





**Brighton & Hove  
City Council**

# Policy & Resources Committee

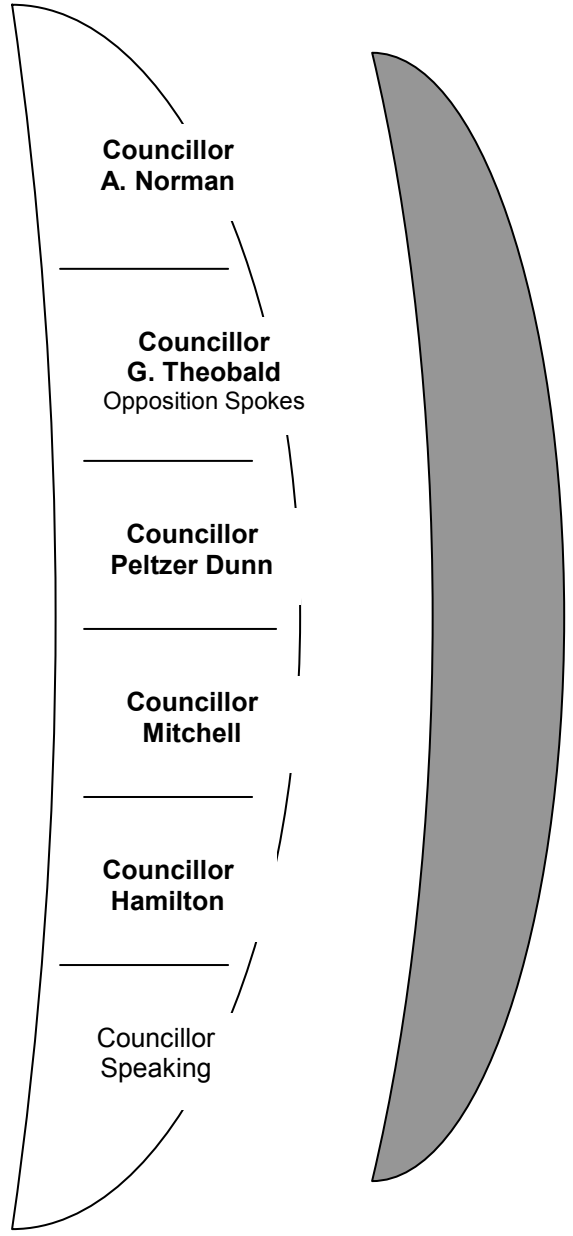
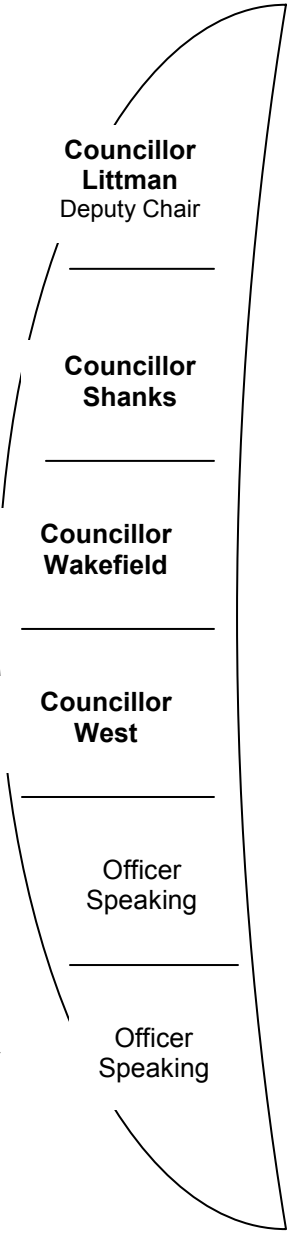
Title:	<b>Policy &amp; Resources Committee</b>
Date:	<b>11 October 2012</b>
Time:	<b>4.00pm</b>
Venue	<b>Council Chamber, Hove Town Hall</b>
Members:	<b>Councillors:</b> J Kitcat (Chair), Littman (Deputy Chair), G Theobald (Opposition Spokesperson), Hamilton, Mitchell (Opposition Spokesperson), A Norman, Peltzer Dunn, Shanks, Wakefield and West.
Contact:	<b>Mark Wall</b> Head of Democratic Services 01273 291006 mark.wall@brighton-hove.gov.uk

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# Democratic Services: Policy & Resources Committee

