**

*Ward Affected: All Wards*

**RESOLVED:** That the Committee –

- (i) Noted the three priorities of the Carbon Neutral Fund as set out in the high level 22-23 and 23-24 work programme included in the July 2022 P&R Committee report, namely carbon reduction, biodiversity enhancement and climate change adaptation.
- (ii) Noted the 9836.5 tonnes carbon dioxide equivalent (CO<sub>2</sub>e) forecast GHG savings reported in Appendix 1 for the 23 carbon-reduction projects, plus one climate change adaptation project, in receipt of funding from the 2022-24 Carbon Neutral Fund.
- (iii) Noted the amendment agreed at Budget Council regarding the Carbon Neutral Funding regarding Liveable neighbourhoods, including funding for the Tarner and Hanover LTN.
- (iv) Agreed in principle to £1m being used for the Hanover and Tarner Liveable Neighbourhood Scheme that has buy-in from residents, with a clear emphasis on planned road safety improvement measures on Elm Grove, Queens Park Road and Egremont Place, subject to a detailed report back to ETS and P&R committees in the summer to comply with council's financial procedures.

**141 PROCUREMENT OF THE COUNCIL'S CORPORATE CATERING EQUIPMENT CONTRACT**

Contact Officer: Jessica Hamilton  
Ward Affected: All Wards

Tel: 01273 291461

**RESOLVED:** That the Committee –

- (i) Granted delegated authority to the Executive Director of Economy, Environment & Culture to procure and award a new contract for Planned Preventative Maintenance (PPM) and Reactive Maintenance for catering equipment with a term of 4 years and an option to extend the term up to a further 2 years.
- (ii) Agreed to authorise the Executive Director of Economy, Environment & Culture to grant a 2-year extension to the contract referred to in 2.1 above subject to the performance of the contractor.

## 142 END USER DEVICES

*Ward Affected: All Wards*

**RESOLVED:** That Committee granted delegated authority to the Executive Director Governance, People & Resources to procure and award a contract for end user devices, for an initial term of two years, commencing on 1 October 2023 with the option to extend for a further two years and grants delegated authority to the Executive Director Governance, People & Resources to exercise that extension.

## 143 DIGITAL DATA AND TECHNOLOGY INVESTMENT

*Ward Affected: All Wards*

**RESOLVED:** That the Committee –

- (i) Noted the proposed essential investment of £16.640m identified in Appendix 2 over the period 2023/24 to 2026/27.
- (ii) Approved the investment of £6.170m for 2023/24 including increased capital resources of £2.670m.
- (iii) Noted reports will be presented to this committee in March each year to revise future year allocation requirements in line with other annual (rolling) capital programmes.
- (iv) Delegated authority to the Executive Director Governance, People & Resources to commence procurement activities, in consultation with PAB as appropriate, and award contracts for the supply of services in support of the DDaT Strategy and take other steps necessary to support the delivery of DDaT investments up to £16.640m

including any future variation to the programme approved by the committee.

- (v) Approved the DDaT Strategy.

## **144 COST OF LIVING UPDATE**

*Ward Affected: All Wards*

RESOLVED: That the Committee -

- (i) Noted the update on key areas of work across the city in response to the rising cost of living set out in Appendix 1.
- (ii) Noted the outcome of the council's lobbying of central government for increased measures to prevent homelessness caused by the cost of living crisis and an increase to the National Living Wage (Appendix 2).
- (iii) Noted the report in Appendix 3 from the Institute for Employment Studies, analysing the impact of areas and groups most at risk from the rising cost of living in the Brighton Greater Area.
- (iv) Noted the outcomes of the Cost of Living Summit, a summary of which can be found in Appendix 4.
- (v) Noted the information leaflet sent to all households in the city in November, detailing the additional support available this winter through the government's Household Support Fund, plus b information on how to access help and support with energy, money advice, food and health and wellbeing support, which can be found in Appendix 5.
- (vi) Approved the proposed indicative allocation of the Household Support Fund for 2023/24 as set out at 4.13 noting the associated Equality Impact Assessment at Appendix 6.
- (vii) Delegated adjustments to allocations to the Chief Finance Officer, within the bounds of the council's rules for virement, where there is evidence of changing need throughout the 12-month period, to ensure that all of the fund is utilised.
- (viii) Approved the proposed distribution of any excess funding emanating from the government's new Council Tax Support scheme, after the £25 discount to each household eligible for Council Tax Reduction has been administered, as set out in paragraph 4.20 of the report.

**145 PAY POLICY STATEMENT 2023/24**

**RESOLVED:** That the Committee recommends to Council the adoption of the pay policy statement for 2023/24 attached at Appendix 1.

**146 FUTURE WAYS OF WORKING**

*Contact Officer: David A. Jones Tel: 01273 293430*  
*Ward Affected: All Wards*

**RESOLVED:** That the Committee

- (i) Noted the progress that has been made by the Future Ways of Working Programme.
- (ii) Noted the continued work to optimise the use of the council's office space and the 'Operational Accommodation Strategy' (see Appendix 2).
- (iii) Requested additional work be undertaken before this committee Approves the refreshed Customer Experience Strategy, including resident focus groups, an improved customer promise with measurable metrics, and learnings from other local authorities (see Appendix 3).

