





**Brighton & Hove  
City Council**

# Cabinet Meeting

Title:	<b>Cabinet</b>
Date:	<b>10 July 2008</b>
Time:	<b>4.00pm</b>
Venue	<b>Council Chamber, Hove Town Hall</b>
Members:	<p><b>Councillors:</b> Mears (Chairman)</p> <p>Mrs Brown, Caulfield, Fallon-Khan, Kemble, K Norman, Simson, Smith, G Theobald, Young and Mitchell</p>
Contact:	<p><b>Martin Warren</b> Senior Democratic Services Officer 01273 291058 martin.warren@brighton-hove.gov.uk</p>

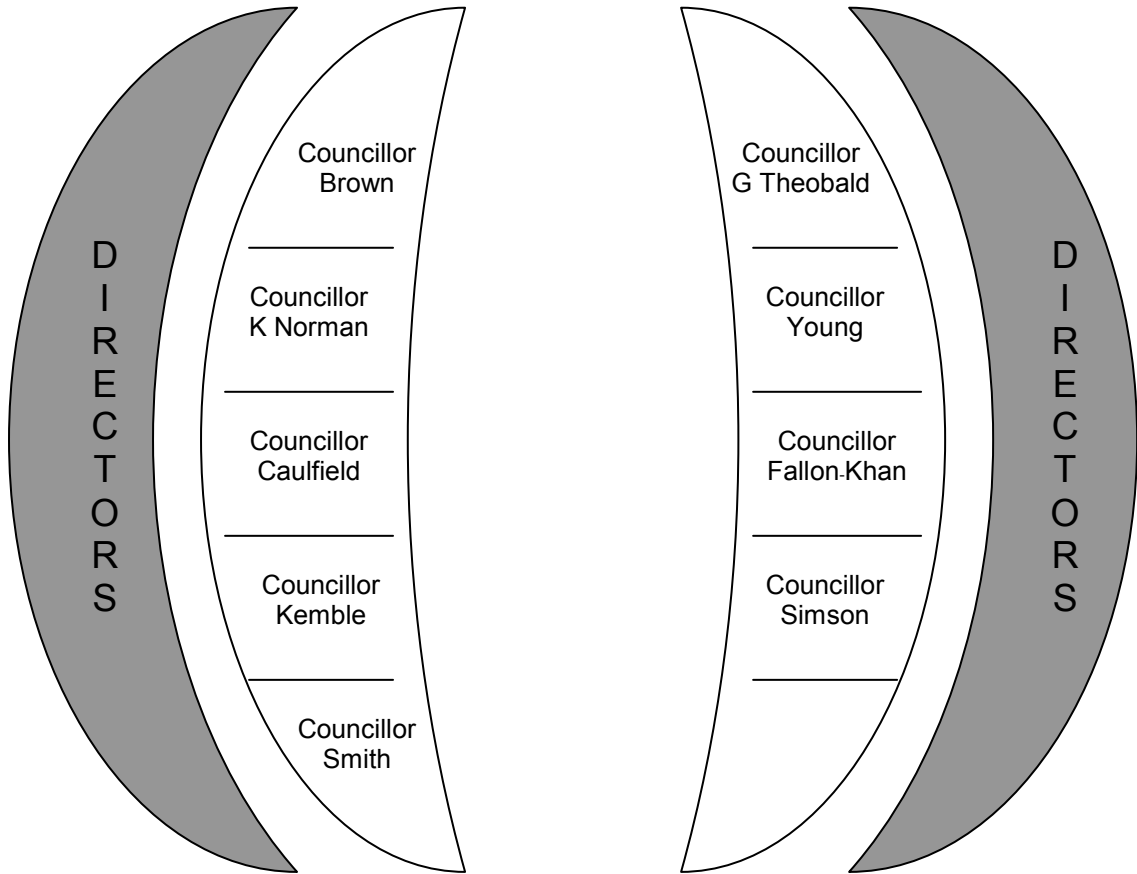
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# Democratic Services: Meeting Layout

Director of Strategy & Governance    Councillor Mears    Chief Executive    Democratic Services Officer

OFFICERS

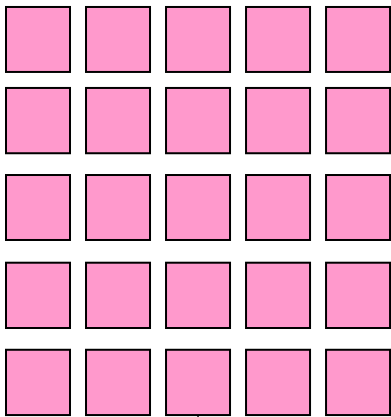
MEMBERS



OFFICERS

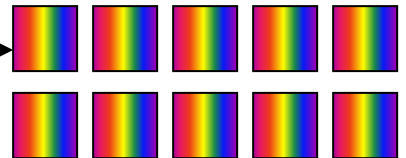
MEMBERS

Speaker          Leader of the Opposition



Public Seating

Members in Attendance



Press



## AGENDA

Part One

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**25. PROCEDURAL BUSINESS**

**1 - 2**

- (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 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 exempt categories is available for public inspection at Brighton and Hove Town Halls.*

**26. CHAIRMAN'S COMMUNICATIONS**

**27. MINUTES OF THE MEETING OF CABINET 12 JUNE 2008**

**3 - 18**

(copy attached)

**28. ITEMS RESERVED FOR DISCUSSION**

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

*With the exception of the items reserved, the questions, petitions, deputations, notices of motion and Members' letters on the agenda, all the other recommendations, including the reasons and the statement of other options considered are approved. Agreement includes the decision, reasons for decision and alternative options considered.*

***NOTE:** Notices of Motion, Deputations and Petitions referred from Council and Members' Letters will be reserved automatically.*

**29. PUBLIC QUESTIONS**

(the closing date for receipt of public questions is 12 noon on 3 July)

## **CABINET**

### **30. WRITTEN QUESTIONS FROM COUNCILLORS**

(the closing date for receipt of written questions from Councillors is 10.00am on 30 June).

### **31. PETITIONS**

### **32. DEPUTATIONS**

(the closing date for receipt of deputations is 12 noon on 3 July).

### **33. LETTERS FROM COUNCILLORS**

(the closing date for receipt of letters from Councillors is 10.00am on 30 June).

### **34. NOTICE OF MOTION**

### **35. MATTERS REFERRED FOR RECONSIDERATION**

No matters have been referred.

### **36. REPORTS FROM OVERVIEW & SCRUTINY COMMITTEES**

No reports have been received.

## **FINANCIAL MATTERS**

### **37. Targeted Budget Management (TBM) Month 2**

Report of the Director of Finance & Resources (to follow).

*Contact Officer:* Nigel Manvell *Tel:* 293104

*Ward Affected:* All Wards

### **38. Corporate Energy Procurement - Gas Contract**

**19 - 24**

Report of the Director of Finance & Resources (copy attached).

*Contact Officer:* Angela Dymott *Tel:* 291450

*Ward Affected:* All Wards

## **STRATEGIC & POLICY ISSUES**

### **39. Annual Performance Report 2007 / 2008**

**25 - 82**

Report of the Director of Strategy & Governance (copy attached).

*Contact Officer:* Barbara Green *Tel:* 01273 29 1081

*Ward Affected:* All Wards

## CABINET

- 40. Risk & Opportunity Management Strategy & Programme 2008-2011** **83 - 98**  
Report of the Director of Strategy & Governance (copy attached).  
*Contact Officer:* Jackie Algar *Tel:* 29-1273  
*Ward Affected:* All Wards
- 41. Revised Local Development Scheme for the Local Development Framework** **99 - 126**  
Report of the Director of Environment (copy attached).  
*Contact Officer:* Lisa Marshall *Tel:* (01272) 292612  
*Ward Affected:* All Wards
- 42. Consultation of the Future of Falmer High School and Proposals for the Development of an Academy on the School Site** **127 - 148**  
Report of the Director of Children's Services (copy attached).  
*Contact Officer:* Lorraine O'Reilly *Tel:* 01273 292446  
*Ward Affected:* All Wards

### GENERAL MATTERS

- 43. Establishment of a Cabinet Committee on Sustainability** **149 - 162**  
Report of the Director of Strategy & Governance (copy attached).  
*Contact Officer:* Thurstan Crockett *Tel:* 29-2503  
*Ward Affected:* All Wards

### Part Two

### Page

- 
- 44. Corporate Energy Procurement - Gas Contract** **163 - 170**  
Report of the Director of Finance & Resources (copy attached). [Exempt Category 3]  
*Contact Officer:* Angela Dymott *Tel:* 291450  
*Ward Affected:* All Wards
- 45. Black Rock Development** **171 - 178**  
Report of the Director of Cultural Services (copy attached). [Exempt Category 3]  
*Contact Officer:* David Fleming *Tel:* 01273 292700  
*Ward Affected:* East Brighton;  
Rottingdean Coastal;
- 46. To consider whether or not any of the above items and the decisions thereon should remain exempt from disclosure to the press and public.**

## CABINET

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.

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For further details and general enquiries about this meeting contact Martin Warren, (01273 291058, email [martin.warren@brighton-hove.gov.uk](mailto:martin.warren@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)

Date of Publication - Thursday, 3 July 2008

**BRIGHTON & HOVE CITY COUNCIL****CABINET****4.00PM, 12 JUNE 2008****COUNCIL CHAMBER, HOVE TOWN HALL****MINUTES**

**Present:** Councillor Mears (Chairman), Councillors; Brown, Caulfield, Fallon-Khan, Kemble, Norman, Simson, Smith, Theobald and Young.

**Also in attendance:**  
Councillor Mitchell (Leader of the Opposition)

**Other Members:** Councillors Cobb, Kitcat, Morgan, Oxley, Randall, Taylor and Watkins.

**PART ONE****1 PROCEDURAL BUSINESS****1a Declarations of Interests**

1.1 Councillor Mears declared a personal in item 14, 'Targeted Budget Management (TBM) Revenue Outturn 2007-2008', as a stall holder at the Open Market.

**1b Exclusion of Press and Public**

1.2 The Cabinet considered whether the press and public should be excluded from the meeting during the consideration of any items contained in the agenda, having regard to the nature of the business to be transacted and the nature of the proceedings and the likelihood as to whether, if members of the press and public were present, there would be disclosure to them of confidential or exempt information as defined in Schedule 12A, Part 5A, Section 100A(4) or 100 1 of the Local Government Act 1972 (as amended).

1.4 **RESOLVED** - That the press and public be not excluded from the meeting.

## 2 CHAIRMAN'S COMMUNICATIONS

- 2.1 The Chairman informed the Cabinet that it had been hoped to have had information regarding the funding of developments at Black Rock available for the meeting. This had not proved to be possible. A report on the issue would therefore be brought to the Cabinet in July.

## 3 TERMS OF REFERENCE

- 3.1 The Cabinet considered a report of the Director of Strategy & Governance concerning the Terms of Reference of the Cabinet (for copy see minute book).

- 3.2 **RESOLVED** – That the report be noted.

## 4 MINUTES OF THE MEETING OF POLICY & RESOURCES 3 APRIL 2008

- 4.1 **RESOLVED** – That the minutes of the Policy & Resources Meeting as held on 3<sup>rd</sup> April 2008 be noted.

## 5 ITEMS RESERVED FOR DISCUSSION

- 5.1 In response to a question from Councillor Mitchell about the process for dealing with Notices of Motion moved under the previous constitutional arrangements officers explained that any motion requiring a substantive decision had to be referred to the Cabinet or the relevant Cabinet Member Meeting.

The motion about Bottled Water in particular asked for determination of a specific point and though it had been debated at Council and determined in part, there remained some outstanding issues that required consideration by the Cabinet.

- 5.2 **RESOLVED** – All items were reserved for discussion by the Chairman.

## 6 PUBLIC QUESTIONS

- 6.1 There were none.

## 7 WRITTEN QUESTIONS FROM COUNCILLORS

- 7.1 There were none.

## 8 PETITIONS

- 8.1 The Cabinet considered a petition as presented at Council on 13 March 2008 by Councillor Mitchell.

*'We the undersigned fully support the need to have some designated dog-free beaches as currently in place. We are for fair access to the beaches for all and oppose an all out ban on dogs on the beaches between April and September. We are for a crack down on fouling. We are against unnecessary dog restrictions on the promenade, the undercliff walk and at Hollingbury & Waterhall golf courses.'*



8.2 **RESOLVED** – That the petition be noted and considered during deliberation of Item 20 on the agenda ('Dog Control Order').

8.3 Councillor Duncan presented the following petition signed by 121 people concerning a development at the junction of Down Terrace and St. Luke's Road (planning ref: Bh/2002/0225.rm).

*'The building layout at this site, as currently proposed by the BHCC Planning Department, shows little or no regard for the welfare of its nearest affected neighbours; nor of the established pattern of house building at the majority of existing road junctions in this area. Particularly badly affected will be the occupants of X St. Luke's Road (two of whom have disabilities) and whose home this development will be joined onto, causing great disturbance. They will also lose at least 50% of natural light to the back windows preventing them from continuing to work at home and will incur other financial penalties as a result. This is the last thing they want. Also light to the other nearest neighbours will be variously compromised.*

*However: Should the new house face Down Terrace, instead of St. Luke's road, the other option. None of these problems would arise.'*

8.4 **RESOLVED** – That the petition be noted and referred to Planning Committee for consideration.

8.5 Councillor Kitcat presented the following petition signed by 630 people concerning Governments' proposed introduction of I.D cards

8.6 *'We, the undersigned residents of Brighton & Hove, petition the Council to immediately condemn the Government's Identity Cards scheme and the associated National Identity Register, we also petition the government to abandon the scheme.*

*We believe the Government's proposals constitute an attack on individual rights and freedoms. Given that over 80% of citizen contact with government occurs through local authorities, we believe that, it is important for the council to oppose the ID card scheme.*

*Given that the costs of implementing the scheme must be borne by local authorities, we believe that, were the council to buy into the scheme, rises in council tax to cuts to services would be inevitable.*

*We believe that the scheme relies heavily on unproven technology, and that it is unlikely to work.*

*We believe that the scheme will deliver little or no tangible benefit and will lead to an endemic loss of privacy and freedoms.*

*We believe that the scheme will present particular dangers to marginalised, disenfranchised and disadvantaged people. For these reasons, we urge the council not to buy into or cooperate with the scheme, to state its opposition publicly, and make its opposition known to the Home Secretary.*

- 8.7 **RESOLVED** – That the petition be noted and taken into consideration during Item 11 (iv), ('Notice of Motion concerning Identity Cards').

## 9 DEPUTATIONS

- 9.1 The Chairman reported that a Deputation had been received at Council on the 13 March and was referred to the Cabinet for consideration. She noted that the Deputation concerned the exercising of dogs in public spaces. As the mover of the deputation was not present at the meeting the Cabinet took the deputation as read.
- 9.2 **RESOLVED** – That the deputation be noted and considered when determining Item 20 on the agenda ('Dog Control Order').

## 10 LETTERS FROM COUNCILLORS

- 10.1 There were none.

## 11 NOTICE OF MOTION REFERRED FROM COUNCIL

- 11.1 The Cabinet considered the following Notice of Motion submitted to Council on 13 March 2008 by Councillors Duncan and Davey.
- 11.2 *'This Council recognises the social and health benefits of responsible dog ownership, the harm caused by irresponsible dog owners failing to clean up after or control their animals, and expresses its support for preserving open access to public areas including (but not limited to) beaches and golf courses for dog owners acting responsibly.'*

*This Council notes that:*

- *Dogs play an essential role in improving health, welfare and quality of life for many thousands of residents of and visitors to the city*
- *Proposals to ban dog walking on outlying beaches and open spaces in the city will effectively ban dog owners from accessing such spaces, since many such residents' only use of these facilities is during their daily walking of the dog*
- *Dog owners and walkers who fail to control their companion animals or clean-up after them are endangering the health and welfare of others. This is contrary to both national legislation and local bye-laws and should not be tolerated*
- *Any extension of the current ban on dogs on beaches between the two piers could force visitors to the city to leave their pets in vehicles with probable adverse consequences on the welfare of the animals concerned.*

*This Council therefore*

- *Expresses its opposition to proposals to extend the current summer ban on dogs between the two piers to all beaches within the city limits and require dogs to be on leads on other open spaces including Hollingbury Golf Course*
- *Resolves to take firm action against irresponsible owners who do not clean up after their dogs or control them properly in public places*

*Supports the sentiment in the petition organized by local campaign group 'It's Barking Mad', the text of which follows, and which has been signed (as at Monday, March 3) by 576 people including a Member of the European Parliament, one of the city's Members of Parliament, three Prospective Parliamentary Candidates and 20 members of this council.*

*"We fully support the need to have some designated dog-free beaches as currently in place. We are for fair access to the beaches for all and oppose an all out ban on dogs on the beaches between April and September. We are for a crack down on fouling. We are against unnecessary dog restrictions on the promenade, the Undercliff Walk and at Hollingbury & Waterhall golf courses."*

11.3 The Chairman invited Councillor Duncan to speak to the motion.

11.4 Councillor Duncan addressed the Cabinet on the substantive points of the motion.

11.5 **RESOLVED –**

(1) That the Notice of Motion be noted and

(2) that the Notice of Motion be considered when determining Item 20 on the agenda ('Dog Control Order').

11.6 The Cabinet considered the following Notice of Motion submitted to Council on 13 March 2008 by Councillors Morgan and Mitchell. An amended version of the Notice of Motion was tabled at the meeting reflecting the amendments moved by the Green Party and adopted at Council on 13 March 2008.

11.7 *"This council notes that the majority of restaurants in Brighton and Hove serve bottled mineral water, and that while most will provide tap water on request, some do not.*

*Tap water is of very good quality, up to 500 times cheaper than bottled water and emits around 300 times less CO<sub>2</sub> in processing than bottled alternatives. A glass of tap water has a carbon footprint of 0.3g of CO<sub>2</sub>, a bottle of mineral water has a carbon footprint of up to 185g of CO<sub>2</sub>. Much of the bottled water we drink is shipped in from overseas, and shipping has been shown to have emissions greater even than airfreight. The use of bottled water too often contributes to landfill where glass and plastic bottles used to provide the water are not recycled. In many organisations, including the council, disposable plastic cups are often used to serve the water, and these are also frequently not recycled.*

*This council notes the “London On Tap” campaign run by Thames Water and the Mayor of London, and the competition to design reusable carafes for use in restaurants across the capital, and resolves to consider a similar initiative.*

*This council resolves to encourage restaurants, cafés and hotels in the city to provide tap water on request or as a matter of course, and to encourage the use of reusable carafes which encourage people to opt for the cheaper and more sustainable alternative to bottled water.*

*This Council asks that the relevant committee considers whether bottled mineral water and disposable plastic cups should continue to be provided within the city council and whether instead to provide tap water served in reusable glasses to councillors, staff and visitors, and also to consider a review of the use of water coolers to ensure that water used is as far as possible locally sourced and sustainable.”*

11.8 The Chairman invited Councillor Morgan to speak to the motion.

11.9 Councillor Morgan addressed the Cabinet on the substantive points of the motion.

11.10 **RESOLVED –**

(1) That the Notice of Motion be noted and

(2) that Cabinet would determine the provision of water when the current contract expired.

11.11 The Cabinet considered the following Notice of Motion submitted to Council on 4 April March 2008 by Councillors Randall and Duncan.

11.12 *This council applauds the excellent work of the Brighton and Hove Older People’s Council (OPC).*

*It also notes the all-party support for local democracy expressed recently and often in the debate on the introduction of the cabinet system in Brighton and Hove.*

*In the spirit of this commonly expressed belief:*

*The council resolves to work with the Brighton and Hove Older People’s Council to remove the clause from the OPC constitution that threatens with suspension any member who:*

*‘Speaks or publishes any written work with the attention of affecting public support for a political party’ or ‘canvasses in the interests of any political party with the exception of delivering political party leaflets.’*

11.13 The Chairman invited Councillor Randall to speak to the motion.

11.14 Councillor Randall addressed the Cabinet on the substantive points of the motion.

11.13 **RESOLVED –**

(1) That the Notice of Motion be noted and

2) that discussions with the Older Peoples Council be held as to their ability to determine their own terms of reference.

11.14 The Cabinet considered the following Notice of Motion submitted to Council on 24 April 2008 by Councillors Kitcat and Randall.

11.15 *This council notes that the Home Secretary has announced that some foreign nationals will begin carrying ID Cards in November 2008 with some UK citizens to start receiving the cards in 2009. The introduction of these cards will have an effect upon all of the people of Brighton & Hove. This council believes that:*

*1. The disadvantages of such a scheme will outweigh any likely benefits to the people of Brighton & Hove;*

*2. The scheme will do little, if anything, to prevent terrorism, crime or fraud;*

*3. The national database that underpins the identity card scheme may facilitate criminal fraud, terrorism and potential state abuses of human rights;*

*4. The ID card and database proposals are likely to fundamentally alter the relationship between the state and the individual. According to Government estimates, the cost of the scheme will reach £5.5 billion, with independent commentators predicting substantially higher costs. Brighton & Hove residents will be required to pay an estimated £30 for a stand-alone ID card or £93 for a passport and ID card together.*

*5. The city's share of the scheme's £5.5 billion cost over ten years would amount to approximately £24 million equivalent to 40 additional police officers on our streets for the next ten years.*

*This council resolves to:*

*1. Affiliate to the 'No2ID' campaign, which already includes MPs and several political parties;*

*2. Make representations at every possible stage, reiterating this council's opposition to ID cards;*

*3. Take no part in any pilot scheme or feasibility work in relation to the introduction of national identity cards;*

*4. Make it a policy of the council to ensure that national identity cards would not be required to access council services or benefits unless specifically required to do so by law;*

*5. Only co-operate with the national identity cards scheme where to do otherwise would be unlawful;*

*6. Instruct the Chief Executive to write to the Home Secretary expressing these views and asking her to reconsider her decision to push forward with this scheme*

- 11.16 The Chairman invited Councillor Kitcat to speak to the motion.
- 11.17 Councillor Kitcat addressed the Cabinet on the substantive points of the motion.
- 11.18 In reaching their decision the Cabinet also considered the petition as presented by Councillor Kitcat at item 8.5.

11.19 **RESOLVED –**

(1) That the Notice of Motion be noted.

(2) That the principle of the motion be recognised and that relevant intervention be undertaken as and when Government begin formal consultation or initiation of the project.

**12 MATTERS REFERRED FOR RECONSIDERATION**

- 12.1 There were none.

**13 REPORTS FROM OVERVIEW & SCRUTINY COMMITTEE**

- 13.1 There were no formal reports, though the Cabinet did take note of a supplementary report advising of the recommendations of the Overview and Scrutiny Committee of 3 June in respect of some minor amendments to the Corporate Plan (Item 16).

**FINANCIAL MATTERS**

**14 TARGETED BUDGET MANAGEMENT (TBM) REVENUE OUTTURN 2007/2008**

- 14.1 The Cabinet considered a report of the Director of Finance & Resources concerning the revenue outturn for 2007/08 for the General Fund, Section 75 Partnerships and Housing Revenue Account (HRA) as at the 31 March 2008 (for copy see minute book).
- 14.2 In response to questions from Councillor Mitchell, Councillor Caulfield explained that details regarding the expenditure of the Housing Revenue Account and proposals regarding the Decent Homes Standard would be reported to the Housing Cabinet Member meeting in July.
- 14.3 **RESOLVED –** Having considered the information and the reasons set out in the report, the Cabinet accepted the following recommendations:

(1) That the provisional outturn for the General Fund, Section 75 (S75) Partnerships and Housing Revenue Account for 2007/08 and the impact on reserves and balances be noted.

(2) That the contribution of £0.500 million to the Single Status reserve and the creation of a Car Parks Maintenance reserve of £0.400 million be agreed.

(3) That the changes to the 2008/09 budget allocations as set out in paragraph 3.6 of the report and the use of unallocated general reserves as set out in paragraph 3.5 of the report be agreed.

(4) That the carry forward of £0.799 million to 2008/09 relating to the Older People Mental Health Services S75 pooled budget, managed by Sussex Partnership Trust be agreed, subject to Joint Commissioning Board approval at their meeting on 16<sup>th</sup> June 2008.

(5) That an additional contribution from the General Fund to the S75 Partnership pooled budget to meet the shortfall of £0.199 million against the Integrated Community Equipment Services S75 pooled budget managed by South Downs Health Trust be agreed.

(6) That the proposed distribution of the unallocated Local Authority Business Growth Incentive Scheme (LABGI) funding as set out in Appendix 2 of the report be agreed.

NOTE: Having declared a personal and prejudicial interest in the matter Councillor Mears withdrew from the meeting and took no part in the discussion or decision thereon.

In the absence of the Chairman, Councillor Mears, Councillor Brown chaired the meeting during consideration of the item.

## **15 TARGETED BUDGET MANAGEMENT (TBM) CAPITAL OUTTURN 2007/2008**

15.1 The Cabinet considered a report of the Director of Finance & Resources concerning the revenue the capital outturn for 2007/08; it also offered information regarding programme slippage, budget changes and sought approval for carry forward to the 2008/09 programme (for copy see minute book).

15.2 In response to questions from Councillor Mitchell, Councillor Theobald reported that repairs to the Bandstand would not jeopardise current budget projections.

15.3 **RESOLVED** – Having considered the information and the reasons set out in the report, the Cabinet accepted the following recommendations:

(1) That the changes to the capital budget, as set out in Appendix 1 of the report be approved.

(2) That it be noted that the programme slipped by 3.48%, as set out in paragraph 3.3 of the report.

(3) That the carrying forward of 2007/08 slippage (£1.407 million) into the 2008/09 capital programme, to meet on-going commitments on these schemes, be approved.

## STRATEGIC AND POLICY ISSUES

### 16 CORPORATE PLAN 2008-11

- 16.1 The Cabinet considered a joint report of the Director of Strategy & Governance and Director of Finance & Resources concerning the draft Corporate Plan (for copy see minute book).
- 16.2 The Chairman noted that the Overview and Scrutiny Commission had considered the report at their meeting on the 3 June and had offered some recommendations. A supplementary report detailing these proposals was tabled (Item 16a) and the Chairman stated that she was happy to accept the recommendations.
- 16.3 Councillor Mitchell requested to move seven minor additional amendments on behalf of the Labour Group. The Chairman advised that these additional amendments would better be considered at Council and requested that they be provided in written form.
- 16.4 Councillor Mitchell accepted the advice and stated that she would prepare a document for Council.
- 16.5 **RESOLVED** - Having considered the information and the reasons set out in the report, the Cabinet approved the Corporate Plan, as amended below with the inclusion of the recommendations from the Overview and Scrutiny Commission and that it be referred to Council for approval.

A. Add reference to support for city car clubs in 1.2 (p. 9)

Proposed amendment: Add new action bullet point reading “support the roll-out of car club cars across the City”.

B. Clarify third action bullet in 1.3 (p. 11)

Proposed amendment: Change bullet to read “Work with local businesses and others to ensure that workers have the skills they need.”

C. Add reference to work on private rented sector housing in 1.5 (p. 15)

Proposed amendment: New action bullet reading “Maintain our high level of performance in reducing the number of empty private sector homes in the city.”

D. Add reference to supported housing in 1.5 (p.15)

Proposed amendment: New action bullet reading “Provide financial assistance and support to householders and landlords to enable more vulnerable owner-occupiers and private tenants to live in decent homes.”

E. Add reference to improving energy efficiency of housing stock in 1.5 (p. 15)

Proposed amendment: New action bullet reading “Improve the energy efficiency of the city’s housing stock across all tenures, and reduce the number of people on low



incomes living in homes with a low energy efficiency rating.

F. Describe the action being taken to deliver the commitment on drug users in 3.3 (p. 34)

Proposed amendment: New action bullet reading: "Bring the drug treatment system in line with new and emerging best practice, training staff better and providing a high-quality, stable service."

G. Add reference to health benefits of environmental health enforcement work in 3.3 (p. 34)

Proposed amendment: New action bullet reading: "Improve public health by improving the health and safety of workplaces, the fitness of food sold, and the quality of the city's air."

H. Add specific action bullet on NEET in 3.4 (p. 35)

Proposed amendment: New action bullet reading: "Expand the breadth of the curriculum offer to take into account the needs of all young people and increase the number of in-year enrolment opportunities to encourage those not in education to re-engage."

## 17 LOCAL AREA AGREEMENT 2008-11

17.1 The Cabinet considered a report of the Director of Strategy & Governance proposing the final version of the Local Area Agreement (LAA) for Brighton & Hove, covering the period 1 April 2008 to 31 March 2011 (for copy see minute book).

17.2 Members wished to record their appreciation of the work that officers had put into the preparation of the report.

17.3 Councillor Mitchell stated that she had welcomed the opportunity for the Labour Group to contribute to the draft.

17.4 In his role as Vice-Chair of the Sussex Fire Authority, Councillor Kemble welcomed the reduction of incidents of arson.

17.5 **RESOLVED** – Having considered the information and the reasons set out in the report, the Cabinet accepted the following recommendations:

(1) To recommend to Council the Local Area Agreement for approval.

(2) That it be noted that the Local Area Agreement would be reviewed in January 2009, when targets still outstanding would be determined, and other targets and indicators removed or amended.

(3) That it be noted that cross-partner delivery plans for all national indicators in the LAA were being determined and would be reported and monitored to the Public Sector Board and Local Strategic Partnership in due course.

**18 LOCAL DEVELOPMENT FRAMEWORK CORE STRATEGY REVISED  
PREFERRED OPTIONS**

- 18.1 The Cabinet considered a report of the Director of Environment seeking approval of the Core Strategy Revised Preferred Options Document ('the Revised Core Strategy'), part of Brighton & Hove's Local Development Framework (for copy see minute book).
- 18.2 The Chairman noted a typographical error in recommendation 2 (4). Reference to January 2008 should read January 2009.
- 18.3 Councillor Mitchell questioned the views of the administration on the 40% provision of affordable housing. Members debated the issue with the Chairman concluding that 40% was the optimum target for provision of affordable houses.
- 18.4 In response to questions from Councillor Mitchell about the development of car-free housing, Councillor Theobald commented that each development would be considered individually and that a blanket policy would not be appropriate.
- 18.5 **RESOLVED** – Having considered the information and the reasons set out in the report, the Cabinet accepted the following recommendations:
- (1) That the nature of the representations made to the original Core Strategy Preferred Options document (appendix 2 of the report) be noted.
- (2) That the officer responses and recommendations to the representations set out in the schedule attached to the Statement of Consultation placed in the Members' rooms be approved.
- (3) That the Revised Core Strategy and supporting documents for the purposes of a minimum six week period of public consultation, subject to any minor editorial changes agreed by the Cabinet Member for Environment in consultation with the Director of Environment be approved; and
- (4) That it be noted that the final version of the Core Strategy would be brought back to the Cabinet and Council in January 2009 for approval for submission to the Secretary of State following a final formal period of consultation to take place during February and March 2009 (the exact procedure would be subject to the publication of The Town and Country Planning (Local Development) (England) (Amendment) Regulations anticipated May/June 2008).

## 19 LOCAL DEVELOPMENT FRAMEWORK CORE STRATEGY – BACKGROUND STUDIES

19.1 The Cabinet considered a report of the Director of Environment seeking approval of six background studies and four interim background studies contributing to the evidence base for the revised preferred options Core Strategy, part of the Local Development Framework (for copy see minute book).

19.2 **RESOLVED** – Having considered the information and the reasons set out in the report, the Cabinet accepted the following recommendations:

(1) That the six completed background studies and four interim background studies as supporting evidence for the revised preferred options Core Strategy, part of the Local Development Framework be approved.

(2) That it be noted that the final versions of those four studies currently at the interim stage would be brought back to the Cabinet in November 2008.

## 20 DOG CONTROL ORDERS

20.1 The Cabinet considered a report of the Director of Environment detailing proposals to replace current bylaws relating to dogs and the Dogs (Fouling of the Land) Act 1996, with a Dog Control Order. The replacement of the current bylaws with Dog Control Orders was designated under the Clean Neighbourhoods and Environment Act 2005 Sections 55 and 56 (for copy see minute book).

20.1 The Cabinet also took into consideration the petition, Notice of Motion and Deputation as above, when considering the issue.

