



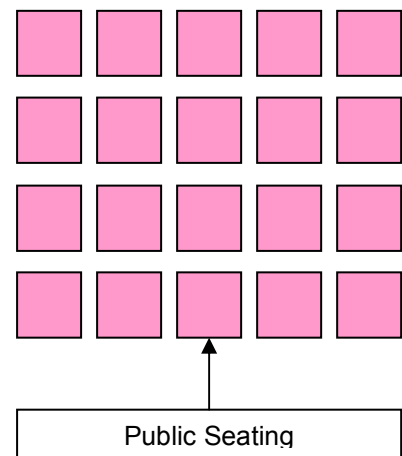
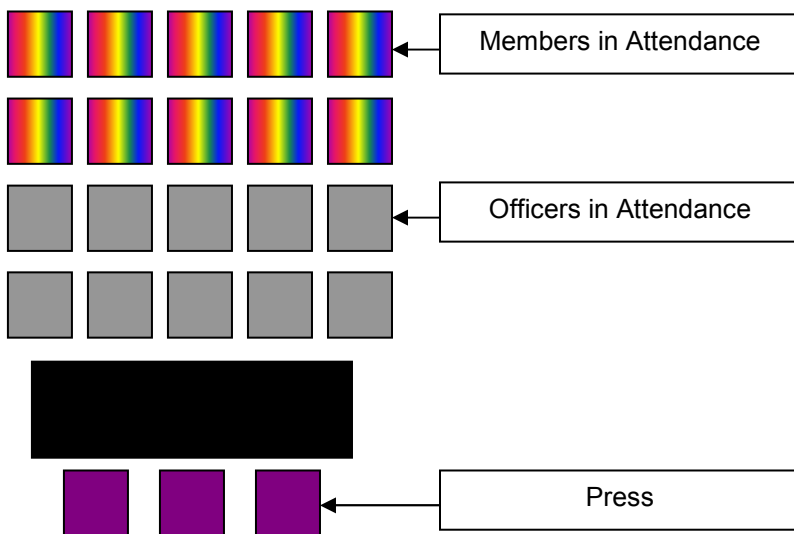
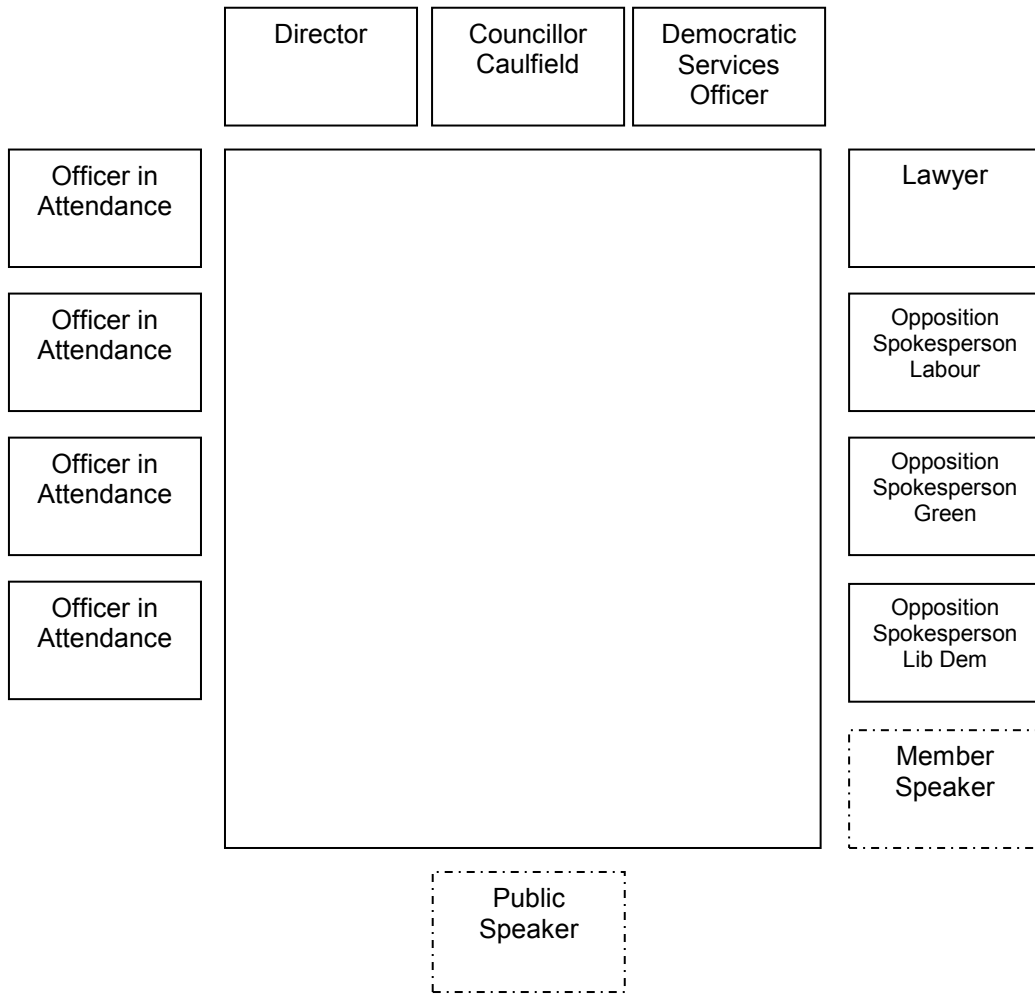
Brighton & Hove  
City Council

# Cabinet Member Meeting

Title:	<b>Housing Cabinet Member Meeting</b>
Date:	<b>11 November 2009</b>
Time:	<b>4.00pm</b>
Venue	<b>Council Chamber, Hove Town Hall</b>
Members:	<b>Councillor:</b> Caulfield (Cabinet Member)
Contact:	<b>Caroline De Marco</b> Democratic Services Officer 01273 291063 caroline.demarco@brighton-hove.gov.uk

