





**Brighton & Hove
City Council**

Overview & Scrutiny Commission

Title:	Older People's Council										
Date:	20 November 2012										
Time:	10.00am										
Venue	Room 126, King's House										
Members:	Councillors: Hazelgrove (Chair) <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Tonks</td> <td style="width: 50%;">Terry</td> </tr> <tr> <td>Bojczuk</td> <td>Colin Vincent</td> </tr> <tr> <td>Brown</td> <td>Couldery</td> </tr> <tr> <td>Eyles</td> <td>Morley</td> </tr> <tr> <td>Steer</td> <td>Wakeling</td> </tr> </table>	Tonks	Terry	Bojczuk	Colin Vincent	Brown	Couldery	Eyles	Morley	Steer	Wakeling
Tonks	Terry										
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Eyles	Morley										
Steer	Wakeling										
Contact:	Sharmini Williams Overview & Scrutiny Support Officer 01272 29-0451 sharmini.williams@brighton-hove.gov.uk										

	<p>The Town Hall has facilities for wheelchair users, including lifts and toilets</p>
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AGENDA

87. Procedural Business

Apologies and Declarations of Interest.

88. Minutes**1 - 8**

To consider (a) the minutes of the last meeting held on 23 October and (b) matters arising from the minutes.

89. Discussion of the OPC future Work Plan**9 - 22**

Mike Bojczuk's presentation

90. Roles and responsibilities**23 - 26**

Tom Hook – to present

91. Forward Plan**27 - 66**

Located on the Council website see link below:

[http://present.brighton-hove.gov.uk/Published/C00000688/P00000451/\\$\\$\\$Plan.doc.pdf](http://present.brighton-hove.gov.uk/Published/C00000688/P00000451/$$$Plan.doc.pdf)

Go to Council and democracy (left side menu)/ Committee Work Program (left side menu), go to Committee Work Program, select latest edition/ Printed plan

92. Public questions, Petitions and Deputations**67 - 70****93. OPC Work Programme****71 - 74****94. Members round up****95. 12pm Brighton University Student****96. Any Other Business**

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.

Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date.

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

For further details and general enquiries about this meeting contact Mary van Beinum, (01273 291062 – email mary.vanbenium@brighton-hove.gov.uk) or email scrutiny@brighton-hove.gov.uk

Not published

BRIGHTON & HOVE CITY COUNCIL

OLDER PEOPLE'S COUNCIL

10.00am 23 OCTOBER 2012

ROOM 126, KING'S HOUSE

MINUTES

Present: Councillor Hazelgrove (Chair)

Also in attendance: Tonks, Bojczuk, Brown, Eyles, Steer, Terry, Vincent, Couldery, Morley and Wakeling

Other Members present: Councillor Bowden, Howley (Pensioner Action), Roberston (Pensioner Association)

PART ONE

81. PROCEDURAL BUSINESS

81.1 Kat Pearce (Age UK-Brighton & Hove) sent her apologies.

81.2 There were no declarations of interest.

82. MINUTES

82.1 The minutes of the 18 September, AGM meeting were agreed.

83. HOME CARE SERVICES

83.1 Brian Doughty – Head of Adults Assessment presented information which included:

1. The service was assisting individuals through rehabilitation and re-enablement back to independence. The process began after hospital discharge and took around 6 weeks. Research had shown that there was a greater chance of success if introduced within the first few weeks of recovery.
2. Care packages were individually designed according to the person's needs.

83.2 Questions and answers included:

1. How did it work when patients were discharged and needed Occupational Therapist equipment installed at their home? Members were told how the hospital team would assess the patient's needs before they were discharged and would have the appropriate equipment installed before the patient was discharged from hospital. Further clarification was that there was a statutory obligation to undertake a Community Care Assessment when requested. The Social Work and

Care Management team, (who are based at the County Hospital) carry this out before the patient is handed over to the provider ie. the community.

2. What happens if a person is assessed and isn't entitled to have any services? All individuals have a statutory right to have an assessment. After having an assessment, if the individual is identified as not requiring any services, the individual can request a reassessment if desired.
3. All services are chargeable and national guidance sets out the criteria for this.
4. What happens if a patient refuses care? Members were advised that there was nothing that could be done as it was the person's choice.
5. All individuals were means tested, which included a financial assessment. These were national requirements. If individuals receiving care had monies that were above £23k threshold, they would be required to need fund their residential care package. It was noted that the vast majority do not have to pay, or pay a minimum for their care.
6. It was confirmed that there were reductions in the budget over a number of years. However the success of the re-enablement packages would assist the service in dealing with these budget shortfalls.

83.3 The Chair thanked the Head of Adult Assessment for the information and answering questions.

83.4 Debbie Greening – Contract Manager presented information on the provision of Home Care on Brighton and Hove, which included:

1. Background - Most home care is provided by 14 Independent Providers on the council's contract (re-tendered in June 2012)
2. Facts and figures- An average of 1500 service users were seen per week, approximately 20,000 separate visits per week, delivering 12,000 hours per week, and there were around 700 home care workers.
3. service specification – care and support plans should detail personal care, medication, goals or outcomes desired by the individual
4. Issues and challenges- staff recruitment and retention, financial constraints and higher demands and more complex care.

83.5 Questions raised and answered:

1. Was there a financial limit on care packages, otherwise would individuals be requesting expensive desires? Home care is a chargeable service, of which the spend from the community care budget is £11 million. The skill of the social worker is to determine whether a request is either a "want" or a "need". The provision of home care services is a statutory requirement.
2. Were there examples of services that were not accessible in the community but were offered in residential care? It was advised that this was not something that was happening at the moment.
3. What skills would home care staff need in meeting individual's needs? Members noted that more complex healthcare in the terms of peg feeding would be needed and that care staff would be expected to trained to deliver these specifics. Most people wanted their end of life care at home (not in hospital); which meant that a type of hospice care would need to be delivered in the future. The service needed to meet the needs of individuals and gave individuals the choice to take control of their home care provision.

4. How confident were vulnerable older people to make decisions about their care? Most people wanted control and were assisted through the decision making process. Personal budgets were monitored annually. Some individuals asked the council to manage their budgets, or asked for assistance when they had a problem. They would contact their social worker or Access point (the council's telephone contact point into adult services). Members were told that home care services were moving towards a more outcome based approach.
5. It was clarified that the provider would need to skill up their teams to meet the increasing needs of individuals. Staff would need to be aware of the individual's deterioration and provide additional support whether it's through equipment, technology or knowledge, right through to end of life care.
6. How would the provider ensure that there was consistency of staff when visiting individuals? The contract had performance indicators build into it, such as consistency of staff, though it needed to be reasonable in its demands. This was dependent on the frequency of visits and how many carers were needed per individual.
7. The Electronic Care Monitoring System (ECMS) was bought in by the council to monitor all the contractors. Reports were used to respond to queries, analyse and monitor data on continuity of staff, timings, other care provision to performance targets.
8. Jo Tulloch- Home Care Assessor from Impetus confirmed that in general the continuity of staff had improved.
9. Whether the individual was answerable to the GP? It was noted that the main link with the individual was with the home care assistant and that the District Nurses were more of a point of contact rather than the GP. Though in cases when the individual did not have a family member then the care agency would contact the GP if they became unwell.
10. The Lay Assessors would also identify issues and include these in their report to the contract officers. All cases of abuse were followed up as it was a statutory duty to protect vulnerable adults.
11. It was confirmed that the provider would have contact with the family if the service user had made a request to do so.
12. How would people choose their provider? The council will have a quality portal where they would publish performance data for providers providing more information to assist people when making choices about providers.
13. Were providers' staff paid less than the £7.16 living wage? During the recent procurement process the council had awarded a higher score to those providers who paid more than the living wage. Most providers said they would do so on an average basis and would meet the national minimum wage. It was noted that the providers are paid £14.50 or £16.50 by the Council for an hour of care, but the Council has no control over what rate an independent provider chooses to pay their staff.
14. What language skills did provider staff have? The contract stipulated that the provider needed to meet the diversity of the service users and had to have basic English. This was included in the evaluation process for the tender.
15. Members were informed that 14% of the provision was provided in house by the Independent at Home team. The maximum charge to service users of this service was £21.50 per hour.

83.6 The Chair thanked the Contract Manager for an extremely informative presentation.

84. AGE FRIENDLY CITY UPDATE

- 84.1 Annie Alexander – Public Health Programme Manager informed members that the AFC programme was making progress. The AGE UK AGM started the process of consultation with older people as to their views on where the city sits against the WHO Age Friendly City domains, this process would continue at the Pensioner Action meeting in November. There was now a UK support network for cities striving to attain AFC status, supported by the Beth Johnston Foundation, Keele University and Manchester Valuing Older People (VOP) programme. It was noted that there are limited academic courses available at universities to cover the issues of ageing eg Brighton Medical School only has one course which primarily for occupational therapists.
- 84.2 Consultation work will progress over the next months and involve finding out what the city has in place that works well, what is needed and what could be developed to meet these needs.
- 84.3 A starting point will be to work with the voluntary and community sector (also called the third sector) and involve them in the programme.
- 84.4 A steering group would be put together, so that work across the council and other agencies can join up. The first meeting has been arranged for the 27th November with people invited from the OPC (Mike Bojczuk), public sector, third sector, the city's hospitals, universities and includes Professor Marian Barnes and Lizzy Ward (from the University of Brighton; Applied Social Science), Mike Holgate (People Can), Anne Hagan (Older People's lead from the Council) , Peter Dale (Consultant), Henry Alexander (BSUH), Bill Randall (the Mayor of Brighton & Hove), Geraldine Desmoulins (from the FED - Federation for Disabled people) and Kat Pearce (Age UK- Brighton & Hove).
- 84.5 A public event would also be planned.
- 84.6 It is important that AFC work is integrated into current work plans and was used to influence other areas so they consider older people on a wider scale, within infrastructures eg. currently health impact assessments do not include specific consideration of impact of developments on older people.
- 84.7 In answer to a question on what the budget was for this programme members noted that AFC would be more about embedding the programme into current ways of working rather than creating new pathways that were not financially viable.
- 84.8 The Chair thanked the Public Health Programme Manager for her useful update on AFC.