20.2 **RESOLVED** – Having considered the information and the reasons set out in the report, the Cabinet accepted the following recommendations:

(1) That the making of an order pursuant to Section 55 of the Clean Neighbourhoods and Environment Act 2005 providing for offences relating to the control of dogs in respect of land within Brighton & Hove be agreed. The Dog Control Order shall relate to:-

- (a) the removal of dog faeces,
- (b) for keeping of dogs on leads
- (c) the exclusion of dogs.

in respect of land specified in appendix 3.

(2) That the level of fixed penalty for contravening a dog control order be set at £80.00

(3) That the commencement of the Dog Control Order from Midnight 31st December 2008 be approved.

**PROPERTY AND REGENERATION MATTERS****21 CITY COLLEGE BRIGHTON & HOVE – FALMER PLANNING STRATEGY FRAMEWORK**

21.1 The Cabinet considered a report of the Director of Environment and Acting Director of Cultural Service that sought approval for a Planning Strategy Framework for proposals from City College Brighton and Hove for a new facility next to and within the Community Stadium at Falmer (for copy see minute book).

21.2 **RESOLVED** - Having considered the information and the reasons set out in the report, the Cabinet accepted the following recommendations:

(1) That “in principle” support to the draft Planning Strategy Framework (Appendix 1 to the report) be agreed as a document that will

a) Assist the college in its submission for funding to the Learning & Skills Council in respect of realising its objectives to provide new and improved Further Education facilities for Brighton & Hove;

b) Provide a framework that will assist future discussions between the council and the college in respect of the proposed additional development at the Community Stadium,

c) Feed into a long-term property strategy that will deliver study skills centres in the East and West of the city, including accessible adult education facilities in Hove.

**GENERAL MATTERS****22. CONFIRMATION OF EXECUTIVE APPOINTMENTS (INCLUDING APPOINTMENTS TO OUTSIDE BODIES)**

22.1 The Cabinet considered a report of the Director of Strategy & Governance that set out the nine Cabinet Members and their portfolios that the Leader had notified the Chief Executive of as having been appointed by her on the 15<sup>th</sup> May 2008 (for copy see minute book).

22.2 **RESOLVED** – Having considered the information and the reasons set out in the report, the Cabinet accepted the following recommendations:

(1) That the appointment of 9 Cabinet Members as detailed in paragraph 3.2 of the report be noted,

(2) That the various appointments of councillors to the bodies listed in paragraph 3.3 of the report be confirmed.

**23 AFFILIATIONS 2008/09**

23.1 The Cabinet considered a report of the Director of Strategy & Governance that set out the bodies to which council has previously affiliated to on a corporate basis and sought a decision as to whether to continue with these affiliations (for copy see minute book).

23.2 **RESOLVED** - Having considered the information and the reasons set out in the report, the Cabinet accepted the following recommendations:

1) That affiliation to the bodies listed below during 2008/09 be agreed;

- a) The Local Government Association
- b) The South East England Regional Assembly
- c) The United Nations Association

**24 PART TWO ITEMS**

24.1 There were none.

The meeting concluded at 5.35pm

Signed

Chair

Dated this

day of

2008



<b>Subject:</b>	<b>Corporate Energy Procurement – Gas Contract</b>		
<b>Date of Meeting:</b>	<b>10 July 2008</b>		
<b>Report of:</b>	<b>Director Finance and Resources</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Angela Dymott, AD Property &amp; Design</b>	<b>Tel: 29-1450</b>
		<b>Jason Clarke, Energy &amp; Water Manager</b>	<b>Tel: 29-1431</b>
	<b>E-mail:</b>	<b>Jason.Clarke@brighton-hove.gov.uk</b>	
<b>Key Decision:</b>	<b>Yes</b>	<b>Forward Plan No. CAB 2175</b>	
<b>Wards Affected:</b>	<b>All</b>		

**FOR GENERAL RELEASE****1. SUMMARY AND POLICY CONTEXT:**

- 1.1 To seek approval to delegate approval powers to the Director Finance and Resources following a tender exercise in compliance with the European Union Public Procurement Directive to re-let the Brighton and Hove City Council Gas contract, which expires on 30<sup>th</sup> September 2008. The report will also outline current market volatility, procurement options and the need for the representatives of the Finance & Resources Directorate to act immediately on any suitable quotation. This report is complemented by a separate report in part 2 of the Agenda.

**2. RECOMMENDATIONS:**

That the Cabinet agree and authorise, due to the global volatility of energy markets that

(1) A contract is awarded to the best gas bid via the most beneficial procurement route following appraisal and recommendations from the council's energy adviser.

(2) The current OJEU procurement route continues whilst options are retained to place a contract through the most beneficial procurement route

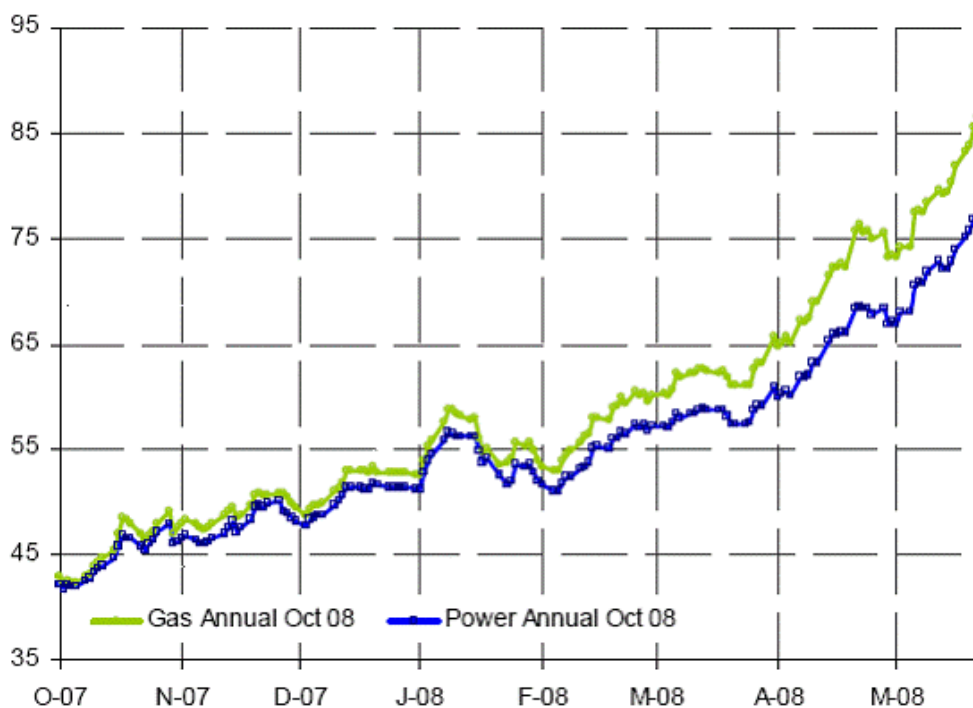
(3) The Director, Finance and Resources be given delegated powers, following consultation with the Cabinet member, Leader, and Opposition Spokesperson to award the contract and take all other steps necessary for the implementation of the proposals.

(4) The Director of Adult Social Care and Housing to increase gas heating service charges for council tenants to reflect the increase in contract prices from 1<sup>st</sup> October 2008

### 3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

3.1 The energy market has been particularly volatile over the course of the current contract. The market has been prone to regular fluctuations and is characterized by supplier quotations remaining valid for a maximum period of 24hrs. Prices have been seen to rise rapidly in 2006 with a subsequent market fall at the beginning of the 2007, which has now turned once again in an upward direction.

3.2 The graph below shows the increase in utility prices since October 2007 (Gas shown in green), the average annual gas price is now at 86.88pence per therm (approximately 3 p/per kilo watt). This dramatic increase is directly proportional to the global oil price, increased trading in this commodity has sustained prices at a record high currently \$130/barrel. Barring a major increase in oil production, prices are expected to continue to rise over the next 2-3 years. This belief is further compounded by recent statements by the head of OPEC in which he states his expectation that the price of oil to reach \$200 per barrel.



3.3 The council's energy adviser, Team Q Energy Services, were commissioned to undertake a tender exercise in accordance with the council's Contract Standing Orders, in compliance with the European Union Public Procurement Directive for the supply of Gas to the council's portfolio of 178 sites. The portfolio comprises a wide range of sites that include the Brighton Centre, King Alfred Leisure Centre, all schools, other administration buildings, Housing communal blocks and social care buildings.



- 3.4 The current contract, which was tendered in 2005, terminates on the 30<sup>th</sup> September 2008. The council spend through this contract in 2007/08 was £1.5 million. It includes a clause which will allow the continuation of the current contract for another 12 months, all contract mechanics would remain in place, however, a new price per unit would be agreed. The council's energy advisor has investigated this option, the returned prices being very similar to current market price.
- 3.5 Tender documents have been issued to 11 potential suppliers with the exercise due to close on the 26<sup>th</sup> June 2008. The exercise has been undertaken early in order to pre-empt anticipated winter fuel price rises

<b>Event</b>	<b>Time Scale</b>	<b>Date</b>
Tender Closes.		26 <sup>th</sup> June 2008
Tender Evaluation – review tender returns and present findings to Council Officer with delegated powers.	4 days	2 <sup>nd</sup> July 2008
Seek Tender Revisions – Seek revised prices based on preferred Council terms and conditions.	5 days	9 <sup>th</sup> July 2008
Second Tender Evaluation – review with Council Officers the most appropriate offer to accept	1 day	10 <sup>th</sup> July 2008
ALCATEL stand still period ends	11 days	21 <sup>st</sup> July 2008
Contract Acceptance – Place a letter of intent (Subject to Contract) with preferred bidder.		21 <sup>st</sup> July 2008
Review contract terms and conditions	40 days	30 <sup>th</sup> September 2008
Contract Starts		1 <sup>st</sup> October 2008

- 3.6 As this contract renewal will directly affect council leasehold housing tenants Property & Design have been liaising with Housing who are leading on the full notification that will be required. Initial notification of the expiry of the existing contract and the council's intention to re-tender the contract was submitted on 27<sup>th</sup> June 2008 in line with statutory requirements. However in light of the current market volatility and reluctance of suppliers to hold prices beyond 24hrs it may be necessary to seek Leasehold Valuation Tribunal (LVT) dispensation to forgo the 30 day notification period required on receipt of the supplier's offer to enable value for money and the best price to be secured. Legal advice is currently being sought on this issue and the decision on which course to pursue would be taken within the delegated powers.

- 3.7 Whilst a direct replacement of the existing contract is being considered a variety of procurement alternatives have also been explored. These include alignment and aggregation of purchasing with other authorities, flexible purchasing over various days throughout the year and Framework procurement through OGC.

#### **4. CONSULTATION**

- 4.1 Market evaluation has been carried out by both the council Energy and Water Manger and the Council Energy services consultant.
- 4.2 Further benchmarking has been carried out in association with East Sussex County Council Energy Management team.
- 4.3 Further advice on procurement routes was obtained from the procurement team.
- 4.4 Advice has been sought of the Housing Leasehold Management Team and Legal Services as to the council's position with regard to Leaseholder notification.

#### **5. FINANCIAL & OTHER IMPLICATIONS:**

##### Financial Implications:

- 5.1 Early analysis of the prices within the Gas Market in March 2008 by our expert advisor had suggested a rise in Gas unit price of around 34% on long term contracts. However as the graph at 3.2 suggests and as evidenced by the recent experience of utilities tender exercises, such as sub 100kW electricity price, increases on long term fixed contracts of between 60-80% are conceivable.
- 5.2 The increased costs will affect schools, the Housing Revenue Account (HRA) properties as well as the General Fund services. Schools will be expected to fund these additional costs within their budget formula allocations. The majority of the additional costs for the HRA will be passed onto tenants and leaseholders.
- 5.3 For all other services the additional costs will need to be reflected in their Targeted Budget Management estimates for 2008/09, and identified as a pressure and managed within their cash limited budgets for 2009/10.

Finance officer consulted: James Hengeveld. 6<sup>th</sup> June 2008

##### Legal Implications:

- 5.6 The nature and value of the contract means that it falls within the EU Procurement Regulations. The various alternative scenarios for procurement of the supply described in section 6 of this report comply with EU Procurement Regulations and Contract Standing Orders. Any decision to dispense with the LVT notification period is to be undertaken in compliance with legal requirements.
- 5.7 The Council must take the Human Rights Act into account in respect of it's actions but it is not considered that any individual's Human Rights Act rights would be adversely affected by the recommendations in this report.'

Legal officer consulted: Sonia Likhari 4<sup>th</sup> June 2008

#### Equalities Implications:

5.8 An Equalities impact assessment has not been carried out as it is unlikely that the renewal of the contract will have any equalities implications

#### Sustainability Implications:

5.9

- *Sustainable Consumption and Production* - The renewal of the contract will not directly impact the consumption or production however we will aim to minimise consumption
- *Climate Change and Energy* – As a fossil fuel, emissions associated with gas consumption will impact on climate change. Increased unit cost should incentivise B&HCC to minimise use in all operations through more effective monitoring and control
- *Natural Resource Protection and Environmental Enhancement* – This indicator will not be affected by the proposed procurement.
- *Sustainable Communities* – Full consultation is required for the renewal of the gas contract. Reduction and minimisation advice will be available for leasehold tenants

#### Crime & Disorder Implications:

5.10 There are no crime and disorder implications

#### Risk and Opportunity Management Implications:

5.11 There are no additional risk or opportunity management implications

#### Corporate / Citywide Implications:

5.12 Key corporate implications are the increase in unit price. Budget holders should be made aware as soon as possible of potential rises in utility costs

### **6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

As it is essential that the Gas contract is renewed, by the 30<sup>th</sup> September 2008 and market volatility has been established alternatives to delegation of powers are limited. Therefore all alternative options relate to the procurement route once powers have been delegated and these are listed below.

6.1 Continuation of solo OJEU route to meet timetable. A number of options are being pursued to ensure that best value can be achieved.

- Dual fuel – This option would allow the council to tie up of both fuel supplies Electricity/ Gas with the same supplier (E-On) who will then provide a discount below market rate.
- Trigger product - Index linked option this option can be very flexible by enabling the council to buy gas at a set trigger price points each month/quarter as with all flexible options there can be great advantages in a market that is going down as

well as up, however it is more difficult to achieve any great benefit when the market trend is up month on month.

- Winter tracker – This is an option where a daily allocation is applied during the winter months to each site – initially 80% of volume is purchased up front and the rest is purchased as required if the site exceeds allocation. At the end of the year this is tabulated and a refund or an invoice is sent depending on the usage during that year.

#### 6.2 Aggregated procurement with other local authorities.

- East Sussex County Council had intimated that there were possibilities to aggregate our portfolios and purchase as a consortium, however following East Sussex County Council report they intend to postpone this for at least a year. B&HCC could place a one year contract with a supplier and align in 2009 however, it is likely that the unit price would be higher over this year. Alternatively B&HCC could utilise the 12 month extension clause within the current contract.

#### 6.3 Procurement via OGC route

- The key benefit of procurement via the OGC framework route is speed and an implied saving through bulk purchasing. However the current OGC gas supply framework list consists of one supplier. This lack of competition is likely to have a negative effect on price especially as supplier fees will be loaded into the unit price. This route also attracts an extra administration fee. However it is worth retaining this option should the tenders returned prove unfavourable.

### 7. REASONS FOR REPORT RECOMMENDATIONS

7.1 The main grounds for the recommendations that are sought are to allow the council to benefit from the best price available within a volatile market where prices are held for a maximum of 24hrs.

7.2 To enable the council to procure flexibly and take advantage of potential to aggregate it's portfolio to achieve favourable unit costs.

### **SUPPORTING DOCUMENTATION**

#### **Appendices:**

None

#### **Documents In Members' Rooms**

None

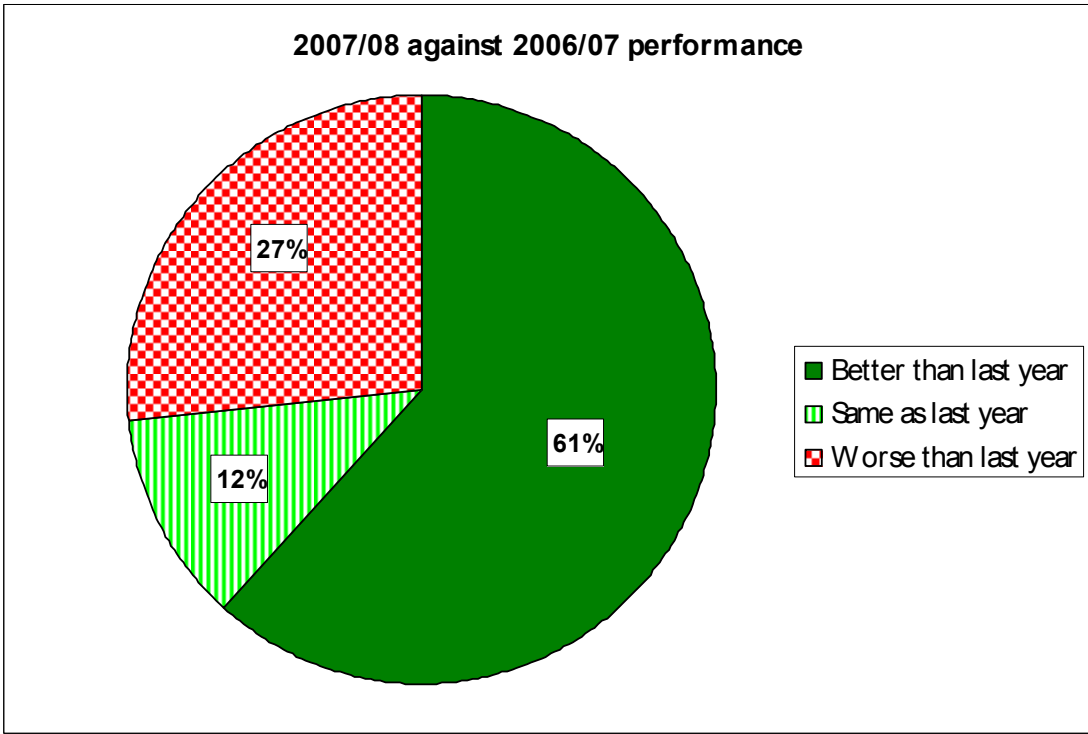
#### **Background Documents**

1. None

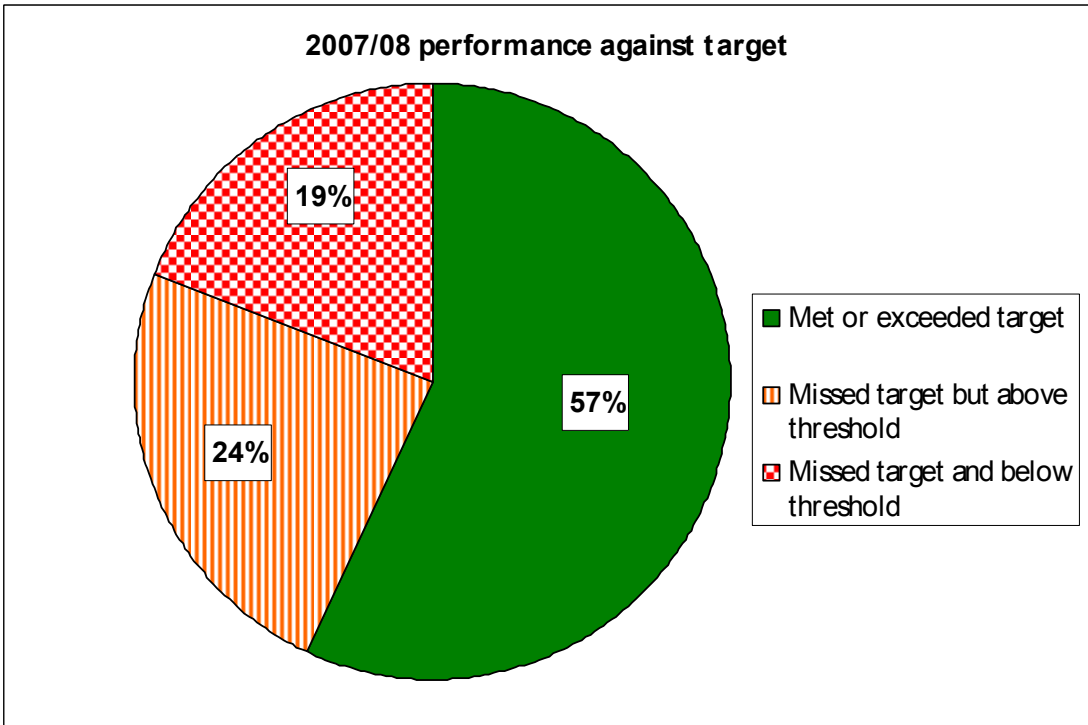
**Subject:** Annual Performance Report 2007 / 2008  
**Date of Meeting:** 10 July 2008  
**Report of:** Director of Strategy & Governance  
**Contact Officer:** Name: Barbara Green Tel: 29-1081  
E-mail: barbara.green@brighton-hove.gov.uk  
**Key Decision:** Yes Forward Plan No: CAB 2169  
**Wards Affected:** All

**FOR GENERAL RELEASE****1. SUMMARY AND POLICY CONTEXT:**

- 1.1 The council publicly reports on the performance of services quarterly in line with good practice. In the past these reports were presented to Policy & Resources Committee where members were given the opportunity to probe and challenge poor performance. Additionally, service committees received more detailed quarterly performance reports on key aspects of performance in all leading service areas to facilitate challenge where performance was not meeting the standards residents and the council could expect.
- 1.2 New constitutional arrangements provide that the Overview & Scrutiny Commission also receives performance reports; these provisions represent greater challenge and transparency in performance reporting and have extended member involvement in the Council's performance monitoring.
- 1.3 Below is a summary of results of the Council's end of year performance report. This compares performance against the previous year's, and on the basis of the results we have so far, our results for 2007/08 compared with 2006/07 shows an overall improvement. 61% of our results for 2007/08 are better than they were in 2006/07, while 12% are at the same level.



1.4 The table below indicates that in 2007/08, 57% met or exceeded our targets. 24% were between our target level and the threshold that was set requiring urgent action, in other words, missed target by a small margin. 19% were off target.



## **2. RECOMMENDATIONS:**

- 2.1 That the Cabinet approve the Annual Performance Report 2007-08 (Appendix 1), subject to a small amount of statistical information to be collected and included.

## **3. RELEVANT BACKGROUND INFORMATION**

- 3.1 Every year, we produce an annual report that compares our performance in the last full financial year against that of our targets and against the top 25% performing authorities. This year we have produced the Annual Performance Report 07/08 in a table form (see appendix 1).
- 3.2 Last year (07/08) is the final reporting year for the Best Value Performance Indicators (BVPIs). In previous years we have produced a Performance Plan (also known as BVPP); this is no longer a requirement due to the changes in the government's performance management framework.
- 3.3 This year (08/09) is subject to transitional arrangements. Following consultation last year carried out by the Audit Commission (AC) with local authorities and other public sector bodies, the new National Indicator Set has been published (see Appendix 2). This set of indicators will represent the indicators assessed as part of the CAA in future years, with particular focus on the 35 measures that have been selected as improvement priorities for Brighton & Hove in the new Local Area Agreement.

## **4. CONSULTATION**

- 4.1 The Audit Commission is consulting on major changes to the Comprehensive Performance Assessment (CPA) regime, moving to a new framework called Comprehensive Area Assessments (CAA). The next round of consultation is planned to be published over the summer and the aim is for the new methodology and arrangements to be fully in place by 2009/10.
- 4.2 TMT and DMTs have been consulted on the new national indicator set and on the plans for future performance reporting. This reporting will ensure that we adequately reflect progress towards our objectives and will provide early warning for areas not on track to allow appropriate remedial action to be taken.

## **5. FINANCIAL & OTHER IMPLICATIONS:**

### 5.1 Financial Implications:

None

### 5.2 Legal Implications:

With effect from 1 April 2008 the Local Government and Public Involvement in Health Act 2007 has removed the requirement for best value authorities to compile and publish an annual best value performance plan (BVPP). However local authorities are still obliged to publicly report outturn performance data on the 2007/08 BVPIs and a statement certifying compliance with the Code of Practice on Workforce Matters. This will ensure that outturn data on the 2007/08 BVPIs is available to feed in to the final year of Comprehensive Performance Assessment (CPA).

### 5.3 Equalities Implications:

We have made steady progress to delivery equality & diversity improvements within the organisation and the city, in particular:

- we exceeded our target to increase the percentage of women in the top 5% paid jobs in the council reaching 52%
- we exceeded our target to increase the percentage of people with disabilities in the top 5% paid jobs in the council
- we exceeded our target to increase the percentage of people working for BHCC declaring that they meet the DDA definition of disability
- we exceeded our target of improving the percentage of buildings that are suitable and accessible to people with disabilities
- we narrowly missed our target of increasing the percentage of people from ethnic minorities

This work will continue to support improvements in our rating in the overall Equality Standard.

### 5.4 Sustainability Implications:

Environmental improvements have been made over the last year, in particular:

- percentage of household waste being recycled is in the top 25% of performance nationally
- we exceeded our targets for the percentage of household waste that goes to land fill
- we exceeded our target of households served by kerbside collection of recyclables reaching 96.1%
- significant improvement in the speed and efficiency of removing abandoned vehicles
- continued strong performance on energy efficiency ratings of local authority homes



- 5.5 Risk and Opportunity Management Implications:  
The management of performance is important and contributes to avoiding the risk that the council's improvement priorities will not be delivered. Progress against performance indicators informs our risk and opportunity management assessments.
- 5.6 Crime & Disorder Implications:  
Strong partnership working has lead to continuing improvements, in particular:
- domestic burglaries have reduced over the last year
  - violent crime has reduced over the last year
  - robberies have reduced over the last year
- 5.7 Corporate / Citywide Implications:  
The ongoing monitoring of performance will feed into the service planning timetable and establishment of a new corporate plan in the future. This is an essential part of the council's Performance Management Framework, providing the link between the new 3 year Corporate Plan and the annual Directorate and Service Business Plans.

**6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

6.1 None

**7. REASONS FOR REPORT RECOMMENDATIONS**

7.1 Statutory requirement under the Local Government Act 1999 and Circular 03/2003.

**SUPPORTING DOCUMENTATION**

**Appendices:**

1. Appendix 1 – Annual Performance Results 2007-08
2. Appendix 2 – National Indicator Set 2008-09

**Documents In Members' Rooms**

None

**Background Documents**

None



PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Corporate Health</b>							
2a	The level of the Equality Standard for Local Government to which the authority conforms	2	2	3	2	none	The Equalities Standard has been revised and now covers Sexual Orientation, Age and Religion/Belief as well as Gender, Race and Disability. The council has a programme in place to improve its performance against the revised Standard.
2b	The duty to promote race equality	84	89.5	94.7	89.5	84	This indicator is calculated by comparing how our policies and procedures match against a 19 point checklist. We currently meet 17 of the criteria.
8	% of undisputed invoices paid within 30 days	92.32	88.95	94.9	90.63	96.71	A new purchasing system was introduced in the council during 2006/07. Officers have conducted targeted training to improve skills and understanding of this system, and promote best practice across the organisation. Though the overall target was missed, results improved steadily over the year, rising from 84% in May 2007 to 95% in March 2008.
9	% of council tax collected by the council	96.6	95.7	96.1	96	98.48	The final figures have been agreed after a software update highlighted the methodology we had been using was flawed. The 2006/07 result and 2007/08 target have been restated using the correct methodology.
10	% of business rates collected by the council	98.4	98.41	98.5	97.6	99.3	Immediately prior to year end the Valuation Office Agency notified us of a huge number of revaluations which significantly increased the collection target. The timing of this gave us little opportunity to bill customers before year end, as a result our target has not been met.
11a	% of top-paid 5% of staff who are women	52.6	51.05	52	52.02	49.13	

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Corporate Health</b>							
11b	% of top-paid 5% of staff who are from an ethnic minority	1.65	2.13	3	2.4	3.85	This indicator is subject to large fluctuations as it is measuring a small number of staff.
11c	% of the top-paid 5% of staff who have a disability	1.25	0.86	2	5.09	3.28	This indicator is subject to large fluctuations as it is measuring a small number of staff.
12	The number of working days / shifts lost due to sickness absence	9.8	10.78	9.2	10.18	8.7	Sickness absence, while improved from last year, continues to be high. Work is underway to address this, including: *Intensive training for managers *One to one coaching for managers on difficult cases *Accelerated progression of long term cases *Trialling a new way of reporting and monitoring sickness *Early intervention on cases of stress or back problems
30							A pilot programme is underway and will be evaluated for effectiveness prior to being rolled out across the council.
14	Early retirements (excluding ill-health retirements) as a % of the total workforce	0.15	0.38	0.16	1.11	0.18	In total 75 officers retired early during 2007/08.
15	Ill health retirements as a % of the total workforce	0.11	0.14	0.12	0.24	0	16 officers retired due to ill-health during 2007/08.
16a	The number of staff declaring that they meet the Disability Discrimination Act (1995) definition of disability as a % of the total workforce	2.78	2.78	3	4.45	3.05	There has been an increase in the number of people who describe themselves as disabled. This is linked to the Employee Validation exercise carried out throughout the council.
16b	% of economically active people in Brighton & Hove declaring that they are disabled	13.8	4.5	n/a	4.5	none	
17a	% of staff from ethnic minority communities	3.83	4.28	5	4.5	5.6	

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Corporate Health</b>							
156	The % of authority buildings open to the public in which all public areas are suitable for and accessible to disabled people	53.9	60.37	65	65.45	none	
<b>Children &amp; Young People's Trust</b>							
38	% of 15 year old pupils in local authority schools achieving five or more GCSEs at grades A*-C or equivalent	55	55.2	58	57.5	61.8	This result has improved steadily over the last 5 years, to 57.5% in 2007. The percentage achieving 5 or more A*-C grades including English and Maths has also improved to 43.6% in 2007.
39	% of 15 year old pupils in local authority schools achieving 5 GCSEs or equivalent at grades A*-G including English and Maths	87	85.9	89	90.9	91.8	
40	% of pupils in local authority schools achieving level 4 or above in the Key Stage 2 Mathematics test	72	77	79	76	78	The percentage of children achieving Level 4 or above has fallen by 1% on the previous year, taking the figure to 76%. Though below target this figure is in line with the national average, and the trend over the last 3 years has been positive, with a 4% improvement since 2005/06.
41	% of pupils in local authority schools achieving level 4 or above in the Key Stage 2 English test	77	81	80	81	81.2	The percentage of children achieving Level 4 or above in English at Key Stage 2 has remained at 81%, which is 1% above the national average.
43a	% of statements of special educational need prepared within 18 weeks excluding those affected by "exceptions to the rule" under the SEN Code of Practice	92.1	98	94	95.6	100	
43b	% of statements of special educational need prepared within 18 weeks, including those affected by "exceptions to the rule" under the SEN Code of Practice	60.3	76	82	69.3	98.5	This indicator relates to a small number of children, so the result can be subject to large fluctuations. Some variation is due to the impact of implementing the integrated care pathway for children with a disability, which has focused medical input on multi-disciplinary working. An audit has been completed and senior staff are meeting urgently to resolve the

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
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### Children & Young People's Trust

45	% of half days missed due to total absence in secondary schools maintained by the local authority	8.2	8.29	7.9	8.5	7.4	issues. Despite an improvement in 2005, absence in secondary schools has increased over the past 2 years and was 8.5% in the 2006/07 academic year. Development work is now in place and a support programme set up for schools with high numbers of pupils who are persistently absent. Data for Autumn and Spring terms 2007/08 show a positive trend, with absence at 7.8%.
46	% of half days missed due to total absence in primary schools maintained by the local education authority	6	5.94	5.7	5.3	5.34	This is a positive outcome and reflects the decision to focus on primary schools, as part of a broader preventative approach.
49	Stability of placements of Looked After Children: the % of children with three or more placements during the year	17.5	15.8	16	14.2	none	This is a positive outcome and reflects the close attention paid to care planning and risk management during the implementation of the Children and Young People's Trust strategy to reduce the numbers of children in care.
50	Educational qualifications of Looked After Children: % of young people leaving care aged 16 or over with at least one GCSE at grade A*-G or a GNVQ	54	67	44	70	none	This is a positive outcome and reflects the investment in dedicated resources and skilled staff to support looked after children.
161	Ratio of young people looked after on 1 April of their 17th year engaged in education, training or employment at age 19 to the % of the pop. engaged in education, training or employment at age 19	0.72	0.73	0.75	--	none	Data unavailable at time of writing
162	% of child protection cases that should have been reviewed during the year which were reviewed	96	98.9	100	100	100	This is a positive outcome and restores performance to the expected level.