	The Town Hall has facilities for wheelchair users, including lifts and toilets
	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter and infra red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.
	<b>FIRE / EMERGENCY EVACUATION PROCEDURE</b>  If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions: <ul style="list-style-type: none"><li>• You should proceed calmly; do not run and do not use the lifts;</li><li>• Do not stop to collect personal belongings;</li><li>• Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and</li><li>• Do not re-enter the building until told that it is safe to do so.</li></ul>

# Democratic Services: Meeting Layout



**AGENDA**

**44. PROCEDURAL BUSINESS**

- (a) Declarations of Interest by all Members present of any personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- (b) Exclusion of Press and Public - To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

*NOTE: Any item appearing in Part 2 of the Agenda states in its heading either that it is confidential or the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.*

*A list and description of the categories of exempt information is available for public inspection at Brighton and Hove Town Halls.*

**45. MINUTES OF THE PREVIOUS MEETING**

**1 - 6**

Minutes of the Meeting held on 9 September 2009 (copy attached).

**46. CABINET MEMBER'S COMMUNICATIONS**

**47. ITEMS RESERVED FOR DISCUSSION**

- (a) Items reserved by the Cabinet Member
- (b) Items reserved by the Opposition Spokespersons
- (c) Items reserved by Members, with the agreement of the Cabinet Member.

*NOTE: Public Questions, Written Questions from Councillors, Petitions, Deputations, Letters from Councillors and Notices of Motion will be reserved automatically.*

**48. PETITIONS**

No petitions have been received by the date of publication.

**49. PUBLIC QUESTIONS**

(The closing date for receipt of public questions is 12 noon on 4 November 2009)

## HOUSING CABINET MEMBER MEETING

No public questions have been received by the date of publication.

### 50. DEPUTATIONS

(The closing date for receipt of deputations is 12 noon on 4 November 2009)

No deputations have been received by the date of publication.

### 51. LETTERS FROM COUNCILLORS

No letters have been received.

### 52. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received.

### 53. NOTICES OF MOTIONS

No Notices of Motion have been referred.

### 54. MINUTES OF THE ADULT SOCIAL CARE & HOUSING OVERVIEW & SCRUTINY COMMITTEE 7 - 16

Minutes of the meetings held on 3 September and 22 October 2009 (copies attached).

### 55. MINUTES OF THE HOUSING MANAGEMENT CONSULTATIVE COMMITTEE 17 - 34

Minutes of the meeting held on 12 October 2009 (copy attached).

### 56. SUSSEX PARTNERSHIP FOUNDATION TRUST (SPFT) CONTRACT 35 - 40

Report of Director of Adult Social Care & Housing (copy attached).

*Contact Officer: Denise D'Souza Tel: 29-5032*  
*Ward Affected: All Wards;*

### 57. PROCUREMENT OF CONTRACT FOR THE MANAGEMENT AND MAINTENANCE OF LAUNDRY FACILITIES FOR COUNCIL MANAGED HOMES 41 - 46

Report of Director of Adult Social Care & Housing (copy attached).

*Contact Officer: Martin Booty Tel: 01273 293806*  
*Ward Affected: All Wards;*

### 58. LOCAL LETTINGS PLANS- LETTINGS RESTRICTED TO PERSONS OVER 50 YEARS OF AGE AND BUNGALOWS 47 - 54

Report of Director of Adult Social Care & Health (copy attached).

*Contact Officer: Helen Clarkmead Tel: 293350*  
*Ward Affected: All Wards;*

## HOUSING CABINET MEMBER MEETING

- 59. AMENDMENT TO LOCAL LETTINGS PLAN** **55 - 58**  
Report of Director of Adult Social Care & Housing (copy attached).  
*Contact Officer:* Helen Clarkmead *Tel:* 293350  
*Ward Affected:* All Wards;
- 60. TERM CONTRACT FOR DISABLED ADAPTATIONS** **59 - 64**  
Report of Director Adult Social Care & Health (copy attached).  
*Contact Officer:* Alex Dickie *Tel:* 01273 293293  
*Ward Affected:* All Wards;
- 61. CONTRACT UNIT PERFORMANCE AND MONITORING WORKING AGE ADULT LEARNING DISABILITIES SERVICE, JANUARY TO JUNE 2009** **65 - 72**  
Report of Director of Adult Social Care & Housing (copy attached).  
*Contact Officer:* Judith Cooper *Tel:* 01273 296313  
*Ward Affected:* All Wards;
- 62. KEEPING PEOPLE WITH A LEARNING DISABILITY SAFE - SAFEGUARDING REPORT 08/09** **73 - 96**  
Report of Director of Adult Social Care & Housing (copy attached).  
*Contact Officer:* Steve Hook *Tel:* 01273 295550  
*Ward Affected:* All Wards;
- 63. WATER HYGIENE CONTRACT** **97 - 102**  
Report of Director of Adult Social Care & Housing (copy attached).  
*Contact Officer:* Peter Matthews *Tel:* 01273 293370  
*Ward Affected:* All Wards;

The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fifth working day before the meeting.

Agendas and minutes are published on the council's website [www.brighton-hove.gov.uk](http://www.brighton-hove.gov.uk). Agendas are available to view five working days prior to the meeting date.

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested.

For further details and general enquiries about this meeting contact Caroline De Marco, (01273 291063, email [caroline.demarco@brighton-hove.gov.uk](mailto:caroline.demarco@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)

## HOUSING CABINET MEMBER MEETING

Date of Publication - Tuesday, 3 November 2009