**147 PERFORMANCE UPDATE REPORT ON REQUESTED KPIS**

*Contact Officer: Richard Miles Tel: 01273 292344*  
*Ward Affected: All Wards*

**RESOLVED:** That the Committee noted the progress made in relation to the requested Corporate KPIs, particularly the corrective measures included in Appendix 1.

**148 PRINCES PLACE PUBLIC TOILETS**

*Ward Affected: All Wards*

**RESOLVED:** That the Committee

- (i) Agreed that the land is leased to the Royal Pavilion and Museums Trust.
- (ii) Delegated authority to the Executive Director for Economy Environment and Culture to agree the terms of the lease including any financial contribution to rebuilding the toilet block, following consultation with group leaders.

**149 HOLLINGDEAN DEPOT OFFICE ACCOMMODATION PROJECT**

*Ward Affected: All Wards*

**RESOLVED:** That the Committee –

- (i) Agreed to the removal of the old operations building and associated structures and replace with a new two-story office block to accommodate the teams at the Hollingdean Depot, currently in portacabins.
- (ii) Agreed to transfer the £1.000m capital budget previously allocated for the Hollingdean Depot Site Surface works to fund the additional costs for the works in recommendation 2.1 and for this sum be incorporated into the Council's Capital Investment Programme for 2023/24.
- (iii) Granted delegated authority to the Executive Director Economy, Environment & Culture to take all steps necessary to progress with the Hollingdean Depot Accommodation Project.

**150 HOMES FOR BRIGHTON & HOVE – EXTERNAL COMMUNAL AREA MANAGEMENT AT COLDEAN LANE, BRIGHTON.**

*Contact Officer: Diane Hughes Tel: 01273 293159*  
*Ward Affected: Hollingdean & Stanmer*

**RESOLVED:** That the Committee delegated authority to the Executive Director of Housing, Neighbourhoods and Communities to enter into a 250 year head lease of the HBH site at Denman Place, Coldean Lane, Brighton

**151 REVENUES AND BENEFITS ELECTRONIC DOCUMENT MANAGEMENT SYSTEM REPLACEMENT**

*Contact Officer: Graham Bourne Tel: 01273 291800*  
*Ward Affected: All Wards*

**RESOLVED:** That the Committee –

- (i) Noted that the extension of the current contract for the existing EDM and Workflow contract runs for a maximum of 2 years ending October 2024.
- (ii) Approved a capital scheme of £0.800m funded from unsupported borrowing for the design and implementation of a replacement EDM and workflow system.
- (iii) Grants delegated authority to the Executive Director Governance, People & Resources to take all steps necessary to procure and award a contract for a

new revenues and benefits Electronic Document Management / Workflow IT system for the Welfare, Revenues & Business Support Service for an initial term of 4 Years.

- (iv) Grants delegated authority to the Executive Director Governance, People & Resources to extend the contract referred to in paragraph 2.3 for the replacement system for a period of up to 2 years, subject to satisfactory performance.

#### **152 WAVE BANK (FORMERLY EAST SUSSEX CREDIT UNION) LOAN EXTENSION**

*Contact Officer:* James Hengeveld                      *Tel:* 01273 291242  
*Ward Affected:* All Wards

**RESOLVED:** That the Committee agreed to extend the loan agreement to Wave Community Bank for a period of a further 10 years to March 2036.

#### **153 ANTI-RACISM STRATEGY 2023-2028**

**RESOLVED:** That the Committee approved the Anti-Racism Strategy as set out in appendix 1 to the report.

#### **154 UKRAINIAN REFUGEE PROGRAMME GRANTS SCHEME 2023-2024**

**RESOLVED:** That the Committee

- (i) Approved the Ukrainian Refugee Programme grant scheme proposed in section 4;
- (ii) Approved delegated authority to the Executive Director of Housing, Neighbourhoods, Communities to authorise the grant awards.

#### **155 BRIGHTON YOUTH CENTRE**

*Contact Officer:* Deborah Corbridge                      *Tel:* 01273 29  
*Ward Affected:* All Wards

**RESOLVED:** That the Committee agreed -

- (i) That the Council should provide a £2.3m grant to Brighton Youth Centre to allow them to refurbish the youth centre, providing the chartered surveyor valuation conducted by BHCC matches that of BYC, also known as red book valuation.
- (ii) That, subject to the caveat outlined in 2.1, the committee grants delegated authority to the Executive Director Families, Children & Learning to negotiate

the legal documents including assurances that safeguards the Council's investment and notes that a further report outlining the agreed documents will be brought to a future committee for oversight.

- (iii) That the Executive Director Families, Children & Learning explores viable contractual options between the Council and Brighton Youth Centre that assures delivery of the highest standard of service for Young People and youth organisations across the city and includes a proposal on an agreement that could be put in place as a condition of the grant, such as strengthening governance arrangements and quality monitoring of provision, as well as improving support to other youth organisations in the city.