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Children &amp; Young People's Trust</b>							
163	Adoptions of Looked After Children	11.2	11.3	9.5	9.9	none	This result relates to those children adopted during the year as a percentage of children looked after for 6 months or more.
181a	% of 14 year old pupils in schools maintained by the LEA achieving level 5 or above in the Key Stage 3 test in English	72	66	77	65	76.55	Following relatively strong results in English in 2005/06, the percentage achieving level 5 or above fell in each of the following years.
181b	% of 14 year old pupils in schools maintained by the LEA achieving level 5 or above in the Key Stage 3 test in Mathematics	70	71	77	72	80	Results in Maths have improved over each of the past 5 academic years.
181c	% of 14 year old pupils in schools maintained by the LEA achieving level 5 or above in the Key Stage 3 test in Science	66	66	74	67	76.95	Results in Science have continued to improve over the past two academic years.
181d	% of 14 year old pupils in schools maintained by the LEA achieving level 5 or above in the Key Stage 3 test in ICT	69	n/a	76	83.5	75	Results in ICT continue to improve, and have exceeded targets. The final result may change slightly as returns from a small number of schools are not yet available.
194a	% of pupils in schools maintained by the LEA achieving level 5 in Key Stage 2 English	26	34	32	36	35	Results have improved steadily over the past 2 years, and are exceeding target.
194b	% of pupils in schools maintained by the LEA achieving level 5 in Key Stage 2 Maths	30	32	33	33	35	Results have improved steadily over the past 2 years, with targets met or exceeded.
197	Number of conceptions to females aged under 18 resident in the area, per thousand females aged 15-17 resident in the area, compared with the baseline year of 1998	-7.6	-5.7	-13.6	-10.4	-18.73	There were 43.1 conceptions to females under 18 in 2006 (the latest year for which data is available). This is 10.4% lower than the baseline year of 1998.

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Children &amp; Young People's Trust</b>							
221a	% of 13-19 year olds gaining a recorded outcome compared to the % of young people who participate in youth work in the local area	n/a	65.3	60	68.2	63	A recorded outcome is "a declared objective that is significant for that individual young person" and which can be evidenced by a youth worker or an external awarding body.
221b	% of 13-19 year olds gaining an accredited outcome compared to the % of young people aged 13-19 participating in youth work	n/a	27.4	30	36.3	29.5	An accredited outcome is subject to either independent internal verification by the organisation making the award or is externally assessed by an awarding body, such as the Duke of Edinburgh Award Scheme.
222a	% of integrated early education and childcare settings funded or part funded by the local authority where leaders have a qualification at level 4 or above	31	33	37	51	42.25	This is a positive outcome consistent with the high performing of early education and childcare settings across the city
222b	% of integrated early education and childcare settings funded or part-funded by the local authority that have input from staff with graduate or post-graduate qualifications in teaching or child development	27	34	36	100	100	This is a very positive outcome consistent with the high performing of early education and childcare settings across the city
<b>Social Services</b>							
53	Number of households receiving intensive home care per 1000 population aged 65 or over	14.59	15.5	15	15.1	17	
54	Older people helped to live at home per 1000 population aged 65 or over	96.88	95	97	104.6	101	3,920 older people were helped to live at home.
56	% of items of equipment delivered and adaptations made within 7 working days	85	91	91	90.07	93	Good performance has been sustained in the context of more items of equipment delivered overall.
195	Assessments of Older People completed within acceptable waiting times	83	78	85	87.22	88	Targeted resources have led to significantly improved assessment waiting times for new older clients during 2007/08.



PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Social Services</b>							
196	Acceptable waiting time for care packages following assessment for new older clients	79.35	82	85	90.1	93	Actions to improve delivery times of care services has significantly improved performance.
201	Number of adults and older people receiving direct payments per 100,000 population	43	53.6	90	93.6	127	The council introduced a strategy to increase the takeup of direct payments during 2007/08. Improvement was initially gradual but has exceeded the target for the year, which was increased from 75 to 90.
<b>Housing</b>							
63	Energy Efficiency - average SAP rating of local authority owned dwellings	74.6	75	75.6	75.4	72	The energy efficiency rating of the local authority dwellings in Brighton & Hove remains among the best in the country.
64	Number of private sector vacant dwellings that are returned into occupation or demolished during the financial year as a direct result of action by the council	155	151	149	153	95	This indicator was a rewardable target under the previous Local Area Agreement and has been achieved. The target was for 450 vacant dwellings to be returned into occupation or demolished between April 2005 and March 2008. In total 459 dwellings were brought back into occupation during this period.
66a	Proportion of rent and arrears collected by the council	96.35	96.44	97.7	97.75	98.56	This indicator measures the proportion of rent collected during the year that was due during the year. It does not take account of rent arrears collected from previous years and therefore the result can never be above 100%. During 2007/08 the overall rent arrears figure dropped by £478,480.
66b	% of tenants with more than seven weeks rent arrears	8.76	8.73	7.6	7.85	4.94	The overall number of tenants in arrears has fallen significantly over the year due to a combination of debt recovery and preventative work.

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Housing</b>							
66c	% of tenants in arrears who have had Notices Seeking Possession served	20.11	19.99	15	27.23	17.01	More tenants were served with a Notice Seeking Possession during the year than initially predicted. This gives a strong message to tenants in the overall drive to reduce rent arrears.
66d	% of local authority tenants evicted as a result of rent arrears	0.04	0.15	n/a	0.17	0.23	23 households have been evicted this year. The government's pre-action protocol designed to ensure councils do not rush into court action is adhered to. This ensures tenants receive comprehensive advice and support to maintain their rent accounts. Should the tenant fail to engage and arrears continue to accrue then the council does not hesitate to request an order from the court.
183b	Average length of stay (in weeks) in hostel accommodation for homeless households that include dependent children or a pregnant woman and which are unintentionally homeless and in priority need	n/a	0	0	0	none	Brighton & Hove does not use hostel accommodation for homeless households.
184a	% of local authority dwellings which were non-decent at the start of the financial year	58.05	57.73	55	55.88	11.75	Following the approval of the new procurement strategy which will come into effect in 2010, an interim programme of work has been implemented based purely on asset management information. This should ensure that the council remains on track to reduce the number of council homes that are non-decent to 46%, the current target for 2008/09.
184b	% change in the proportion of non-decent dwellings between the start and end of the financial year	0.55	4.57	-4.7	0.68	31.75	The planned maintenance programme for 2008/09 will enable improved performance in this area.
202	Number of people sleeping rough on a single night within the local authority area	9	12	8	10	0	The official rough sleepers count for 2007/08 took place on the night of 6th March 2008. Ten people were found to be sleeping rough and, of these, four had a local connection to Brighton & Hove.

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Housing</b>							
212	Average time taken to re-let local authority housing	39	35	30	31.09	27.5	Re-let times in Brighton & Hove from August to March were among the best in the country, but slow performance at the start of 2007/08 resulted in the target just being missed.
213	Number of households considering themselves homeless for whom housing advice casework intervention resolved their situation	20	11.65	11	11.26	7.25	In total so far this year, 1393 households have had their homelessness situation resolved by provision of housing options and housing advice casework.
<b>Housing Benefit and Council Tax Benefit</b>							
76b	The number of fraud investigators employed per 1000 caseload	0.3	0.29	0.3	0.32	none	
76c	The number of fraud investigations per 1000 caseload	36.86	38.24	41	34.6	none	
76d	The number of prosecutions and sanctions per 1000 caseload	4.56	4.47	4.3	4.86	none	
78a	Average time in days for processing new claims	40.63	35.32	30	28.22	24.45	
78b	Average time in days for processing notifications of change in circumstance	29.44	21.45	18	12.34	7.8	
79a	% of cases where the calculation of Housing and Council Tax benefit due was correct on the basis of the information available	97.6	98.2	99	98.6	99.2	
79b i	Housing Benefit (HB) overpayments recovered as a % of HB overpayments identified during the year	57.42	65.12	62.5	72.6	80.61	
79b ii	Housing Benefit (HB) overpayments recovered as a % of the outstanding HB overpayment debt at the start of the year plus HB overpayments identified during the year	35.21	30.87	37	31.34	38.38	Older debt is harder to clear and much of it might already be in recovery, so not possible to be written off.

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
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### Housing Benefit and Council Tax Benefit

79b iii	Housing Benefit (HB) overpayments written off during the year as a % of the total HB debt outstanding at the start of the year plus the amount of HB overpayments identified during the year	9.81	7.41	10	10.81	none	
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### Waste & Cleanliness

82a i	% of total tonnage of household waste recycled	20.95	23.32	26.5	24.91	22.88	The combined performance in terms of the recycling and composting reached 28.45% this year, an improvement of 1.74% on last year. This improvement is as a result of recycling collections being rolled out to blocks of flats.
82a ii	Tonnage of household waste recycled	23059	25796	29323	27295	16862	
82b i	% of total tonnage of household waste composted	3.56	3.39	3.5	3.52	15.53	
82b ii	Tonnage of total household waste composted	3920	3752	3834	3856	10795	
82c i	% of total tonnage of household waste used to recover heat, power and other energy sources	0.51	2.36	10	10.97	11.66	This is the first full year of diverting waste away from landfill to incineration providing energy recovery.
82c ii	Tonnage of household waste used to recover heat, power and other energy sources	560.1	2608	10956	12025	25480	
82d i	% of total tonnage of household waste landfilled	74.99	70.93	60	60.6	55.63	The improved levels of recycling and sending more waste to incineration has led to the reduction in waste going to landfill.
82d ii	Tonnage of household waste that has been landfilled	82554	78474	65739	66391	49146	
84a	Kilograms of household waste collected per head	437	434	434	437	395	

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Waste &amp; Cleanliness</b>							
84b	% change from the previous financial year in the number of kilograms of household waste collected per head	-3.42	-0.73	0	0.44	-1.78	Tonnage of waste collected per head is affected by the weather. In 2007/08 we had a relatively wet summer which results in more garden waste being generated. This is the most likely cause of the increase.
86	Cost of waste collection per household	74	62.88	n/a	57.56	37.59	
87	Cost of waste disposal per tonne of municipal waste	56.16	69.8	n/a	74.84	38.95	Costs of waste disposal are going up nationally as a result of restrictions on landfill, landfill tax and the need for more sophisticated and sustainable waste management solutions.
91a	% of households served by a kerbside collection of recyclables	86.95	92.57	95	96.94	100	The continued expansion of the service across the city, including to high and low rise flats, has enabled us to exceed the target again this year. This has also contributed to the increase in recycling.
91b	% households served by kerbside collection of at least two recyclables	86.95	92.47	95	96.12	100	
199a	% of relevant land and highways assessed as having unacceptable levels of litter and detritus	18.9	16	12	13.7	7	This indicator is based on surveys of representative streets for levels of litter and detritus (or dirt). The figure reported is the percentage of streets surveyed considered unacceptable. Performance has improved by 2.3% as a result of reviewing working practices.
199b	% of relevant land and highways from which unacceptable levels of graffiti are visible	17	13	10	11.2	1	This indicator is based on surveys of representative streets for graffiti. The figure reported is the percentage of streets surveyed considered which have unacceptable levels of graffiti. Performance has improved by 1.8% as a result of the ongoing graffiti programme.

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
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### Waste & Cleanliness

199c	% of relevant land and highways from which unacceptable levels of fly-posting are visible	8	6	5	6.4	0	This indicator is based on surveys of representative streets for fly-posting. The figure reported is the percentage of streets surveyed considered unacceptable.
199d	The year on year reduction in total number of incidents and increase in total number of enforcement actions taken to deal with fly-tipping	n/a	2	3	2	1	Estimated result. The final figure will be confirmed in July.

### Environment & Environmental Health

166a	The council's score against a checklist of best practice for Environmental Health	89.5	89.5	89.5	89.5	100	Achieving 100% would require benchmarking our very minimal port health activity and therefore is not considered cost effective at this stage.
166b	The council's score against a checklist of best practice for Trading Standards	86.6	90	90	90	100	
216a	Number of 'sites of potential concern' within the local authority area with respect to land contamination	3161	2944	2900	2863	none	This is a 'context only' indicator. This indicator does not effectively measure local performance concerning land contamination activities.
216b	Number of sites for which sufficient detailed information is available to decide whether remediation of the land is necessary as a % of all 'sites of potential concern'	1.36	1.15	1.5	1.6	10	Satisfactory progress is being made investigating sites of concern. Most sites are remediated upon redevelopment.
217	% of pollution control improvements to existing installations completed on time	100	100	100	100	100	
218a	% of new reports of abandoned vehicles investigated within 24 hours of notification	88.67	93.7	90	97	none	

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
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### Environment & Environmental Health

218b	% of abandoned vehicles removed within 24 hours from the point at which the council is legally entitled to remove the vehicle	53.26	40.5	53	59.3	none	Significant improvements have been achieved since the new and updated contract has been in place.
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### Transport

223	% of the local authority principal road network where structural maintenance should be considered	18	17	15	11	6	The Dept of Transport's 07/08 revised guidance has meant that this figure has been calculated differently. Wheel track cracking has been excluded for this year. If included the result would have been 17% and in line with our target.
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224a	% of non-principal classified road where maintenance should be considered	19	18	17	17	9	
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224b	% of the unclassified road network where structural maintenance should be considered	3.55	5	4.5	4	10	
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### Road Safety

99a i	Number of people killed or seriously injured in road traffic collisions	123	161	122	171	77	Whilst the total number of road casualties continues to fall, the number of people killed or seriously injured has continued to rise. The rate of increase, however, has slowed and we will continue to target resources to attempt to tackle and reverse this trend.
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99a ii	% change in the number of people killed or seriously injured in road traffic collisions since the previous year	22.29	-20.69	-7.58	5.84	-14	See above
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99a iii	% change in the number of people killed or seriously injured in road traffic collisions since the 1994-98 average	19.41	-5.29	-28.24	0.6	-44	See above
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PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Road Safety</b>							
99b i	Number of children (aged under 16 years) killed or seriously injured in road traffic collisions	19	17	14	17	10	See above
99b ii	% change in number of children (aged under 16 years) killed or seriously injured in road traffic collisions over previous year	55.56	21.43	-6.67	0	-31.6	See above
99b iii	% change in number of children (aged under 16 years) killed or seriously injured in road traffic collisions over 1994-98 baseline	-36.36	-22.73	-36.36	-22.73	-60.6	See above
99c i	Number of people slightly injured in road traffic collisions	1213	1129	n/a	1041	654	See above
99c ii	% change in number of people slightly injured in road traffic collisions over previous year	7.2	-6.92	n/a	-14.18	-10	See above
99c iii	% change in number of people slightly injured in road traffic collisions since the 1994-98 average	4.7	-1.91	n/a	-10.57	-24.8	See above
100	Days of temporary traffic controls or road closure on traffic sensitive roads caused by road works per km of traffic sensitive road	0.61	0.12	2.23	1.95	0.1	Targets for 2007/08 were set in line with the Highway Network Improvement Plan and the Local transport Plan (LTP).
102	Number of local bus passenger journeys originating in the authority area undertaken each year (millions)	36.39	39.42	38.69	39.4	24.01	The Countryliner and Big Lemon figures are new, since they were not operating last year. Brighton & Hove Buses and Metrobus are both down slightly, and Stagecoach is slightly up. For most of the period in question there were significant essential roadworks affecting the key bus corridor in the city. This caused major delays to the buses which were diverted via the seafront, which may have contributed to a reduction in passenger journeys.



PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Road Safety</b>							
165	% of pedestrian crossings with facilities for disabled people	99.26	99.26	99.5	99.3	99.9	
178	% of the total length of footpaths and other rights of way which were easy to use by the public	93.29	91.85	95	93.89	90.73	
187	% of surface footway network that is deficient	19.4	27.53	18	21	17	This is an estimated figure as the results are being verified. Results are comparable every other year, as the indicator requires us to survey only half the cities pavements each year.
215a	Average number of days taken to repair a streetlighting fault that is under the control of the local authority	8.16	4.93	5	4.73	3.07	Estimated result as data is being validated.
43							
215b	Average number of days taken to repair a streetlighting fault where response time is under the control of a Distribution Network Operator (DNO)	16.24	13.52	14	20.66	14.83	Large numbers of very old electrical network faults have been repaired in the last few months by EDF and these long duration faults are now added to our performance indicator figures skewing them temporarily. EDF have reported to all Authorities that they will be issuing an official letter explaining the actions they have taken.
<b>Planning</b>							
106	% of new homes built on previously developed land	99.63	99.75	98	98	96.92	Estimated result as data is being validated.
109a	% of major applications processed within 13 weeks	50	75.56	60	64.1	80.65	
109b	% of minor applications processed within 8 weeks	75.26	79.9	75	66.3	83.38	The national target for this indicator is 65%. At the start of the year we set ourselves an ambitious target of 75%. We were unable to maintain the previous high levels of performance following a restructure and some sickness absence issues. The authority will be judged against the national target, which we did achieve.

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Planning</b>							
109c	% of other applications processed within 8 weeks	81.98	89.63	82	76	92.46	Staff restructuring and sickness absence issues throughout the year led to delays in processing some applications, meaning the target was not achieved.
179	% of standard searches carried out within 10 working days	100	100	100	100	100	
200a	Did the local planning authority submit the Local Development Scheme by 28th March 2005 and thereafter maintain a 3-year rolling program?	Yes	Yes	Yes	Yes	none	
200b	Has the planning authority met the milestones which the current Local Development Scheme sets out?	Yes	Yes	Yes	Yes	none	
4							
204	% of appeals allowed against the authority's decisions to refuse planning applications	31	38.68	35	21.8	25.6	
205	The council's score against a 'quality of planning services' checklist	100	100	100	100	100	

### Culture and Related Services

170a	The number of visits to / usages of museums per 1000 population	9126	11328	12197	14846	1066.5	
170b	The number of those visits per 1000 population that were in person	3152	3092	3154	3016	620	
170c	The number of pupils visiting museums and galleries in organised school groups	31958	28083	31958	32145	8865.5	

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
<b>Culture and Related Services</b>							
219b	% of conservation areas in the local authority area with an up to date character appraisal	18.18	18.18	2.94	2.94	43.63	
220	Compliance against Public Library Service Standards	2	2	3	2	none	
<b>Community Safety and Wellbeing</b>							
126	Domestic burglaries per 1000 households	11.7	8.29	8.2	9.6	5.8	The steep decline in domestic burglaries during 2005/06 and 2006/07 flattened out and then began to reverse during 2007/08. Work is ongoing to increase the security of vulnerable properties, and with prolific offenders, including those with substance misuse problems, to reduce the crime and disorder implications of their lifestyles.
45							
127a	Violent crime per 1000 population	31.2	32.79	32.46	28.99	13.1	The rate of violent crime fell during 2007/08.
127b	Robberies per 1000 population	1.5	1.58	1.57	1.4	0.3	Personal robbery and business robbery both fell in 2007/08 compared with the previous year.
128	Vehicle crimes per 1000 population in the local authority area	10.2	10.13	10.03	7.9	7	The numbers of thefts of and from vehicles continued to fall in 2007/08.
174	The number of racial incidents recorded per 100 000 population arising in the delivery of the council's services	205.64	220.37	n/a	261.16	none	Our target was to encourage increased reporting of incidents, and build trust and confidence. We have successfully increased number of reports over the years. The result reflects increasing good practice around casework and positive community engagement.
175	% of those racial incidents resulting in further action	89	95.2	95	98	100	The percentage of racial incidents resulting in further action exceeds the target. It should be noted that there will always be a proportion of cases where reporting is anonymous, and where follow up action is not possible. Other factors also impinge on our performance, such as overseas students who return home shortly after incidents take place, and incidents in

PI	Description	2005/06 result	2006/07 result	2007/08 target	2007/08 result	Top 25% 2006/07	Comments
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### Community Safety and Wellbeing

225	% score on Actions Against Domestic Violence checklist	72.72	50	80	63.6	none	<p>which there are no defined victims e.g. racist comments made in a public place or in police presence.</p> <p>Improvement against this indicator is primarily as a result of the re-launching and wide distribution of the "Amber Card". This leaflet provides information on Domestic Violence and gives contact numbers for support services. The % of cases accepted as homeless due to Domestic Violence that had previously been re-housed in the last 2 years remains at a desirably low level. Work is required to increase the number of refuge places to a minimum of 1 per 10,000 population and to extend the preventative work with young people.</p>
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Indicator	Plain English description	Rationale	Good Performance
<b>Stronger Communities</b>			
NI 1 % of people who believe people from different backgrounds get on well together in their local area	The percentage of people who believe that people from different backgrounds get on well together in their local area. The information will be gathered in a survey, to be conducted every two years.	To measure and improve community cohesion and engagement.	Higher percentages
NI 2 % of people who feel that they belong to their neighbourhood	The percentage of people who feel that they belong to their neighbourhood. The information will be gathered in a survey, to be conducted every two years.	To measure and improve community cohesion and engagement.	Higher percentages
NI 3 Civic participation in the local area	The level of civic participation in the area, measured as the percentage of people participating in decision making groups that affect their local area and how often they do so. The information will be gathered in a survey, to be conducted every two years.	To promote participation in civic activities, and ensure that public decision making is seen to be accessible to all legitimate interest groups.	Higher percentages
NI 4 % of people who feel they can influence decisions in their locality	The percentage of people who feel they can influence decisions in their locality. The information will be gathered in a survey, to be conducted every two years.	To measure the extent to which communities feel empowered to influence decisions affecting their local area.	Higher percentages
NI 5 Overall/general satisfaction with local area	The percentage of people who are satisfied overall with the area as a place to live. The information will be gathered in a survey, to be conducted every two years.	To measure satisfaction with the area as a place to live, and help identify and address issues affecting how residents feel about their local area.	Higher percentages
NI 6 Participation in regular volunteering	The percentage of people who take part in formal volunteering at least once a month. Formal volunteering is defined as giving unpaid help through groups, clubs or organisations which support social, environmental, cultural or sporting objectives.	To measure the extent to which residents are able to contribute to their communities through volunteering.	Higher percentages

Indicator	Plain English description	Rationale	Good Performance
NI 7 Environment for a thriving third sector	The percentage of third sector organisations who answer 'positive' or 'very positive' to the question "...how do the local statutory bodies in your local area influence your organisation's success?". Third sector organisations are those serving social, cultural or environmental objectives and operating for public benefit. The definition includes (but is not limited to) registered charities, social enterprises, and housing associations. Data will be collected by survey every two years.	To improve local authorities' contribution to shaping the environment in which these organisations operate. This might include factors such as partnership working, how services are commissioned, funding relationships, or consultation frameworks.	Higher percentages
NI 8 Adult participation in sport and active recreation	The percentage of the adult population participating in sport or active recreation for at least 30 minutes on 3 days per week. This information will be collected from the Active People Survey.	To measure and improve participation in sport and active recreation.	Higher / increasing percentages
NI 9 Use of public libraries	The percentage of the adult population who say they have used a public library service at least once in the last 12 months. This information will be collected from the Active People Survey.	To measure the use of public library services.	Higher / increasing percentages
NI 10 Visits to museums and galleries	The percentage of the adult population who say they have attended a museum or gallery at least once in the last 12 months. This information will be collected from the Active People Survey.	To measure attendance at museums and galleries.	Higher / increasing percentages
NI 11 Engagement in the Arts	The percentage of the adult population that has engaged in the arts at least three times in the past 12 months. Engagement involves attending or participating in arts activities or events, regardless of whether they are funded by the authority. This information will be collected from the Active People Survey.	To measure attendance at or participation in the arts.	Higher / increasing percentages
NI 12 Refused and deferred Houses in Multiple Occupation (HMO) license applications leading to immigration enforcement activity (for introduction in 2009/10)	The definition for this indicator is being developed by Communities & Local Government and a new version will be introduced in 2009/10.	This indicator is still under development.	Not yet known

Indicator	Plain English description	Rationale	Good Performance
NI 13 Migrants English language skills and knowledge	Percentage of non-English speaking foreign nationals applying for English for Speakers of Other Languages courses who obtain a recognised ESOL qualification in each academic year.	To help ensure successful resettlement and integration of migrants, and empower them to gain employment, and make a positive contribution to the community and the economy.	Higher percentages
NI 14 Reducing avoidable contact: Minimising the proportion of customer contact that is of low or no value to the customer	The percentage of customer contacts with council services that are assessed as being avoidable. Examples of 'avoidable contact' include contact made necessary through services or information being unavailable, previous council communication being unclear, or repeated contact to provide the same information (such as change of address or circumstances) to different departments. A full definition of "avoidable contact" can be found in the National Indicator Set guidance.	By identifying customer contact that is 'avoidable', the local authority and its partners are better placed to redesign the way services and information are made more accessible for their customers, so they do not have to make unnecessary, valueless contacts which are both frustrating for the customer and inefficient for the provider.	Lower percentages
<b>Safer Communities</b>			
NI 15 Serious violent crime rate	Number of most serious violent crimes per 1,000 population	To measure the rate of violent crime.	Lower numbers
NI 16 Serious acquisitive crime rate	Number of serious acquisitive crimes per 1,000 population	To measure the rate of acquisitive crime.	Lower numbers
NI 17 Perceptions of anti-social behaviour PSA 23	The percentage of people stating that antisocial behaviour is a problem, based on their combined response to a question about seven types of antisocial behaviour. This information will be gathered in a survey, to be conducted every two years.	To measure perceptions of antisocial behaviour in the area. Antisocial behaviour is a priority for the government, and local authorities are a key partner in tackling it (and have a duty to enforce antisocial behaviour legislation).	Lower percentages
NI 18 Adult re-offending rates for those under probation supervision	The percentage of offenders aged 18 or over on the Probation caseload who are proven to have reoffended within a 3 month measurement period.	To measure actual reoffending rates for comparison with predicted reoffending rates.	Lower percentages

<b>Indicator</b>	<b>Plain English description</b>	<b>Rationale</b>	<b>Good Performance</b>
NI 19 Rate of proven re-offending by young offenders	The average number of offences committed per person by members of a cohort of young people (aged 10-17) during a 12-month tracking period. The cohort is established during January-March and includes all those receiving a reprimand or final warning, a community penalty or who are released from custody.	To measure reoffending rates by young offenders.	Lower numbers
NI 20 Assault with injury crime rate	Number of 'Assaults with less serious injury' offences per 1000 population.	To measure the rate of assault crimes, and act as a proxy measure for alcohol-related violent offences.	Lower numbers
NI 21 Dealing with local concerns about anti-social behaviour and crime issues by the local council and police	The percentage of people who think that anti-social behaviour and crime are tackled effectively by the local authority and the police. This information will be collected every 2 years through the Place Survey and the British Crime Survey.	To measure the confidence of local people in the effectiveness of agencies in tackling the community safety concerns that matter to them.	Higher percentages
NI 22 Perceptions of parents taking responsibility for the behaviour of their children in the area	The percentage of people who think that parents not taking responsibility for the behaviour of their children is a problem. This information will be collected every 2 years through the Place Survey.	To encourage and support effective parenting, and ensure parents are held to account if their children behave unacceptably.	Lower percentages
NI 23 Perceptions that people in the area treat one another with respect and consideration	The percentage of people who think that there is a problem in their local area with people not treating one another with respect and consideration. This information will be collected every 2 years through the Place Survey.	To promote strong communities, where members treat one another with respect and consideration.	Lower percentages
NI 24 Satisfaction with the way the police and local council dealt with anti-social behaviour (for introduction in 2009/10)	This information will be gathered in a survey, to be conducted every two years. The survey method and questions are still under development.	To measure satisfaction with the overall service provided in dealing with antisocial behaviour.	
NI 25 Satisfaction of different groups with the way the police and local council dealt with antisocial behaviour (for introduction in 2009/10)	This information will be gathered in a survey, to be conducted every two years. The survey method and questions are still under development.	To measure whether there are different satisfaction rates between white and Black and Minority Ethnic victims of antisocial behaviour.	
NI 26 Specialist support to victims of a serious sexual offence (for introduction in 2009/10)	This indicator will be based on referrals by police to specialist sexual violence services. Details of measurement are still under development.	To measure effectiveness in commissioning support services, raising awareness of services available in the community and encouraging victims to come forward.	



Indicator	Plain English description	Rationale	Good Performance
NI 27 Understanding of local concerns about anti-social behaviour and crime issues by the local council and police	The percentage of people who agree with the statement that "The police and local council seek people's views about the anti-social behaviour and crime issues that matter in this area". This information will be collected every 2 years through the Place Survey.	To measure confidence in local agencies to seek views on crime and anti-social behaviour, and promote community engagement in those issues.	Higher percentages
NI 28 Serious knife crime rate	The number of serious knife crimes per 1000 population.	To measure the rate of serious knife crime.	Lower numbers
NI 29 Gun crime rate PSA 23	The number of gun crimes per 1000 population.	To measure the rate of gun crime.	Lower numbers
NI 30 Re-offending rate of prolific and other priority offenders	This indicator is measured in two parts: - The percentage reduction in the total numbers of convictions recorded in successive financial years for the cohort of all current Prolific and other Priority Offenders (PPOs); and - The percentage reduction in the number of convictions over a 12 month period that was achieved by the first national cohort of PPOs, after they had belonged to their schemes for the same length of time as the current cohort	To monitor performance in reducing the level of offending by prolific and priority offenders.	Larger percentage reductions
NI 31 Re-offending rate of registered sex offenders	<b>INDICATOR DELETED</b>	<b>INDICATOR DELETED</b>	
NI 32 Repeat incidents of domestic violence (for introduction in 2009/10)	This indicator will be delayed until the support arrangements measured by it are further rolled out across the country.	Indicator still under development.	
NI 33 Arson incidents	This indicator is measured in two parts: - the number of primary fires (major fires involving property, casualties or involving 5 or more fire appliances) per 10,000 population; and - the number of secondary fires (that did not involve property, casualties or rescue, attended by 4 or fewer fire appliances) per 10,000 population.	To measure the level of arson incidents	Lower numbers
NI 34 Domestic violence – murder	The number of domestic homicides per 1000 population.	To measure the rate of domestic homicide	Lower numbers

<b>Indicator</b>	<b>Plain English description</b>	<b>Rationale</b>	<b>Good Performance</b>
NI 35 Building resilience to violent extremism	The effectiveness of the 'Prevent' work programmes measured on a 1-5 scale against four main criteria: - Understanding of, and engagement with, Muslim communities; - Knowledge and understanding of the drivers and causes of violent extremism and the Prevent objectives; - Development of a risk-based preventing violent extremism action plan, in support of delivery of the Prevent objectives; - Effective oversight, delivery and evaluation of projects and actions.	To prevent people from becoming or supporting violent extremists, and assess the standards of local arrangements against a number of key factors.	Higher numbers
NI 36 Protection against terrorist attack	The level of vulnerability of crowded places to terrorist attack, based on a risk assessment carried out by Counter Terrorism Security Advisers. The assessment is a measure of 1 to 5, where 1 is very low level of vulnerability and 5 is very high level.	To measure progress in reducing the vulnerability of crowded places assessed to be at highest risk of terrorism.	Lower numbers
NI 37 Awareness of civil protection arrangements in the local area	The percentage of people who feel that they are well informed by local agencies about what they should do in the event of a large-scale emergency. This information will be collected every 2 years through the Place Survey.	To improve awareness levels of the public and make people better able to deal with the consequences of an emergency.	Higher percentages
NI 38 Drug-related (Class A) offending rate (for introduction in 2009/10)	The definition of this indicator is still under development.	To measure performance in tackling drug misuse, and the contribution towards an overall reduction in crime and reoffending.	
NI 39 Rate of Hospital Admissions per 100,000 for Alcohol Related Harm	The number of alcohol-related admissions to hospital per 100,000 population.	To reduce the trend in the increase of alcohol related hospital admissions.	Lower numbers
NI 40 Number of drug users recorded as being in effective treatment	The change in the number of drug users (crack and opiates) in effective treatment this year compared to the number that were in effective treatment in the baseline year 2007/08.	To drive a reduction in the harm caused by misuse of drugs.	Increasing numbers
NI 41 Perceptions of drunk or rowdy behaviour as a problem	The percentage of people who think that there is a problem with people being drunk and rowdy in their area.	To monitor the effectiveness of activity by police, councils and partners to reduce the overall problem of drunk and rowdy behaviour in local communities.	Lower percentages

<b>Indicator</b>	<b>Plain English description</b>	<b>Rationale</b>	<b>Good Performance</b>
NI 42 Perceptions of drug use or drug dealing as a problem	The percentage of people who think that there is a problem with people using or dealing drugs in their area. This information will be collected every 2 years through the Place Survey.	To monitor success in reducing perceptions of drug use or dealing in the local area.	Lower percentages
NI 43 Young people within the Youth Justice System receiving a conviction in court who are sentenced to custody	The percentage of young people (aged 10-17) sentenced in court who receive a custodial sentence.	To measure the effectiveness of work by local agencies in providing preventative interventions, and reducing the likelihood of young people's behaviour escalating to a point where custody becomes inevitable.	Lower percentages
NI 44 Ethnic composition of offenders on Youth Justice System disposals	The percentage point difference in the proportions of young people (aged 10-17) on youth justice interventions in each minority ethnic group against the proportion of that group in the local population.	To help reduce disproportionate levels of representation in the youth justice system of BME groups.	Zero / lower percentages
NI 45 Young offenders' engagement in suitable education, training and employment	The percentage of young offenders (aged 10-17) who are engaged for 25 hours or more in suitable education, employment or training in the last working week of their intervention.	Engagement in education, employment or training is a protective factor against reoffending, and a key outcome for all young people.	Higher percentages
NI 46 Young Offenders' access to suitable accommodation	The percentage of young offenders (aged 10-17) who are in suitable accommodation at the end of their intervention.	Accommodation is a key factor associated with offending for young people in the youth justice system. The indicator also measures the effectiveness of partnership arrangements between Youth Offending Teams (YOT) and housing authorities and providers.	Higher percentages
NI 47 People killed or seriously injured in road traffic accidents	The percentage reduction in the number of people killed or seriously injured during the calendar year compared to the previous year.	To reduce the number of people killed or seriously injured in road traffic accidents.	Positive percentage change
NI 48 Children killed or seriously injured in road traffic accidents	The percentage reduction in the number of children aged under 16 killed or seriously injured during the calendar year compared to the previous year.	To reduce the number of children killed or seriously injured in road traffic accidents.	Positive percentage change

Indicator	Plain English description	Rationale	Good Performance
<b>Children &amp; Young People - Be Healthy</b>			
NI 49 Number of primary fires and related fatalities and non-fatal casualties (excluding precautionary checks)	This indicator is in three parts: - the number of primary fires (major fires involving property, casualties or involving 5 or more appliances) per 100,000 population; - the number of fatalities due to primary fires per 100,000 population; and - the number of non-fatal casualties (excluding precautionary checks) per 100,000 population	To measure the incidence of fires and related casualties, and assess the fire safety support provided by the local fire service.	Lower numbers
NI 50 Emotional health of children	The percentage of children (in years 6, 8 and 10) who enjoy good relationships with their family and friends, as defined by their answers to questions in the annual TellUs survey.	The quality of relationships with family and friends is a key element in a child's overall emotional health.	Higher percentages
NI 51 Effectiveness of child and adolescent mental health (CAMHS) services	Score of service effectiveness based on the the authority's self-assessment against four indicators. Effectiveness against each indicator can be rated between 1(lowest) and 4(highest), leading to an overall score of between 4 and 16.	To measure how effectively mental health services meet children's needs.	Higher numbers
NI 52 Take up of school lunches	The percentage of full time pupils who have a lunch at school which is provided either by the school or the local authority. Figures for primary and secondary schools are reported separately.	To assess the increase in healthy eating among children and young people by measuring school lunch take-up, especially by those entitled to free school meals (all school meals are now required to meet high nutritional standards).	Higher percentages
NI 53 Prevalence of breastfeeding at 6 – 8 weeks from birth	The percentage of infants who are recorded as being totally or partially breastfed at the 6-8 week health check.	To enhance health and children's support services to mothers and increase breastfeeding, and give children a good start early in life.	Higher percentages
NI 54 Services for disabled children (for introduction in 2009/10)	An assessment of parents of disabled children's general experience of services, to be measured by an annual survey which is currently being developed.	To improve the performance of services for disabled children.	

