

01 May 2014

This record relates to Agenda Item 170

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: ASSET MANAGEMENT FUND 2014/15

AUTHOR: ANGELA DYMOTT

THE DECISION

That the recommended remaining allocations of AMF bids totalling £0.275 million as detailed in paragraph 3.4 of the report be agreed.

ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

This report seeks to approve the remaining balance of the AMF financial allocation and the recommended bids as detailed at paragraph 3.4 and Appendix 1 for property improvements, access requirements under the Equality Act 2010 and property related Health & Safety requirements for 2014-2015

CONCLUSION

Failure to improve the council's core office accommodation, address property related access obligations under the Equalities Act 2010 and property related Health & Safety legislation would increase council risks and liabilities, inhibit service delivery, may lead to a negative perception of the council, reduce the value of our assets and prevent fulfilling the council's priorities, aims and objectives as stated in the Corporate Property Strategy and Asset Management Plan.

Proper Officer:

Date: 27/05/2014

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

Note: This decision will come into force at the expiry of 5 working days from the date of the meeting at which the decision was taken subject to:

- (i) any requirement for earlier implementation of the decision or,
- (ii) the decision being called in for review by 5 Members from two or more Groups represented on the Council.

01 May 2014

This record relates to Agenda Item 171

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: LOCAL GOVERNMENT PENSION
SCHEME 2014 - EMPLOYER
DISCRETIONS

AUTHOR: KATIE OGDEN

THE DECISION

That it be agreed to maintain its current pension discretions as set out at paragraphs 2.1.1- 2.1.7 and apply these to the Local Government Pension Scheme Regulations 2013. Specifically these are:-

- (i) The council continues its current practice not to fund in whole or in part, any purchase of additional pension benefits via Additional Regular Contributions (ARCs) or Purchase of Added Years or Additional Pension Contributions (APCs) as set out at section 4.1 of the report.
- (ii) The council maintains its policy that any actuarial reduction due to early payment of benefits due to flexible retirement is absorbed by the individual member unless they have been placed at risk of redundancy as set out at paragraph 4.2.10
- (iii) The council maintains its policy, to support applications for Voluntary Early Retirement made on compassionate grounds and, where agreed, to waive any actuarial reduction as set out at section 4.3 of the report. In all other applications for voluntary retirement, the actuarial reduction will be absorbed by the individual member.
- (iv) The council maintains its policy not to award any additional pension as detailed in section 4.4.
- (v) The council continues to assess and apply rebanding of pension contributions on an annual basis as at 1st April regardless of material changes throughout the financial year as detailed in section 4.5.
- (vi) The council does not switch on the 85 year rule for employees who voluntarily retire between the ages of 55-60 and continues with its current policy to only consider this as an exception on compassionate grounds.

That the Policy & Resources Committee agree that the council's pension policy is updated in accordance with the new scheme and delegations.

ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

In conclusion it is recommended that the council does not change its existing pension's policies but transfers these to the new and amended provisions of the Local Government Pension Scheme 2013.

The existing policies provide equitable and fair application of employer discretions to scheme members whilst protecting the financial interests of the council.

CONCLUSION

Additional Pension Contributions

The facility to pay Additional Pension Contributions (APCs) is a new provision from 1st April 2014 which replaces the existing Additional Regular Contributions (ARCs) and former Purchase of Added Years as a means of topping up Local Government Pension Scheme benefits.

Scheme members may purchase additional Local Government Pension Scheme benefits by means of Additional Pension Contributions (APCs) up to a maximum limit of £6,500 per annum as set by the scheme regulations. This limit is set from 1st April 2014 and will be reviewed each April in line with Pensions Increase.

The amount to be paid is determined by the pension scheme administrator in accordance with actuarial guidance based on age and gender. The guidance may be reviewed at any time and may result in a revision of the rate of contributions to be paid each April. It would be difficult to substantiate the benefits to business needs against the additional high cost of contributing towards guaranteed benefits at rate that is subject to revision.