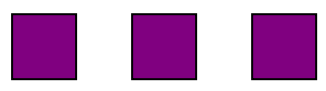
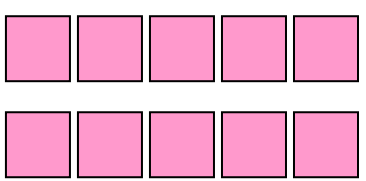
Monitoring Officer	Councillor J. Kitcat Chair	Acting Chief Executive	Head of Democratic Services
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- Acting Director of Finance
- Director of Adult Services
- Strategic Director People
- Strategic Director Place
- Director of Public Health
- Interim Lead Culture, Tourism & Leisure Sports & Leisure



Public Speaker	Public Speaker
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Public Seating



Press



## AGENDA

## PROCEDURAL MATTERS

## 48. PROCEDURAL BUSINESS

(a) **Declaration of Substitutes:** Where Councillors are unable to attend a meeting, a substitute Member from the same Political Group may attend, speak and vote in their place for that meeting.

(b) **Declarations of Interest:**

- (a) Disclosable pecuniary interests not registered on the register of interests;
- (b) Any other interests required to be registered under the local code;
- (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

- (i) the item on the agenda the interest relates to;
- (ii) the nature of the interest; and
- (iii) whether it is a disclosable pecuniary interest or some other interest.

If unsure, Members should seek advice from the committee lawyer or administrator preferably before the meeting.

(d) **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 Two 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.*

## 49. MINUTES

To consider the minutes of (a) the last ordinary meeting held on the 12<sup>th</sup> July and (b) the minutes of the special meeting held on the 6<sup>th</sup> September 2012 (copies attached).

## POLICY & RESOURCES COMMITTEE

Contact Officer: Mark Wall  
Ward Affected: All Wards

Tel: 29-1006

### 50. CHAIR'S COMMUNICATIONS

### 51. CALL OVER

- (a) Items (54 – 69) will be read out at the meeting and Members invited to reserve the items for consideration.
- (b) Those items not reserved will be taken as having been received and the reports' recommendations agreed.

## GENERAL MATTERS

### 52. PUBLIC INVOLVEMENT

To consider the following matters raised by members of the public:

- (a) **Petitions:** to receive any petitions presented by members of the public to the full council or at the meeting itself;
- (b) **Written Questions:** to receive any questions submitted by the due date of 12 noon on the 4<sup>th</sup> October 2012;
- (c) **Deputations:** to receive any deputations submitted by the due date of 12 noon on the 4<sup>th</sup> October 2012.

### 53. MEMBER INVOLVEMENT

27 - 30

To consider the following matters raised by councillors:

- (a) **Petitions:** to receive any petitions submitted to the full Council or at the meeting itself;
- (b) **Letters:**
  - (i) to consider a letter from Councillor Mitchell concerning the allocation of committee places (copy attached);
- (c) **Notices of Motion:**
  - (i) to consider a Notice of Motion from Councillor G. Theobald concerning the allocation of committee places (copy attached).

## FINANCIAL MATTERS

### 54. TARGETED BUDGET MANAGEMENT (TBM) 2012/13 MONTH 5

31 - 88

Report of the Director of Finance (copy attached).

Contact Officer: Nigel Manvell, Jeff Coates

Tel: 29-3104, Tel:  
29-2364

Ward Affected: All Wards

**STRATEGIC & POLICY MATTERS**

**55. ANNUAL SURVEILLANCE REPORT 89 - 130**

Report of the Acting Chief Executive (copy attached).

*Contact Officer: Jo Player Tel: 29-4086*  
*Ward Affected: All Wards*

**56. TENANT SCRUTINY 131 - 158**

Report of the Strategic Director; Place together with extracts from the Housing Committee meeting held on the 26<sup>th</sup> September and the Housing Management Consultative Sub-Committee meeting held on the 4<sup>th</sup> September 2012 (copies attached).

*Contact Officer: Karen Amsden Tel: 29-1084*  
*Ward Affected: All Wards*

**57. ARMED FORCES COMMUNITY COVENANT 159 - 172**

Report of Head of Policy, Performance & Analysis (copy attached).

*Contact Officer: Clair Hopkins, Mary Evans Tel: 29-1577*  
*Ward Affected: All Wards*

**REGENERATION & PROPERTY MATTERS**

**58. INSTALLATION OF AUTOMATIC METER READING (AMR) EQUIPMENT TO ELECTRICITY, GAS, WATER & HEAT METERS 173 - 184**

Report of the Strategic Director; Place (copy attached).