Indicator	Plain English description	Rationale	Good Performance
NI 55 Obesity in primary school age children in Reception	The percentage of children in reception year (age 5) who are obese, as shown by the National Child Measurement Programme. Children are defined as obese if their body mass index exceeds reference levels for their age and sex.	To reverse the rise in obesity in the population, and ensure people are able to maintain a healthy weight. The government aims to reduce obesity in children to pre-2000 levels by 2020.	Over 85% of eligible children measured, with falling proportions of obesity over time.
NI 56 Obesity in primary school age children in Year 6	The percentage of children in year 6 (age 10-11) who are obese, as shown by the National Child Measurement Programme. Children are defined as obese if their body mass index exceeds reference levels for their age and sex.	To reverse the rise in obesity in the population, and ensure people are able to maintain a healthy weight. The government aims to reduce obesity in children to pre-2000 levels by 2020.	Over 85% of eligible children measured, with falling proportions of obesity over time.
NI 57 Children and young people's participation in high quality PE and sport (for introduction in 2009/10)	Participation by young people aged 5-16 in at least 2 hours of high quality physical education each week. 16-19 year olds should be offered the opportunity to participate in 3 hours or more of sport. The basis for measurement and calculation of this indicator is still under development.	To increase young people's participation in sport.	
NI 58 Emotional and behavioural health of looked after children	Average value of the 'Strength & Difficulties Questionnaire' total difficulty scores (ranging between 0 and 40) for all children looked after by the authority for 12 months or more.	Looked after children experience significantly worse mental health than other children. This measure assesses improvements in emotional and behavioural health of looked after children.	Lower numbers
<b>Children &amp; Young People - Stay Safe</b>			
NI 59 Percentage of initial assessments for children's social care carried out within 7 working days of referral	The percentage of initial assessments made within 7 days working days of referral.	This indicator is a proxy measure for the outcome of improved child safety. Timeliness of initial assessments is an important indicator of how quickly services can respond when a child is thought to be at risk of serious harm.	Higher percentages
NI 60 Percentage of core assessments for children's social care that were carried out within 35 working days of their commencement	The percentage of core assessments (in-depth assessments addressing the most important aspects of a child's needs) carried out within 35 working days of the initial assessment end.	To ensure concerns can be investigated and addressed quickly, and that effective joint working takes place when multi-agency assessment is required.	Higher percentages

Indicator	Plain English description	Rationale	Good Performance
NI 61 Timeliness of placements of looked after children for adoption following an agency decision that the child should be placed for adoption	The percentage of looked after children adopted who were placed for adoption within 12 months of the decision that they should be placed for adoption, and who remained in that placement on adoption.	To provide an indication of how quickly children are placed for adoption following the decision that they should be placed for adoption.	Higher percentages
NI 62 Stability of placements of looked after children: number of placements	The percentage of looked after children with three or more placements during the year.	To measure the stability of care that a child has experienced. Stability is generally associated with better outcomes, and instability has been highlighted as a key barrier to improving educational outcomes for looked after children.	Lower percentages
NI 63 Stability of placements of looked after children: length of placement	Percentage of children looked after for more than 2.5 years living continuously in the same placement for at least 2 years.	To increase long term stability for children who remain in care for significant periods of time. Stability is generally associated with better outcomes, and instability has been highlighted as a key barrier to improving educational outcomes for looked after children.	Higher percentages (though some placement change is necessary)
NI 64 Child Protection Plans lasting 2 years or more	The percentage of children ceasing to be the subject of a Child Protection Plan, who had been the subject of a Child Protection Plan continuously for two years or longer.	To measure the effectiveness of work towards outcomes for a child and family, which should lead to a child no longer needing to be subject to a child protection plan within a maximum of two years.	Lower percentages
NI 65 Percentage of children becoming the subject of Child Protection Plan for a second or subsequent time	The percentage of children becoming subject to a Child Protection Plan who had previously been the subject of a Plan, or on the Child Protection Register, no matter how long ago that was.	To monitor whether children's social care services devise and implement a Child Protection Plan which leads to lasting improvement in a child's safety and overall well-being.	Lower percentages (though there will always be some children in need who should be made the subject of a child protection plan).

Indicator	Plain English description	Rationale	Good Performance
NI 66 Looked after children cases which were reviewed within required timescales	The percentage of looked after children whose cases should have been reviewed which were reviewed within the required timescales.	To improve compliance with regulations prescribing the intervals between formal reviews, and ensure the plan for the child's welfare remains appropriate given changing information and circumstances.	Higher percentages
NI 67 Percentage of child protection cases which were reviewed within required timescales	The percentage of children with a Child Protection Plan whose case was reviewed within required timescales.	Reviews are a key element in delivering Child Protection Plans, and help ensure the provision of effective interventions.	Higher percentages
NI 68 Percentage of referrals to children's social care going on to initial assessment	The percentage of children referred to social services (i.e. a request is made for services to be provided) whose case goes on to initial assessment.	To ensure that all referrals are followed up where appropriate. The measure gives some indication as to the appropriateness of referrals, and the thresholds being applied to child social care locally.	Ideally the percentage should not be too high or too low, but should fall within the median percentage band of all authorities.
NI 69 Children who have experienced bullying	The percentage of children who have experienced bullying at least once in the past 4 weeks, based on responses to the annual TellUs survey carried out on year 6, 8 and 10 pupils in schools.	To measure progress in tackling bullying, which remains children's primary safety concern.	Lower percentages (though they may initially increase as children report incidences of bullying that would not have been known about)
NI 70 Reduce emergency hospital admissions caused by unintentional and deliberate injuries to children and young people	The number of emergency admissions of children and young people to hospital as a result of unintentional and deliberate injury, per 10,000 population aged 0-17.	To measure hospital admissions by injury type.	Lower numbers
NI 71 Children who have run away from home/care (for introduction in 2009/10)	This indicator is still under development and is intended for introduction in April 2009.	To record the number of children who run away (who will be at increased risk of harm) and more effectively plan services.	

Indicator	Plain English description	Rationale	Good Performance
<b>Children &amp; Young People - Enjoy and Achieve</b>			
NI 72 Achievement of at least 78 points across the Early Years Foundation Stage with at least 6 in each of the scales in Personal Social and Emotional Development and Communication, Language and Literacy	The percentage of children (aged 5) assessed against the Early Years Foundation Stage Profile who achieve at least 78 points across all 13 scales, and achieve at least 6 points in each of the scales in Personal, Social and Emotional Development and Communication, Language and Literacy.	To improve early years achievement, which makes children more likely to be successful in future education and later in life.	Higher percentages
NI 73 Achievement at level 4 or above in both English and Maths at Key Stage 2	The percentage of pupils achieving level 4 or above in both English and Maths at Key Stage 2 (aged 11).	To improve literacy and numeracy, which are important factors in employability and further study.	Higher percentages
NI 74 Achievement at level 5 or above in both English and Maths at Key Stage 3	The percentage of pupils achieving level 5 or above in both English and Maths at Key Stage 3 (aged 14).	To improve literacy and numeracy, which are important factors in employability and further study.	Higher percentages
NI 75 Achievement of 5 or more A*- C grades at GCSE or equivalent including English and Maths	The percentage of pupils achieving 5 or more A*-C grades at GCSE or equivalent, including English and Maths at Key Stage 4 (aged 16).	To improve literacy and numeracy, which are important factors in employability and further study.	Higher percentages
NI 76 Reduction in number of schools where fewer than 65% of pupils achieve level 4 or above in both English and Maths at KS2	The number of schools in the local education authority where the percentage of pupils achieving level 4 or above in both English and Maths at Key Stage 2 (aged 11) is less than 65%.	To improve literacy and numeracy, which are important factors in employability and further study. This indicator is aimed at tackling under-achievement.	Zero
NI 77 Reduction in number of schools where fewer than 50% of pupils achieve level 5 or above in both English and Maths at KS3	The number of schools in the local education authority where the percentage of pupils achieving Level 5 or above in both English and Maths at Key Stage 3 (aged 14) is less than 50%.	To improve literacy and numeracy, which are important factors in employability and further study. This indicator is aimed at tackling under-achievement.	Zero
NI 78 Reduction in number of schools where fewer than 30% of pupils achieve 5 or more A*- C grades at GCSE and equivalent including GCSEs in English and Maths	The number of schools in the local education authority where the percentage of pupils at achieving 5 or more A*-C grades or equivalent including English and Maths at Key Stage 4 (aged 16) is less than 30%.	To improve literacy and numeracy, which are important factors in employability and further study. This indicator is aimed at tackling under-achievement.	Zero



Indicator	Plain English description	Rationale	Good Performance
NI 79 Achievement of a Level 2 qualification by the age of 19	The percentage of young people in the local authority area achieving a level 2 qualification by the end of the academic year in which they turn 19. A candidate with 5 GCSEs at A*-C or equivalent qualifications would be deemed to have achieved level 2.	To increase the achievement of level 2 qualifications, which are an important platform for further learning, employability and adulthood.	Higher percentages
NI 80 Achievement of a Level 3 qualification by the age of 19	The percentage of young people in the local authority area achieving a level 3 qualification by the end of the academic year in which they turn 19. A candidate with 2 A-Levels at grades A-E or equivalent qualifications would be deemed to have achieved level 3.	To increase the achievement of level 3 qualifications, which improve skill levels in the economy and allow participation in skilled work or higher education.	Higher percentages
NI 81 Inequality gap in the achievement of a Level 3 qualification by the age of 19	The percentage point gap in achievement of level 3 qualifications at age 19 between those young people who were in receipt of free school meals at academic age 15 and those who were not. A candidate with 2 A-Levels at grades A-E or equivalent qualifications would be deemed to have achieved level 3.	To measure and reduce the gap in educational attainment between young people who are in receipt of free school meals and those who are not.	Lower numbers
NI 82 Inequality gap in the achievement of a Level 2 qualification by the age of 19	The percentage of young people who were in receipt of free school meals at academic age 15 who attain level 2 qualifications by the age of 19. A candidate with 5 GCSEs at A*-C or equivalent qualifications would be deemed to have achieved level 2.	To measure and reduce the gap in educational attainment between young people who are in receipt of free school meals and those who are not.	Lower numbers
NI 83 Achievement at Level 5 or above in Science at Key Stage 3	The percentage of pupils achieving at least level 5 in Science at Key Stage 3 (aged 14)	To improve the proportion of young people achieving level 5 in Science at Key Stage 3, and encourage more young people to study science post-16.	Higher percentages
NI 84 Achievement of 2 or more A*- C grades in Science GCSEs or equivalent	The percentage of pupils achieving 2 or more A*-C grades in Science GCSEs or equivalent at Key Stage 4 (aged 16).	To improve the proportion of young people gaining two or more science GCSEs at grades A*-C, and maximise the number of people who are able to go on to study science at A Level and beyond.	Higher percentages

<b>Indicator</b>	<b>Plain English description</b>	<b>Rationale</b>	<b>Good Performance</b>
NI 85 Post-16 participation in physical sciences (A Level Physics, Chemistry and Maths)	The number of entries for pupils aged 16-18 for A Level Physics, Chemistry and Maths. Entries for pupils are counted regardless of whether they go on to take the exam.	To improve the number of A level entries in physics, chemistry and mathematics while maintaining the number of young people taking Biology A level.	Higher percentages
NI 86 Secondary schools judged as having good or outstanding standards of behaviour	The percentage of secondary schools graded 1 (outstanding) or 2 (good) for standards of behaviour by Ofsted inspection. Schools' behaviour standards can be graded from 1 (outstanding) to 4 (inadequate).	To provide a general indication of standards of behaviour in secondary schools.	Higher percentages
NI 87 Secondary school persistent absence rate	The percentage of secondary pupils missing 20% or more of the school year.	To reduce persistent absence among secondary school pupils.	Lower percentages
NI 88 Percentage of schools providing access to extended services	The percentage of schools providing access to the full core offer of extended services (parenting and family support, referral to specialist services, community use of school facilities, and a varied range of activities including study support all year round)	To measure progress and shape support for the development of extended schools.	Higher percentages
NI 89 Reduction of number of schools judged as requiring special measures and improvement in time taken to come out of the category	The number of schools in special measures at the end of the summer term, and the average number of months spent by schools in special measures.	To raise school standards by reducing the number of schools in special measures, and the length of time spent in special measures.	No schools in special measures; or any schools in special measures to be judged as making good progress at the 12-month monitoring visit.
NI 90 Take up of 14-19 learning diplomas	The number of active 'learner accounts' indicating participation on a diploma programme. Diplomas are a new qualification available in 5 subject areas for 2008, with qualifications being introduced for a further 12 subject areas in the years to 2011.	To measure progress in developing and promoting Diplomas to young people.	Higher numbers rising year on year
NI 91 Participation of 17 year-olds in education or training	The percentage of young people aged 17 at the start of the academic year who are in full or part-time education, training, or work-based learning.	To raise participation rates with the aspiration of having 90% of 17 year olds in education or training by 2015.	Higher percentages

Indicator	Plain English description	Rationale	Good Performance
NI 92 Narrowing the gap between the lowest achieving 20% in the Early Years Foundation Stage Profile and the rest	The percentage difference between the median Foundation Stage Profile score of all children (aged 5), and the mean score of the lowest-scoring 20% of children.	To narrow the gap between the lowest-achieving and the rest, and ensure that all children are able to reach their full potential. Early years performance is crucial to success in education and later in life.	Lower numbers
NI 93 Progression by 2 levels in English between Key Stage 1 and Key Stage 2	The percentage of pupils making at least 2 levels progress in English between tests at Key Stage 1 (aged 7) and Key Stage 2 (aged 11).	To ensure that authorities do not only concentrate on pupils capable of reaching expected levels at Key Stage 2, and enable recognition to be given where pupils do not achieve level 4 but still make good progress.	Higher percentages
NI 94 Progression by 2 levels in Maths between Key Stage 1 and Key Stage 2	The percentage of pupils making at least 2 levels progress in Maths between tests at Key Stage 1 (aged 7) and Key Stage 2 (aged 11).	To ensure that authorities do not only concentrate on pupils capable of reaching expected levels at Key Stage 2, and enable recognition to be given where pupils do not achieve level 4 but still make good progress.	Higher percentages
NI 95 Progression by 2 levels in English between Key Stage 2 and Key Stage 3	The percentage of pupils making at least 2 levels progress in English between tests at Key Stage 2 (aged 11) and Key Stage 3 (aged 14).	To ensure that authorities do not only concentrate on pupils capable of reaching expected levels at Key Stage 3, and enable recognition to be given where pupils do not achieve level 5 but still make good progress.	Higher percentages
NI 96 Progression by 2 levels in Maths between Key Stage 2 and Key Stage 3	The percentage of pupils making at least 2 levels progress in Maths between tests at Key Stage 2 (aged 11) and Key Stage 3 (aged 14).	To ensure that authorities do not only concentrate on pupils capable of reaching expected levels at Key Stage 3, and enable recognition to be given where pupils do not achieve level 5 but still make good progress.	Higher percentages
NI 97 Progression by 2 levels in English between Key Stage 3 and Key Stage 4	The percentage of pupils making at least 2 levels progress in English between tests at Key Stage 3 (aged 14) and Key Stage 4 (aged 16).	To improve the proportion of children at the end of compulsory schooling achieving a good standard of literacy, as a basis for further study or employment.	Higher percentages

Indicator	Plain English description	Rationale	Good Performance
NI 98 Progression by 2 levels in Maths between Key Stage 3 and Key Stage 4	The percentage of pupils making at least 2 levels progress in Maths between tests at Key Stage 3 (aged 14) and Key Stage 4 (aged 16).	To improve the proportion of children at the end of compulsory schooling achieving a good standard of numeracy, as a basis for further study or employment.	Higher percentages
NI 99 Looked after children reaching level 4 in English at Key Stage 2	The percentage of looked after children who had been in care for at least one year achieving level 4 in English at Key Stage 2 (aged 11).	To narrow the gap in achievement between looked after children and their peers.	Higher percentages
NI 100 Looked after children reaching level 4 in mathematics at Key Stage 2	The percentage of looked after children who had been in care for at least one year achieving level 4 in Maths at Key Stage 2 (aged 11).	To narrow the gap in achievement between looked after children and their peers.	Higher percentages
NI 101 Looked after children achieving 5 A*-C GCSEs (or equivalent) at Key Stage 4 (including English and maths)	The percentage of looked after children in year 11 who had been in care for at least one year achieving 5 A*-C GCSEs including English and Maths (or equivalent).	To narrow the gap in achievement between looked after children and their peers.	Higher percentages
NI 102 Achievement gap between pupils eligible for free school meals and their peers achieving the expected level at Key Stages 2 and 4	This indicator is made up of two parts: - The percentage point gap between pupils eligible for free schools meals (FSM) achieving at least Level 4 in English and Maths at Key Stage 2 (aged 11) and pupils ineligible for FSM achieving the same outcome, and - The percentage point gap between pupils eligible for FSM achieving 5A*-C grades at GCSE (and equivalent), including GCSE English and Maths, at Key Stage 4 (aged 16) and pupils ineligible for FSM achieving the same outcome.	To narrow the gap in achievement between pupils from disadvantaged backgrounds and their peers.	Lower numbers
NI 103 Special Educational Needs – statements issued within 26 weeks	This indicator is made up of two parts: - the percentage of final statements of Special Educational Need issued within 26 weeks excluding exception cases - the percentage of final statements of Special Educational need issued within 26 weeks including exception cases	To monitor and encourage the prompt completion of statements.	Higher percentages
NI 104 The Special Educational Needs (SEN)/non-SEN gap – achieving Key Stage 2 English and Maths threshold	The percentage point gap between pupils who are identified as having Special Educational Needs achieving level 4 or above in both English and Maths at Key Stage 2 (aged 11), and pupils who have not been indentified as having Special Educational Needs.	To improve the attainment of pupils with Special Educational Needs.	Lower numbers

Indicator	Plain English description	Rationale	Good Performance
NI 105 The Special Educational Needs (SEN)/non-SEN gap – achieving 5 A*- C GCSE inc. English and Maths	The gap between the percentage of pupils who are identified as having special educational needs who achieve 5 A*-C GCSE grades or equivalent including English and Maths at Key Stage 4, and pupils who have not been identified as having special educational needs.	To improve the attainment of pupils with Special Educational Needs.	Lower numbers
NI 106 Young people from low income backgrounds progressing to higher education	The gap between the percentage of pupils who are eligible for free school meals at age 15 and those who are not eligible progressing to higher education at age 18-19.	To increase the proportion of pupils from low income backgrounds progressing to higher education.	Lower numbers
NI 107 Key Stage 2 attainment for Black and minority ethnic groups	Percentage of pupils from each minority ethnic group containing 30 or more pupils who achieve level 4 or above in English and Maths at Key Stage 2 (aged 11).	To narrow the attainment gap between minority ethnic pupils and all pupils for those groups of minority ethnic pupils for whom the gap is large.	Higher percentages, narrowing gaps
NI 108 Key Stage 4 attainment for Black and minority ethnic groups	Percentage of pupils from each minority ethnic group containing 30 or more pupils who achieve 5 GCSEs at A*-C, including English and Maths.	To measure progress made in narrowing the attainment gap between minority ethnic pupils and all pupils between Key Stage 2 (aged 11) and Key Stage 4 (aged 16).	Higher percentages, narrowing gaps
NI 109 Delivery of Sure Start Children's Centres	The number of Sure Start Centres as a percentage of the number required to reach all under 5s.	To measure progress against the national target to deliver 3500 Sure Start Centres (one for every community) by 2010.	Higher percentages
NI 199 Children and young people's satisfaction with parks and play areas (for introduction in 2009/10)	This indicator is under consultation, but will be based on responses to the question "What do you think of the parks and play areas in your area?" in the annual TellUs survey of pupils in years 6,8 and 10.	To improve the provision of safe and stimulating play facilities, and increase satisfaction and takeup by children and young people.	Higher percentages
<b>Children &amp; Young People - Make a Positive Contribution</b>			
NI 110 Young people's participation in positive activities	The percentage of pupils in year 10 responding 'yes' to the question "In the last 4 weeks, have you participated in any group activity led by an adult outside school lessons (such as sports, arts or a youth group)?" in the annual TellUs survey.	To increase participation by young people in positive activities which all them to develop skills, contribute to the community, establish supportive social networks, experience and deal with challenges, and enjoy themselves.	Higher percentages

Indicator	Plain English description	Rationale	Good Performance
NI 111 First time entrants to the Youth Justice System aged 10 – 17	The number of young people (aged 10-17) who receive their first substantive outcome from the youth justice system (relating to a reprimand, a final warning, or a court disposal for those who go directly to court).	To measure and improve performance in preventing youth offending.	Lower numbers
NI 112 Under 18 conception rate	The change in the rate of under-18 conceptions per 1000 girls aged 15-17 as compared with the 1998 baseline rate (expressed as a percentage of the 1998 rate).	To measure progress towards the national target of reducing the under-18 conception rate by 50% by 2010 (compared to the 1998 baseline rate).	Higher percentage reductions
NI 113 Prevalence of Chlamydia in under 25 year olds	This indicator is measured in two parts: - The percentage of population aged 15-24 accepting a chlamydia test - The number of positive diagnoses for chlamydia in the resident population aged 15-24 (measured from 2009/10)	To reduce the prevalence of chlamydia in young people (one of the main preventable causes of infertility) and improve sexual health.	Higher percentages of the population screened
NI 114 Rate of permanent exclusions from school	The percentage of pupils who are permanently excluded from school during the academic year.	To reduce the rate of school exclusions	Lower percentages
NI 115 Substance misuse by young people	The percentage of young people reporting frequent misuse of drugs / volatile substances, alcohol or both in response to questions in the TellUs survey of pupils in years 6, 8 and 10.	To measure progress in reducing substance abuse among young people, which is strongly linked to involvement in crime and antisocial behaviour.	Lower percentages
<b>Children &amp; Young People - Economic Wellbeing</b>			
NI 116 Proportion of children in poverty	The percentage of children under 16 living in households in receipt of out of work benefits. From 2009, this indicator will measure the number of children living in households whose income is below 60% of the national median.	To measure progress against the national target to halve child poverty by 2010/11.	Lower percentages
NI 117 16 to 18 year olds who are not in education, employment or training (NEET)	The percentage of 16-18 year olds whose situation is known that are not in education, employment or training.	To reduce non-participation in education, employment or training between the ages of 16 and 18, which is a major predictor of later unemployment, low income, depression, involvement in crime and poor mental health.	Lower percentages

Indicator	Plain English description	Rationale	Good Performance
NI 118 Take up of formal childcare by low-income working families	The percentage of working families receiving more than the family element of Child Tax Credit, who are benefiting from the childcare element of Working Tax Credit.	Formal childcare brings benefits to children's learning and development. Provision of childcare is a key enabler to work and improves access to the labour market and sustainable employment opportunities.	Increasing percentages

Indicator	Plain English description	Rationale	Good Performance
<b>Adult Health and Wellbeing</b>			
NI 119 Self-reported measure of people's overall health and wellbeing	People's perception of their own overall health and wellbeing, recorded using a series of measures to gauge different aspects of their health. This information will be collected every 2 years through the Place Survey.	To gain an indication of the general health of the population.	Higher numbers
NI 120 All-age all cause mortality rate	The mortality rate per 100,000 population, from all causes at all ages. The indicator measures two separate mortality rates, one for males and one for females. The rates are then standardised using a formula specified by the government, that takes account of differences in the population age structure in each area. This is to enable consistent comparison with other areas over time.	This indicator is used as a proxy measure of progress against the outcomes of increasing life expectancy, and reducing infant mortality.	Falling rates
NI 121 Mortality rate from all circulatory diseases at ages under 75	The mortality rate from circulatory diseases per 100,000 population aged under 75. The rate is then standardised using a formula specified by the government, that takes account of differences in the population age structure in each area. This is to enable consistent comparison with other areas over time.	To measure success in reducing mortality rates from circulatory diseases (one of the main causes of premature death), and increasing life expectancy.	Falling rates
NI 122 Mortality rate from all cancers at ages under 75	The mortality rate from cancer per 100,000 population aged under 75. The rate is then standardised using a formula specified by the government, that takes account of differences in the population age structure in each area. This is to enable consistent comparison with other areas over time.	To measure success in reducing mortality rates from cancer (one of the main causes of premature death), and increasing life expectancy.	Falling rates
NI 123 Stopping smoking	The number of people per 100,000 population aged 16 or over who declare that they have given up smoking for over 4 weeks while receiving support through the NHS Stop Smoking Service.	Smoking is a major cause of preventable illness and premature death. Reducing the prevalence of smoking is therefore a priority in improving the health of the population.	Maintaining the numbers at or above the average level achieved during 2004 - 2007.