The council's current policy is that it will not fund in whole or in part any Additional Regular Contributions (ARCs).

Flexible Retirement

The council's flexible retirement policy is intended as a short-term measure to enable a member to ease themselves into retirement by a stepping down process that allows them to become accustomed to lower pay and reduced working hours. It can also be used as a viable management tool for succession planning.

An average of 21 employees has taken flexible retirement each year over the past three years with 26 cases agreed in 2013-14, 92% of which resulted in no cost to the council.

Cases where there is no cost to the council for early payment of pension benefits, i.e. all employees over the age of 60 or those aged 55-60 who have no 85 year rule protection are reviewed and authorised by the Head of the Employing Service and the Head of Human Resources and OD. These are cases where there is either no cost for early payment of pension benefits or the cost is absorbed by the member through an actuarial reduction to the benefits paid.

Cases where there is a cost to the council for early payment of pension benefits, i.e. employees aged 55-60 who meet the criteria for 85 year rule protection are taken to the Early Retirement Compensation Panel. The service is expected to relinquish hours from their budget in these circumstances to aim to achieve a target level of annualised savings of 33.3%.

The 2014 regulations will allow for employees to retire voluntarily from age 55 onwards without employer consent where the member reduces their working hours or grade. Where flexible retirement is not agreed by the council, under the new regulations a member would be able to leave the council's employment under the

new voluntary retirement regulations.

The existing regulations allow for all or part of the pension benefits to be brought into payment which is reflected in the council's policy. In practice the pension scheme administrators have never been asked to action part payment of benefits by any fund employer nor have they received Government Actuary Department (GAD) guidance to date as to how such benefits should be calculated.

Where an actuarial reduction cannot be applied to a member's pension benefits, due to operation of the 85 year rule, the cost of early payment of pension falls to the service.

The council's criteria for good business decisions is for services to aim to achieve a target level of annualised savings of 33.3% for assessing business cases. Where there is a cost to the service for early payment of pension benefits the savings target is achieved by relinquishing hours from the service's budget.

Currently East Sussex County Council does not support a flexible retirement option for their employees. West Sussex County Council currently assess flexible retirement applications on a case by case basis where applications must make a business case and members must take a reduction in pay of at least 20%.

It is the council's current policy that any actuarial reduction to be applied due to early payment of benefits due to flexible retirement is absorbed by the member unless they have been placed at risk of redundancy. Such cases are reviewed on a case by case basis.

Voluntary Early Retirement

With effect from 1st April 2014 members will be entitled to leave the council's employment and claim their benefits from age 55 onwards without the council's consent. This has previously only been permissible from age 60 onwards. There will be no 85 year rule protection for benefits that are claimed before age 60. Whilst this gives flexibility to members as to when they can retire and claim their benefits the decision to do so will have a significant financial impact on those who would otherwise satisfy the criteria for 85 year rule protection from age 55-60. For example, the actuarial reduction for members claiming their benefits 10 years early would be 42% for males and 40% for females along with a 26% reduction to any retirement lump sum taken; for 7 years early 32% (males), 31% (females), 19% lump sum; and for 3 years early 16% (males), 15% (females), 8% lump sum.

Under the new regulations, the council has the discretion to waive in whole or in part any actuarial reduction that is applied in such circumstances. In addition the council has the discretion to 'switch on' the 85-year rule protection to an individual leaving between the age of 55 and 60. To waive the actuarial reduction or to switch on the 85 year rule protection would result in prohibitively high costs to the council.

The council's current policy is to only waive actuarial reductions in the case of successful applications for early payment of pension benefits on compassionate grounds. Such cases are reviewed on a case by case basis. It is recommended that the council retains its current policy as this provides a clear policy as to when and how the actuarial reduction can be waived in a fair and consistent practice.

Award of additional pension

The council has the discretion to award additional pension to an active member or where an active member was dismissed by reason of redundancy, or business efficiency or whose employment was terminated by mutual consent on grounds of business efficiency.

Where employment has ceased the award must be made within 6 months of the employment ending.