85. BUDGET CONSULTATION

- 85.1 The Council were consulting on the next financial year's budget. The Chair told members how difficult it was to respond to the budget consultation and to prioritise each area.
- 85.2 Councillor Bowden informed members that budget savings for the next financial year were extremely challenging and it was uncertain as to whether there would be a cap on Council Tax increases. There was still no confirmation on how much savings council's were expected to make. All services were a priority and the administration had challenging choices to make. There would have to be difficult decisions made on how council's were going to be delivering services in the future, plus protecting jobs, and ensuring there was sufficient capacity to deliver services.
- 85.3 Members noted that the next public meeting on the 22 January would have finance officers presenting the Council's budget.
- 85.4 It was suggested that it would be useful to know what the implications of the budget savings were going to be. Members were asked to e-mail the Head of Scrutiny with any suggestions of which other officers to invite to the meeting.

86. NATIONAL PENSIONERS CONVENTION

- 86.1 Members agreed to join the National Pensioners' Convention (NPC). The annual fee was £15.

87. OPC WORK PROGRAMME AND UPDATE

- 87.1 Members agreed that future meetings would commence at 10.15am to enable the use of their bus passes. This would include the public meetings.
- 87.2 Members were asked to pass on their ideas, to Mike and the Chair for the working group meeting on the 20 November.

Members round up

- 87.3 It was noted that there were no recent planning applications for sheltered housing or low cost housing. This could be future agenda item.
- 87.4 Pensioner Action had Patient Participation Groups (PPG) on their agenda, so it maybe an idea not to duplicate this.
- 87.5 It was noted that at the Economic Development meeting, the bowls clubs and mobile libraries would be restructuring, due to budget pressures.
- 87.6 Members were informed that at the committee meetings OPC members could make representations either informally before the meeting, or formally at the meeting about items on the Forward Plan. This was the best way for the OPC to influence decisions.

It was at the Chair's discretion who sat with the committee councillors.

- 87.7 At the Community Safety Forum, (which was also attended by the Police and Fire Service), items that were included on the agenda were savage dogs and domestic violence.
- 87.8 The LINK were dealing with residents from Mary's House, Preston Park who were requesting a crossing to help frail older people cross the road to St. Mary's Church. Members were told that there was a Crossing criteria and the Ward Councillor would need to make the request.
- 87.9 Feedback was given by John Eyles on how to aid older people in the new development plans for the bus station at Conway Street and Ellen Street to be known as Hove Square.
- 87.10 The "do not want uninvited traders to visit" yellow stickers had been a success with residents in Hangleton. More were being requested by neighbouring streets.
- 87.11 Marion Couldery had planned to meet with Councillor Dee Simson for Woodingdean ward to find out about older people issues. At the next OPC meeting, it would be interesting to know how OPC members were representing their wards.
- 87.12 Sue Howley from Pensioner Action informed members that their next meeting would be on the 27 November and would discuss AFC and the council's budget.
- 87.13 Members agreed that partners would be invited to the Bali Brasserie Christmas dinner on the 18 December.

88. ANY OTHER BUSINESS

- 86.1 Penny Morley sent her apologies for the Mayor's Parlour afternoon tea on the 17 November.
- 86.2 The Chair informed members that Ms. Hughes from Patching Lodge, who had raised an issue, was very appreciative of the letter sent by the OPC.
- 86.3 Colin would be responding back to a resident who suffers from a condition where she was too hot; advising to speak to Age UK as a start. And possibly their MP.
- 86.4 It was agreed that the group photo for the OPC website would be taken at the next meeting.

The meeting concluded at 1.00pm

Signed

Chair

Dated this

day of



Older People's Council

Brighton & Hove





OPC Brighton & Hove

- Council represents residents aged over 60
- Council Members elected every 4 years
- Public elections run by Electoral Services
- Electorate are registered voters aged 60+
- 9 OPC wards covering 23 council wards
- 9 elected members
- Up to 4 co-opted members



OPC Brighton & Hove

- First elected older people body in UK
- 2003 – first Council
- 2007 – second Council
- 2011 – current Council
- 2015 – next election in June 2015



OPC Officers 2012



SECRETARY – Mike Bojczuk



CHAIR – Jack Hazelgrove



VICE-CHAIR – Francis Tonks



TREASURER – Peter Terry



OPC members 2012





OPC Mission

- We are elected to serve older people.
- We work to ensure that all older people in Brighton & Hove are treated with respect and dignity and have access to services, support and the opportunity to lead a fulfilling life.
- We are working to create a city where:
 - The contribution of all older people is acknowledged and valued
 - The needs of older people are recognised and met
 - Older people are involved in making decisions that affect their daily lives and the communities in which they live.



OPC Commitments

- **Commitment One: We will listen** to older people in the City and work closely with other local older people's groups and organisations
- **Commitment Two: We will publicise our work** through meetings, and the local press and media.
- **Commitment Three: We will monitor** the City Council, local health trusts and other providers of goods and services by making sure that we are represented on the appropriate committees and forums.
- **Commitment Four: We will challenge disadvantage** experienced by older people by being watchful to ensure that all older people, regardless of race, creed, sexuality or ability, are given the same access to opportunity as every other member of society and are not discriminated against.
- **Commitment Five: We will highlight goods, services and opportunities** that promote dignity and support older people to live independent lives where they want to.
- **Commitment Six: We will promote the Human and Civil Rights of Older People** by encouraging the provision and maintenance of a physical and social environment that enables older people to live productive and fulfilling lives.



OPC Successes

- 2003 - 2007
Inspired Older People weekend Oct 2005
- 2007 – 2011
 - Older People Day 2008
 - Medical Cards
 - Relocation of bus shelter



OPC Successes

- 2011 – 2015



OPC Work Programme 2011/15

- 2011 – 2012
 - Monthly Speakers – Councillors , Council Managers
 - Selected Areas of Interest
 - Questions from OPC
 - What outcomes have we had?



OPC Work Programme 2012 -

- Suggestions
 - Colin/ Penny – Community engagement
 - Marion- relationship with Councillors
 - Penny – agree OPC priorities
 - SEEFA- pilot study & the Level
 - OPC work areas agreed – surveys, research
 - Monthly meetings linked to work areas
 - Focussed on surveys & work
 - Visible outcomes



OPC Work Programme 2012 -

- SUGGESTIONS
- Work to Forward Plan – champion elderly.
- Age Friendly City – manage/monitor work.
- - research programmes – care home standards, sheltered homes
- Pilot old people teleconferencing – isolation, library book club, health topics



OPC Work Programme 2012 -

- **Public Meetings** – how to increase attendance – joint meetings with other groups?
- **Council Meetings / Committees** – how best to attend / influence?
- **Links with other older people groups** – what do we have? Should we update these?
- **Links with ‘constituencies’** – do we represent consensus of older people views?

Roles and Responsibilities:

Job Description for OPC spokesperson for committee meetings

Council Committees look at review and make decisions across the range of the Council's activities by producing a work programme.

Role

- To use committee meetings to raise the profile of the OPC by highlighting issues that affect older people.
- To be the OPC point of contact for matters on your specific area of responsibility eg. Transport, Health, Planning etc. for Council officers and other organisations. To collate information and assist with consultations for older people on your area of responsibility.
- Press release to engage with older people on their views, by writing to the Argus, or using social media, (liaise with Tom Hook).
- Network with partner and other organisations to find out more information on your area of responsibility eg. Age UK, Pensioner Action, voluntary sector, resident groups etc...
- OPC can use the council's Forward Plan of major decisions to help influence decisions and feed into the pre-decision policy making process.
- Feedback to OPC members at their next meeting. Discuss whether to review this item and if so to decide when to review it and write a letter to the committee Chair requesting the item to be put onto agenda.

Main responsibilities

- Contact the committee administrator from Democratic Services to see whether you are able to be placed on the distribution list for agenda papers. (This may not always be possible).
- Agenda papers for the committee meeting will be published online on the council website (see link below):
[Brighton & Hove City Council - Committee structure](#)

Paper copies are available at Hove Town Hall and Brighton Town Hall reception desks; 5 working days before the meeting date. Spare agenda are available at the beginning of each meeting.

- If appropriate ask the administrator whether to let the Chair know that you are attending the meeting.