<b>Indicator</b>	<b>Plain English description</b>	<b>Rationale</b>	<b>Good Performance</b>
NI 124 People with a long-term condition supported to be independent and in control of their condition	The percentage of people with a long-term condition who, when surveyed, say they have had enough support from local services or organisations to help manage their long-term health condition(s).	To monitor the quality of the patient experience for people with long-term conditions.	Higher percentages
NI 125 Achieving independence for older people through rehabilitation/intermediate care	The proportion of people aged 65 or over discharged from hospital to their own home, or to a residential or nursing care home, or extra care housing bed for rehabilitation with a clear intention that they will move on/back to their own home, who are there three months after the date of their discharge from hospital.	To measure the benefit people obtain from intermediate care and rehabilitation following a hospital episode.	Higher percentages
NI 126 Early access for women to maternity services	The percentage of women receiving services provided in the area who have seen a midwife or a maternity healthcare professional, for health and social care assessment of needs, risks and choices by 12 completed weeks of pregnancy.	To reduce the percentage of women who access maternity services late and contribute to reducing health inequalities.	Higher percentages
NI 127 Self reported experience of social care users (for introduction in 2009/10)	Social care users' experience of the services they receive, measured by survey every 3 years (next due in 2008/09).	Social Care users' perceptions of services they receive are an essential aspect of assessing whether the outcomes that people want from care and support services are being delivered.	This measure is still under development.
NI 128 User reported measure of respect and dignity in their treatment (for introduction in 2009/10)	Social care users who say that their dignity and respect were maintained at all times while using the service, measured in a survey.	Maintaining the dignity of service users is fundamental to the provision of good services in both health and social care settings.	Higher percentages
NI 129 End of life care – access to appropriate care enabling people to be able to choose to die at home	The percentage of all deaths that occur at home.	To improve end of life care and allow more patients the choice of dying at home.	Higher percentages
NI 130 Social care clients receiving Self Directed Support per 100,000 population	Number of adults, older people and carers receiving social care through a Direct Payment and/or an Individual Budget per 100,000 population aged 18 or over.	Direct payments offer clients and carers greater flexibility in how their support is provided, and ensure their support package is responsive to their needs.	Higher rates

Indicator	Plain English description	Rationale	Good Performance
NI 131 Delayed transfers of care	The average weekly rate of delayed transfers of care from all NHS hospitals per 100,000 population aged 18 or over. A delayed transfer of care occurs when a patient is ready for transfer from a hospital bed but is still occupying the bed.	To measure the ability of the system as a whole to ensure appropriate discharge from hospital for adults, and the effectiveness of the interface between health and social care services.	Lower rates
NI 132 Timeliness of social care assessment (all adults)	The percentage of new social care clients aged 18 or over, where the time from first contact with social services to completion of assessment is four weeks or less.	Timeliness of assessment helps ensure that users and carers receive practical help and support quickly after their problems have been referred to social services.	Higher percentages
NI 133 Timeliness of social care packages following assessment	The percentage of new social care clients for whom the time from completion of assessment to provision of all services in the care package is less than or equal to 4 weeks. For 2008/09 this will measure adults aged 65 or over, from 2009/10 it will change to all adults aged 18 or over.	Timeliness of delivery of care packages helps ensure that users and carers receive practical help and support quickly after their problems have been referred to social services.	Higher percentages
NI 134 The number of emergency bed days per head of weighted population	The number of emergency bed days per head of population, standardised using a formula specified by the government. The formula takes account of differences in the population age structure in each area. This is to enable consistent comparison with other areas over time.	To measure improved proactive care of patients, particularly those with chronic conditions. The aim is to reduce the number of emergency bed days, avoid admissions where possible and ensure appropriate time in hospital.	Lower numbers
NI 135 Carers receiving needs assessment or review and a specific carer's service, or advice and information	The number of carers receiving a 'carer's break' or other specific service following a carer's assessment or review, as a percentage of the number of adults receiving community-based services.	To measure support for carers, which is a key part of support for vulnerable people.	Higher percentages
NI 136 People supported to live independently through social services (all adults)	The number of people aged 18 or over per 100,000 population that are assisted directly through social services. This includes all adults receiving any amount of care or support to live independently, both through care packages provided directly by the local authority, and including that provided through organisations that are grant funded.	To measure the proportion of adults supported to live as independently as possible, which contributes to the overall outcome of quality of life.	Higher numbers

Indicator	Plain English description	Rationale	Good Performance
NI 137 Healthy life expectancy at age 65	Average number of years healthy life expectancy for people aged 65 and over. This is measured by the question 'Over the last 12 months would you say your health has on the whole been good, fairly good or not good?' Results from this are then combined with mortality rates for people aged 65 and over to show how many of the years to be expected will be spent in good health. This information will be collected every 2 years through the Place Survey.	To assess whether increasing life expectancies are likely to be spent in good health, and capture the effect of public health interventions on improving people's subjective states of health.	Higher numbers
NI 138 Satisfaction of people over 65 with both home and neighbourhood	The percentage of people aged 65 or over who are satisfied with both their home and the area that they live in. In this case 'area' is not defined and is a subjective assessment and will vary depending on what area respondents regard as relevant. This information will be collected every 2 years through the Place Survey.	To measure older people's satisfaction with their lives, providing an indication of the effectiveness of policies affecting the local area (housing, environment, crime, transport etc.)	Higher percentages
NI 139 The extent to which older people receive the support they need to live independently at home	The percentage of residents who believe that older people locally receive the support they need to live independently at home. This information will be collected every two years through the Place Survey.	To assess whether older people locally are getting the support and services they need to live independently at home. This captures the views of local people, who are not necessarily current clients of a particular service (but may be future users) as well as those who are.	Higher percentages
NI 140 Fair treatment by local services	The percentage of people who say that they are treated with respect when: <ul style="list-style-type: none"> <li>* at work</li> <li>* at school or college</li> <li>* using public transport</li> <li>* using health services</li> </ul>	Fair treatment by others is a critical component of reducing inequalities. Dignity and respect are recognised as key determinants of an individual's wellbeing.	Higher percentages

Indicator	Plain English description	Rationale	Good Performance
NI 141 Percentage of vulnerable people achieving independent living	The number of Supporting People service users who have moved on from supported accommodation in a planned way, as a percentage of the total service users who have left the service. The indicator applies to short term based and direct access accommodation. It also measures how outreach services are able to support people to move into more settled accommodation such as rough sleepers into hostels; or from unstable accommodation (such as sleeping on a friend's floor) into supported housing or permanent housing.	To measure the extent to which housing-related support (Supporting People) helps people move on in a planned way to more independent living.	Higher percentages
NI 142 Percentage of vulnerable people who are supported to maintain independent living	The percentage of people receiving Supporting People Services who have established, or are maintaining, independent living. This includes living in their own home or in long stay accommodation.	To measure the extent to which the housing-related support prevents service users from moving into institutional care.	Higher percentages
NI 143 Offenders under probation supervision living in settled and suitable accommodation at the end of their order or licence	The percentage of offenders under probation supervision living in settled and suitable accommodation at the end of their order or licence.	To improve accommodation outcomes for ex-offenders (a key group at risk of social exclusion) and contribute to reducing reoffending.	Higher percentages
NI 144 Offenders under probation supervision in employment at the end of their order or licence	The percentage of offenders under probation supervision in employment at the end of their order or licence.	To improve employment outcomes for ex-offenders (a key group at risk of social exclusion) and contribute to reducing reoffending.	Higher percentages
NI 145 Adults with learning disabilities in settled accommodation	The percentage of adults with learning disabilities known to the council, in settled accommodation at the time of their assessment or latest review. This includes learning disabled adults aged 18-64 who are assessed or reviewed in the financial year and who have received a service, as well as those who are assessed or reviewed but who have not received a service.	To improve settled accommodation outcomes for adults with learning disabilities (a key group at risk of social exclusion).	Increasing percentages

Indicator	Plain English description	Rationale	Good Performance
NI 146 Adults with learning disabilities in employment	The percentage of adults with learning disabilities known to the council, in paid employment at the time of their assessment or latest review. This includes learning disabled adults aged 18-64 who are assessed or reviewed in the financial year and who have received a service, as well as those who are assessed or reviewed but who have not received a service.	To improve the employment outcomes for adults with learning disabilities (a key group at risk of social exclusion).	Increasing percentages
NI 147 Care leavers in suitable accommodation	The percentage of people aged 19 who were formerly in care when aged 16 who are living in suitable accommodation. Accommodation is to be regarded as suitable if it provides safe, secure and affordable provision for young people. It would generally include short-term accommodation designed to move young people on to stable long-term accommodation.	To improve accommodation outcomes for young adults formerly in care (a key group at risk of social exclusion).	Increasing percentages
NI 148 Care leavers in education, employment or training	The percentage of people aged 19 who were formerly in care when aged 16 who are in full or part-time employment, education or training. This can include higher or other education, training including government supported training. Employment includes paid employment, self-employment, and voluntary unpaid work.	To improve levels of participation in education, employment or training for young adults who were formally in care (a key group at risk of social exclusion).	Increasing percentages
NI 149 Adults receiving secondary mental health services in settled accommodation	The percentage of adults receiving secondary mental health services who are in settled accommodation at the time of their most recent assessment or review.	To improve settled accommodation outcomes for adults with mental health problems (a key group at risk of social exclusion).	Increasing percentages
NI 150 Adults receiving secondary mental health services in employment	The percentage of adults receiving secondary mental health services who are in paid employment, self-employment or supported employment at the time of their most recent assessment or review.	To improve employment outcomes for adults with mental health problems (a key group at risk of social exclusion).	Increasing percentages
<b>Local Economy</b>			
NI 151 Overall Employment rate (working-age)	The percentage of the working age population (16-59 for females and 16-64 for males) who do at least one hour's paid work per week. Also included are people working unpaid in family businesses and people on government supported employment training schemes.	To measure progress on reducing worklessness.	Higher percentages

Indicator	Plain English description	Rationale	Good Performance
NI 152 Working age people on out of work benefits	The percentage of the working age population (16-59 for females and 16-64 for males) who are claiming out of work benefits (unemployed people on Jobseekers Allowance, Lone Parents on Income Support, Incapacity Benefits customers, and others on income-related benefits).	To measure progress on reducing worklessness.	Lower percentages
NI 153 Working age people claiming out of work benefits in the worst performing neighbourhoods	The percentage of the working age population (16-59 for females and 16-64 for males) claiming out of work benefits (unemployed people on Jobseekers Allowance, Lone Parents on Income Support, Incapacity Benefits customers, and others on income-related benefits) and living in neighbourhoods where the benefit claimant rate is 25% or more.	To improve the employment rates of disadvantaged groups and places.	Lower / falling percentages
NI 154 Net additional homes provided	The net increase in dwelling stock (self-contained units) over the year, taking into account new builds, changes in use, demolitions and conversions.	To encourage a greater supply of new homes and address the long-term housing affordability issue.	Higher numbers
NI 155 Number of affordable homes delivered (gross)	The number of affordable homes delivered. This includes social rented housing and intermediate housing, which is housing at prices or rents above those of social-rent but below market prices or rents.	To promote an increase in the supply of affordable housing.	Higher numbers
NI 156 Number of households living in temporary accommodation	The number of households living in temporary accommodation provided by the council under the homelessness legislation.	To measure progress against the government's target of halving the number of households in temporary accommodation by 2010 (from the baseline number in 2004)	Lower numbers
NI 157 Processing of planning applications	The percentage of planning applications determined in a timely manner. A 'timely manner' is defined as 13 weeks for major applications, and 8 weeks for minor and other applications.	To ensure planning applications are determined in a timely manner.	Higher percentages
NI 158 % non-decent council homes	The percentage of the council's homes that do not meet the government's Decent Homes Standard.	To measure progress in ensuring all council homes meet the Decent Homes Standard.	Lower percentages

<b>Indicator</b>	<b>Plain English description</b>	<b>Rationale</b>	<b>Good Performance</b>
NI 159 Supply of ready to develop housing sites	The number of new housing units that are deliverable over a 5 year period, as a percentage of the planned housing provision of net additional dwellings for that period.	The indicator assesses the degree to which authorities are maintaining a 5 year supply of deliverable sites for additional housing as required by PPS3 (Planning Policy Statement 3)	Higher percentages
NI 160 Local Authority tenants' satisfaction with landlord services	The percentage of council tenants who say they are "very satisfied" or "fairly satisfied" with the overall service provided by their landlord.	To ensure housing management organisations focus on effective delivery of those services which matter most to tenants.	Higher percentages
NI 161 Number of Level 1 qualifications in literacy (including ESOL) achieved	The number of Level 1 qualifications in literacy (including English for Speakers of Other Languages) achieved in each academic year.	To improve basic literacy levels, as part of the authority's contribution to local economic development.	Higher numbers
NI 162 Number of Entry Level qualifications in numeracy achieved	The number of approved entry level qualifications in numeracy achieved in each academic year.	To improve basic numeracy levels, as part of the authority's contribution to local economic development.	Higher numbers
NI 163 Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 2 or higher	The percentage of the population (aged 19-64 for males and 19-59 for females) qualified to at least level 2 or higher. People are counted as being qualified to level 2 and above if they have achieved at least either 5 GCSEs grades A*-C (or equivalent O levels or CSE Grade 1s), two A/S levels, or any equivalent or higher qualification in the Qualifications and Credit Framework.	To improve skills and qualification levels as part of the authority's contribution to local economic development.	Higher percentages
NI 164 Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 3 or higher	The percentage of the population (aged 19-64 for males and 19-59 for females) qualified to at least level 3 or higher. People are counted as being qualified to level 3 and above if they have achieved at least 2 A-levels grades A-E, 4 A/S levels graded A-E, or any equivalent (or higher) qualification in the Qualifications and Credit Framework.	To improve skills and qualification levels as part of the authority's contribution to local economic development.	Higher percentages

Indicator	Plain English description	Rationale	Good Performance
NI 165 Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 4 or higher	The percentage of the population (aged 19-64 for males and 19-59 for females) qualified to at least level 4 or higher. People are counted as being qualified to level 4 and above if they hold qualifications equivalent to National Qualifications Framework (NQF) levels 4-8. Level 4-6 qualifications include foundation or first degrees, recognised degree-level professional qualifications, teaching or nursing qualifications, diploma in higher education, HNC/HND or equivalent vocational qualification. Qualifications at level 7-8 include higher degrees and postgraduate level professional qualifications.	To improve skills and qualification levels as part of the authority's contribution to local economic development.	Higher percentages
NI 166 Median earnings of employees in the area	Median gross weekly pay of full-time employees.	Combined with the employment rate this indicator allows a broad assessment of the local area's economic output.	Higher numbers
NI 167 Congestion – average journey time per mile during the morning peak	The average journey time per mile on major routes in the authority, during the morning peak.	To monitor the level of congestion, and over time give an indication of how well the road network is managed, and the effectiveness of any measures taken to cut congestion.	Decreasing journey times, or where the impact on journey times of increased traffic is minimised.
NI 168 Principal roads where maintenance should be considered	The percentage of A-roads where maintenance should be considered. This is derived from a survey of the surface condition of the road network, to be conducted annually.	To monitor the state of the highways.	Lower percentages
NI 169 Non-principal roads where maintenance should be considered	The percentage of non-principal roads (B and C-class carriageways) where maintenance should be considered. This is derived from a survey of the surface condition of the road network, to be conducted annually.	To monitor the state of the highways.	Lower percentages
NI 170 Previously developed land that has been vacant or derelict for more than 5 years	The proportion of the area of developed land in the local authority that has been vacant or derelict for more than 5 years.	To measure success in facilitating the re-use of brownfield land as a contribution to regeneration and economic growth.	Lower percentages
NI 171 New business registration rate	The number of new business registrations for VAT and PAYE per 10,000 resident population aged 16 and above.	To measure the business start-up rate for the local area.	Higher numbers



Indicator	Plain English description	Rationale	Good Performance
NI 172 Percentage of small businesses in an area showing employment growth	The percentage of VAT/PAYE-registered small businesses (fewer than 50 employees) showing a year-on-year increase in the number of employees.	To measure the strength of the small business sector and the employment growth it generates.	Higher percentages
NI 173 Flows on to incapacity benefits from employment	The percentage of the working population who move directly from employment, including those in receipt of employers sick pay or Statutory Sick Pay, to incapacity benefits.	To monitor the impact of strategies to reduce the numbers moving on to incapacity benefits, and support people to remain in sustained employment.	Lower percentages
NI 174 Skills gaps in the current workforce reported by employers	Percentage of employers who, when surveyed, report skills gaps i.e. that they have employees who are not fully proficient at their job.	To assess whether employers' skills needs are being met, as part of the authority's contribution to local economic development.	Lower numbers
NI 175 Access to services and facilities by public transport, walking and cycling	This indicator follows the definition of target LTPI in the authority's Local Transport Plan, which aims to ensure that all households have access to frontline healthcare services within 30 minutes by public transport.	To foster social inclusion by ensuring access to services by non-private modes of transport such as bus travel, walking and cycling	Higher percentages, or maintaining 100% access.
NI 176 Working age people with access to employment by public transport (and other specified modes)	The percentage of people of working age (16-74 years) living within the catchment area of a location with more than 500 jobs by public transport, walking or cycling. Catchment areas are calculated using formulas supplied by the Department for Transport, which take into account people's sensitivity to travel time (i.e. the greater travel time required to reach an employment location, the less likely an individual would be to travel to it).	To measure accessibility of sites of employment to people of working age, and enable local authorities to direct interventions to encourage economic growth and reduce social exclusion.	Higher percentages
NI 177 Local bus and light rail passenger journeys originating in the authority area	The total number of bus and light rail passenger journeys originating in the local authority area in the year.	To measure bus patronage as an indicator of the quality of local public transport services, the level of accessibility of services and congestion.	Higher / increasing numbers

Indicator	Plain English description	Rationale	Good Performance
NI 178 Bus services running on time	<p>This indicator has two parts:</p> <ul style="list-style-type: none"> <li>-The percentage of non-frequent (fewer than 6 per hour) services running on time (departing less than 1 minute earlier or 6 minutes later than scheduled), and</li> <li>- The percentage of frequent (more than 6 per hour) services where the excess waiting time (difference between scheduled and experienced waiting time) is less than would be expected with a service that was always on time</li> </ul>	To improve bus punctuality which is a key indicator of the quality of local public transport and the level of congestion.	Higher percentages
NI 179 Value for money – total net value of ongoing cash-releasing value for money gains that have impacted since the start of the 2008-09 financial year	<p>The total amount of ongoing cash-releasing value for money gains made by the authority after the costs incurred for their implementation have been taken into account. 'Cash-releasing' means gains made which allow resources to be redeployed elsewhere. 'Value for money gains' are those made by improving the relationship between the levels of inputs and outputs for the delivery of a service, but without any deterioration in its overall effectiveness. 'Ongoing' gains are those which persist for at least 2 financial years after the year in which they first accrue.</p>	To improve value for money and deliver high quality services within the resources that are available.	Higher numbers
NI 180 The number of changes of circumstances which affect customers' HB/CTB entitlement within the year.	<p>The number of changes in circumstances leading to a change in Housing / Council Tax benefit entitlement identified and processed by the authority, per 1000 claimants. Changes are counted if they would have led to an underpayment or overpayment of benefit if left unactioned.</p>	To ensure people receive the correct amount of Housing / Council Tax benefit. Improved accuracy contributes to alleviating poverty, and saves money by reducing fraud and error.	Higher numbers
NI 181 Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	The average time taken in calendar days to process all new claims and changes of circumstance for Housing / Council Tax benefits.	To reduce delays in administering benefits, which impacts on vulnerable people.	Lower numbers
NI 182 Satisfaction of business with local authority regulation services	The percentage of business customers of trading standards, environmental health and licensing agreeing that they have been treated fairly and/or the contact has been helpful. Satisfaction will be measured by means of a survey of both compliant and non-compliant businesses.	To improve the quality of regulation, and how it is enforced and administered, and contribute towards having a business-friendly environment.	Higher percentages

Indicator	Plain English description	Rationale	Good Performance
NI 183 Impact of local authority trading standards services on the fair trading environment	The number of significant issues the Trading Standards service is called upon to deal with, less the number it is actually able to deal with, scaled against a measure of trading activity within the local area. This yields a percentage figure allowing comparison between authorities.	To measure the outcome of activity to create and maintain a fair trading environment for businesses and consumers.	Lower percentages
NI 184 Food establishments in the area which are broadly compliant with food hygiene law	The percentage of food establishments in the area which are 'broadly compliant' with food hygiene law (i.e. scoring within acceptable limits on scales developed by the Food Standards Agency)	To protect public health by ensuring food is safe and fit to eat. This also acts as a proxy measure of the effectiveness of the authority's food safety interventions on food safety compliance.	Higher percentages
<b>Environmental Sustainability</b>			
NI 185 CO2 reduction from local authority operations	The percentage year on year reduction in CO2 emissions from Brighton and Hove City council operations. This indicator will first be reported in 2009, for the period of January to December 2008.	To measure progress in CO2 emission reduction by the authority, and its contribution to government climate change objectives.	Reductions year on year
NI 186 Per capita reduction in CO2 emissions in the local authority area	Percentage reduction in CO2 emissions per person in the Brighton and Hove area against the emissions in the baseline year (2005).	To measure the impact of action on climate change.	Increasing year on year percentage reductions
NI 187 Tackling fuel poverty – % of people receiving income based benefits living in homes with a low energy efficiency rating	The percentage of households on income related benefits for whom an energy assessment of their housing has been carried out, living in homes with: i) low energy efficiency (SAP rating of less than 35) ii) high energy efficiency (SAP rating of 65 or more) Energy efficiency is measured using the Standard Assessment Procedure (SAP), which gives a rating between 1 and 100 for each property surveyed. The survey is based on an annual random sample of households inhabited by people claiming out of work benefits.	To measure progress in tackling fuel poverty through the improved energy efficiency of households inhabited by people claiming income based benefits	Falling percentages of households with SAP ratings of under 35, and increasing percentages of households with SAP ratings over 65.

Indicator	Plain English description	Rationale	Good Performance
NI 188 Planning to Adapt to Climate Change	The level of preparedness the authority has reached in managing risks to service delivery, the public, local infrastructure, businesses and the environment from a changing climate, and in making the most of new opportunities. The authority can be rated from 0 to 4, depending on achievement of criteria necessary for each level.	To ensure preparedness to manage the risks and opportunities arising from a changing climate.	Higher levels and improvement year on year
NI 189 Flood and coastal erosion risk management	Percentage of agreed actions to implement long term flood and coastal erosion risk management plans that are being undertaken satisfactorily. Agreed actions are identified in the Shoreline Management Plans and the Catchment Flood Management Plans relating to the authority that have been signed off by the Environment Agency's regional director.	To record progress in delivering agreed actions to implement long term flood and coastal erosion risk management (FCERM) plans.	Higher percentages
NI 190 Achievement in meeting standards for the control system for animal health (for introduction in 2009/10)	This indicator is under development and is expected to be introduced in 2009.	To measure the degree to which standards of performance in the Animal Health and Welfare Framework Agreement (to be introduced in 2009/10) are being met.	
NI 191 Residual household waste per household	The number of kilograms of residual household waste collected per household. Residual waste is defined as the total kilograms of household waste less any arisings sent for reuse, recycling, composting or anaerobic digestion.	To measure progress in reducing the level of residual household waste.	Lower numbers
NI 192 Percentage of household waste sent for reuse, recycling and composting	The percentage of household waste arisings which have been sent for reuse, recycling, composting or anaerobic digestion.	To maximise the percentage of waste that is reused, recycled or composted.	Higher percentages
NI 193 Percentage of municipal waste land filled	The percentage of municipal waste arisings which have been landfilled.	To measure the proportion of waste which is landfilled, and divert an increasing proportion of waste away from landfill.	Lower percentages
NI 194 Air quality – % reduction in NO <sub>x</sub> and primary PM <sub>10</sub> emissions through local authority's estate and operations	The year on year measured reduction of primary PM <sub>10</sub> (airbourne particulates) and NO <sub>x</sub> (nitrous oxides) emission from local authority estate and operations	To minimise air pollution from the authority's estate and operations.	Reductions year on year

Indicator	Plain English description	Rationale	Good Performance
NI 195 Improved street and environmental cleanliness (levels of litter, detritus, graffiti and fly posting)	The percentage of relevant land and highways that is assessed as having deposits of litter, detritus, graffiti and fly-posting that fall below an acceptable level. Detritus comprises dust, mud, soil, gravel, stones, leaf and vegetable residues, and fragments of twigs, glass, plastic or other finely divided materials.	To reduce unacceptable levels of litter, detritus, fly-posting and graffiti forms as key part of Government's 'Cleaner Safer Greener Communities' work.	Lower percentages
NI 196 Improved street and environmental cleanliness – fly tipping	The year on year change in the number of fly-tipping incidents dealt with; and the year on year change in enforcement actions taken against fly tippers.	To reduce the incidence of illegally dumped waste as part of Government's 'Cleaner Safer Greener Communities' work.	A decrease in incident numbers; and an increase in enforcement actions.
NI 197 Improved Local Biodiversity – proportion of Local Sites where positive conservation management has been or is being implemented	The percentage of sites in the local authority area where positive conservation management has taken place up to five years prior to the reporting date (31st March).	To measure performance for biodiversity by assessing the implementation of positive conservation for local sites.	Higher percentages
NI 198 Children travelling to school – mode of transport usually used	The percentages of pupils travelling to school by the mode of transport they usually use. Modes of transport include cars, car share, public transport, walking, cycling and other.	To monitor and manage road traffic associated with the school run, and to reduce the proportion travelling by car while increasing use of walking, cycling and public transport.	Reducing percentages travelling by car



<b>Subject:</b>	<b>Risk &amp; Opportunity Management Strategy &amp; Programme 2008-2011</b>
<b>Date of Meeting:</b>	<b>10 July 2008</b>
<b>Report of:</b>	<b>Director of Strategy &amp; Governance</b>
<b>Contact Officer:</b>	<b>Name: Jackie Algar Tel: 29-1273</b>
	<b>E-mail: jackie.algar@brighton-hove.gov.uk</b>
<b>Key Decision:</b>	<b>Yes Forward Plan Reference: CAB 2171</b>
<b>Wards Affected:</b>	<b>All</b>

**FOR GENERAL RELEASE****1. SUMMARY AND POLICY CONTEXT:**

- 1.1 The council has had an approved Risk Management Strategy since 1998, it is reviewed annually and periodically redesigned to ensure it meets our current needs & reflects changes to our operating environment. The last 3 year strategy was approved 13 July 2005 by Policy & Resources Committee to cover the period 2005-2008. There are a number of reasons for significantly improving the council's already successful risk management approach and convert it into a Risk & Opportunity Management (ROM) strategy for the period 2008 – 2011.

**2. RECOMMENDATIONS:**

- (1) That the Cabinet approve the ROM Strategy (Appendix 1) & ROM Programme (Appendix 1.A)
- (2) That the Cabinet delegate authority to the Risk & Opportunity Manager and officer ROM Champion to alter the ROM Toolkit as necessary.

**3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:**

- 3.1 It is timely to review the council's risk management strategy and develop it further into a Risk & Opportunity Management (ROM) Strategy as:
- the profile of risk management in all its dimensions has grown and it has been seen to support the organization to manage change and new ventures, often to take up opportunities of doing things differently whilst minimizing negative aspects

- the maturity of risk management practised at the council enables development of approaches to consider both the negative effects of “down side” risks and positive “upside” risks and to evolve to ROM
- Value for Money (VFM) involves ensuring that resources are best directed and innovation or alternative methods of service delivery are explored. ROM links to the achievement of VFM and the specific council objective to “make better use of public money”
- the new constitution at the council needs to be reflected and alterations made to the risk management reporting lines and risk management responsibilities
- there is increased emphasis on the opportunity side of risk management and a recommendation from the Audit Commission to improve the council’s approach<sup>1</sup>
- the Audit Commission themselves will increasingly consider risk and opportunity management in a similar way, e.g. as a method to determine the inspection focus for Comprehensive Area Assessment from 2009.

3.2 In 2008 there will be a new British Standard for Risk Management, BS31100, which has been designed to provide “a basis for understanding, developing, implementing and maintaining proportionate effective risk management within the organization in order to enhance an organisation’s likelihood of successfully achieving its objectives”. Best practice advice from the draft British Standard has been incorporated as appropriate into the council’s ROM approach set out in this ROM Strategy & Programme and will be integrated further once the British Standard is published.

3.3 H.M. Government has established a new Risk and Regulatory Advisory Council (RRAC) which will work to understand and promote proportionate responses to public risk, and will look at a variety of topics, e.g. systemic risk aversion and aspects of corporate governance. This council will closely monitor developments and use findings and best practice to influence our risk & opportunity management approach.

#### **4. CONSULTATION**

4.1 The ROM Strategy, including the ROM Programme (Appendix 1A) and ROM methodology have been the subject to direct consultation with all Directors, by e-mail comments have been sought from the Officers’ Governance Board, the Risk Management Steering Group and other key officers.

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<sup>1</sup> Recommendation in The Audit Commission’s 2006-2007 Annual Audit & Inspection Letter



- 4.2 The council has developed and will continually improve a ROM toolkit including the Risk Matrix and methodology. It was the result of joint work between the Risk Manager of Southdowns NHS Trust and the council's Risk & Opportunity Manager, the Head of Health & Safety and the Business Continuity Manager to produce a shared risk matrix to better enable cross-organisation management of risks & opportunities.
- 4.3 External to the council, risk professionals in other local authorities have been e-mailed and have discussed the ROM Strategy.

## **5. FINANCIAL & OTHER IMPLICATIONS:**

### Financial Implications:

- 5.1 The potential funding or resources required to deliver the ROM programme initiatives for which funding has been identified are detailed in the ROM Programme (Appendix 1.A). Risk & Opportunity Management includes the identification of financial implications in risk assessment, promotes effective management of financial risks and contributes to Value For Money. This Strategy will assist the council to comply with Corporate Governance Standards and will feed into the Statement of Internal Control/ Annual Assurance Statement published in the annual accounts  
.Finance Officer consulted: Anne Silley 16 May 08

### Legal Implications:

- 5.2 There are no legal implications arising directly from this report. However effective risk management systems will enable better identification of legal risks, promote their effective management and therefore minimise the Council's exposure to potential liability. Legal Officer consulted: Oliver Dixon 15 May 08

### Equalities Implications:

- 5.3 There are no direct implications. The ROM package will address and promote the risk management aspects of equalities. Equalities is one of the ROM categories to be considered when undertaking an assessment.

### Sustainability Implications:

- 5.4 There are no direct implications. The ROM package will address and promote the risk management aspects of sustainability and will be measured by the Audit Commission's Use of Resources assessment.

#### Crime & Disorder Implications:

- 5.5 There are no direct implications. The risk management process enables better identification of crime and disorder implications and promotes their effective management.

#### Risk & Opportunity Management Implications:

- 5.6 This Strategy is focussed on improving the quality and consistency of risk & opportunity management of the council's activities. The Risk & Opportunity Manager has completed a risk assessment of the risks & opportunities presented by the ROM Strategy.

#### Corporate/Citywide Implications

- 5.7 There are no direct implications, however effective risk management systems will enable better identification of corporate/citywide implications and promote their effective management.

### **6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 The council could decide to remain with a renewed version of the existing Risk Management Strategy (which focuses on negative risks) instead of approving a Risk & Opportunity Management Strategy. This would not address the Audit Commission's recommendation (ref. R5) in the Use of Resources Audit Judgements 2007 that "The council should review its risk management arrangements to overtly consider how it deals with positive risks as well as negative ones".
- 6.2 The council could decide not to have any approved Risk & Opportunity Management Strategy or Risk Management Strategy but this would not satisfy the Audit Commission in the Use of Resources assessment.

### **7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 The ROM Strategy contains a package of ROM elements, the strategy itself (Appendix 1) and a yearly delivery plan of actions (Appendix 1.A) to enable & demonstrate to decision makers how effectively ROM is embedded in council activities and across its partnership working.
- 7.2 As the ROM Toolkit will be continually updated as a result of developments, needs and user feedback, delegated authority is sought for the Risk & Opportunity Manager to alter it as necessary and refer to the Risk Officer Champion.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. A) ROM Strategy outlining the council's overall strategic approach and operational arrangements.

1.A) A ROM Programme which details the key strategic actions to be taken in 2008 – 2009 to deliver effective ROM.

### **Documents in Members' Rooms**

1. None.

### **Background Documents**

1. Audit Commission documents - Annual Audit Letter 2006/2007 & Use of Resources criteria and judgement.
2. Use of Resources criteria 2007/8, 2008/9 – Audit Commission.
3. Draft British Standard BS31100.



## Brighton & Hove City Council's Risk & Opportunity Management (ROM) Strategy 2008 – 2011

### Overview

- 1.1 Risk & Opportunity Management is about maximizing opportunities for improvement and innovation, whilst identifying and managing any significant business risks which threaten successful achievement of objectives.
- 1.2 The council's priorities and those agreed with our partners as part of delivery of the Local Area Agreement will primarily determine consideration of risks and opportunities.
- 1.3 In some cases, there may be risks & opportunities which arise from other determinants, e.g. legislative duty or best practice, and these will be considered as appropriate by the ROM Strategy approach.
- 1.4 Managing risks & opportunities effectively can lead to:
  - **POSITIVE** outcomes, e.g. achievement and the take up of opportunities ("upside risks") which contribute further to achievement of our objectives
  - OR**
  - **NEGATIVE** impacts ("downside risks") being minimized so that our stated goals or planned actions are achieved
- 1.5 Brighton & Hove City Council's definition of risk management is:  
"the culture, processes & structure which come together to optimise the management of potential opportunities and adverse effects."<sup>1</sup>
- 1.6 ROM supports the well-being of the organization<sup>2</sup>. It:
  - is at the core of decision-making and business planning processes
  - can be used to forewarn us of barriers to the achievement of our strategic objectives whilst enabling effective consideration of the likelihood of success of opportunities that we identify
  - protects and secures our assets and physical resources

### How We Do Risk & Opportunity Management

- 2.1 Our approach to risk will enable our organization, and workforce to have good systems in place to support positive approaches to managing risk, rather than defensive ones, and to enhance opportunities.

***"The corporate approach that an organization takes overwhelmingly influences the practices of its workforce"***<sup>3</sup>

<sup>1</sup> this is done by "the assessment of the probability of an event and its consequences" (definition according to industry Risk Management Standard ISO/IEC Guide 73).

<sup>2</sup> Risk & Opportunity Management is a dimension of corporate governance at the council, i.e. way in which the local authority directs and controls its functions and relates to its communities

<sup>3</sup> Independence, choice and risk: a guide to best practice in supported decision making – Dept of Health, May 2007

- 2.2 ROM will interlink with existing business systems such as business planning, performance management, VFM processes and project management so that risk & opportunities are considered and consistently reported to the management level and inform decisions and actions.
- 2.3 A toolkit and training will be provided to assist those with responsibility for ROM so that:
- the “risk appetite” of the council is consistently understood (i.e. the level of risk that is acceptable) and escalation of risks to the management level above is carried out in an ordered way
  - risk registers are completed on significant risks to enable an overall risk picture of the council’s risk exposure
  - decision makers can be assured that the council’s strategic objectives and business stand a good chance of being successful
  - managers are equipped to identify, record, escalate, monitor and self-audit risks.
- 2.4 An annual ROM Programme will detail the key strategic actions, improvements and developments to the council’s ROM approach to ensure effective delivery of this strategy & progress monitoring (*attached at Appendix 1.A*).
- 3. Who does this ROM Strategy apply to and how will it be applied?**
- 3.1 All connected with the delivery of services for Brighton & Hove City Council should and are already making key decisions about risk and opportunity as an integral part of what they do on a regular basis.
- 3.2 However, there are some specified roles & responsibilities for particular groups which are set out in Table 1 below.