The council's current policy is to not award additional pension benefits; however there is scope in cases of redundancy to enhance the severance payment up to a maximum of 104 weeks' pay.

Over the past three years there have been five retirements from the council on the grounds of efficiency of the service; only one of these was during 2013-14.

With effect from 1st April 2014, the maximum additional pension that may be awarded under the Local Government Pension Scheme regulations is £6,500. This amount will be reviewed each April in accordance with the Pensions (Increase) Act.

The total additional pension that can be awarded is £6,500 and this limit will be reduced by any amount of additional pension already purchased under regulations 16(2)(e) and 16(4)(d).

The council's current policy is not to award any additional pension.

Re-banding of employee pension contributions

Employer pension contributions are assessed and set by the pension fund actuary as part of a triennial fund valuation. From the 2013/14 fund valuation the council's contribution rate is set at 18.5% (2014/15); 19% (2015/16); 19.5% (2016/17). There is an additional charge of £249,000 to be paid in 2016/17 but as yet it is not clear how this will be collected.

Pension benefits are not determined by the amount of contributions paid by an employee but by reference to scheme membership and salary. Scheme benefits are guaranteed and the employer contribution rate is set to ensure there are sufficient funds to pay scheme benefits in relation to each employing authority's members.

The rate at which active members pay employee pension contributions is determined by salary bandings. With effect from 1st April 2014 the actual whole time or part time pay will be used to assess the contribution rate for each separate employment. Previously the whole time equivalent salary has been used in all cases.

The council has the discretion as to whether to assess and change the contribution rate where there is a change of employment or a material change that affects pensionable pay during a financial year; or alternatively to assess annually as at 1st April.

Whilst an increase to employee contributions during a financial year does not impact on the level of benefits paid it could ease the burden on employer costs determined at valuation. The council has determined that it is more efficient to make the assessment on an annual basis rather than at points of change during the year.

Information in relation to pay and contributions is supplied annually to the pension scheme administrator by way of an end of year return which is used to update

pension records. If more than one contribution rate were to be used throughout a financial year this would skew the calculations completed by the scheme administrators resulting in inaccurate data on the pension records and a high volume of remuneration queries sent to the council to be checked and corrected.

The East Sussex Pension Scheme Administrators confirmed that East Sussex County Council and the majority of other fund employers barring those with a very small workforce reassess bandings on an annual basis.

The council's current policy is to assess contribution rates annually as at 1st April.

Other information

The contracted-out rate of National Insurance is to be abolished in 2016. Currently employees who are a member of an occupational pension scheme pay a lower rate of National Insurance as they have contracted out of the State Second Pension (SSP). This could potentially impact on scheme membership due to employees having to pay more in National Insurance Contributions. The contracted out rate of national Insurance for employers will also be abolished in 2016 and this is expected to add over £2 million of costs to the General Fund. However, the government has said that national expenditure control totals for local government will be adjusted and the council should therefore receive additional grant to offset this increased cost.

Proper Officer:

Date: 27/05/2014

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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01 May 2014

This record relates to Agenda Item 172

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: SHOREHAM AIRPORT

AUTHOR: OLIVER ASHA

THE DECISION

That the main principles in accordance with "List of Proposals" agreed by Worthing Borough Council (set out in Appendix 1) to the report be agreed:

- (i) ASAL shall surrender Airport Lease (subject to 2.1.2 to 2.1.7 below):
- (ii) The Councils grant a long lease of the Terminal Building, Hangar and car park to ASAL on substantially the same terms as the surrendered lease;
- (iii) ASAL shall grant BCAL a lease of the Terminal Building, Hangar and car park on similar terms to the Councils' lease to ASAL;
- (iv) The Councils grant a long lease of the Eastern Development Area and Western Development Area to ASAL on the same terms as the surrendered lease;
- (v) The Councils grant a long lease of the airport operational land (i.e. the old Airport Lease minus the sections granted under 2.1.2 and 2.1.4) to BCAL on substantially the same terms as the surrendered lease;
- (vi) The £1m deferred consideration shall be further deferred until a building built on the Eastern Development Land or Western Development Land is completed and occupied in part or whole.