Writing a letter to the Committee

1. Any person can ask to have an item on the committee agenda, by writing to the committee Chair detailing the issue. Or writing about an item on the Forward Plan. (This must be done at least five working days before a committee meeting, check with the committee administrator for the deadline).
2. If the letter is accepted by the Chair, attend the meeting and read out the letter when requested by the Chair. The Officer/Chair will respond to issues raised on the day. Or the Chair will ask for a report to address the issues to be timetabled for the next meeting.
3. If the report is heard and you have one more question, ask the Chair whether you are permitted to ask this. If you are then ask the remaining the question.
4. Thank the Chair for allowing you to bring this issue to the committee.

Committee Administrator's contact details

Caroline De Marco - Adult & Care Health Committee
Tel. 291063
Email: caroline.demarco@brighton-hove.gov.uk

Ross Keatley – Planning & Licensing Committees, Community Safety Forum, Audit & Standards
Tel. 291064
Email: ross.keatley@brighton-hove.gov.uk

John Peel- Transport & Environment & Sustainability Committees
Tel. 291058
Email: john.peel@brighton-hove.gov.uk

Penny Jennings – Economic Development & Culture Committee
Tel. 291065
Email: penny.jennings@brighton-hove.gov.uk

Lisa Johnson – Housing Committee
Tel. 291228
Email: lisa.johnson@brighton-hove.gov.uk

Mark Wall - Policy & Resources Committee
Tel. 291006
Email: mark.wall@brighton-hove.gov.uk

Giles Rossington – Health & Wellbeing Overview & Scrutiny Committee (HWOSC)
Tel. 291038
Email: giles.rossington@brighton-hove.gov.uk

OPC member responsibilities

OPC member	Council Committee's and other memberships
Jack Hazelgrove (Chair)	Policy & Resources Committee (P&R) - including neighbourhood Council's Pilot Health & Wellbeing Overview & Scrutiny (HWOSC) LINK- Mental Health Action Group, Age UK, Brighton University
Francis Tonks (Vice Chair)	Environment & Sustainability Committee Community Safety Forum Trustee for Age UK, LINK- Mental Health Action Group,
Mike Bojczuk (Secretary)	Adult Care & Health Committee Housing Committee Website, facebook, lead person for AFC and with King's College Hospital on Palliative Care, European Year for Active Ageing,
Peter Terry (Acting Treasurer)	Transport Committee
Val Brown	Audit and Standards Committee
Marion Couldery	<i>Not allocated a committee yet</i>
John Eyles	Housing Committee Transport Committee Groups: Waste Advisory, Elderly People Dignity, Road Safety, Elderly & Alcohol, Pavement Obstruction, Community Safety,
Penny Morley	Economic Development & Culture Committee
Harry Steer	Adult Care & Health Committee Practitioners Allowance for Safeguarding Adults (PASA), Age UK, B&H Police Independent Advisory Group, Secretary of Grey matter Production CIC, Chair of the Bluebird Society for the Disabled
Colin Vincent	Adult Care & Health Committee Licensing Committee Overview & Scrutiny (OSC) On the task group for the new Care Homes contract, consultation process for - Local Account, European Year for Active Ageing
Janet Wakeling	Planning Committee



COMMITTEE WORK PROGRAMME

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

Published 1 October 2012

For further detailed information regarding specific issues to be considered by the Committee please contact the named contact officer for the item concerned.

The Council has chosen to publish a **Committee Work Programme** setting out matters which are anticipated to come before the Council and/or a Committee during the next 12 months. The programme will detail both **key decisions** 🗝️ and non-key decisions in the period covered by the Programme. Not all decisions can be listed because in some cases the need for a decision is not known at the time of publication. However an updated version of the Programme will be published on a monthly basis

The Council's Constitution states that a key decision is one that involves:

- (a) *Expenditure which is, or the making of savings which are, significant having regard to the expenditure of the City Council's budget, namely above £500,000 per annum; or*
- (b) *Is significant in terms of its effects on communities living or working in an area comprising two or more electoral divisions (wards).*

As a matter of good practice, the Council's Committee Work Programme highlights those items listed as key decisions to inform local residents of such matters that are to be considered. The exception being those issues which are dealt with under the urgency provisions.

For each decision included on the Programme the following information is provided:

- the committee or body that is to make the decision and the date of the meeting
- the title of the report and decision to be considered
- individuals/groups that will be consulted prior to the decision being taken
- a list of other appropriate documents
- the name and telephone number of the contact officer and to whom any representations should be sent for each item.

The Programme is updated and published at the beginning of every month on the Council's web-site.

Meetings of the Council and Committees are open to the public (with the exception of discussion regarding reports which contain exempt/confidential information). Copies of agenda and reports for meetings are available on the web site in advance of meetings. For further details on the time of meetings and general information about the Plan please contact Mark Wall, Head of Democratic Services at Kings House, Grand Avenue, Hove, BN3 2LS, or telephone 01273 291006 or send an e-mail to mark.wall@brighton-hove.gov.uk.

For further detailed information regarding specific issues to be considered by the Committee please contact the named contact officer for the item concerned.

Ref	Report Details	Committee Date	Consultation	Lead Director	Lead Officer
Decisions Anticipated for October 2012					
POLICY & RESOURCES COMMITTEE					
25991	<p>Targeted Budget Management (TBM) 2012/13 Month 5 <i>Policy Committee Decision - Key</i> To update members on the Capital and Revenue financial performance of the Authority's General Fund and Housing Revenue Accounts at month 5. <i>Wards affected: All Wards</i></p>	11 Oct 2012		Report of: Director of Finance Report Author: Jeff Coates Tel: 29-2364, Nigel Manvell Tel: 29-3104	
30017	<p>Annual Surveillance Report <i>Policy Committee Decision - non-Key</i> Update on surveillance activity carried out by officers in the last quarter and review of POLICY <i>Wards affected: All Wards</i></p>	11 Oct 2012		Report of: Director of Finance Report Author: Jo Player Tel: 29-4086	
30554	<p>Tenant Scrutiny <i>Policy Committee Decision - non-Key</i> A report on the proposed Tenant Scrutiny model for Brighton & Hove <i>Wards affected: All Wards</i></p>	21 Aug 2012 4 Sep 2012 11 Sep 2012 26 Sep 2012 26 Sep 2012 11 Oct 2012		Report of: Strategic Director, Place Report Author: Karen Amsden Tel: 29-1084	

Brighton & Hove City Council Meeting Work Plan

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
30965	<p>An Armed Forces Community Covenant for Brighton & Hove City <i>Policy Committee Decision - Key</i> A Community Covenant is voluntary statement of mutual support it is intended to complement the Armed Forces Covenant, which outlines the moral obligation between the Nation, the Government and the Armed Forces, at a local level.</p> <p><i>Wards affected: All Wards</i></p>	<p>11 Oct 2012 25 Oct 2012</p>		<p>Report of: Monitoring Officer / Head of Law Monitoring Officer / Head of Law Report Author: Clair Hopkins</p>
31280	<p>East Sussex, South Downs, and Brighton & Hove Waste and Minerals Plan: Agreement of Proposed Main Modifications for Consultation <i>Policy Committee Decision - non-Key</i> A public examination into the East Sussex, South Downs and Brighton & Hove Waste and Minerals Plan (WMP) is being held from the 18th to 28th September 2012. This report is to seek authority to consult on those proposed modifications that result in a major shift in policy of the WMP. Delegated authority to consult on minor modifications to policy was agreed at the meeting of this Committee on 12th July 2012. The requirement for this report will only be known during the examination period itself during September.</p> <p><i>Wards affected: All Wards</i></p>	<p>11 Oct 2012</p>		<p>Report of: Strategic Director, Place Report Author: Mike Holford Tel: 29-2501</p>