*Table 1 Roles & Responsibilities for Risk & Opportunity Management*

<b>Who</b>	<b>Roles &amp; Responsibilities</b>	<b>How</b>
Budget holders and/or lead officers involved in delivery of projects/ change	<ul style="list-style-type: none"> <li>• identify, assess and report risks &amp; opportunities which affect their service areas</li> <li>• practice risk &amp; opportunity management in their day to day activities</li> <li>• identify the need for escalation of negative risks or missed opportunities through their line manager (risks scored red &amp; amber should be reported upwards)</li> </ul>	<ol style="list-style-type: none"> <li>1. As part of business planning risks will be reviewed on a six monthly basis and a risk register produced</li> <li>2. Exception reports will be made throughout the year as part of PDPS meetings with line managers</li> <li>3. Where managers and staff are undertaking significant changes or new projects, a ROM approach should be evidenced</li> </ol>
Contractors, Partners’ Employees	<ul style="list-style-type: none"> <li>• comply with their own organisation’s Risk &amp; Opportunity Management arrangements</li> <li>• to be aware of the council’s Risk</li> </ul>	<ol style="list-style-type: none"> <li>1. Contractors and Partners will be provided with a summary booklet outlining their roles and responsibilities</li> </ol>

Who	Roles & Responsibilities	How
	<p>&amp; Opportunity Management Ethos and how it is practised</p> <ul style="list-style-type: none"> <li>• alert their council contact of any risks or opportunities that they have identified which affect council activities</li> </ul>	<ol style="list-style-type: none"> <li>2. Council managers should discuss risks and opportunities regularly with their contacts and inform their line manager who may request a risk register be produced</li> <li>3. A risk register will be submitted as part of the business planning procedures and timetable</li> </ol>
<p>Assistant Directors and Heads of Service</p>	<ul style="list-style-type: none"> <li>• oversee the effective implementation of risk &amp; opportunity management within their service area within the agreed principles and framework, but adapt their risk controls to suit their individual business needs</li> <li>• consider recorded “amber” and “red” risks and require an effective risk register to be produced and maintained</li> <li>• reflect significant changes to business objectives and resultant risks &amp; opportunities and plan to address them as necessary in divisional and Directorate Plans</li> <li>• each Assistant Director or Head of Service to bring any escalated negative risks or missed opportunities to DMT’s attention for rating in the departmental Risk Register</li> </ul>	<ol style="list-style-type: none"> <li>1. Discuss ROM with those reporting to them to verify the risks &amp; opportunities described and the risk scores allocated to them</li> <li>2. Ensure that business plans include a risk register across the range of functions and services that are delivered</li> <li>3. Require staff and managers to identify and record risks as part of the PDPS meetings</li> <li>4. For new projects or innovations, apply the ROM methods and/or seek the involvement of the Risk &amp; Opportunity Manager</li> </ol>
<p>Each Director</p>	<ul style="list-style-type: none"> <li>• ultimately responsible for the management of all directorate risks &amp; opportunities and maintenance of a sound system of internal control</li> <li>• ensure that risks &amp; opportunities are fully considered in all strategic decision making processes</li> <li>• provide leadership to promote the right culture in their Directorate and with partners to encourage well thought through</li> </ul>	<ol style="list-style-type: none"> <li>1. Focus on risk &amp; opportunity management during their 121s with officers in their directorate and require any remedial action to be taken</li> <li>2. Ensure that all risks on their Directorate Plan are reviewed on a regular basis with their Departmental Management Team (suggested that this done at the same time as quarterly performance reports)</li> </ol>

Who	Roles & Responsibilities	How
	<p>risk &amp; opportunity management</p>	<p>3. Escalate and report on any significant risks to TMT and Partnership Boards for inclusion in the Corporate Risk Register or the Partnership Risk Register</p>
<p>The Management Team (TMT)</p>	<ul style="list-style-type: none"> <li>• manage the strategic risks faced by the council and are responsible for reviewing the corporate risk register</li> <li>• provide the leadership and support to promote a culture in which risks &amp; opportunities are managed with confidence at the lowest appropriate level</li> </ul>	<ol style="list-style-type: none"> <li>1. Annually refresh the Corporate Risk Register, allocate leads at TMT (“the risk owners”) and review it on a six monthly basis</li> <li>2. An integrated report on Performance &amp; ROM to be reviewed on a quarterly basis</li> <li>3. TMT Risk Owners to review, or delegate responsibility for, the Corporate Risk Management Action Plans to for the purposes of reporting to the Audit Committee</li> <li>4. Ensure that any significant approved new project or changes have appropriate risk &amp; opportunity management</li> </ol>
<p>Cabinet Members</p>	<ul style="list-style-type: none"> <li>• approve the Risk &amp; Opportunity Management Strategy</li> <li>• require the risk &amp; opportunity implication paragraphs in reports submitted for decision making to be completed &amp; satisfy themselves on the information contained</li> <li>• make use of the comprehensive information on the council’s intranet and access training to assist in fulfillment of their responsibilities</li> </ul>	<ol style="list-style-type: none"> <li>1. Receive an annual update report on Risk &amp; Opportunity Management</li> <li>2. Receive opinion from the Audit Committee on the effectiveness of the council’s risk &amp; opportunity management arrangements</li> <li>3. Engage in training sessions and e-learning packages that the council provides to increase their understanding of the methods and practice of Risk &amp; Opportunity Management</li> </ol>



<p>The Audit Committee</p>	<ul style="list-style-type: none"> <li>• responsible for delivering the requirements of the Accounts and Audit Regulations 2003 which state that “the council is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control which facilitates the effective exercise of its functions, and which includes arrangements for the management of risk”.</li> <li>• ensures independent assurance of the adequacy of the Risk &amp; Opportunity Management framework and the associated control environment</li> <li>• oversees the risk &amp; opportunity management arrangements in the Council</li> </ul>	<ol style="list-style-type: none"> <li>1. Annually receive the corporate risk register and Risk &amp; Opportunity Management programme</li> <li>2. Receive reports at least quarterly on risk &amp; opportunity management arrangements and will where it considers appropriate, it will make recommendations to Cabinet</li> <li>3. Annually provides assurance to Cabinet and other Members that the council has an effective system of Risk &amp; Opportunity Management</li> <li>4. Engage in training sessions and e-learning packages to equip them to increase their understanding of the methods and practice of Risk &amp; Opportunity Management</li> </ol>
<p>Risk Champions</p>	<ul style="list-style-type: none"> <li>• there will be a nominated Member and a nominated officer at Director level who act as Risk &amp; Opportunity Champions and be responsible for promoting the council’s Risk &amp; Opportunity Management Strategy</li> </ul>	<ol style="list-style-type: none"> <li>1. Member Champion to sponsor &amp; represent ROM at Cabinet</li> <li>2. Officer Champion to sponsor &amp; represent ROM at TMT</li> </ol>

3.3 In addition there are a number of specific risk management related disciplines who have an expert role to provide assistance to others and are key contributors to the ROM programme e.g. audit & assurance, health & safety, business continuity, emergency planning and insurance. One representative of each of these disciplines attends a quarterly officer Risk Management Steering Group (RMSG) meeting to share issues and data and plan co-ordinated action. The group is jointly chaired by the Risk & Opportunity Manager and the Head of Audit & Assurance. The RMSG reports upwards to the Officers Governance Group and/or the Corporate Health & Safety Committee.

**4. Requirements to demonstrate effective Risk & Opportunity Management**

- 4.1 Risk Management is annually assessed by the Audit Commission as part of the council's Use of Resources inspection. The Audit Commission have identified a number of Key Lines of Enquiry (KLOEs) to establish the status of the council's Risk Management. The Risk Management score will be assessed as part of the Internal Control score for 2008 and in 2009 the Use of Resources inspection arrangements will alter so that Risk Management & Internal Control will be in "Managing the Business" block.
- 4.2 As Risk Management is an element of Corporate Governance, the council's Code of Corporate Governance will contain from 2008 an action plan to improve corporate governance (the Annual Governance Statement) which will be developed by the Officer Governance Board for sign off by the Leader and the Chief Executive.
- 4.3 From 2008 a British Standard for Risk Management, BS31100, will be introduced and whilst it mostly focuses on downside risk management the council will incorporate best practice from this British Standard into its overall ROM approach.

APPENDIX 1.A

Risk & Opportunity Management (ROM) Programme 2008 - 2009

<b>A) IMPROVE RISK &amp; OPPORTUNITY MANAGEMENT ("upside" or positive risk taking)</b>		Rationale/outcome	Resources Required	Target Date	Lead Officer
A)1	Continually develop and improve risk & opportunity management tools & techniques and refer to them as appropriate in other corporate guidance, e.g. project management, health & safety, business planning	Proactively encourage opportunity taking (using ROM techniques) and minimisation of downside/negative risks	Officer Time (to be absorbed within the existing staff arrangements)	Ongoing	Jackie Algar
A)2	Introduce prize/award to recognise successful opportunities taken and improvements made using the opportunity management tools. This to be part of annual Excellence Award ceremony and prize/award if sponsorship can be obtained from insurers	Proactively encourage opportunity taking (using ROM techniques)	Sponsorship to be sought	Ongoing	Jackie Algar
A)3	Establish the extent to which Dept of Health guidance (May 2007) "Independence, Choice & Risk : a guide to best practice in supported decision making" can be/is being put to use in the delivery of council services	To ensure a balance between empowerment & safeguarding, choice & risk for service users	Officer Time (to be absorbed within the existing staff arrangements)	December 08	Joy Hollister, Jackie Algar
<b>B) TO PROVIDE TRAINING FOR MEMBERS AND OFFICERS IN RISK &amp; OPPORTUNITY MANAGEMENT</b>		Rationale/outcome	Resources Required	Target Date	Lead Officer
B)1	Offer 4 sessions a year for managers as part of Leadership & Development Programme – involve guest expert & operational managers as speakers	To improve the capacity of the organisation to practice ROM effectively	Officer Time (to be absorbed within the existing staff arrangements)	From June 08	Jackie Algar
B)2	Develop an e-learning tool for risk & opportunity management	To utilise technology and provide alternative learning methods to improve the capacity of the organisation to practice ROM	Existing Risk Mgt Reserve funds will be sought	January 09	Jackie Algar, John Carling
B)3	Provide training on Risk & Opportunity Management to Audit Committee Members	To improve the capacity of the council's decision makers to consider whether the council effectively practices ROM	Officer Time (to be absorbed within the existing staff arrangements)	Summer 08	Jackie Algar

B)4	Provide training on Risk & Opportunity Management to all Cabinet Members and include as part of wider Performance Management training	To improve assurance on the practice of ROM & embed in Performance Management arrangements	Officer Time (to be absorbed within the existing staff arrangements)	By December 08	Barbara Green & Jackie Algar
<b>C) ENHANCE LINKS WITH PARTNERS ON RISK &amp; OPPORTUNITY MANAGEMENT</b>		Rationale/outcome	Resources Required	Target Date	Lead Officer
C) 1	Establish regular contact meetings and identify joint approaches to classification, risk reporting, language surrounding risks and training.	To better understand how the approaches of others to avoid duplication of effort & enhance successful outcomes	Officer Time (to be absorbed within the existing staff arrangements)	Ongoing from February 08	Jackie Algar
C) 2	For Contractors - Produce and circulate summary guidance on the council's approach to Risk & Opportunity Management and the part they play	To provide information to contractors so that their risk & opportunity management experience informs the overall council approach	Officer time (to be absorbed within the existing staff arrangements) & minimal paperwork cost met from existing budget	Ongoing from October 08	Jackie Algar
<b>D) TO IMPROVE RISK REPORTING ARRANGEMENTS</b>		Rationale/outcome	Resources Required	Target Date	Lead Officer
D) 1	Procure software system to assist the overview of risks to be reported	To better enable risk information to be taken into account in policy making, strategic planning, resource allocation & performance management	Estimated £15k capital cost - Risk Mgt Reserve funding allocated Estimated £3k p.a. maintenance costs – to be met from within Performance & Improvement Team budget	April 09	Jackie Algar

**APPENDIX 1.A**

**Risk & Opportunity Management (ROM) Programme 2008 - 2009**

D) 2	Introduce & oversee the service based risk assessments & record escalated risks in overall council risk register system	To capture the information from the "ground up" of significant issues affecting, or having the potential to affect, delivery of services	Officer Time (to be absorbed within the existing staff arrangements)	July 08 onwards	Jackie Algar & Directors
D) 3	Include LAA risks in the overall council performance management approach	To record & identify the risks relating to the achievement of LAA objectives	Officer Time (to be absorbed within the existing staff arrangements)	June 08	Barbara Green
D) 4	Establish how project risks are included in the overall risk register system	Informs council risk overview & manage significant risks to projects, including those which are innovative or challenging	Officer Time (to be absorbed within the existing staff arrangements)	November 08	Various Directors



<b>Subject:</b>	<b>Revised Local Development Scheme for the Local Development Framework</b>		
<b>Date of Meeting:</b>	<b>10 July 2008</b>		
<b>Report of:</b>	<b>Director of Environment</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Lisa Marshall</b>	<b>Tel: 29-2612</b>
		<b>Project Manager (LDF)</b>	
	<b>E-mail:</b>	<b><a href="mailto:lisa.marshall@brighton-hove.gov.uk">lisa.marshall@brighton-hove.gov.uk</a></b>	
<b>Key Decision:</b>	<b>Yes</b>	<b>Forward Plan No. CAB 2167</b>	
<b>Wards Affected:</b>	<b>All</b>		

**FOR GENERAL RELEASE****1. SUMMARY AND POLICY CONTEXT:**

- 1.1 To seek approval of the revised and updated Local Development Scheme (LDS). This is the three year work programme for the Local Development Framework (LDF) covering the period from 2008 to 2011.

**2. RECOMMENDATIONS:**

- 2.1 That the Cabinet approves the revised Local Development Scheme for submission to the Secretary of State, subject to minor changes to the Waste and Minerals DPD timetables and minor non-material alterations that may be made in consultation with the Director of Environment and the Cabinet Member for Environment.
- 2.2 That the Cabinet approve that the Local Development Scheme should be brought into effect following approval by the Secretary of State.

**3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:**

- 3.1 All local planning authorities are required to submit a Local Development Scheme (LDS) under the Planning and Compulsory Purchase Act (2004). LDSs are a public statement of a local planning authority's programme for the production of local development documents that over time will replace Local Plans and form part of the Local Development Framework. The

revised LDS will be submitted to the Secretary of State for approval after which it can be brought into effect.

- 3.2 The LDS includes a three year timetable showing the main stages for community and stakeholder involvement in producing Development Plan Documents (DPDs). DPDs set out policies on the development and use of land in a local authority area. The LDS therefore acts as a guide to when the local community and stakeholders can get involved in the plan making process.
- 3.3 The council's performance is assessed annually against the LDS timetable via the Annual Monitoring Report (AMR) which is submitted to Government annually in December each year. This is necessary to meet the relevant BVPI (BV200b) and help secure future Planning Delivery Grant (PDG). Last year's AMR shows that the council has performed well in meeting the challenging targets in the previous LDS.
- 3.4 The main changes to last year's published Local Development Scheme are:
- Adding one DPD (Waste Sites Development Plan Document) and removing adopted documents (e.g. Advertisements Supplementary Planning Document (SPD)).
  - The addition of a joint Development Policies and Site Allocations DPD instead of two separate documents.
  - Amending the timetable for adoption of the Core Strategy (DPD) due to the requirement for further background research on housing and flood risk.
  - The addition of further SPDs.
  - Updating of the background research programme which includes adding further studies now required by recent government guidance.
  - An Area Action Plan for Shoreham Harbour will be added to the LDS as soon as its detailed timetable is agreed with all parties involved in its development (Adur District Council, West Sussex County Council and the South East of England Development Agency (SEEDA)).
- 3.5 The LDS proposes that the majority of existing Brighton & Hove Local Plan, Minerals Local Plan and Waste Local Plan policies will be saved for at least three years (from adoption) or until replaced by the proposed DPDs. Saving policies beyond three years is subject to the agreement of the Government Office for the South East (GOSE). Officers are working closely with GOSE to ensure that there is a smooth transition to the new plans. Supplementary Planning Guidance notes (SPGs) will also be saved until replaced by SPDs under the new system.
- 3.6 The Waste and Minerals Development Framework documents are prepared jointly with East Sussex County Council and therefore the timetable is agreed jointly. It may therefore be subject to minor changes in consultation with the County and Government Office.

#### **4. CONSULTATION**



- 4.1 The LDS is not subject to public consultation.
- 4.2 GOSE has been consulted on the main changes proposed to the LDS and is supportive of the draft LDS timetable for LDF documents.
- 4.3 The Planning Inspectorate will be consulted in order to assist with the national scheduling of public examinations for DPDs.

## **5. FINANCIAL & OTHER IMPLICATIONS**

### **5.1 Financial Implications:**

Preparation costs for local development documents have been identified and budget provision has been made within the City Planning division. The financial implications of each local development document will be assessed and commented upon within future reports.

### **5.2 Legal Implications:**

The Local Development Scheme, and any revisions to it, must comply with statutory requirements, notably s15 Planning and Compulsory Purchase Act 2004 and the Town and Country Planning (Local Development) (England) Amendment Regulations 2008. It is considered that the proposed revisions to the Local Development Scheme meet these requirements. There are no human rights implications.

### **5.3 Equalities Implications:**

The LDF will make the planning system more accessible and transparent to the community. The Council has already adopted a Statement of Community Involvement, which encourages effective social inclusion for all groups to influence the policy-making agenda. DPD's are subject to an Equality Impact Assessment (EQIA).

### **5.4 Sustainability Implications:**

Sustainability considerations are central to the new planning system. Each local development document will require an integrated sustainability appraisal.

#### **Crime and Disorder Implications:**

Documents to be prepared as part of the LDF, for instance, the Core Strategy and future guidance documents will address priorities relating to the agreed Community Safety, Crime Reduction and Drugs Strategy 2005-2008.

## 5.6 Risk and Opportunity Management Implications:

The programme management of the LDF includes risk management procedures. A dedicated risk log is maintained, regularly monitored and updated. The proposed LDS and timetable has been risk assessed. Key concerns centre around risk of delay, financial and staff resource issues.

## 5.7 Corporate / Citywide Implications:

The LDF will help to deliver the Sustainable Community Strategy and a number of key council and city wide strategies such as the Economic Strategy. The LDS sets out a three-year programme of planning work to be undertaken against which progress will be monitored.

## 6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The main alternative options considered and evaluated in preparing the LDS relate to the type of local development documents to be prepared over the next three years, how they will be resourced, prioritised and when the key stages will be undertaken. The proposed timetable is considered the best option with the resources available.

## 7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To ensure that there is an up to date timetable for preparing development plan documents in accordance with government guidance. In addition, to ensure that minor changes can be made, in consultation with the Cabinet Member for Environment, without the need for the document to return to Cabinet.
- 7.2 Should the LDS be agreed by the Secretary of State there would be no requirement for the document to return to Cabinet for adoption.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Draft Local Development Scheme 2008-2011

### **Documents in Members' Rooms**

None

### **Background Documents**

1. Local Development Scheme, June 2006
2. Planning Policy Statement 12: Local Spatial Planning

**DRAFT**

**Brighton & Hove  
Local Development  
Scheme 2008-2011**

**June 3rd Version**

**Brighton & Hove City Council  
City Planning  
Environment Directorate**

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### APPENDICES

**Appendix A** –Diagram showing the transition to the LDF and the replacement of development plans

**Appendix B** – Profile of Development Plan Documents

**Appendix C** – List of documents adopted and due to be adopted as part of the Local Development Framework

**Appendix D** – Transition from Supplementary Planning Guidance (SPG) to Supplementary Planning Documents (SPDs)

**Appendix E** - Glossary of Terms

## 1. Introduction

**1.1** This is the 2008 version of the **Local Development Scheme (LDS)** produced by Brighton & Hove City Council. The LDS sets out the three year work programme for the Brighton & Hove **Local Development Framework (LDF)**.

**1.2** The government introduced Local Development Frameworks in 2004<sup>1</sup> as part of a new system of plan preparation with the aim of ensuring that the long term social, environmental, economic and resource impacts of development were more fully considered as part of delivering sustainable development.

**1.3** As part of these changes, Local Plans were replaced by a range of **Local Development Documents (LDD's)** that can be prepared at different times dependent on local circumstances. Together these make up the Local Development Framework (LDF). There are three main types of Local Development Document within the new LDF:

- **Development Plan Documents (DPDs)**
- **Supplementary Planning Documents (SPDs).**
- Other **Local Development Documents** – including the **Statement of Community Involvement** and the **Annual Monitoring Report.**

**1.4** As and when new Local Development Documents become adopted here in Brighton & Hove, they will gradually replace the policies in the adopted Brighton & Hove Local Plan (2005). This transition is more fully explained by the diagram in Appendix A. The status of policies and plans in the transitional period from local plan to local development documents are also discussed in section 5. Appendix D also summarises the status of Supplementary Planning Guidance notes that are to be saved as part of the transition to the new system.

**1.5** This LDS also includes documents that are to be jointly produced with East Sussex County Council as part of the **East Sussex and Brighton & Hove Waste and Minerals Development Framework**. This also forms part of the Local Development Framework and will eventually replace the East Sussex and Brighton & Hove Waste Local Plan (2006) and Minerals Plan (1999).

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<sup>1</sup> Via the Planning and Compulsory Purchase Act 2004.

## **2. The Local Development Scheme 2008-2011**

### **2.1 Key Changes to the LDS produced in April 2007**

#### **2.1.1. Removal of Completed Documents**

The 'Advertisements' Supplementary Planning Document (SPD) was adopted in June 2007 and the Sustainable Building Design SPD was adopted in June 2008. Both of these documents have been removed from the LDS work programme.

#### **2.1.2 Additional Documents**

The following new documents have been added to this version of the LDS:

- A joint Development Policies and Site Allocations DPD in place of two separate Site Allocations and Development Policies documents.
- A Waste Sites DPD to be prepared jointly with East Sussex County Council as part of the Waste and Minerals Development Framework. It is anticipated that only early development work on this document will take place during the three years of this LDS.
- New Supplementary Planning Documents to be undertaken as listed in Appendix B.
- A Shoreham Harbour & South Portslade Area Action Plan (AAP) will form part of this LDS. However, the timetable for this DPD is still being developed with our partners Adur District Council, West Sussex County Council and the South East of England Development Agency (SEEDA). This will be added to the scheme as soon as it is agreed.

#### **2.1.3 Changes to previously published timetables**

- **Core Strategy DPD** – The work programme has been altered due to the need to carry out additional housing and flood risk studies for the evidence base and to take account of guidance from the Government Office for the South East (GOSE) following recent Inspector's reports on core strategies. A further period of consultation is also to be undertaken due to the extent of changes to the original Preferred Options document.
- **Development Policies and Site Allocations DPD** – A new timetable has been developed for this joint document. Joining the two documents together will allow for more rapid replacement of the Local Plan.
- **Supplementary Planning Documents (SPD's)** –
  - **Parking and Accessibility** - There have been further changes to the Parking and Accessibility SPD timetable due to the need to focus resources on the Core Strategy. The estimated adoption date is now July 2009.
  - **Nature Conservation in Development** – This timetable has been deferred to align the programme with the Developer Contributions SPD and now has an estimated adoption date of September 2008.
  - **Developer Contributions** – Due to the need for further consultation, this SPD is now due for adoption in January 2009.

### **3. The Brighton & Hove Local Development Framework**

#### **3.1 Spatial Planning in Brighton & Hove**

3.1.1 The 2004 Act introduced the concept of '**spatial planning.**' Spatial planning broadens traditional land use planning by seeking to integrate it more closely to other policies and programmes which influence the nature of places and how they function, for example, by achieving clearer linkages between local planning and other key local strategies such as the Sustainable Community Strategy and health and community safety strategies.

3.1.2 The city council has taken measures to ensure that there are effective links between the LDF and the Brighton & Hove Sustainable Community Strategy. These include:

- Ensuring that there is full alignment between the policies of the Core Strategy and the Sustainable Community Strategy
- Mapping and analysing how the Core Strategy delivers on Sustainable Community Strategy priorities and regular reporting on this to the LSP
- Consulting and engaging with the Local Strategic Partnership (LSP) and the Public Service Board's LDF Partnership Sub-Group on emerging documents
- Sharing monitoring information

3.1.3 The LDF is an important mechanism in helping to deliver the spatial elements of a number of Brighton & Hove's citywide strategies. These include the economic, local transport, housing, community safety, tourism, sports and cultural strategies and the climate change action plan. Linkages are made with these strategies via the internal LDF Steering Group (this is made up of senior officers across the city council) and the wider Internal Officers Advisory Group that advises on options for DPDs.

### 3.2 Proposed Documents

The Brighton & Hove LDF will consist of the following development plan documents. These documents together with the final version of the South East Plan<sup>2</sup>, will form the statutory development plan for the city.

<b>Development Document</b>	<b>Description</b>
Core Strategy DPD	This is the first DPD to be prepared. It will set out the strategic spatial vision for the city to 2026 within which all other Local Development Documents must fit.
Development Policies & Site Allocations DPD	This document will be a key mechanism for delivering the Core Strategy and will provide one clear summary all implementation policies.
LDF Proposals Map DPD	This will be adopted at the time the Core Strategy is adopted or when the South Downs National Park is designated (whichever is earlier). It will be updated as each new DPD is adopted.
Waste and Minerals Core Strategy DPD	This is being prepared jointly with East Sussex County Council. Both authorities are keen to undertake an early review of the Waste Local Plan (which was adopted in February 2006) in response to changes in national policy and emerging regional policy.
Minerals Sites DPD	This is being prepared jointly with East Sussex County Council This will set out the existing sites and commitments and any new site allocations for minerals development.
Waste Sites DPD	This will be prepared jointly with East Sussex County Council. This will set out existing waste sites and commitments and any new site allocations for waste treatment, handling and final disposal.
Shoreham Port and South Portslade Area Action Plan	To guide the comprehensive mixed use regeneration of the port area and wider local community. To be developed jointly with Adur District Council, West Sussex County Council and the South East of England Development Agency (SEEDA.)

<sup>2</sup> The 'South East Plan' is the Regional Spatial Strategy relevant to Brighton & Hove. The draft plan is currently subject to modification by the Secretary of State. The final plan will be published later in 2008.



### **3.3 Other Documents in the Local Development Framework**

#### **3.3.1 Statement of Community Involvement (SCI)**

This document was adopted in September 2006 and guides how local communities and stakeholders will be involved in the preparation of the LDF. This will be revised and updated in 2009 to take into account the changes to the LDF consultation process as a result of the Government's revisions to Planning Policy Statement 12: 'Local Spatial Planning' introduced in June 2008.

#### **3.3.2 Annual Monitoring Report (AMR)**

This is published by the city council in December every year. It will assess performance over the previous financial year (1 April through to 31 March) and will review performance in relation to implementing the Local Development Scheme and whether policies in the LDF are meeting their aims. It will also monitor the effectiveness of the Statement of Community Involvement and will include information on the number of new dwellings provided every year (and projected into the future). In addition it will include development control performance against key indicators (for example, decisions taken within 8 weeks).

#### **3.3.3 Sustainability Appraisal Framework**

The purpose of the Sustainability Appraisal (SA) framework is to promote sustainable development through the integration of social, environmental, and economic considerations into the policies and guidance in Development Plan Documents (DPD's) and certain Supplementary Planning Documents (SPD's). Where a Sustainability Appraisal is required, this will be produced and consulted on in parallel to the development document in order to inform the final submission version.

Strategic Environmental Assessment (SEA) is a legally enforced assessment procedure required by European SEA Directive 2001/42/EC. The SEA Directive aims at introducing systematic assessment of the environmental effects of strategic land use related plans and programmes. This will be carried out as part of a full Sustainability Appraisal.

### **4. Timetable of proposed Local Development Documents**

**4.1 The Schedule of proposed Local Development Documents** (Table 1 overleaf) sets out the documents to be prepared giving a brief description, the status of the document and sets out the key stages for consultation. For a more detailed breakdown of the key stages of document production, please see Appendix B.

**Table 1: Schedule of Proposed Local Development Plan Documents**

<b>DPD Document</b>	<b>Description</b>	<b>Chain of Conformity</b>	<b>Plan Preparation &amp; Early Public Involvement</b>	<b>Pre-Submission Consultation</b>	<b>Submission to Secretary of State</b>	<b>Examination in Public</b>	<b>Adoption</b>
Core Strategy	Sets out the vision and strategy for Brighton & Hove expressed spatially to 2026, including strategic policies, zoning and citywide policies.	Planning Policy Statements and the Regional Spatial Strategy, Sustainable Community Strategy and other relevant city strategies.	Revised Preferred Options Consultation (Jun- August 2008)	February - March 2009	May 2009	October 2009	January 2010
Waste Core Strategy	Sets out the vision and spatial strategy for sustainable waste reduction, recycling and disposal for Brighton & Hove and East Sussex. Sets out the strategy for identifying sites for waste.	Planning Policy Statements, national policy and guidance, the Regional Spatial Strategy and both Sustainable Community Strategies.	Issues and Options Consultation (Feb-Apr 2008) and (Nov-Dec 08) Further Consultation (Sep-Oct 2008)	Feb – March 2010	June 2010	September 2010	January 2011
Development Policies and Site Allocations	This document will be a key mechanism for delivering the Core Strategy, providing one clear summary all implementation policies and will identify all site allocations across the city.	Planning Policy Statements and the Regional Spatial Strategy, Sustainable Community Strategy and other relevant city strategies.	Issues and Options Consultation (June-Aug 2009) Further Consultation (November – December 2009)	August- September 2010	December 2010	March 2011	July 2011
Minerals Sites	Will set out existing and any new sites for the allocation of minerals development.	Planning Policy Statements, Regional Spatial Strategy, national policy and the Waste and Minerals Core Strategy.	Issues and Options Consultation (Feb-Apr 2008) Further Consultation (June – July 2010)	February- March 2011	July 2011	January 2012	April 2012

## Overall Programme 2008-2011

**Table 2: DPDs 2008-2011 in Gantt Chart format**

ID	Task Name	Start	Finish	2008	2009	2010	2011
1	<b>CORE STRATEGY</b>	03 Oct '05	31 Jan '10				
2	Public Participation in Preparation	03 Oct '05	29 Aug '08	█			
3	Pre-submission Consultation	02 Feb '09	31 Mar '09		█		
4	Submission to Secretary of State	01 May '09	31 May '09		█		
5	Pre-Examination Meeting	01 Jul '09	31 Jul '09		█		
6	Examination	01 Oct '09	31 Oct '09		█		
7	Adoption	01 Jan '10	31 Jan '10			█	
8							
9	<b>WASTE &amp; MINERALS CORE STRATEGY</b>	29 Feb '08	30 Sep '11				
10	Public Participation in Preparation	29 Feb '08	31 Oct '09	█			
11	Pre-submission Consultation	01 Feb '10	31 Mar '10			█	
12	Submission to Secretary of State	01 Jun '10	30 Jun '10			█	
13	Pre-Examination Meeting	01 Jul '10	31 Jul '10			█	
14	Examination	01 Sep '10	30 Sep '10			█	
15	Adoption	03 Jan '11	31 Jan '11				█
16							
17	<b>DEVELOPMENT POLICIES &amp; SITE ALLOCATIONS</b>	01 Jun '09	31 Jul '11				
18	Public Participation in Preparation	01 Jun '09	31 Dec '09		█		
19	Pre-submission Consultation	02 Aug '10	30 Sep '10			█	
20	Submission to Secretary of State	01 Dec '10	31 Dec '10			█	
21	Pre-Examination Meeting	03 Jan '11	31 Jan '11			█	
22	Examination	01 Mar '11	31 Mar '11			█	
23	Adoption	01 Jul '11	31 Jul '11				█
24							
25	<b>MINERALS SITES</b>	29 Feb '08	30 Apr '12				
26	Early Public Participation in Preparation	29 Feb '08	24 Apr '08	█			
27	Public Participation in Preparation	01 Jun '10	31 Jul '10			█	
28	Pre-submission Consultation	01 Feb '11	31 Mar '11			█	
29	Submission to Secretary of State	01 Jul '11	31 Jul '11			█	
30	Pre-Examination Meeting	01 Nov '11	30 Nov '11				█
31	Examination	02 Jan '12	31 Jan '12				█
32	Adoption	02 Apr '12	30 Apr '12				█

## **5. Saved Documents**

### **5.1 The Brighton & Hove Local Plan**

The Brighton & Hove Local Plan was adopted in July 2005. Under the new planning system, local plans will remain the statutory development plan and be automatically saved for three years from adoption. The Local Plan will be gradually replaced by emerging development plan documents including the Core Strategy and the Development Policies and Site Allocations DPD and will be fully replaced by July 2011 when the new Development Policies and Site Allocations DPD is adopted. Given this goes beyond the three year period, a proposal was placed in the council's submitted Annual Monitoring Report 2006-7 to 'save' the policies until the replacement policies are adopted. A letter from the Secretary of State confirming this request was received in June 2008.