*Contact Officer: Angela Dymott Tel: 29-1450*  
*Ward Affected: All Wards*

**59. VOLUNTARY DEDICATION OF LAND UNDER THE CROW ACT 185 - 200**

Report of the Strategic Director; Place (copy attached).

*Contact Officer: Angela Dymott Tel: 29-1450*  
*Ward Affected: Hollingdean & Stanmer; Patcham*

**60. ACCELERATED WORKSTYLES 201 - 212**

Report of the Strategic Director; Place (copy attached).

*Contact Officer: Angela Dymott Tel: 29-1450*  
*Ward Affected: All Wards*

## CONTRACTUAL MATTERS

- 61. CORPORATE PROCUREMENT OF ENERGY - NON HALF HOURLY ELECTRICITY (SUB 100KW) CONTRACT COMMENCING APRIL 2013** 213 - 228

Report of the Strategic Director; Place (copy attached).

*Contact Officer: Angela Dymott Tel: 29-1450*  
*Ward Affected: All Wards*

## GENERAL MATTERS

- 62. COMMUNITY RIGHTS UNDER LOCALISM ACT 2011** 229 - 240

Report of the Monitoring Officer (copy attached).

*Contact Officer: Elizabeth Culbert Tel: 29-1515*  
*Ward Affected: All Wards*

- 63. NOMINATION OF MEMBER TO SERVE ON PROPOSED COASTAL WEST SUSSEX STRATEGIC PLANNING BOARD** 241 - 244

Report of the Strategic Director; Place (copy attached).

*Contact Officer: Mike Holford Tel: 29-2501*  
*Ward Affected: All Wards*

- 64. SHARED SERVICES: REQUEST FOR SCRUTINY REVIEW** 245 - 250

Extract from the proceedings of the Overview & Scrutiny Committee meeting held on the 10<sup>th</sup> September 2012 (copy attached).

*Contact Officer: Tom Hook Tel: 29-1110*  
*Ward Affected: All Wards*

- 65. NOMINATION OF A REPRESENTATIVE FOR THE FIRE AUTHORITY**

To approve the appointment of Councillor Duncan to the East Sussex Fire Authority as the third Member from the Green Group, in place of Councillor Summers who has withdrawn from this body.

*Contact Officer: Mark Wall Tel: 29-1006*  
*Ward Affected: All Wards*

- 66. ITEMS REFERRED FOR COUNCIL**

To consider items to be submitted to the 25<sup>th</sup> October 2012 Council meeting for information.

*In accordance with Procedure Rule 24.3a, the Committee may determine that any item is to be included in its report to Council. In addition, each Minority Group may specify one further item to be included by notifying the Chief Executive no later than 10.00am on 8<sup>th</sup> October 2012 (the eighth*

*working day before the Council meeting to which the report is to be made), or if the Committee meeting takes place after this deadline, immediately at the conclusion of the Committee meeting.*

**PART TWO**

**Page**

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**REGENERATION & PROPERTY MATTERS**

**67. ACCELERATED WORKSTYLES - EXEMPT CATEGORY 3 251 - 262**

Report of the Strategic Director; Place (circulated to Members only).

*Contact Officer: Angela Dymott Tel: 29-1450*  
*Ward Affected: All Wards*

**GENERAL MATTERS**

**68. APPOINTMENT OF CHIEF EXECUTIVE - EXEMPT CATEGORIES 3 AND 4 To Follow**

Report of the Monitoring Officer (circulated to Members only).

*Contact Officer: Mark Wall Tel: 29-1006*  
*Ward Affected: All Wards*

**PROCEDURAL MATTERS**

**69. PART TWO MINUTES 263 - 270**

To consider the part two minutes of (a) the last ordinary meeting held on the 12<sup>th</sup> July and (b) the special meeting held on the 6<sup>th</sup> September 2012 (copies circulated to Members only).

*Contact Officer: Mark Wall Tel: 29-1006*  
*Ward Affected: All Wards*

**70. PART TWO PROCEEDINGS**

To consider whether the items listed in Part Two of the agenda and decisions thereon should remain exempt from disclosure to the press and public.

## POLICY & RESOURCES COMMITTEE

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 and deputations to committees and details of how questions and deputations can be raised can be found on the website and/or on agendas for the meetings.

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

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

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

### WEBCASTING NOTICE

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For further details and general enquiries about this meeting contact Mark Wall, (01273 291006, email [mark.wall@brighton-hove.gov.uk](mailto:mark.wall@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)

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Date of Publication - Wednesday, 3 October 2012