Brighton & Hove City Council Meeting Work Plan

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
31624	<p>Procurement of Automatic Meter Reading (AMR) Equipment to Electricity, Gas, Water & Heat Meters <i>Policy Committee Decision - Key</i></p> <p>To seek approval for the installation of AMR equipment to a prioritised list of water and energy meters in our operational properties and the purchase of monitoring software in order to improve the accuracy of consumption data</p> <p><i>Wards affected: All Wards</i></p>	11 Oct 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Andrew Batchelor Tel: 29-1441, Angela Dymott Tel: 29-1450</p>
31105	<p>Voluntary Dedication of Land under the CRoW Act <i>Policy Committee Decision - non-Key</i></p> <p>To protect open access rights it is proposed to dedicate land identified as open access under procedures set out in the Countryside and Rights of Way Act 2000, which will ensure the land is retained as public open access land into perpetuity.</p> <p><i>Wards affected: Hollingdean & Stanmer; Patcham</i></p>	11 Oct 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Jessica Hamilton Tel: 29-1461, Angela Dymott Tel: 29-1450</p>
32130	<p>Accelerated Workstyles <i>Policy Committee Decision - Key</i></p> <p><i>Wards affected: All Wards</i></p>	11 Oct 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Angela Dymott Tel: 29-1450, Hale Ucar Tel: 29-0336</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
31648	<p>Corporate Procurement of Energy - Non Half Hourly Electricity (sub 100kW) Contract Commencing April 2013 <i>Policy Committee Decision - Key</i></p> <p>This report seeks approval to undertake a Request for Information (RFI) process of EU compliant Central Purchasing Bodies for the Council's non half hourly (sub 100kW) electricity supply contract that ends on 31 March 2013</p> <p><i>Wards affected: All Wards</i></p>	11 Oct 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Angela Dymott Tel: 29-1450, Andrew Batchelor Tel: 29-1441</p>
32000	<p>Community Rights Under Localism Act 2011 <i>Policy Committee Decision - non-Key</i></p> <p><i>Wards affected: All Wards</i></p>	11 Oct 2012		<p>Report of: Monitoring Officer / Head of Law</p> <p>Report Author: Oliver Dixon Tel: 29-1512, Elizabeth Culbert Tel: 29-1515</p>
32276	<p>Shared Services: Request for Scrutiny Review <i>Policy Committee Decision - non-Key</i></p> <p><i>Wards affected: All Wards</i></p>	11 Oct 2012		<p>Report of: Monitoring Officer / Head of Law</p> <p>Report Author: Tom Hook Tel: 29-1110</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
30969	<p>Nomination of Member to serve on proposed Coastal West Sussex Strategic Planning Board <i>Policy Committee Decision - non-Key</i> Changes in national planning legislation now require local authorities to co-operate on planning issues that affect more than one area. A Coastal West Sussex Planning Board is proposed to deal with strategic planning issues along the West Sussex Coast including Brighton & Hove. A formal nomination of a Member to serve on the Board is required.</p> <p><i>Wards affected: All Wards</i></p>	11 Oct 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Mike Holford Tel: 29-2501</p>
32166	<p>Nomination of a Representative for the Fire Authority <i>Policy Committee Decision - non-Key</i> Wards affected: All Wards</p>	11 Oct 2012		<p>Report of: Monitoring Officer / Head of Law</p> <p>Report Author: Mark Wall Tel: 29-1006</p>
32212	<p>Appointment of Chief Executive - Exempt Categories 3 and 4 <i>Policy Committee Decision - Key</i> Wards affected: All Wards</p>	11 Oct 2012 25 Oct 2012		<p>Report of: Monitoring Officer / Head of Law</p> <p>Report Author: Mark Wall Tel: 29-1006</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
32132	<p>Accelerated Workstyles - Exempt Category 3 <i>Policy Committee Decision - Key</i></p> <p><i>Wards affected: All Wards</i></p>	11 Oct 2012	Exempt Category 3	<p>Report of: Strategic Director, Place</p> <p>Report Author: Hale Ucar Tel: 29-0336, Angela Dymott Tel: 29-1450</p>
TRANSPORT COMMITTEE				
30926	<p>Lewes Road Scheme - Consultation Results and Way Forward <i>Policy Committee Decision - Key</i></p> <p>To update the committee on the results of the recent consultation exercise for the Lewes Road scheme and to seek permission to advertise the Traffic Regulation Order</p> <p><i>Wards affected: Hanover & Elm Grove; Hollingdean & Stanmer; Moulsecocomb & Bevendean; Preston Park; St Peter's & North Laine</i></p>	2 Oct 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Robin Reed Tel: 29-3856</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
30999	<p>Parking Restrictions Traffic Order <i>Policy Committee Decision - Key</i></p> <p>The Parking Infrastructure Team receives a number of requests for alterations to parking restrictions within the Controlled Parking Zones. These requests are most often from residents, but can also be from businesses, local members, or other teams within the Council such as Road Safety. After investigation, if it is decided that the request is justified then it is advertised on a Traffic Regulation Order. These amendments often help to improve sustainable transport, for example by providing additional motorcycle bays or improved accessibility for disabled people by providing disabled parking bays.</p> <p>This report considers the comments, support and objections received to an amendment Traffic Regulation Order, which contains proposals for an number of locations.</p> <p><i>Wards affected: All Wards</i></p>	<p>2 Oct 2012 2 Oct 2012</p>		<p>Report of: Strategic Director, Place</p> <p>Report Author: Charles Field Tel: 29-3329</p>
31083	<p>Parking Annual Report 2011/12 <i>Policy Committee Decision - non-Key</i></p> <p><i>Wards affected: All Wards</i></p>	<p>2 Oct 2012</p>		<p>Report of: Strategic Director, Place</p> <p>Report Author: Paul Nicholls Tel: 29-3287</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
31426	Old Town Transport Plan <i>Policy Committee Decision - Key</i> Traffic management improvements for the Old Town area <i>Wards affected: Regency</i>	2 Oct 2012		Report of: Strategic Director, Place Report Author: Tom Campbell Tel: 29-3328
31453	Brighton Station Gateway Preferred Option <i>Policy Committee Decision - non-Key</i> Request for agreement to consult on a preferred design for Brighton Station Gateway <i>Wards affected: All Wards</i>	2 Oct 2012		Report of: Strategic Director, Place Report Author: Jim Mayor Tel: 29-4164
30026	Highways Winter Service Plan 2012-13 <i>Policy Committee Decision - Key</i> Covering report/review of Highways Winter Service Plan with plan attached <i>Wards affected: All Wards</i>	2 Oct 2012	N/A	Report of: Strategic Director, Place Report Author: Christina Liassides Tel: 29-2036
CHILDREN & YOUNG PEOPLE COMMITTEE				
31392	Annual Report on Brighton & Hove Music Education Hub <i>Policy Committee Decision - non-Key</i> To inform the committee of progress and development of the Brighton & Hove Music Education Hub (BHMEH) and to approve the proposed Business Plan. <i>Wards affected: All Wards</i>	15 Oct 2012		Report of: Strategic Director, People Report Author: Jo Lyons Tel: 293514