### **5.2 East Sussex and Brighton & Hove Waste Local Plan**

The East Sussex and Brighton & Hove Waste Local Plan was adopted in February 2006. It will be automatically 'saved' for three years to February 2009. The case will be made to save these policies and site allocations beyond three years on the grounds that the plan is up to date. The replacement Waste and Minerals Development Framework is being prepared jointly with East Sussex County Council. The LDS includes a timetable for preparing a new Waste and Minerals Core Strategy and a Minerals Sites DPD. The council is satisfied that the current waste site allocations in the Waste Local Plan will meet waste needs until the Waste Sites DPD is adopted. A timetable for the development of the Waste Sites DPD is yet to be formally agreed.

### **5.3 East Sussex and Brighton & Hove Structure Plan**

The majority of policies in the East Sussex and Brighton & Hove Structure Plan have been saved beyond September 2007. A schedule of saved policies was included in Appendix 1 of the Annual Monitoring Report 2006-7. It will eventually be replaced by the South East Plan (the Regional Spatial Strategy) which is due to be adopted in late 2008.

### **5.4 East Sussex and Brighton & Hove Minerals Local Plan**

The East Sussex and Brighton & Hove Minerals Local Plan was automatically saved for three years to July 2007. Brighton & Hove City Council will be preparing a Waste and Minerals Development Framework with East Sussex County Council. There is only one minerals site within Brighton & Hove at Shoreham Port. Appropriate policies in the Minerals Local Plan have been saved until the Waste and Minerals Core Strategy DPD is adopted. These are set out on East Sussex County Council's web site at [www.eastsussex.gov.uk](http://www.eastsussex.gov.uk).

### **5.5 Supplementary Planning Guidance (SPG)**

It is proposed that all of the SPG notes linked to the adopted Brighton & Hove Local Plan are saved until:

- superseded by new Supplementary Planning Documents;

- or until the policies to which they are attached to are replaced by policies in Development Plan Documents. The saved SPGs are listed in appendix D and can be found on the city council's website at: [www.brighton-hove.gov.uk/planning/local\\_plan/supplementary\\_planning\\_guidance](http://www.brighton-hove.gov.uk/planning/local_plan/supplementary_planning_guidance).

The council is currently considering options to upgrade some Supplementary Planning Guidance notes to Supplementary Planning Documents subject to policy considerations.

## **6. Monitoring and Review**

**6.1** The performance of the council against the LDS timetable will be monitored in the Annual Monitoring Report (AMR). This will be published and submitted to the Government Office for the South East in December every year. It will be publicly available at the City Council's City Direct offices and available on the council's website ([www.brighton-hove.gov.uk/ldf](http://www.brighton-hove.gov.uk/ldf)).

**6.2** The AMR monitors and reviews a number of areas and will mainly look at the following:

- Performance against the timetable as set out in the LDS;
- The effectiveness of saved policies;
- The effectiveness of new policies and DPD's. This will determine the timetable for review of local development documents;
- It will provide an up to date list of superseded and 'saved' policies ;
- Monitor effectiveness of the SCI;
- Set out a housing trajectory. This forecasts the amount of new housing currently being delivered and projects this into the future.

**6.3** The AMR is based upon information generated by monitoring four sets of indicators:

- Contextual
- Core output
- Local output
- Significant effects

The core output indicators are required and prescribed by the government and are common to all authorities. The other three types of indicator are identified by the city council.

**6.4** The information in the AMR will be used to identify LDF work priorities. The LDS will be reviewed as the need for further documents emerges and to ensure that a three year programme is maintained.

## 7. Supporting Documents and Evidence Base

Table 3 below sets out background evidence and research work undertaken that will inform the new local development documents.

**Table 3**

<b>Study Title</b>	<b>Description</b>	<b>Status</b>
<b>Tall Buildings Study</b>	Provided a design and plan-based approach to determine areas of Brighton & Hove that may be suitable for taller development.	Completed in October 2003
<b>Socio-Economic Baseline Report (based on City Stat's)</b>	City profile of demographic; socio-economic statistics; ward profiles; definition of neighbourhood areas.	Completed in June 2005
<b>Housing Needs Study</b>	Updated the Brighton & Hove Housing Needs Study (2002) and assessment of need for Gypsy and Travellers' Sites.	Completed in Sep 2005
<b>Retail Study &amp; Retail Health Checks</b>	Provided an up-to-date picture of current and future capacity for retailing in the city.	Completed in June 2006
<b>Employment Land Study</b>	Assessed the demand for and supply of employment land over the next ten years.	Completed in September 2006
<b>Infrastructure Capacity Study</b>	Assessed the physical, social and transport infrastructure capacity across the city.	Completed in November 2006
<b>Houses in Multiple Occupation (HMO's) Study</b>	Studied the role that HMO's serve particularly in terms of providing low cost accommodation.	Completed in June 2006
<b>The East Sussex and Brighton &amp; Hove Gypsy and Traveller Study</b>	Assessed the accommodation needs of gypsies and travellers.	Completed in 2006
<b>LR2 (London and Lewes Road Study)</b>	This study identifies options and opportunities for regeneration of the London Rd/Lewes Rd area of the city.	Completed in July 2007
<b>Urban Characterisation Study</b>	Citywide and neighbourhood characterisation study.	Completed in March 2007
<b>Hotel Futures Study</b>	Provided up to date information on hotel and guest accommodation, performance and development potential in the city.	Completed in March 2007
<b>Public Place Public Life Study</b>	Provided a Public realm toolkit for Brighton & Hove - made recommendations for improving the city's network of streets and spaces.	Completed in April 2007
<b>Open Space, Sport and Recreation Study</b>	Quantitative, qualitative and accessibility analysis of existing open spaces/recreational facilities. Development of local Open Space Standards.	Interim report completed in June 2008
<b>Green Infrastructure Network</b>	Options for developing a green network through combining ecological, sustainable transport and social/cultural benefits.	Interim report completed in June 2008
<b>Strategic Flood Risk Assessment</b>	Determined the basis for preparing appropriate policies for flood risk management and the approach to flood risk in the development control process	Commissioned jointly with ESCC - completed at the end of March 2008

<b>Study Title</b>	<b>Description</b>	<b>Status</b>
<b>Strategic Housing Land Availability Assessment</b>	To identify potential land for the development of sites for housing to cover at least the first ten year life of the plan and to assess their housing potential and when they are likely to be developed.	Interim report completed in May 2008
<b>Creative Industries Workspace Study</b>	Provided an evidence base on the supply and demand of creative industry workspace.	Study completed by end of March 2008
<b>Affordable Housing Viability Study</b>	To test alternative percentages of affordable housing.	Study completed in December 2007
<b>Strategic Housing Market Assessment</b>	Estimated housing need and demand in terms of affordable and market housing, determine the distribution of need, demographic trends and accommodation requirements of specific groups.	Completed in May 2008
<b>Appropriate Assessment</b>	Part of the Habitat Regulation Assessment and the Core Strategy Sustainability Appraisal	Completed in May 2008
<b>Transport Assessment</b>	To provide a transport assessment of the Core Strategy's spatial strategy.	Interim report completed in May 2008
<b>Reducing Inequalities Review</b>	To evaluate the approaches taken in Brighton & Hove to address social exclusion and deprivation in neighbourhoods and among groups facing disadvantage and offer recommendations for future approaches to tackling inequality.	Completed January 2008
<b>Sequential and Exception Test</b>	This paper sets out the sequential tests relating to flood risk at the broad locations (or 'Development Areas') identified in the Core Strategy.	Completed in March 2008

## **8. Project Management and Resources**

8.1 The LDF is delivered by staff across Brighton & Hove's City Planning division. The main responsibility for delivering the Local Development Framework lies with the Local Development Framework Team which is managed by the Local Development Framework Team Manager. It is staffed by a dedicated LDF Project Manager, a Principal Policy Advisor and three Senior Planning Officers.

8.2 The LDF Project Manager uses Prince 2 project management methodology where appropriate to manage the LDF process and produces and monitors the yearly LDF Programme Plan and LDF Risk Log. Updates are reported regularly to the Assistant Director, City Planner and the cross-departmental LDF Steering Group consisting of senior council officers. The Project Manager is also responsible for working up detailed work programmes across the LDF, ranging from background research, SPD preparation and consultation schedules and has a key role in supporting the joint project management arrangements with East Sussex County Council with regard to the Waste and Minerals Development Framework. Joint project management arrangements are managed by a Joint Project Management Group which meets regularly and reports to a joint Waste and Minerals Project Board.

8.4 The City Planning Strategy and Monitoring Team provides support in terms of staffing, leading on the Waste and Minerals Development Framework, undertaking sustainability appraisal work and producing the Annual Monitoring Report. Project support is also provided by planners in the Planning Projects Team and officers in the Conservation and Design Team.

8.5 Development Plan Documents are prepared via identified officers in a project team lead by a manager and co-ordinated by a dedicated lead officer. Supplementary Planning Documents may be prepared outside City Planning or within other departments within the city council. If this is the case project management for these remain the responsibility of an identified officer in City Planning.

8.7 A wider LDF Internal Officers' Advisory Group is also used to ensure good strategic policy links are made across the city council to support the preparation of DPDs. Key officers from this group are represented on the LDF Steering Group. Close working with the LDF Partnership Sub-Group of the Local Strategic Partnership and the Public Service Board ensure good links are made with delivery of the Sustainable Community Strategy. Currently lead councillors have been identified by each party to lead on the LDF and are briefed at key stages.

## **9. Risks and Contingencies**

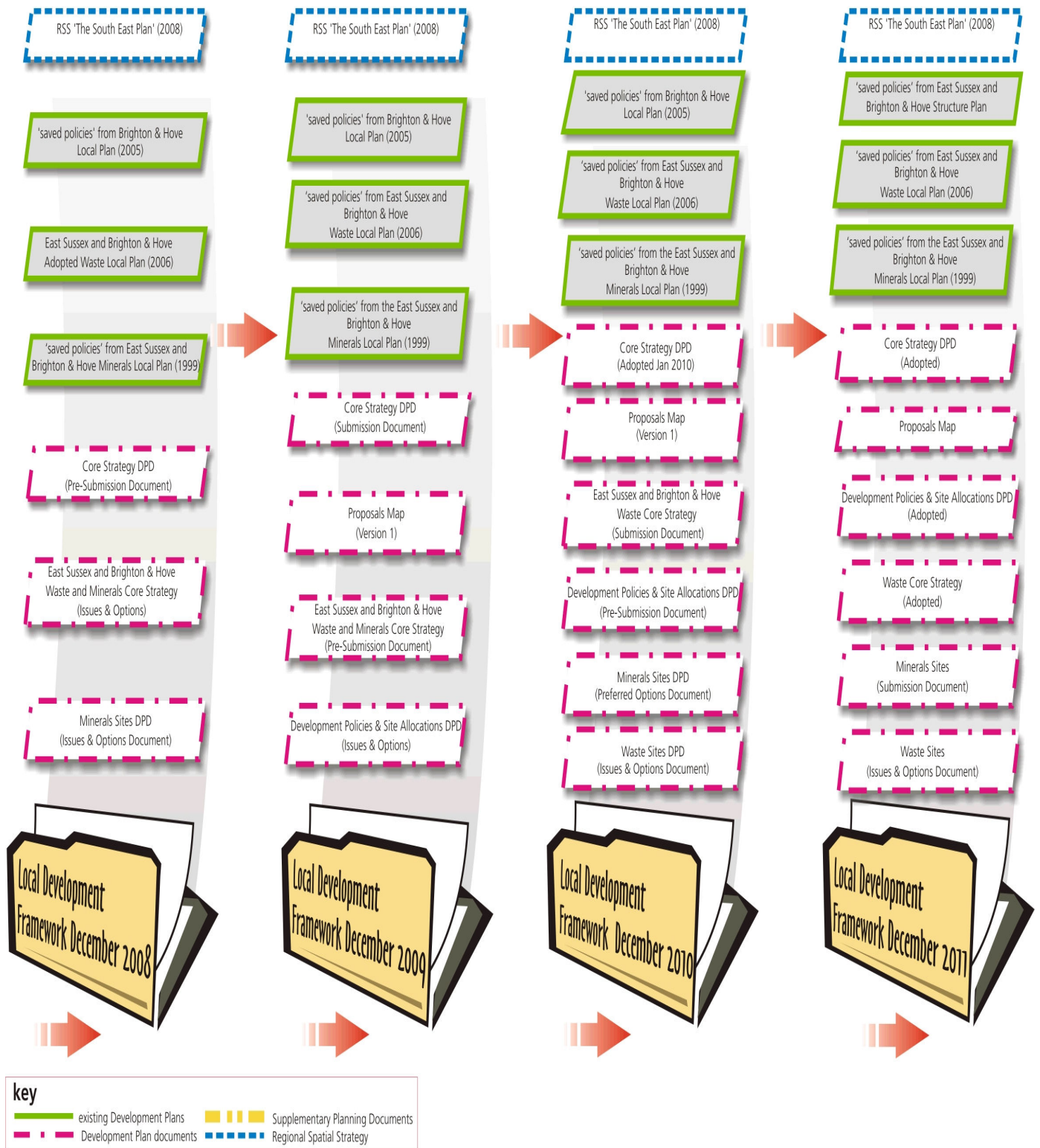
**9.1** Dedicated LDF Risk and Issue Logs are maintained by the LDF Project Manager and are regularly reviewed with the Assistant Director, City Planner and the LDF Steering Group at its meetings. These logs include any resource based issues which may arise as a result of the regular programme review process. The log identifies action required to mitigate the risks if they occur and also identifies contingency measures that may be required to ensure key deadlines can be met. In addition, there is also a dedicated Waste and Minerals Development Framework risk log maintained jointly with East Sussex and reviewed regularly by the joint Waste and Minerals Project Board.





# APPENDICES

## APPENDIX A



## APPENDIX B - Profile of Development Plan Documents

### 1. CORE STRATEGY

#### OVERVIEW

<b>Role and Subject</b>	This sets out the vision and spatial strategy for the city to 2026, addressing important citywide spatial matters including housing, the economy, retail, community safety, tourism, and transport issues.
<b>Coverage</b>	Citywide
<b>Status</b>	Development Plan Document
<b>Conformity</b>	National policy and the South East Plan (Regional Spatial Strategy)

#### TIMETABLE

Stage	Date
Commencement of Document	June 2005
Early Stakeholder and Community Involvement: Issues and Options	October – March 2005
Early Stakeholder and Community Involvement: Scoping Report	October – November 2006
Preferred Options Public Consultation Consultation on Sustainability Appraisal	November – December 2006
Revised Preferred Options consultation	June – August 2008
Pre-Submission Consultation	February - March 2009
Date for submission to Secretary of State	May 2009
Pre-examination meeting	July/August 2009
Examination (estimated)	October 2009
Estimated date for adoption	January 2010

#### ARRANGEMENTS FOR PRODUCTION

Role	Officers
Organisational Lead	Chief Executive
Political Management	Cabinet and full Council.
Internal Resources	Local Development Framework Team Manager, Lead Officer, LDF Project Manager, Core Strategy Project Team, Sustainability Appraisal Officer and City Planning Support. Strategies and policies within the city council will be joined up via the LDF Steering Group and the Internal Officers Advisory Group (which will have a representative from each main policy area) and the Research and Consultation Team (for consultation).
External Resources	Consultants commissioned for research/evidence base work.
Stakeholder Resources	Community Partnership Sub-Group (called the LDF Sub-Group), Equalities Forum, Community and Voluntary Sector Forum, Communities and Networks of Interest, statutory consultees and local partnerships including the economic and housing partnership. The Sustainability Commission will have a role in endorsing the SA/SEA process.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in the Statement of Community Involvement.

## 2. DEVELOPMENT POLICIES & SITE ALLOCATIONS

### OVERVIEW

<b>Role and Subject</b>	This document will be a key mechanism for delivering the Core Strategy and will provide one clear summary all implementation policies.
<b>Coverage</b>	Citywide
<b>Status</b>	Development Plan Document
<b>Conformity</b>	National policy and guidance, South East Plan (RSS) and the Core Strategy.

### TIMETABLE

<b>Stage</b>	<b>Date</b>
Commencement of Document	March 2009
Public Participation in Plan Preparation	June-December 2009
Pre-Submission Consultation	August – September 2010
Date for submission to Secretary of State	December 2010
Pre-examination meeting	January 2011
Examination (estimated)	March 2011
Estimated date for adoption	July 2011

### ARRANGEMENTS FOR PRODUCTION

<b>Role</b>	<b>Officers</b>
Organisational Lead	Assistant Director, City Planner, Brighton & Hove City Council
Political Management	Cabinet and full Council.
Internal Resources	Local Development Team Manager, Lead Officer, LDF Project Manager, Site Allocations Project Team and Sustainability Appraisal Officer. Work will be endorsed by the LDF Steering Group. Close working with other teams including Housing Strategy Team, Economic Development and Children, Families and Schools Department. Initial work will be with the internal officers advisory group
Stakeholder Resources	These include the Housing, Economic and Regeneration Partnerships, LDF Sub-Group of the community partnership, Equalities Groups and the Primary Trust. There will be the need to engage at regional and sub-regional level as well as local stakeholder groups around a number of issues including design, community safety and sustainability. Sustainability Commission will be involved in the SEA/SA process.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in the Statement of Community Involvement.

### 3. WASTE AND MINERALS CORE STRATEGY

#### OVERVIEW

<b>Role and Subject</b>	The Waste and Minerals Development Framework is a joint document that will set out the vision and spatial strategy for sustainable waste reduction, recycling and disposal for Brighton and Hove and East Sussex. It will go on to set out the strategy for identifying sites for waste. This document will include a suite of development control policies.
<b>Coverage</b>	Citywide and countywide
<b>Status</b>	Development Plan Document
<b>Conformity</b>	National policy and guidance, South East Plan (RSS) and the Community Strategies.

#### TIMETABLE

<b>Stage</b>	<b>Date</b>
Commencement of Document	May 2006
Early Public Participation in Plan Preparation: Scoping Report	March – April 2007
Public Participation in Plan Preparation	February – October 2009
Pre-Submission Consultation	February – March 2010
Date for submission to Secretary of State	June 2010
Pre-examination meeting	July 2010
Examination (estimated)	September 2010
Estimated date for adoption	January 2011

#### ARRANGEMENTS FOR PRODUCTION

<b>Role</b>	<b>Officers</b>
Organisational Lead	Assistant Director City Planner (Brighton & Hove City Council) and Assistant Director of Policy (East Sussex County Council).
Political Management	Cabinet and full Council (Brighton & Hove) and Cabinet and full Council (East Sussex County Council).
Internal Resources	Strategic Planning and Monitoring Manager, Lead Waste Officer, LDF Project Manager, Waste Planner, Sustainability Team.
External Resources	Joint working with officers at East Sussex and Sustainability Appraisal officer or consultant.
Stakeholder Resources	Community Partnerships Sustainability Commission.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in both Statements of Community Involvement.

## 4. MINERALS SITES

### OVERVIEW

<b>Role and Subject</b>	Will set out existing and any new sites for the allocation of minerals development
<b>Coverage</b>	Citywide and countywide
<b>Status</b>	Development Plan Document
<b>Conformity</b>	General conformity with the South East Plan and national policy and the Waste and Minerals Core Strategy.

### TIMETABLE

<b>Stage</b>	<b>Date</b>
Commencement of Document	May 2006
Early Public Participation in Plan Preparation: Scoping Report	March – April 2007
Early Public Participation in Plan Preparation	February – March 2008
Further Public Participation in Plan Preparation	June-July 2010
Pre-Submission Consultation	February – March 2011
Date for submission to Secretary of State	July 2011
Pre-examination meeting	November 2011
Examination (estimated)	January 2012
Estimated date for adoption	April 2012

### ARRANGEMENTS FOR PRODUCTION

<b>Role</b>	<b>Officers</b>
Organisational Lead	Assistant Director, City Planner, (Brighton & Hove City Council) and Assistant Director of Policy (East Sussex County Council).
Political Management	Cabinet and full Council (Brighton & Hove) and Cabinet and full Council (East Sussex County Council).
Internal Resources	Strategic Planning and Monitoring Manager, Lead Waste Officer, LDF Project Manager, Waste Planner, Sustainability Team.
External Resources	Joint working with officers at East Sussex and Sustainability Appraisal officer or consultant.
Stakeholder Resources	Community Partnerships and the Sustainability Commission.
Community and Stakeholder Involvement	The approach to stakeholder and community involvement is set out in both Statements of Community Involvement.

**APPENDIX C – List of documents adopted and due to be adopted as part of the Local Development Framework**

**ADOPTED**

<b>Document Name</b>	<b>Document Type</b>	<b>Date Adopted</b>
Brighton Centre Design Framework	SPD	January 2005
Brighton & Hove Local Plan	DPD	July 2005
East Sussex and Brighton & Hove Waste Local Plan	DPD	February 2006
Statement of Community Involvement	LDD	September 2006
Shopfront Design	SPD	September 2005
Circus Street Development Brief	SPD	March 2006
Edward St Development Brief	SPD	March 2006
Trees and Development Sites	SPD	March 2006
Construction and Demolition Waste	SPD	December 2006
Advertisements	SPD	June 2007
Sustainable Building Design	SPD	June 2008

**ESTIMATED TO BE ADOPTED**

<b>Document Name</b>	<b>Document Type</b>	<b>Date estimated to be adopted</b>
Nature Conservation in Development	SPD	September 2008
Architectural Features <sup>3</sup>	SPD	September 2008
Developer Contributions	SPD	January 2009
Parking Standards and Accessibility	SPD	July 2009
Brighton Marina	SPD	March 2009
London Road	SPD	March 2009
Universities	SPD	March 2009
Core Strategy	DPD	January 2010
Householder Extensions	SPD	February 2010
Green Network	SPD	March 2011
Urban Design Framework	SPD	April 2011
Development Policies and Site Allocations	DPD	July 2011
Waste Core Strategy	DPD	September 2011
Minerals Sites	DPD	April 2012

<sup>3</sup> Previously referred to as Conservation Features SPD

## APPENDIX D

### Transition from Supplementary Planning Guidance (SPG) to Supplementary Planning Documents (SPDs)

All of the city council's currently adopted SPGs are up to date and will remain a material consideration linked to the Local Plan saved policies. Upgrading a number of these to SPD status is currently being considered. The saved SPGs are set out below.

<b>Supplementary Planning Guidance Note and date</b>	<b>Saved Policy in Brighton &amp; Hove Local Plan</b>
<b>SPG1:</b> Roof Alterations and Extensions – adopted February 1999	QD14 Extensions and Alterations
<b>SPG2:</b> External Paint Finishes and Colours – October 1998	HE1 Listed Buildings HE6 Development within or affecting the setting of conservation areas
<b>SPG3:</b> Brighton Station Brief – October 1998	EM13 Brighton Station – mixed uses
<b>SPG4:</b> Parking Standards – September 2000 (this SPG is currently under review and will be replaced by an SPD in July 2008)	TR1-TR4, TR14, TR17-TR20 public transport accessibility and parking and TR19 Parking Standards
<b>SPG5</b> Black Rock Planning Brief – 2001	SR19 Black Rock Site
<b>SPG7</b> Satellite Dishes – September 2003	QD22 Satellite dish aerials
<b>SPG10</b> King Alfred/RNR Site Planning Brief – adopted 2002	SR24 King Alfred/RNR Site
<b>SPG11</b> Listed building interiors – September 2003	HE1 Listed Buildings
<b>SPG13</b> Listed Buildings – general advice – adopted September 2003	HE1 Listed Buildings
<b>SPG14</b> Preston Barracks – September 2003	EM17 Preston Barracks
<b>SPG15</b> Tall Buildings – January 2004	QD1-QD4 Design policies
<b>SPG16</b> Energy Efficiency and Renewable Energy SPG – May 2004	SU2 Efficiency of development in the use of energy, water and materials
<b>SPG17</b> Hollingdean Depot and Abattoir Site Planning Brief – January 2004	Waste Local Plan Policy – WLP8b Site specific designation of a proposed recycling, transfer and materials recovery facility Local Plan Policy – EM1 Identified employment sites.
<b>SPG19</b> Fire Precaution Works to Historic Buildings – May 2004	HE1 Listed Buildings
<b>SPG20</b> Brighton Marina Planning Brief – January 2003	Linked to a number of policies in the local plan including QD design policies, transport, housing and retail policies.
<b>SPG21</b> Sustainability Checklist – May 2004	SU2 Efficiency of development



## APPENDIX E- **GLOSSARY OF TERMS AND KEY DOCUMENTS**

### **Acronym Buster**

**AMR - Annual Monitoring Report**  
**DPD - Development Plan Document**  
**LDF - Local Development Framework**  
**LDD - Local Development Document**  
**LDS - Local Development Scheme**  
**SCI - Statement of Community Involvement**  
**SPD - Supplementary Planning Document**

### **Glossary of Terms**

<b>Term</b>	<b>Definition</b>
<b>Annual Monitoring Report (AMR)</b>	An assessment of the progress against the LDS Includes a commentary on the performance of policies. Sent to the Secretary of State each December.
<b>Area Action Plans (AAPs)</b>	These will provide a planning framework to cover key areas of change or conservation.
<b>Background Documents</b>	Technical documents that will inform the production of LDDs, for example an Urban Capacity Study.
<b>Chain of conformity</b>	Outlining how the policies in the DPDs conform to the national, regional and local policy
<b>Core Strategy</b>	Sets out the vision and spatial strategy for the area and will address important spatial matters including housing, the economy, retail, community safety, tourism, transport issues, areas of regeneration and social infrastructure. A key diagram will illustrate the spatial vision for the city.
<b>Development Plan</b>	Term which groups together Regional Spatial Strategies and DPD's.
<b>Development Plan Documents (DPDs)</b>	These are subject to statutory requirements, including submission to the Secretary of State, formal testing through an independent examination and a binding Inspector's report.
<b>Development Policies</b>	A suite of criteria-based policies which are required to ensure that all development within the area meets the vision and strategy set out in the Core Strategy.
<b>Independent Examination</b>	All DPD's are subject to independent examination by a planning inspector. The inspector will carry out an "assessment of soundness" of the document.
<b>Local Development Documents (LDDs)</b>	The collective term for DPDs, SPDs and the SCI.
<b>Local Development Framework (LDF)</b>	This is the group of documents that form the spatial development framework for the area. Includes DPDs, SPDs, the SCI, the LDS and the AMR.
<b>Local Development Scheme (LDS)</b>	Sets out a three year rolling project plan for the preparation and delivery of the various LDDs. The purpose of the LDS is to inform the public of the documents that will make up the LDF and the timescales they can expect preparation and review of these documents.
<b>Planning Policy Statements (PPS)</b>	Produced by central government and express national planning policy.
<b>Proposals Map</b>	Will show existing and revised designations of areas of land such as conservation areas and green belt, and the locations of any proposed or actual AAPs. It would also define the sites for particular future land uses or developments, and the areas to which specific policies apply.
<b>Regional Spatial Strategy (RSS)</b>	To be prepared in the South East by the South East England Regional Assembly (SEERA). The regional spatial strategy or the 'South East Plan' will be a statutory document and part of the local Development Plan and it will set out the policies in relation to the development and use of land in the region and will be approved by the Secretary of State.
<b>Site Allocations</b>	This will identify all citywide site allocations for uses including housing, affordable housing, employment land, retail, leisure, social, health and education.
<b>Saved Plan</b>	Certain existing plans will be "saved", that is they will remain a material consideration as part of the development plan for three years and be contained within the local development framework.
<b>Spatial Planning</b>	Planning that is not just about land use but concerned with delivering sustainable development and that takes into account education, housing, economic development, cultural and social issues.
<b>Statement of Community Involvement (SCI)</b>	Sets out how the community is to be engaged in the LDF process and sets standards for involving the community in the preparation, alteration and continuing review of all local development documents.
<b>Supplementary Planning Documents (SPDs)</b>	These will need to be consistent with parent DPDs and will elaborate upon the policies and specific site allocations. They will be capable of being a material consideration in the determination of planning applications although afforded less weight.
<b>Sustainability Appraisal</b>	Strategic environmental assessment (SEA) is a generic term used internationally to describe environmental assessment as applied to policies, plans and programmes. The European 'SEA Directive' requires a formal 'environmental assessment' of certain plans and programmes, including those in the field of planning and land use.



<b>Subject:</b>	<b>Consultation on the future of Falmer High School and proposals for the development of an Academy on the school site</b>		
<b>Date of Meeting:</b>	<b>10 July 2008</b>		
<b>Report of:</b>	<b>Director of Children's Services</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Lorraine O'Reilly</b>	<b>Tel: 294226</b>
		<b>Gil Sweetenham</b>	<b>293474</b>
	<b>E-mail:</b>	<b>lorraine.o'reilly@brighton-hove.gov.uk</b>	
		<b>gil.sweetenham@brighton-hove.gov.uk</b>	
<b>Key Decision:</b>	<b>Yes</b>	<b>Forward Plan No. CAB 2177</b>	
<b>Wards Affected:</b>	<b>All</b>		

**FOR GENERAL RELEASE****1. SUMMARY AND POLICY CONTEXT:**

- 1.1 In line with the Council's policy to ensure that all pupils are given every opportunity to excel, this report updates Members on the process for the proposed development of an Academy on the Falmer High School site. The report informs Members of the outcomes of the informal consultation process and seeks approval for the further formal consultation stage.

**2. RECOMMENDATIONS:**

- 2.1 That the Cabinet note the progress since the Policy & Resources Committee Meeting of 6 March 2008.
- 2.2 That the Cabinet consider the outcome of the informal stage of consultation undertaken between 19 May and 4 July 2008 shown at Appendix 3 of the report.
- 2.3 That based on the outcomes of that consultation, the Cabinet approve the next stage of the procedure and authorise the Director of Children's Services to publish the statutory notice on 1 September 2008 for the closure of Falmer High School in August 2010.

### **3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:**

- 3.1 The Council submitted with the sponsor, Mr Rod Aldridge, its Expression of Interest to develop an Academy on the Falmer High School site to Lord Adonis, Parliamentary Under Secretary of State for Schools and Learners, on 27 April 2008. On 7 May 2008, the Council received approval of the Expression of Interest from Lord Adonis. The approval had 6 conditions, the Chief Executive replied to this letter on 21 May 2008 accepting these conditions.
- 3.2 As a result of this approval, the Council commenced the informal stage of consultation on the future of Falmer High School and the proposal to develop an Academy on the school site. The consultation commenced on 19 May 2008 and concluded on 4 July 2008. The details of the consultation process are shown in Section 4 and the outcome is shown as Appendix 3.
- 3.3 The Parliamentary Under Secretary of State's approval means that the development of the Academy has moved to the Feasibility stage. During this stage, the Education Case to formulate the school, its curriculum and organisation and the Outline Business Case to establish the procurement and design arrangements for the building both commence. The Feasibility stage is expected to conclude in October 2008. Meeting this timeline will mean that the opening of the proposed Academy would be September 2010 (or earlier if possible), the same date as that proposed in February 2006 under the previous sponsorship arrangements.
- 3.4 In addition to submitting the Expression of Interest and commencing the consultation, the following further progress has been made:
  - 3.4.1 Continued discussions with Partnerships for Schools (PfS) on the funding arrangements and site issues. See section 5.1 for details. A full Options Appraisal for site positioning is currently underway. 3 meetings have been held with the Academies Division of the DCSF to further develop the Academy proposals.
  - 3.4.2 The Outline Planning application, to which there were no objections was submitted and was determined by the Planning Committee on 18 June 2008.
  - 3.4.3 Briefings for all Falmer High School staff were held on 19 May 2008 and 30 June 2008 and three meetings between the Council, the sponsor and a wide range of teaching and non-teaching unions. These meetings provided the opportunity for a wide range of questions and clarification on both the development of the Academy and the consultation process. Further meetings are scheduled with unions for the end of July and October.

- 3.4.4 Articles have appeared in City News and the local Argus. Television and radio interviews have been conducted by the sponsor and the Lead Member for CYPT.
- 3.4.5 The Project Director met with the staff of the Swan Centre to update them and clarify questions on 20 May 2008.
- 3.4.6 The sponsor and the DCSF together with the Council have appointed PKF as the external consultants to the project. These consultants are funded directly by the DCSF. The sponsor and the Council have appointed Mr Geoff Wingrove as the Project Manager who is initially funded through the sponsor's project management grant.
- 3.4.7 Discussions have been held between the Project Director and the principals of City College and Varndean College. The 14-19 Learning Partnership Board was fully briefed on the development on 1 May 2008 and the Brighton & Hove Learning Partnership at a meeting on 2 June 2008. The Learning & Skills Council have been kept informed of developments throughout the process.
- 3.4.8 The trustees of the Bridge charity were briefed on 3 June 2008. The Project Director and the Head teacher of Falmer High School gave a presentation at the Moulsecoomb Local Action Team meeting on 11 June 2008, and both attended the Focal People's Lunch at Moulsecoomb Rectory on 2<sup>nd</sup> June 2008.
- 3.4.9 The two private nurseries based on the site were informed on 14 May 2008 by the Estates Manager that it may not be possible to extend their leases which both expire in December 2008. Meetings have been held with both nurseries with the Project Director on 9 June 2008.
- 3.5.0 The inaugural meeting of the Partnership Board, with representatives from all major partners including Brighton & Sussex Universities, City College Brighton & Hove and Brighton & Hove Albion Football Club took place on 16 June and provided considerable input to the consideration for an Academy. Further meetings are scheduled for November and March.
- 3.5.1 The Project Director met with the CEO of the Brighton and Hove Albion Football Club on 25 March 2008 to agree a long term strategy for the development of the 'Bridge' centre.
- 3.5.2 A Staff Engagement Group has been established and included within the governance and management arrangements for the Academy. This group will ensure that the staff at the school are fully engaged in the process to establish the curriculum, staffing structure and educational provision and that their views play a significant part in influencing the Academy's new curriculum offer.

## 4. CONSULTATION

Consultation on the closure of a school must follow the processes set out in sections 15-16 Education and Inspections Act 2006 and the Guidance issued by the DCSF. Section 16(2) of the Act provides that before publishing any proposals for closure of a community school, the Council must have consulted 'such persons as appear to them to be appropriate'. The guidance for the consultation stage expects 'a reasonable amount of time' for consultation. This is normally between 6 and 8 weeks. The Falmer High School consultation period covered 7 weeks, commencing on 19 May and concluding on 4 July 2008.

400 full consultation documents were issued together with 7000 summary consultation questionnaires. The Council's website carried a full copy of the consultation document plus an online interactive questionnaire. The documents were distributed as appended in Appendix 1. A public meeting was held at Falmer High School on 10 June 2008. The meeting was attended by the Lead Member for CYPT, Lead member for Major Projects, the three Ward councillors, the sponsor, Project Director, the headteacher and a number of Council Officers. Approximately 3 members of school staff and 35 members of the public attended. The record of the Question & Answer session has been published on the Council's website. The issues discussed included:

- 4.2.1 The arrangements for children attending the school when the Academy opens,
  - 4.2.2 the arrangements for children attending the Swan Centre when the Academy opens,
  - 4.2.3 The building programme and construction arrangements,
  - 4.2.4 Clarification that fees were not payable for attending the Academy or that there was any aptitude testing for admission.
  - 4.2.5 The role of the sponsor and his involvement.
  - 4.2.6 The transfer of all staff (other than the headteacher) under TUPE arrangements.
  - 4.2.7 The timetable and major milestones.
  - 4.2.8 The significant improvement to GCSE Key Stage results and attendance at other Academies.
- 4.3 Following this initial consultation process, the Council can then proceed to publish their proposals. Following publication, there will be a statutory period of 6 weeks during which representations can be made to the Council. The outcome of that consultation will be reported to Cabinet in October. Further consultation with unions and others as noted in Section 3 above will continue throughout the process.

## **5. FINANCIAL & OTHER IMPLICATIONS:**

### **5.1 Financial Implications:**

5.1.1 The capital cost of the Academy will be met by the DCSF. Negotiations continue with Partnerships for Schools to determine the exact amount that will be required following the outcome of the options appraisal currently underway. Allocated funding from the DCSF currently stands at £26.2m.

5.1.2 The next stage of the process is the preparation of the Outline Business Case. That Outline Business Case will be subject to Cabinet approval at a later stage.

5.1.3 The revenue budget for the Academy will be based on the existing Falmer High School budget and be finalised nearer the time. Project management costs are met partially by the Sponsors Project Management grant via the DCSF and by the Council as a major partner.

### **5.2 Legal Implications:**

5.2.1 This initial stage of the consultation on the proposals for the future of Falmer High School has been carried out in accordance with the statutory requirements as set out in the Education and Inspections Act 2008, and guidance issued by the DCSF "Closing a Maintained Mainstream School – A guide for Local Authorities and Governing Bodies". Statutory notices will then be published in accordance with Section 15 of the 2006 Act and the accompanying School Organisation (Establishment and Discontinuance of Schools (England) Regulations 2007, as amended.

### **5.3 Equalities Implications:**

5.3.1 Young people leaving Falmer High School are presently the highest group in the City in terms of Not in Education Employment or Training (NEET) being 10.9% in 2007, almost double the 5.7% average for the City. Although the figures for pupils undertaking further education have increased over the past few years, this rate in 2007 at 63% is lower than other schools in the City where sixth form provision is provided in the school environment. It is therefore hoped that over time, provision of the sixth form will increase the number of pupils fully engaged in post-16 education widening participation of the young people in this area of the City in further education thus improving the very high number of adults in the area who have no formal qualifications, currently 35%.

#### 5.4 Sustainability Implications:

5.4.1 The construction of the proposed Academy will adhere to DCSF guidelines (Building Bulletin 98) and will be in line with stringent new targets issued by the Government in March 2008 to reduce school carbon footprints to 60% for all new school buildings. Thus the proposed new building will take full advantage of all appropriate environmentally sustainable energy and recycling systems including proposals for ground source heat pumps, green roofs and solar gain. The final design must meet the Building Research Establishment Environmental Assessment Model (BREEAM) standard at either Good or Excellent. The Outline Planning application approved on 18 June 2008 reaches the BREEAM Excellent standard. Thus the proposed Academy will be a flagship for environmentally sustainable schools for Brighton & Hove for the future and will be one of the “greenest” buildings in the City.

#### 5.5 Risk and Opportunity Management Implications:

5.5.1 A preliminary risk register has been compiled and a full risk register must be undertaken and submitted to Partnerships for Schools as part of their approval process for the Outline Business Case.

#### 5.6 Corporate / Citywide Implications:

5.6.1 The development of an Academy on the Falmer High School site is in accord with the DCSF's policy on developing a range of schools in each Local Authority thereby increasing the variety of types of school available to parents. As part of the development of the Academy, careful consideration will be given to developing the community use of the facilities and a community engagement plan. The City's Neighbourhood Manager for the area will take an active part in both the Project Steering Group and in the Community Consultation Group.

#### 5.7 Crime & Disorder Implications

5.7.1 Throughout the development of the proposed Academy, consultation with both community groups and the Community Safety team and police liaison officers will take place. The engagement of the community in the use of the facilities at the Academy and with the availability of those facilities outside normal school hours, it is envisaged that crime and disorder in the local area will be reduced.



## **6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 Officers and the Lead Member of the CYPT have considered the alternatives to improve not only the outcome for pupils (which have improved considerably over the last few years but which fall short of the 30% benchmark for GCSEs when including English and Maths) and the possibility of rebuilding the current school.
- 6.2 The Council does not enter the Building Schools for the Future (BSF) Programme until 2015. Although the DCSF recently announced a reconsideration of the programme, they have also made clear that local authorities would be expected to widen parental choice and take action to develop Academies, Trust or Federated Schools. Given this, the improvements at Falmer High School so far and the unpredictability of any future BSF programme, officers consider that the Academy offers the best option for the pupils and the local community and the site.

## **7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 Given the opportunity afforded both to pupils and the local community and the substantial capital investment that will be made by the DCSF together with the sponsor's endowment and in the light of the outcomes of the informal consultation and the Government's directives on BSF, Members are asked to approve the publication of the statutory notice by the Director of Children's Services on 1<sup>st</sup> September 2008.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Distribution of informal Consultation documents
2. Draft Statutory Notice
3. Outcome of the informal Consultation

### **Documents In Members' Rooms**

1. The Expression of Interest
2. The full and summary Consultation documents
3. All returned questionnaires and summary documents

### **Background Documents**

1. Policy and Resources Committee paper: Development of an academy on the Falmer School site – 7 February 2008
2. Policy and Resources Committee paper: Update and Expression of Interest for an Academy on the Falmer school site – 6 March 2008

**Falmer Academy Project  
Informal Consultation Distribution List**

**May/June 2008**

Consultee	Specifically	Full Doc	Leaflets
Falmer High School	Headteacher, governing body, staff, pupils and parents	100	1500
Bridge Centre	Staff, Trustees, pupils and parents	Inc in above	Inc in above
Swan Centre	Staff, pupils and parents	Inc in above	Inc in above
Schools	Headteachers of all nursery, primary, infant, junior, special and secondary schools	1 each	10 each
Patcham Junior School	Staff and parents (on request)	1 each	400
Coombe Road Primary	Staff and parents (on request)	1 each	350
Colleges	Principals of BHASVIC, City College & Varndean College	1 each	50 each
Unions	NASUWT, ATL, NUT, PAT, ASCL, NAHT, Unison	1 each	10 each
Civic Buildings	King's House, Hove and Brighton Town Halls plus Brighton Centre receptions	3 each	300 each
Libraries & Museums	Jubilee, Hove and 11 branch libraries plus Brighton Museum & Art Gallery	5 each	100 each
Diocesan Authorities	Roman Catholic Diocese of Arundel and Brighton, Anglican Diocese of Chichester	1 each	-
Neighbouring Authorities	East and West Sussex County Councils	1 each	-
BHCC	All Councillors, TMT and DMT, Ward Councillors	1 each	5 each
All Academy Partners	Sussex & Brighton Universities, LSC, City	1 each	-

	College & BHA Football Club		
Moulescoomb Local Action Team	Community Safety Group, Ward Councillors, Police and local Residents	1 each for members	3 each
Brighton & Hove Learning Partnership Board	Universities, 6 <sup>th</sup> form colleges, Jobcentre Plus, Friends Centre, LSC, The Bridge Centre, Whitehawk Inn Training Centre, BHCC	1 each for members	3 each
14-19 Partnership Board	Headteachers of Secondary and Special schools, 6 <sup>th</sup> Form colleges, Connexions Service, Aim Higher, BHTA, LSC, BHCC	1 each for members	3 each
67 Centre, Moulescoomb	Community Centre for local groups and residents	5	50
Moulescoomb Hall	Community Centre for local groups and residents	1	10
Fresh Start Community Centre	Community Centre for local groups and residents	1	10
Bevendean Children's Centre	Parents & local residents	1	10

### **Newsletter No 1 – Summer 2008**

Consultee	Specifically	Number
Falmer High School	Headteacher, governing body, staff, pupils and parents	900
Bridge Centre	Staff, Trustees, pupils and parents	Inc in above
Swan Centre	Staff, pupils and parents	Inc in above
Feeder Primary Schools	Staff, pupils and parents of Moulescoomb, Coombe Road, Fairlight,	Between 250 and 400 each according to

	Bevendean, Whitehawk, Coldean and St Mark's Primary Schools.	pupil numbers
Secondary Schools	Headteachers for distribution to staff and parents	Electronically for onward distribution as necessary
Colleges	Principals of BHASVIC, City College & Varndean College	Electronically for onward distribution as necessary
Unions	NASUWT, ATL, NUT, PAT, ASCL, NAHT, Unison	Electronically for onward distribution as necessary
BHCC	All Councillors, TMT and DMT, Ward Councillors	Electronically & hard copies for onward distribution as necessary
All Academy Partners	Sussex & Brighton Universities, LSC, City College & BHA Football Club	Electronically for onward distribution as necessary
Brighton & Hove Learning Partnership Board	Universities, 6 <sup>th</sup> form colleges, Jobcentre Plus, Friends Centre, LSC, The Bridge Centre, Whitehawk Inn Training Centre, BHCC	Electronically for onward distribution as necessary
14-19 Partnership Board	Headteachers of Secondary and Special schools, 6 <sup>th</sup> Form colleges, Connexions Service, Aim Higher, BHTA, LSC, BHCC	Electronically for onward distribution as necessary



## Closure of Falmer High School

Notice is given in accordance with section 15(1) of the Education and Inspections Act 2006 that Director of Children's Services, Brighton & Hove City Council, King's House, Grand Avenue, Hove, BN3 2SU intends to discontinue Falmer High School Lewes Road Falmer Brighton BN1 9PW on 31 August 2010.

It is proposed to close Falmer High School to enable the establishment of an Academy. The closure of Falmer High School is dependent on the opening of an Academy on the same site the following day.

It is not anticipated that any pupils who currently attend Falmer High School will be displaced as a result of the proposed school closure. All pupils at the school who wish to continue their education in that location will be offered a place at the newly created Academy. The proposed Academy will provide 900 places for children ages 11 – 16 and 250 sixth form places.

The existing school has an ASD unit. This will be re-provided within the Academy and all pupils within the unit will be able to transfer to the newly formed Academy if they so wish.

There will be no displaced pupils as a result of this proposal. The current Local Authority transport policy will apply. The current secondary admission arrangements are based on catchment areas. This will equally apply to the proposed Academy. Catchment areas support local school attendance and pupils are able to walk to school or use local public transport infrastructure.

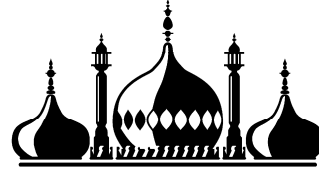
All the necessary statutory consultation requirements relating to the proposal have been complied with.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: Gil Sweetenham, Assistant Director, Brighton & Hove City Council, Room 317, King's House, Grand Avenue, Hove, BN3 2LS, by telephoning 01273 293433 or emailing [gil.sweetenham@brighton-hove.gov.uk](mailto:gil.sweetenham@brighton-hove.gov.uk)

Within six weeks from the date of publication of this proposal, any person may object to or make comments on the proposal by sending them to Di Smith Director of Children's Services, Brighton & Hove City Council, King's House, Grand Avenue, Hove, BN3 2SU.

Signed:

Publication Date:



**Brighton & Hove**

DRAFT



**Falmer Academy Project**  
**Outcome of the informal consultation carried out between**  
**19 May 2008 and 4 July 2008**

## **Background**

During the seven week "informal" consultation period, 400 full consultation documents were issued and 7000 summary documents were distributed (See Appendix 3). In addition to the initial distribution of summary leaflets to primary schools, 750 were provided to Patcham Junior School and Coombe Road Primary School upon their request. The Council's website carried the full consultation document for the entire period of the consultation with the provision for an on-line questionnaire response.

The first edition of the Academy Newsletter which was specifically designed to answer many of the common questions that were arising was also distributed. Although the newsletter does not constitute part of the consultation, it boldly stated that a consultation was taking place and gave information on how to engage in it. A total of 2700 newsletters were distributed, 900 to the parents of pupils at Falmer High School and 1800 to the parents of the 7 feeder primary schools.

The full consultation document and newsletter were also made available electronically to the staff at Falmer High School as well as in hard copy.

All of the responses received have been placed in the Members' Library.

## **Outcome**

Of the 400 full consultation documents distributed, 79 have been returned, 59 of which were returned on line and 78 of which are from named or designated recipients. In addition, two letters and two emails were received. Letters of support were received from the 3 further education colleges and the Learning & Skills Council. Two emails were received, one in support of the proposal and one in strong disagreement. Of those where a designation was indicated, responses were received from:

- 14 Falmer staff
- 3 Falmer governors
- 1 Falmer parent

- 15 other school staff
- 6 other school governors
- 16 other school parents
- 20 local residents
- 3 others

Of the 7000 summary leaflets, 42 were returned, of which 5 indicated who they were from.

The results of the informal consultation period:

Full consultation questionnaires completed:79

The proposal is to close Falmer High School on 31 August 2010 so that it can be replaced by the Falmer Academy from 1 September 2010 on the same school site.

(1) Do you agree with the proposal?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
1 5	1 4	6	9	35

(2) Do you have any comments about the proposal?

Besides a range of individual comments, the main points made by the majority were:

- Pointing to the potential for the Academy to bring about further improvement and increased opportunity and choice. An emphasis on the benefits of the proposal.
- Opposition to the Academy in principle on grounds of the removal from local authority control, lack of accountability and representing poor value for money for the community in respect of the sponsor's involvement
- There were also some concerns raised on the positions of staff and the impact on other school provision.

(3) Do you support the change in the age range the school caters for from 11-16 year olds to 11-18 year olds?

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree
2	1	17	5	16

2

9

- (4) What effect do you think having the Academy in Brighton and Hove would have?

The comments were broadly split between those who welcomed the increased choice at post-16 along with greater opportunities for pupils in the Falmer area and those who felt there was sufficient post-16 provision in Brighton & Hove currently and as a consequence felt the post-16 provision superfluous.

- (5) & (6) Do you have any comments or suggestions you would like the Council to consider?

- Respondents raised a series of issues regarding the sponsor and accountability and many felt that the Council should be providing the new school from its own resources.
- Comments were received about the need to engage the whole community in Falmer about this proposal, to give greater publicity to the project and provide more information.
- There was also support for the progress the school has already made and for the professionalism and hard work of the headteacher and staff.
- It was suggested that the school should work closely with the primary sector in order to maximise the benefits to the Falmer community of the new school.
- Comments were made about the proposed stadium and its potential impact on the community and this project, both in positive and negative terms.

- (7) What is your interest in the proposal?

**a. Falmer High School**

School Governor

Senior Teacher

Teacher

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other staff member  Parent/Guardian of pupil  Pupil

**b. Other schools**

School Governor  Senior Teacher  Teacher

Other staff member  Parent/Guardian of pupil  Pupil

**c. Others**

Local resident  Other  (Please say what your interest is)

Of the 42 summary leaflets returned:

**1. Do you agree with the proposal?**

Strongly agree	Agree	Neither agree nor disagree	Strongly disagree
<input type="text" value="1"/> <input type="text" value="5"/>	<input type="text" value="7"/>	<input type="text" value="3"/>	<input type="text" value="17"/>

**2. Do you support the change in the age range the school caters for from 11-16 year olds to 11-18 year olds?**

Strongly agree	Agree	Neither agree nor disagree	Strongly disagree
<input type="text" value="1"/>	<input type="text" value="8"/>	<input type="text" value="4"/>	<input type="text" value="12"/>

**3. If there is anything else you would like to say, please add your comments here.**

- 12 responses gave general support to the Academy or thought it would substantially improve the school
- 6 responses raised concerns/objections to the Academy on grounds of accountability and privatisation
- 6 responses raised concerns on the impact in the Brighton & Hove area of the additional sixth form places
- 3 responses raised concerns about the lack of choice in the Falmer area, in part related to the Admissions system

**Conclusion**

Of the total of 7400 printed consultation documents issued (in addition to the Council's interactive website questionnaire) a total of 121 representing 2% were returned. In addition, two letters and two emails were received. The 125 responses received can be summarised as 54 supporting and 62 not supporting the Academy proposal with 9 not expressing an opinion. This level of response is extremely low for a consultation of this size and considering the balance of views expressed and from whom those views have been expressed, it is recommended that Recommendation 3 of this report be enacted.



<b>Subject:</b>	<b>Establishment of Sustainability Committee of the Cabinet</b>		
<b>Date of Meeting:</b>	<b>10 July 2008</b>		
<b>Report of:</b>	<b>Director of Strategy and Governance</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Thurstan Crockett</b>	<b>Tel:</b> 29-2503
	<b>E-mail:</b>	<b>Thurstan.crockett@brighton-hove.gov.uk</b>	
<b>Key Decision:</b>	<b>No</b>	<b>-</b>	
<b>Wards Affected:</b>	<b>All</b>		

**FOR GENERAL RELEASE****1. SUMMARY AND POLICY CONTEXT:**

This report explains the nature of a proposed new Sustainability Cabinet Committee and seeks approval for this to be established.

**2. RECOMMENDATIONS:**

- 2.1 That the Cabinet approve the establishment of a Sustainability Cabinet Committee in accordance with the terms of reference attached.

**3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:**

- 3.1 This proposal is in accordance with the statement of the Leader at Full Council on 24<sup>th</sup> April 2008. Issues and proposals in relation to sustainability will be reported to the Cabinet Committee for a decision or a recommendation to Cabinet, where appropriate.

**4. CONSULTATION**

- 4.1 The Sustainability Commission was informed of this decision at its last meeting on April 30 2008. The Governance Group gave its approval on 1 July.
- 4.2 Colleagues in the Policy Unit and Legal & Democratic Service have been consulted

## **5. FINANCIAL & OTHER IMPLICATIONS:**

5.1 The work of the Committee will be carried out within existing budgets

Legal Implications:

5.2 The Council has power to establish a Committee of Cabinet pursuant to The Local Government Act 2000

Equalities Implications:

5.3 None

Sustainability Implications:

5.4 The work of this Committee will be to take decision on sustainability issues affecting the council and the city.

Crime & Disorder Implications:

5.5 None

Risk and Opportunity Management Implications:

5.6 By creating a Cabinet Committee with specific focus on sustainability, the proposals will assist in reducing and managing any risks associated with climate change and other related issues.

Corporate / Citywide Implications:

5.7 Sustainability is a major issue for the city and this Committee will ensure decisions are taken at the appropriate level.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

Appendix 1 Terms of Reference for Sustainability Cabinet Committee



## **Sustainability Cabinet Committee – Terms of Reference**

### **Membership**

The membership of the Sustainability Cabinet Committee will be as follows:-

- The Leader of the Council (Chair);
- The Cabinet Member for Central Services;
- The Cabinet Member for Housing

The Leader of the Council may co-opt other Cabinet Members on to the Cabinet Committee when issues arise and decisions need to be taken that coincide with their portfolios.

The Deputy Leader of the Council with the lead role on sustainability will routinely be invited to attend the Cabinet Committee meetings.

### **Role**

The Sustainability Cabinet Committee will receive all reports relating to sustainability issues for a decision or for recommendation to Cabinet for a decision, where appropriate.



**Subject:** *Establishment of Sustainability Committee: Supplementary information*

**Date of Meeting:** 10 July 2008

**Report of:** *Director of Strategy & Governance*

**Contact Officer: Name:** *Thurstan Crockett* **Tel:** 29-6855  
**E-mail:** [Thurstan.crockett@brighton-hove.gov.uk](mailto:Thurstan.crockett@brighton-hove.gov.uk)

**Key Decision:** No -

**Wards Affected:** All

**FOR GENERAL RELEASE****1. SUMMARY AND POLICY CONTEXT:**

- 1.1 At the Governance Committee on 1 July, members asked for clarification and further information on the role and purpose of the proposed Sustainability Cabinet Committee. This supplementary report provides that information and proposes one amendment to the terms of reference in the main report.

**2. RECOMMENDATIONS:**

- 2.1 That the Cabinet note the additional information and clarification provided in this report.
- 2.2 That the Cabinet note that, to ensure that the existence of the Committee does not prevent urgent issues being delayed before consideration at Cabinet, the terms of reference are revised to substitute “may receive any” for “will receive all”.

**3. RELEVANT BACKGROUND INFORMATION:**

Members of the Governance Committee asked for more information on:

- a) The purpose of the Committee
- b) The Committee’s role in relation to the Cabinet
- c) The frequency of meetings
- d) The role of the Deputy Leader with responsibility for sustainability
- e) Possible issues that the Committee might consider
- f) Whether the meetings of the Committee will be in public

More information on these issues is outlined below.

### *Purpose of the Committee*

The purpose of this committee is to make decisions or recommendations to Cabinet on sustainability issues that are not the sole responsibility of other Cabinet members, e.g.

- a) environmental management within the council itself;
- b) the council's role and response to cross-cutting issues like reducing carbon emissions, projections of a changing climate locally, improving resource efficiency, developing sustainable energy etc

The Committee is not intended to discuss all issues with any sustainability implications – which would be most of the Council's work – but rather those issues that cross the responsibilities of multiple cabinet members. The terms of reference are drawn widely to ensure that any issue the Committee wishes to consider is within its scope.

Those issues not considered by the Committee will have their sustainability implications assessed and set out, as now, in the standard report template.

### *The Committee's role in relation to the Cabinet*

The existence of the Committee will not prevent major decisions on sustainability issues being considered at Cabinet. At present all key decisions are considered at Cabinet, and key sustainability decisions will be handled in the same way.

The Committee can consider sustainability issues on their way to Cabinet, as current Cabinet Member meetings can on issues within their remit. Some members of the Governance Committee expressed concern that the (Sustainability Cabinet) Committee might delay or prevent Cabinet discussions on important sustainability issues. For the avoidance of doubt on this issue, it is proposed to amend the terms of reference so that "any" rather than "all" sustainability issues are within the remit of the Committee. With this change, the Committee will still be able to consider any issues as it sees fit, but urgent issues can be sent directly to Cabinet without the Committee needing to consider them first.

### *Frequency of meetings*

The Committee will meet in public every 8 weeks, starting in September 2008. Additional meetings may be called if the pressure of work demands. The meeting timetable will be reviewed in the light of experience along with other elements of the new constitution in November 2008 and May 2009.

Meeting dates have yet to be scheduled, pending the decision to establish this committee.

### *Membership*

Membership is the Leader of the Council (who is the cabinet member with responsibility for sustainability); the Cabinet Member for Central Services (whose role has responsibility for both the council's property portfolio and policy development); and the Cabinet Member for Housing (because of the high priority attached to cutting carbon emissions from the city's housing stock). Other Cabinet members may be invited onto the Committee when it considers specific issues or items that relate to their portfolio.

### *The role of the deputy leader*

The Deputy Leader with responsibility for Sustainability will routinely be invited to attend the committee, providing a link to the work of the Sustainability Partnership, of which it is expected she will be a member.

### *Possible work programme*

Issues that might come to the Committee in the next twelve months include:

- a) The City Council's role regarding the work of the planned city Sustainability Partnership e.g. on the environmental sustainability indicators in the National Indicator Set for which the council has lead responsibility
- b) The city's Climate Change Strategy and Action Plan
- c) Implications for service planning of new projections for climate change in the South East
- d) The One Planet Living Plan for the city, based on reducing the city's ecological footprint
- e) Addressing the Use of Resources sustainability requirements of the council to be inspected by the Audit Commission
- f) The city council's Carbon Management Programme review and revision
- g) Other council environmental performance issues e.g. on recycling, water consumption etc
- h) Sustainable business development proposals

#### **4. CONSULTATION**

None required.

#### **5. FINANCIAL & OTHER IMPLICATIONS:**

Financial Implications:

5.1 As in main report.

Legal Implications:

5.2 As in main report.

Equalities Implications:

5.3 As in main report.

Sustainability Implications:

5.4 As in main report.

Crime & Disorder Implications:

5.5 As in main report.

Risk & Opportunity Management Implications:

5.6 As in main report.

Corporate / Citywide Implications:

5.7 As in main report.

#### **6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

6.1 Not applicable.

#### **7. REASONS FOR REPORT RECOMMENDATIONS**

7.1 To clarify and provide additional information on the Sustainability Cabinet Committee, and to make a small amendment to the terms of reference.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

Terms of Reference

### **Documents In Members' Rooms**

None

### **Background Documents**

None

### **Sustainability Cabinet Committee – Proposed Terms of Reference**

#### **Purpose**

The purpose of this committee is to make decisions or recommendations to Cabinet on sustainability issues that are not the sole responsibility of other Cabinet members, e.g.

- environmental management within the council itself
- the council's role in, and response to cross-cutting issues like reducing carbon emissions, projections of a changing climate locally, improving resource efficiency, developing sustainable energy etc.

#### **Membership**

The membership of the Sustainability Cabinet Committee will be as follows:-

- The Leader of the Council (Chair);
- The Cabinet Member for Central Services;
- The Cabinet Member for Housing

The Leader of the Council may co-opt other Cabinet Members on to the Cabinet Committee when issues arise and decisions need to be taken that coincide with their portfolios.

The Deputy Leader of the Council with the lead role on sustainability will routinely be invited to attend the committee, providing a link to the work of the city Sustainability Partnership.

#### **Role**

The Sustainability Cabinet Committee may receive any report relating to sustainability issues for a decision or for recommendation to Cabinet for a decision, where appropriate.

#### **Frequency of Meetings**

The committee will meet in public every 8 weeks, starting in September 2008.



**EXTRACT FROM THE PROCEEDINGS OF THE GOVERNANCE COMMITTEE  
HELD ON THE 1 JULY 2008**

<b>Subject:</b>	<b>Establishment of Sustainability Committee of the Cabinet</b>		
<b>Date of Meeting:</b>	<b>10 July 2008</b>		
<b>Report of:</b>	<b>Director of Strategy and Governance</b>		
<b>Key Decision:</b>	<b>No</b>		
<b>Contact Officer:</b>	<b>Name: Mark Wall</b>	<b>Tel: 29-1006</b>	
	<b>E-mail: mark.wall@brighton-hove.gov.uk</b>		
<b>Wards Affected:</b>	<b>All</b>		

**FOR GENERAL RELEASE****GOVERNANCE COMMITTEE****4.00pm 1 JULY 2008****COUNCIL CHAMBER  
HOVE TOWN HALL****MINUTES**

Present: Councillor Ann Norman (Chairman); Councillor Simpson (Deputy Chairman), Councillors Davey, Duncan, Kemble, Mrs Mears, Mitchell (OS), Ken Norman, Oxley and Watkins.

**\*12. ESTABLISHMENT OF THE SUSTAINABILITY COMMITTEE.**

- 12.1 The Committee considered a report of the Director of Strategy & Governance, concerning the proposed establishment of a Sustainability Cabinet Committee (for copy see minute book).
- 12.2 The Head of Sustainability and Environmental Policy introduced the report, and stated that the committee would consider issues in relation to the sustainability agenda and make decisions or recommendations to the Cabinet on matters such as the sustainability strategy and climate change. It was intended that the Committee would have an

effective link with the planned City Sustainability Partnership and enable matters to be progressed.

- 12.3 The Director of Strategy & Governance stated that as part of its responsibility for overseeing the operation of the constitution, the Governance Committee was being asked to consider the proposed establishment of a Cabinet Committee. Should the Committee agree to the proposal, it was intended that the Cabinet would consider the matter at its meeting on the 10 July.
- 12.4 Councillor Duncan welcomed the intention to place a high priority on sustainability issues; however he was unsure as to the need of a separate committee from the Cabinet. He felt that the terms of reference outlined in the report did not give enough information to warrant the need for a committee and suggested that the Cabinet was the appropriate avenue to debate and consider matters and to work with the new Sustainability Partnership.
- 12.5 Councillor Mitchell also expressed concerns over the need for a separate committee from the Cabinet and the vagueness of the terms of reference. She believed that the new Sustainability Partnership would be a driver in terms of debating and raising issues around sustainability and would expect matters to be considered by the Cabinet.
- 12.6 Councillor Mears noted the comments and stated that she was keen to give sustainability issues a clear focus and felt that the establishment of a committee would provide this. She intended to chair the committee and to involve Cabinet Members and the Deputy Leader to ensure sustainability was prioritised. She was happy to ensure that the terms of reference were improved, and hoped that the committee would build effective working relations with the Sustainability Partnership. She also noted that as a committee it would meet in public and all Members would have an opportunity to attend and raise questions etc.
- 12.7 Councillor Oxley stated that the establishment of the Sustainability Partnership and the proposed committee was a significant step-change, in terms of how the authority would relate to sustainability issues. He hoped to see the Partnership acting as a driving force in pushing matters forward for consideration and action and the committee would be able to take decisions and/or make recommendations to the Cabinet accordingly.
- 12.8 Members of the Committee noted the comments and expressed their concern over the need for the establishment of a committee as opposed to the Cabinet having direct responsibility for sustainability matters.

- 12.9 The Chairman noted the concern raised by some Members of the Committee and that the Leader of the Council had explained the intention behind the establishment of a Sustainability Committee and therefore put the recommendations contained in the report to the vote.
- 12.10 **RESOLVED** – That the establishment of a Sustainability Cabinet Committee be agreed and recommended to the Cabinet for approval.



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