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
31581	<p>New referral Process for Children in Need to Children's Social work <i>Policy Framework Decision</i> This policy covers new guidance for how agencies make a referral to Children Social Work.</p> <p>This policy does not change the arrangements for children if it's clear that the child has been serious harmed or is at risk of being serious harmed.</p> <p>The policy builds on the work of B&H Supporting Families continuum of need guidance</p> <p>The Policy advance the notion that needs of most children can be met by universal level services so supporting Early Help to children.</p> <p><i>Wards affected: All Wards</i></p>	15 Oct 2012		<p>Report of: Strategic Director, People</p> <p>Report Author: Nigel Hancock Tel: 29-5383, Ellen Jones Tel: 29-3441</p>
31583	<p>Family Group Conference Project Review Proposals <i>Policy Framework Decision</i> To Seek Committee approval to bring Family Group Conferences in house following previous decisions.</p> <p><i>Wards affected: All Wards</i></p>	15 Oct 2012		<p>Report of: Strategic Director, People</p> <p>Report Author: Ellen Jones Tel: 29-3441</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
31569	<p>Annual Report on School Attendance, Access and Exclusions <i>Policy Committee Decision - non-Key</i> To update on School Attendance, Access and Exclusions in the City, giving data on current figures, updating on statutory requirement with an overview of provision. Annual Report on School Attendance, Access and Exclusions</p> <p><i>Wards affected: All Wards</i></p>	15 Oct 2012		<p>Report of: Strategic Director, People Report Author: Jo Lyons Tel: 293514</p>
31740	<p>Options for Providing Additional School Places between September 2013 and September 2016 <i>Other Committee Decision</i> This report will set out the options available to meet the increase in demand for primary and secondary school places within the city between September 2013 and September 2016. <i>Wards affected: All Wards</i></p>	15 Oct 2012		<p>Report of: Strategic Director, People Report Author: Gillian Churchill Tel: 29-3515, Gil Sweetenham Tel: 29-3474</p>
31596	<p>Children in Need Policy & Care Planning Forum Operation Process <i>Policy Framework Decision</i> The Children in Need Policy outlines how Children's Social Work will work with children and their families who are children in need. Each child will have a child in need plan. <i>Wards affected: All Wards</i></p>	15 Oct 2012 25 Oct 2012		<p>Report of: Report Author: Richard Hakin Tel: 29-5375</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
ENVIRONMENT & SUSTAINABILITY COMMITTEE				
30877	<p>Permission to Consult on Communal Refuse Collection in Hanover <i>Policy Committee Decision - non-Key</i> This report seeks permission to consult on proposals to implement communal recycling in Hanover</p> <p><i>Wards affected: Hanover & Elm Grove</i></p>	17 Oct 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Jan Jonker Tel: 29-4722</p>
31743	<p>Update on Future Cities Demonstrator Competition <i>Policy Committee Decision - non-Key</i> Provide committee with an update on the Future Cities Demonstrator Competition, focusing on Brighton and Hove's Stage 2 bid and production of feasibility study</p> <p><i>Wards affected: All Wards</i></p>	17 Oct 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Geoff Raw Tel: 29-7329</p>
32128	<p>Eco Technology Show 2013 <i>Policy Committee Decision - non-Key</i> Eco-Technology Show 14-15 June 2013 at the Brighton Centre. Requesting a minimum of £10k to enable the conference event to be staged subject to budget availability.</p> <p><i>Wards affected: All Wards</i></p>	17 Oct 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Thurstan Crockett Tel: 29-2503, Cheryl Finella Tel: 29-1095</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
Decisions Anticipated for November 2012				
POLICY & RESOURCES COMMITTEE				
25994	<p>Targeted Budget Management (TBM) 2012/13 Month 7 Policy Committee Decision - Key To update members on the Capital and Revenue financial performance of the Authority's General Fund Housing Revenue Account at month 7. <i>Wards affected: All Wards</i></p>	29 Nov 2012		<p>Report of: Director of Finance Report Author: Jeff Coates Tel: 29-2364, Nigel Manvell Tel: 29-3104</p>
30147	<p>Treasury Management Policy Statement (incorporating the Annual Investment Strategy) 2012/13 - Mid year review <i>Policy Committee Decision - non-Key</i> A review of the action taken in the six months to September 2012 on the 2012/13 Treasury Management Policy Statement, including the 2012/13 Annual Investment Strategy <i>Wards affected: All Wards</i></p>	29 Nov 2012		<p>Report of: Director of Finance Report Author: Peter Sargent Tel: 29-1241</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
30444	<p>Budget Update and Savings 2013/14 <i>Policy Committee Decision - Key</i> Latest budget estimates for setting the 2013/14 budget and savings proposals for 2013/14 and 2014/15</p> <p><i>Wards affected: All Wards</i></p>	29 Nov 2012		<p>Report of: Director of Finance</p> <p>Report Author: James Hengeveld Tel: 29-1242, Nigel Manvell Tel: 29-3104, Mark Ireland Tel: 29-1240, Catherine Vaughan Tel: 29-1333</p>
29695	<p>Council Tax Support System - final scheme <i>Policy Committee Decision - Key</i> To seek approval on the scheme for Council Tax Support to be implemented from April 2013.</p> <p><i>Wards affected: All Wards</i></p>	29 Nov 2012 13 Dec 2012		<p>Report of: Director of Finance</p> <p>Director of Finance</p> <p>Report Author: Tracey Wallace Tel: 29-3337, Graham Bourne Tel: 01273 - 29 - 1800, Tabitha Cork Tel: 29-1913, John Francis Tel: 29-1913, Catherine Vaughan Tel: 29-1333</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
32239	<p>Council Tax Support - Final Scheme <i>Policy Committee Decision - Key</i> Report recommending the proposed new Council Tax Support scheme to replace Council Tax Benefit from April 2013 Wards affected: All Wards</p>	<p>29 Nov 2012 13 Dec 2012</p>		<p>Report of: Director of Finance</p> <p>Report Author: Tabitha Cork Tel: 29-1913, Graham Bourne Tel: 01273 - 29 - 1800, John Francis Tel: 29-1913, Valerie Pearce Tel: 291850</p>
31759	<p>Advertising & Sponsorship <i>Policy Committee Decision - non-Key</i> Wards affected: All Wards</p>	<p>29 Nov 2012</p>		<p>Report of: Head of Communications</p> <p>Report Author: John Shewell Tel: 29-1039, Jake Barlow</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
30298	<p>Community Safety, Crime Reduction and Drugs Strategy 2011-2014 <i>Policy Committee Decision - Key</i> This document describes Brighton and Hove's Community Safety, Crime Reduction and Drugs Strategy for 2011-2014</p> <p><i>Wards affected: All Wards</i></p>	<p>29 Nov 2012 13 Dec 2012</p>		<p>Report of: Commissioner Community Safety</p> <p>Report Author: Linda Beanlands Tel: 29- 1115, Charlotte Farrell Tel: 01273 - 1099</p>
31173	<p>Local Sustainable Transport Fund - Upgrade of the Real Time Passenger Information (RTPI) System <i>Policy Committee Decision - Key</i> To seek delegated authority to award the service and maintenance contract for the RTPI GPRS upgrade on completion of the OJEU process</p> <p><i>Wards affected: All Wards</i></p>	<p>29 Nov 2012 29 Nov 2012</p>		<p>Report of: Strategic Director, Place</p> <p>Report Author: Rob Dickin Tel: 29 - 2233</p>
31287	<p>Framework for the Provision of Self Managed Temporary Accommodation Housing <i>Policy Committee Decision - Key</i> To invite property managers to join a framework which will enable them to provide the council with self managed temporary accommodation for use by homeless households and other statutory groups.</p> <p><i>Wards affected: All Wards</i></p>	<p>29 Nov 2012</p>		<p>Report of: Strategic Director, Place</p> <p>Report Author: Sylvia Peckham Tel: 2933318</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
32207	<p>Sustainability Action Plan <i>Policy Committee Decision - non-Key</i> For the council to adopt the draft Sustainability Action Plan; to seek endorsement as a One Planet Living Council from Bioregional; to extend the scope of One Planet Living to other partners across the city.</p> <p><i>Wards affected: All Wards</i></p>	29 Nov 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Martin Randall Tel: 01273 292257, Gillian Marston Tel: 29-4701, Mark Ireland Tel: 29-1240, Shelaine Siepel, Charlotte Thomas Tel: 29-1290, Sarah Jones Tel: 29-3833, Mark Prior Tel: 01273 292095, Angela Dymott Tel: 29-1450, Richard Tuset Tel: 29-5514, Mita Patel Tel: 29-3332, Geoff Raw Tel: 29-7329, Thurstan Crockett Tel: 29-2503, Paula Murray Tel: 29-2536</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
28399	<p>Shoreham Harbour Joint Area Action Plan and Development Briefs <i>Policy Committee Decision - Key</i> To agree to public consultation on issues and options for the (draft) Shoreham Harbour Joint Area Action Plan. The Plan is being produced jointly with Adur District Council and West Sussex County Council. Wards affected: <i>South Portslade; Wish</i></p>	<p>29 Nov 2012 13 Dec 2012</p>		<p>Report of: Strategic Director, Place Strategic Director, Place Report Author: Mike Holford Tel: 29-2501</p>
31465	<p>Black Rock Temporary Use <i>Policy Committee Decision - non-Key</i> To seek Committee approval for Heads of Terms and Agreement For Lease for proposed temporary use on the Black Rock site Madeira Drive. Wards affected: <i>Rottingdean Coastal</i></p>	<p>29 Nov 2012</p>		<p>Report of: Strategic Director, Place Report Author: Toni Manuel Tel: 29-0394</p>
30942	<p>Former Peter Pan site - Lease agreement <i>Policy Committee Decision - Key</i> Wards affected: <i>East Brighton</i></p>	<p>29 Nov 2012</p>		<p>Report of: Strategic Director, Place Report Author: Toni Manuel Tel: 29-0394</p>
27936	<p>Royal Pavilion and Museums Catering Contract <i>Policy Committee Decision - Key</i> To seek approval to award the contract for the Royal Pavilion & Museums. Wards affected: <i>All Wards</i></p>	<p>29 Nov 2012</p>		<p>Report of: Director of Finance Report Author: Abigail Thomas Tel: 29-2828</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
31594	<p>Procurement of Gullies and Soakaways Contract <i>Policy Committee Decision - Key</i> This report seeks permission to tender for a Gullies and Soakaways Cleansing Contract. Wards affected: All Wards</p>	<p>29 Nov 2012 29 Nov 2012</p>		<p>Report of: Strategic Director, Place Report Author: Jan Jonker Tel: 29-4722</p>
32270	<p>Metro Wireless Concession Agreement <i>Policy Committee Decision - Key</i> Seeking approval to award a service concession contract to deliver a Metro Wireless network using the cities public assets. Wards affected: All Wards</p>	<p>29 Nov 2012</p>		<p>Report of: Director of Finance Report Author: Paul Colbran Tel: 29-0283</p>
32240	<p>Local Discretionary Social Fund Scheme <i>Policy Committee Decision - Key</i> Proposed scheme for a local replacement to what is now Crisis Loans and Community Care Grants. Wards affected: All Wards</p>	<p>29 Nov 2012 13 Dec 2012</p>		<p>Report of: Director of Finance Report Author: John Francis Tel: 29-1913, Tabitha Cork Tel: 29-1913, Graham Bourne Tel: 01273 - 29 - 1800, Valerie Pearce Tel: 291850</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
32020	<p>Advertising & Sponsorship - Exempt Category 3 <i>Policy Committee Decision - Key</i> Wards affected: <i>All Wards</i></p>	29 Nov 2012	Financial Information relating to tender documents.	<p>Report of: Monitoring Officer / Head of Law Report Author: Jake Barlow</p>
CHILDREN & YOUNG PEOPLE COMMITTEE				
31514	<p>Two Year Old Free Early Learning Entitlement <i>Policy Committee Decision - Key</i> Report details proposed strategy for extending entitlement to free early learning entitlement to 20 per cent of the city's two year olds in 2013, and 40 per cent in 2014, and associated costs. Wards affected: <i>All Wards</i></p>	12 Nov 2012		<p>Report of: Strategic Director, People Report Author: Vicky Jenkins Tel: 29-6110</p>
31551	<p>Sure Start and Children's Centres Strategy <i>Policy Committee Decision - Key</i> To agree the future strategy for Sure Start and Children's Centres in the context of the proposed budget savings. Wards affected: <i>All Wards</i></p>	12 Nov 2012		<p>Report of: Strategic Director, People Report Author: Caroline Parker Tel: 29-3587</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
31598	<p>Social Work Health Check <i>Policy Committee Decision - non-Key</i> In order comply with a national guidelines and reassure Members and Officers, the report will detail overall demand and trends, vacancy levels, staff turnover and caseloads (and any other local measures we wish to include) to ensure the safe and healthy functioning of children's social work</p> <p>It also important that Members and Officers are clear that effective action is in place to address any issues and ensure that vulnerable children are not detrimentally affected.</p> <p><i>Wards affected: All Wards</i></p>	12 Nov 2012		<p>Report of: Strategic Director, People</p> <p>Report Author: Richard Hakin Tel: 29-5375, Nigel Hancock Tel: 29-5383</p>
ECONOMIC DEVELOPMENT & CULTURE COMMITTEE				
30971	<p>PortZED: Agreement to release Eco Town Grant <i>Policy Committee Decision - non-Key</i> The City Council was successful in bidding for capital grant under central Government's Eco Towns scheme for Shoreham Harbour. A grant of £460,000 is available to assist in providing a visitors centre at the proposed PortZED development at Aldrington Basin, should it receive planning permission. This report seeks agreement on the broad terms and conditions under which the grant will be released.</p> <p><i>Wards affected: Wish</i></p>	15 Nov 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Mike Holford Tel: 29-2501</p>

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Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
31119	<p>Adoption of SPD12 - Design Guide for Extensions & Alterations <i>Policy Committee Decision - non-Key</i> Adoption of SPD12 - Design Guide for Extensions & Alterations Wards affected: All Wards</p>	15 Nov 2012		Report of: Strategic Director, Place Report Author: Claire Burnett Tel: 29-2470
31259	<p>Alternative Model for Delivery of Visitor Information Service <i>Policy Committee Decision - Key</i> To seek committee approval for an alternative model of delivery of the Visitor Information Service. Wards affected: All Wards</p>	15 Nov 2012		Report of: Strategic Director, Communities Report Author: Suzanne Mantell Tel: 29 - 2613
31459	<p>Black Rock Temporary Use <i>Policy Committee Decision - non-Key</i> To seek agreement in principle to grant Landlords consent for proposed temporary use on the Black Rock site Madeira Drive. Wards affected: Rottingdean Coastal</p>	15 Nov 2012		Report of: Strategic Director, Communities Report Author: Toni Manuel Tel: 29-0394
31467	<p>Seafront Fees and Charges 2013/14 <i>Policy Committee Decision - non-Key</i> To seek Committee approval for proposed Seafront fees and charges for the financial year 2013/14. Wards affected: All Wards</p>	15 Nov 2012		Report of: Strategic Director, Communities Report Author: Toni Manuel Tel: 29-0394

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
ADULT CARE & HEALTH COMMITTEE				
30649	<p>Day services commissioning plan (including day activities policy) <i>Policy Committee Decision - Key</i> To report on the outcome of consultation undertaken and to seek approval for the commissioning plan for day services</p> <p><i>Wards affected: All Wards</i></p>	19 Nov 2012		<p>Report of: Director of Adult Social Services</p> <p>Report Author: Anne Hagan Tel: 01273 296370</p>
30920	<p>Developments at Craven Vale <i>Policy Committee Decision - Key</i> For noting Joint Adult Social Care and Health capital developments with an on going service and revenue commitments. The build is in Queens Park ward but the services is for the whole city.</p> <p><i>Wards affected: All Wards</i></p>	22 Oct 2012 19 Nov 2012 29 Nov 2012		<p>Report of: Director of Adult Social Services</p> <p>Director of Adult Social Services</p> <p>Director of Adult Social Services</p> <p>Report Author: Jane MacDonald Tel: 29-5038</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
LICENSING COMMITTEE				
26185	<p>Statement of Gambling Policy pursuant to the Gambling Act 2005 <i>Non-Key</i> To seek Full Council Approval for the Gambling Policy <i>Wards affected: All Wards</i></p>	<p>22 Nov 2012 13 Dec 2012</p>		<p>Report of: Strategic Director, Place Strategic Director, Place Report Author: Tim Nichols Tel: 29-2163, Jean Cranford Tel: 29-2550</p>
31213	<p>Licence fees 2013/14 <i>Regulatory Committee Decision</i> Proposed fees and charges for 2013/14 relating to street trading, sex establishments, gambling premises, taxi licensing and other licensing functions <i>Wards affected: All Wards</i></p>	<p>22 Nov 2012</p>		<p>Report of: Head of Planning and Public Protection Report Author: Jean Cranford Tel: 29-2550</p>
HOUSING COMMITTEE				

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
TRANSPORT COMMITTEE				
30654	<p>Fiveways Safer Routes to school scheme <i>Policy Committee Decision - non-Key</i> Engineering scheme to improve the safety of walking and cycling journeys at school journey times. Involves three schools: Varndean School, Dorothy Stringer School, Balfour Primary.</p> <p><i>Wards affected: Withdean</i></p>	27 Nov 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Matthew Thompson Tel: 29-3705</p>
30924	<p>Brighton & Hove a 20mph city? <i>Policy Committee Decision - Key</i> Report on the public consultation on the citywide 20mph proposals.</p> <p><i>Wards affected: All Wards</i></p>	27 Nov 2012	N/A	<p>Report of: Strategic Director, Place</p> <p>Report Author: Phil Clarke Tel: 29-3705</p>
30928	<p>Pedestrian Crossing Priority Locations. <i>Policy Committee Decision - Key</i> This report identifies the pedestrian priority crossing locations based on the new pedestrian prioritisation system. It also asks for permission to proceed with the construction of those crossing points identified within the report within the financial year 2012/13</p> <p><i>Wards affected: All Wards</i></p>	27 Nov 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Tracy Davison Tel: 29-2813</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
30948	<p>Pedal Cycle Parking Places <i>Policy Committee Decision - non-Key</i> This report is to hear the objections of the TROs for pedal cycle parking place in Lansdowne Place and Whitecross Street and for the committee to make a decision on whether to overrule the objections or not.</p> <p><i>Wards affected: Brunswick & Adelaide; St Peter's & North Laine</i></p>	27 Nov 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Adrian Barritt Tel: 29-3860</p>
31516	<p>Trial of Motorcycle use of bus lanes <i>Policy Committee Decision - non-Key</i> Proposal to allow use of bus lanes for a trial period on two sections of road - A23 Carden Ave to Preston Drive; A259 Ovingdean Roundabout to Longridge Ave. Both sites will be monitored with a further control site on the A259.</p> <p><i>Wards affected: Patcham; Rottingdean Coastal; Withdean</i></p>	27 Nov 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Andrew Renaut Tel: 29-2477</p>
ENVIRONMENT & SUSTAINABILITY COMMITTEE				
31378	<p>Communal Recycling City Centre <i>Policy Committee Decision - non-Key</i> Report seeking: - Outline approval for business case to roll out communal recycling in the city centre -Permission to consult on communal recycling</p> <p><i>Wards affected:</i></p>	28 Nov 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Jan Jonker Tel: 29-4722</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
31746	<p>Nomination of Sites for Queen Elizabeth II Fields Challenge <i>Policy Committee Decision - non-Key</i> To seek approval for a list of open spaces nominated for protection by Fields in Trust</p> <p><i>Wards affected: All Wards</i></p>	28 Nov 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Jan Jonker Tel: 29-4722</p>
32107	<p>Environmental Management System <i>Policy Committee Decision - non-Key</i> A report on progress on the council's ISO 14001 Environmental Management System and Sustainable Events Programme covering Events and Venues. Recommending further development of the Sustainable Events Programme to achieve new ISO 20121 events standard by end of 2012 and maintain the ISO 14001 Environmental Management Systems certification.</p> <p><i>Wards affected: All Wards</i></p>	28 Nov 2012		<p>Report of: Strategic Director, Place</p> <p>Report Author: Adam Bates Tel: 29-2600, Shelaine Siepel</p>
Decisions Anticipated for December 2012				

Brighton & Hove City Council Meeting Work Plan

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
Decisions Anticipated for January 2013				
POLICY & RESOURCES COMMITTEE				
25996	<p>Council Tax Base 2013/14 <i>Policy Committee Decision - Key</i> To set the council tax base and establish the estimated revenue from Council Tax for 2013/14</p> <p><i>Wards affected: All Wards</i></p>	17 Jan 2013		<p>Report of: Director of Finance</p> <p>Report Author: Mark Ireland Tel: 29-1240, James Hengeveld Tel: 29-1242</p>
26001	<p>Health and Safety Annual Service Plan 2013/14 <i>Policy Committee Decision - Key</i> To approve the annual service plan. To ensure transparency and accountability the Council details its planned health & safety enforcement and advice work in a service plan as required by Section 18 of the Health & Safety at Work etc Act 1974.</p> <p><i>Wards affected: All Wards</i></p>	17 Jan 2013 31 Jan 2013		<p>Report of: Strategic Director, Place</p> <p>Strategic Director, Place</p> <p>Report Author: Roy Pickard Tel: 29-2145</p>
25998	<p>Official Feed and Food Controls Service Plan 2013/14 <i>Policy Committee Decision - Key</i> To seek approval for the Feed and Food Controls Service Plan. To ensure transparency and accountability the Council details its planned food safety and standards work in a service plan as required by the food standards agency.</p> <p><i>Wards affected: All Wards</i></p>	17 Jan 2013 31 Jan 2013		<p>Report of: Strategic Director, Place</p> <p>Strategic Director, Place</p> <p>Report Author: Nick Wilmot Tel: 29-2157</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
30019	<p>Quarterly Surveillance Report (January 2013) <i>Policy Committee Decision - non-Key</i> Update on surveillance activity carried out by officers in previous quarter Wards affected: All Wards</p>	17 Jan 2013		<p>Report of: Director of Finance Report Author: Jo Player Tel: 29-4086</p>
CHILDREN & YOUNG PEOPLE COMMITTEE				
31600	<p>Youth Justice Service Plan 12-13 Revised <i>Policy Committee Decision - non-Key</i> The revised action plan for the Youth Offending Service takes into account the findings of the Peer Review and HM Probation Inspection reports and identifies the partnership's six agreed service priorities for Youth Justice in Brighton & Hove Wards affected: All Wards</p>	14 Jan 2013		<p>Report of: Strategic Director, People Report Author: Andy Whippey Tel: 29-5391, Anna Gianfrancesco Tel: 29-3966</p>
TRANSPORT COMMITTEE				
31368	<p>City Wide Parking Review <i>Policy Committee Decision - Key</i> A report on the results of the city wide parking review consultation including a local authorities comparison research together with recommendations in respect of parking management policy and a proposed programme of resident parking scheme consultations Wards affected: All Wards</p>	15 Jan 2013		<p>Report of: Strategic Director, Place Report Author: Owen McElroy Tel: 29-0368</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
31383	<p>Amex Community Stadium Residents Parking Proposals - Consideration of Informal Consultation Results <i>Policy Committee Decision - non-Key</i> To consider the results of the informal consultation into proposed resident parking schemes for Coldean and Moulsecoomb</p> <p><i>Wards affected: Hollingdean & Stanmer; Moulsecoomb & Bevendean</i></p>	15 Jan 2013		<p>Report of: Strategic Director, Place</p> <p>Report Author: Owen McElroy Tel: 29-0368</p>
HOUSING COMMITTEE				
32159	<p>Housing Revenue Account Budget 2013/14 <i>Policy Committee Decision - Key</i> To agree the budget estimates including savings proposals, reserve levels, rent and service charge levels, for the Housing Revenue Account (HRA) 2013/14 and recommend approval by Policy & Resources & Full Council.</p> <p><i>Wards affected: All Wards</i></p>	16 Jan 2013 14 Feb 2013		<p>Report of: Director of Finance, Strategic Director, Place</p> <p>Report Author: Sue Chapman Tel: 29-3105</p>
32157	<p>Housing Revenue Account Capital Programme 2013-2016 <i>Policy Committee Decision - Key</i> To agree the Housing Revenue Account Capital Programme Budget and financing for 2013/14 and recommend approval by Policy & Resources Committee</p> <p><i>Wards affected: All Wards</i></p>	16 Jan 2013 14 Feb 2013		<p>Report of: Strategic Director, Place, Director of Finance</p> <p>Report Author: Susie Allen Tel: 294499</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
31587	<p>Tenancy Strategy 2013 <i>Policy Committee Decision - non-Key</i> The Localism Act makes it a statutory duty for each local authority in England to produce and publish a strategic Tenancy Strategy that will guide providers of social housing in development of their tenancy policies.</p> <p><i>Wards affected: All Wards</i></p>	16 Jan 2013		<p>Report of: Strategic Director, Place</p> <p>Report Author: Andy Staniford Tel: 29-3159</p>
ADULT CARE & HEALTH COMMITTEE				
31327	<p>Fee Levels in Adult Social Care Services 2013/14 <i>Policy Committee Decision - Key</i> To approve the fee's that will be paid to service providers for adult social care services.</p> <p><i>Wards affected: All Wards</i></p>	21 Jan 2013		<p>Report of: Director of Adult Social Services</p> <p>Report Author: Anne Hagan Tel: 01273 296370, Jane MacDonald Tel: 29-5038</p>
31380	<p>Charging for Adult Social Care Services 2013/14 <i>Policy Committee Decision - Key</i> This report proposes the financial charges for people who use social care services during 2013/14.</p> <p><i>Wards affected: All Wards</i></p>	21 Jan 2013		<p>Report of: Director of Adult Social Services</p> <p>Report Author: Angie Emerson Tel: 01273 295666</p>
ECONOMIC DEVELOPMENT & CULTURE COMMITTEE				

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
Decisions Anticipated for February 2013				
POLICY & RESOURCES COMMITTEE				
26069	Targeted Budget Management (TBM) 2012/13 Month 9 <i>Policy Committee Decision - Key</i> <i>Wards affected: All Wards</i>	14 Feb 2013		Report of: Director of Finance Report Author: Jeff Coates Tel: 29-2364, Nigel Manvell Tel: 29-3104
26018	General Fund Revenue Budget & Council Tax 2013/14 <i>Policy Committee Decision - Key</i> To agree the revenue budget and council tax for 2013/14 and recommend approval by Full Council <i>Wards affected: All Wards</i>	14 Feb 2013 28 Feb 2013		Report of: Director of Finance Director of Finance Report Author: Mark Ireland Tel: 29-1240, James Hengeveld Tel: 29-1242
26020	Capital Resources & Capital Investment Programme 2013/14 <i>Policy Committee Decision - Key</i> To agree the planned capital investment programme for all council services and recommend approval by Full Council. <i>Wards affected: All Wards</i>	14 Feb 2013 28 Feb 2013		Report of: Director of Finance Director of Finance Report Author: James Hengeveld Tel: 29-1242

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
26054	<p>Housing Revenue Account Budget 2013/14 <i>Policy Committee Decision - Key</i> To agree the budget estimates including savings proposals, reserve levels, rent and service charge levels, for the Housing Revenue Account (HRA) 2013/14 and recommend approval by Full Council.</p> <p><i>Wards affected: All Wards</i></p>	<p>14 Feb 2013 28 Feb 2013</p>		<p>Report of: Strategic Director, Place Strategic Director, Place Report Author: Sue Chapman Tel: 29-3105</p>
32155	<p>Housing Revenue Account Capital Programme 2013-2016 <i>Policy Committee Decision - Key</i> To agree the Housing Revenue Account Capital Programme Budget and financing for 2013/14</p> <p><i>Wards affected: All Wards</i></p>	<p>14 Feb 2013 14 Feb 2013</p>		<p>Report of: Director of Finance, Strategic Director, Place Report Author: Susie Allen Tel: 294499</p>
ENVIRONMENT & SUSTAINABILITY COMMITTEE				

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
Decisions Anticipated for March 2013				
POLICY & RESOURCES COMMITTEE				
30151	<p>Annual Investment Strategy 2013/14 <i>Policy Committee Decision - Key</i> A report to recommend the 2013/14 Annual Investment Strategy</p> <p><i>Wards affected: All Wards</i></p>	<p>21 Mar 2013 28 Mar 2013</p>		<p>Report of: Director of Finance Director of Finance</p> <p>Report Author: Peter Sargent Tel: 29-1241</p>
26151	<p>Planned Maintenance Budget Allocation 2013-14 and Programme of Works for the Council's Operational Buildings <i>Policy Committee Decision - Key</i> Report on the proposed 2013-14 budget allocation of planned maintenance works to the council's operational buildings to include civic, historic, commercial and social care properties.</p> <p><i>Wards affected: All Wards</i></p>	<p>21 Mar 2013</p>		<p>Report of: Strategic Director, Place</p> <p>Report Author: Angela Dymott Tel: 29-1450</p>
30149	<p>Treasury Management Policy Statement 2013/14 <i>Policy Committee Decision - Key</i> A report to recommend the 2013/14 Treasury Management Policy Statement, incorporating the Treasury Management Practices and Schedules</p> <p><i>Wards affected: All Wards</i></p>	<p>21 Mar 2013</p>		<p>Report of: Director of Finance</p> <p>Report Author: Peter Sargent Tel: 29-1241</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
ADULT CARE & HEALTH COMMITTEE				
CHILDREN & YOUNG PEOPLE COMMITTEE				
28157	<p>Admissions Arrangements for Brighton & Hove Schools 2014/15 <i>Policy Committee Decision - Key</i> To set out the proposed admission arrangements for community schools for 2014/15 and proposed admission numbers for all maintained schools in the City.</p> <p>To set out the revised schemes for co-ordinated admissions, including key dates, and also the background to consultation with Voluntary Aided schools on their admission arrangements.</p> <p><i>Wards affected: All Wards</i></p>	<p>11 Mar 2013</p> <p>28 Mar 2013</p>	<p>Report of: Strategic Director, People</p> <p>Strategic Director, People</p> <p>Report Author: Gil Sweetenham Tel: 29-3474</p>	
ECONOMIC DEVELOPMENT & CULTURE COMMITTEE				
HOUSING COMMITTEE				
TRANSPORT COMMITTEE				
LICENSING COMMITTEE				
Decisions Anticipated for April 2013				
ECONOMIC DEVELOPMENT & CULTURE COMMITTEE				
ENVIRONMENT & SUSTAINABILITY COMMITTEE				

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
TRANSPORT COMMITTEE				
31388	<p>Amex Community Stadium Residents Parking Proposals - Consideration of Objections and Representations to Traffic Regulation Orders</p> <p><i>Policy Committee Decision - non-Key</i></p> <p>To consider the results of the formal consultation following advertising of traffic regulation orders for proposed resident parking schemes for Coldean and Moulsecoomb.</p> <p><i>Wards affected: Hollingdean & Stanmer; Moulsecoomb & Bevendean</i></p>	30 Apr 2013		<p>Report of: Strategic Director, Place</p> <p>Report Author: Owen McElroy Tel: 29-0368</p>
Decisions Anticipated for May 2013				
POLICY & RESOURCES COMMITTEE				
26158	<p>Asset Management Fund 2013/14</p> <p><i>Policy Committee Decision - Key</i></p> <p>To seek Cabinet Member Approval for the allocation of the Asset Management Fund 2013/14</p> <p><i>Wards affected: All Wards</i></p>	2 May 2013		<p>Report of: Strategic Director, Place</p> <p>Report Author: Angela Dymott Tel: 29-1450</p>
30021	<p>Quarterly Surveillance Report (May 2013)</p> <p><i>Policy Committee Decision - non-Key</i></p> <p>Update on surveillance activity carried out by officers in previous quarter</p> <p><i>Wards affected: All Wards</i></p>	2 May 2013		<p>Report of: Director of Finance</p> <p>Report Author: Jo Player Tel: 29-4086</p>

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
HOUSING COMMITTEE				
Decisions anticipated for June 2013				
POLICY & RESOURCES COMMITTEE				
ADULT CARE & HEALTH COMMITTEE				
CHILDREN & YOUNG PEOPLE COMMITTEE				
ECONOMIC DEVELOPMENT & CULTURE COMMITTEE				
HOUSING COMMITTEE				
LICENSING COMMITTEE				
Decisions anticipated for July 2013				
Decisions anticipated for August 2013				
ITEMS PREVIOUSLY LISTED IN THE COMMITTEE WORK PROGRAMME BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED				
29414	Volks Railway- Replacement of Siding Sheds <i>Policy Committee Decision - non-Key</i> <i>Wards affected: Rottingdean Coastal</i>			Report of: Strategic Director, Communities Report Author: Toni Manuel Tel: 29-0394

Ref	Report Details	Committee Date	Consultation	Lead Director Lead Officer
29463	<p>Patcham Court Farm Site <i>Policy Committee Decision - Key</i></p> <p><i>Wards affected: Patcham</i></p>			<p>Report of: Strategic Director, Resources</p> <p>Report Author: Angela Dymott Tel: 29-1450, Ralph Long Tel: 29-1442</p>
29738	<p>Patcham Court Farm Site - Exempt Category 3 <i>Policy Committee Decision - non-Key</i> Re-marketing of development site</p> <p><i>Wards affected: Patcham</i></p>		<p>The public are likely to be excluded from the meeting during consideration of this report as it contains exempt information as defined in paragraph (3) of schedule 12A, Part 1 of the Local Government Act 1972 (as amended)</p>	<p>Report of: Strategic Director, Resources</p> <p>Report Author: Angela Dymott Tel: 29-1450</p>

Public Questions, Petitions and Deputations

Public Questions

Anyone who lives or works in Brighton & Hove can ask a public question at a meeting of Full Council, Policy and Resources or any other Council Committee. To submit a public question, email the Head of Democratic Services (mark.wall@brighton-hove.gov.uk) by midday on the fifth working day before the meeting that you want to consider your question.

Frequently Asked Questions

Q – Who can ask questions and at which meetings?

A – Any member of the public can come along and ask a question at a meeting of:

Full Council;

The Cabinet;

A Cabinet Member Meeting;

A Committee of Cabinet;

A Council Committee; or

A Sub Committee

Q – I want to ask a question what do I do next?

A – Work out what you want to ask and make sure it comes to no more than 100 words. Also, it should only be one question and you must include your name and address.

Q – Is there (a) a deadline and (b) who do I send my question to?

A - The question must be delivered / sent to the Head of Democratic Services to arrive no later than midday on the fifth working day before the meeting at which you want to ask your question.

Q – Are there any special points I need to know?

A – Questions should be only one question; must be about something for which the council has responsibility and should not be substantially the same as a question which has already been asked in the last six months. Also, you must attend the meeting in person.

Q – If I come along to a meeting and ask a question, do I get the chance to ask any follow up questions?

A – You would have the opportunity to ask a supplementary question at the meeting if you wanted to.

Q – How long is allowed for public questions?

A – Fifteen minutes is allowed for all public questions at any meeting.

Petitions

One of the easiest and most popular ways of engaging in the democratic process is to sign a petition.

A petition or an e-Petition is a quick and easy way to bring issues to the attention of our councillors and influence local decision making.

Petitions can be sent in the form of a paper petition and/or set up an e-petition. Paper petitions should be sent to Democratic Services, Brighton & Hove City Council, King's House, Grand Avenue, Hove, BN3 2LS at least 10 days before the meeting at which you would like the petition to be presented.

If you create an e-Petition you will be required to provide the council with basic personal information so that we can contact you about your e-Petition. The information will only be used for this purpose, although we may need to pass your details to the relevant department to enable them to respond to the issues you raise.

If you sign an e-Petition on this website, you will be required to provide us with basic personal information to enable us to verify the "signatures" collected are genuine. Your name (but no other details) will be published on the e-Petition website.

Deputations

Anyone who lives or works in Brighton & Hove can submit a deputation to an ordinary meeting of Full Council. To submit a deputation, email the Head of Democratic Services (mark.wall@brighton-hove.gov.uk) by midday on the fifth working day before the relevant meeting.

Frequently Asked Questions

Q. What is a Deputation?

A. A Deputation is the name given to the means by which a group of people (up to six) can come along to a meeting and speak on a matter which they wish to be discussed and to which they wish to draw attention.

Q. Who can make Deputations and at which meetings?

A. A Deputation can be presented by members of the public (no more than six) at a meeting of:

- Full Council
- The Cabinet
- A Committee of the Cabinet
- A Cabinet Member Meeting
- A Council Committee

Q. I want to send in a Deputation what do I do next?

A. You must notify the Chief Executive in writing to arrive no later than midday on the fifth working day before the meeting at which you want to present your deputation. You will need to give details of:

- The subject you wish to speak about
- The names and addresses of the other people involved with the deputation (no more than 6)

- The name of the person who will present the Deputation.

Note: Once the Deputation has been received by the Chief Executives Office it will be put the next appropriate meeting. The person presenting the Deputation will be notified about this.

Q. If I come along as part of a Deputation what will happen at the meeting?

A. Once the person presenting the Deputation has done so, it will either be noted or a report on the matter will be requested.

Q. How long is allowed at meetings for Deputations?

A. Fifteen minutes is allowed for all Deputations at any meeting.

Full details of how to submit a deputation or a public question can be found in the Council's Constitution.

Older People's Council (OPC) Work Programme 2011-2012

Agenda items/ Speakers	Reason for the agenda item	Outcome & Monitoring
22 May 2012 Kings House 10am		
Brighton & Hove City Libraries	Library Services and Older People	Update and answers to questions. Further information requested
WHO Application: Age-friendly City	To discuss the 'vision'	Agree to investigate further – initial meeting with interested parties
OPC Constitutional Changes	Proposals re by-election and co-optees	Changes agreed
19 June 2012- JOINT PUBLIC MEETING – Fire Safety and Community Safety - Jubilee Library		
10am East Sussex Fire and Rescue	Older People Keeping Safe	
11am Councillor Ben Duncan, Chair, Community Safety Forum and Linda Beanlands		
OPC meeting previously scheduled for 17 July has been cancelled due to the Saturday 14 July 11am – 5pm – People's Day including Democracy Debate (in and around Jubilee Street, Brighton)		
21 August 2012 Kings House 10am		
Age Friendly City update		
18 September 2012 10am AGM PUBLIC MEETING Jubilee Library CR1		
Mayor Councillor Bill Randall plus Housing Update from Nick Hibberd		
23 October Kings House 10am		
Home Care Services		

Older People's Council (OPC) Work Programme 2011-2012

Age Friendly City		
20 November Kings House 10.30am		
Working group meeting	OPC working Spokesperson roles	Work planning through to September
18 December 2012 Kings House 10.30am		
10.15am The Keep: Wendy Walker 11.15am – Fee Levels in Adult Social Care: Anne Hagan 12pm –New Dynamics of Ageing Programme: John Barry	Item on the Forward Plan	
22 January 2013 Jubilee Library CR1		
Budget Consultation Meeting	Mark Ireland & James Hengeveld	
19 February 2013 KH 10.30am		
19 March 2013 10.30am Jubilee Library CR1		
23 April KH 10.30am		
21 May KH 10.30am		
18 June 2013 10.30am Jubilee Library CR1		
23 July KH 10.30am		
20 August KH 10.30am		
17 September 2012 10.30am AGM Jubilee Library CR1		
22 October KH 10.30am		

Older People's Council (OPC) Work Programme 2011-2012

19 November KH 10.30am		

Possible items for work programme:

Police & Crime Commissioner (Summer 2013)

Planning

Licensing

GP's

Home Care Services

Alcohol and Older people

Older People's Strategy

Environment Improvement Team