That the Committee provide delegated authority to the Executive Director Environment Development & Housing and the Executive Director of Finance & Resources to enter into leases and other supplementary agreements in order to complete 2.1.

ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

Having considered the draft list of proposals produced by ASAL and the Business Plans of BCAL, officers believe that there is value in agreeing to the list of proposals which in turn will allow the drafting of revised leases and the commencement of due diligence.

In the short term the proposals for the Airport should enable much needed investment in Airport equipment; the Terminal and Municipal Hangar; and provide reassurance to the businesses and stakeholders at the Airport about its future operation.

CONCLUSION

Officers have considered demanding the £1m deferred consideration from ASAL. However ASAL would enter an insolvency situation if the £1m were demanded and due to the complex structure of leases and underleases this would likely result in the Airport falling into the hands of either another of the Albemarle group of companies as immediate sublessees holding long leases or alternatively a bank.

If the council does nothing then BCAL will stop investing time and money in the Airport, the sister company Flying Time Ltd will move its base of operations to another airport and, without significant investment coming from elsewhere the Airport will languish and is likely to close.

Proper Officer:

Date: 27/05/2014

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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01 May 2014

This record relates to Agenda Item 173

RECORD OF POLICY & RESOURCES COMMITTEE

POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: BRIGHTON AND HOVE SEASIDE
COMMUNITY HOMES - REGISTERED
PROVIDER APPLICATION

AUTHOR: SYLVIA PECKHAM

THE DECISION

The item was deferred.

ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

CONCLUSION

Proper Officer:

Date: 27/05/2014

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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01 May 2014

This record relates to Agenda Item 174

RECORD OF POLICY & RESOURCES COMMITTEE

POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: ROTTINGDEAN TERRACES

AUTHOR: IAN SHURROCK

THE DECISION

That Members agree an allocation of up to £3000 towards the cost of the ramp to the Rottingdean Terrace Stage subject to satisfactory granting of planning permission.

That the Committee instruct officers to develop a model form of legal agreement with groups such as parish councils who wish to fund projects on council land or apply for funding.

ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

Although BHCC officers were clear verbally that there was no funding in existing budgets for the cost of the ramp, there was no written agreement with RPC confirming this formally in writing prior to the commencement of the planning and design work. RPC are clearly of the view that the city council should make a contribution financially towards the ramp and had not agreed in writing to proceed with the ramp as sole funder. In the spirit of partnership and as a goodwill gesture, it is recommended that funding is made available in this case (subject to satisfactory granting of planning permission). The recommendation that an allocation of up to £3000 is made is a reflection of the resources and advice already provided amounting to approximately £1000. Any future joint work should be subject to a prior written agreement as to funding arrangements.

Formal, signed agreements on the funding of projects by community groups on council land would assist in future in maintaining clarity and sustaining partnership working.

CONCLUSION

The analysis of the access issue is considered in 3.2 – 3.4

Proper Officer:

Date: 27/05/2014

Mark Wall, Head of Democratic Services

Signed:



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01 May 2014

This record relates to Agenda Item 175

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: SUSSEX STATIONERY CONSORTIUM
PROCUREMENT OF OFFICE SUPPLIES

AUTHOR: JAMES BREEN

THE DECISION

That the procurement by Brighton & Hove City Council on behalf of the Sussex Stationery Consortium of a contract for the provision of office supplies for a term of 3 years from 18 December 2014 to 17 December 2017, with an option to extend the contract for up to 12 months to 16 December 2018 be approved; and

That the Executive Director for Finance & Resources be granted delegated authority:

- (i) To carry out the procurement of the contract referred to above, including the award and letting of the contract; and
- (ii) To exercise the option to extend the contract by up to 12 months should he/she consider it appropriate, at the relevant time.

ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

The new agreement is needed to ensure that the Council can purchase office supplies that are fit for purpose and represent best value for money, taking into account the cost-savings that can be achieved as part of a collaborative arrangement.

CONCLUSION

Do nothing – this is not recommended, as all corporate departments need to purchase stationery, it would not be possible to just allow the current contract to expire with no alternative in place;

Framework Agreements – There are existing national framework agreements that the Council on behalf of the SSC could use in place of a tender process. However, national frameworks would not provide comparable savings and value for money which can be achieved by using the SSC arrangement already in place.

Proper Officer:

Date: 27/05/2014

Mark Wall, Head of Democratic Services

Signed:



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01 May 2014

This record relates to Agenda Item 176

RECORD OF POLICY & RESOURCES COMMITTEE

COUNCIL DECISION

SUBJECT: HEALTH AND WELLBEING BOARD

AUTHOR: ABRAHAM GHEBRE-GHIORGHIS

THE DECISION

That the proposals set out in paragraphs 6.7 to 11.2 and appendix 2 to the report be agreed;

That the proposed changes come into effect immediately after Annual Council meeting on 15th May 2014;

That the Chief Executive be authorised to take all steps necessary, conducive or incidental to the implementation of the proposals, including entering into section 75 Agreements;

That the intention to provide system leadership, achieve greater joint commissioning and integration of services between the Council and the CCG be noted;

That it be agreed to keep the effectiveness of the arrangements under review;

That the recommendations of the Independent Remuneration Panel regarding allowances for the Lead Member for Adult Social Services as set out in paragraph 9.2 of the report.

ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

For the reasons set out in the report, it is vital that the Council adopts new arrangements to reflect the challenges facing both organisations with ever increasing co-ordination, systems leadership and integration.

CONCLUSION

N/a

Proper Officer:

Date 27/05/2014

Mark Wall, Head of Democratic Services

Signed:



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01 May 2014

This record relates to Agenda Item 177

RECORD OF AUDIT & STANDARDS COMMITTEE POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: REVIEW OF CODE OF CONDUCT
COMPLAINTS PROCEDURE

AUTHOR: OLIVER DIXON

THE DECISION

That the Standards Panel's designation being altered from a Sub-Committee to a Panel be agreed; and

That the recommendation of the Independent Remuneration Panel as set out in the note attached as an annexe to the extracts from the Audit & Standards Committee meeting be agreed.

ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

N/a

CONCLUSION

Two of the Group's key proposals are that –

- (i) The designation of the Standards Panel be changed from a sub-committee to a panel; and
- (ii) The Panel be chaired by an Independent Person rather than a councillor

Both issues are analysed further below.

Constitutional Status of Standards Panel

The Standards Panel is currently a sub-committee of the Audit & Standards Committee. Technically, only full Council or the parent committee can appoint members to a sub-committee, which makes the process of appointing members to a Panel somewhat inflexible.

One option is to alter the Panel's status from sub-committee to a panel. This would permit officers to approach all trained members of the Audit & Standards Committee whenever a panel need to be formed, enquire as to availability and appoint on a cross-party basis. The attendant risk is that the finding made by a panel appointed this way might be challenged on the basis that, being neither a committee nor sub-committee, it was not legally capable of making a binding decision.

Another option is for the Panel to retain its sub-committee designation, and for –

- (i) full Council (at Annual Council) to appoint a fixed Standards Panel

membership, including substitutes. It would be necessary for Council, subject to the agreement of all members, to disapply the proportionality rules regarding appointments to sub-committees, so that appointments could be made on a non-political basis; or

- (ii) Audit & Standards Committee to appoint a fixed Standards Panel membership, including substitutes; or
- (iii) Audit & Standards Committee to convene each time a Panel needed to be formed, and appoint members to that Panel.

Given that, on finding a breach of the code of conduct, the only sanctions in the gift of a Standards Panel are formal censure and recommendations (as distinct from a formal, self-standing decision), it is not considered a significant risk that the Panel be constituted as a panel instead of a sub-committee. In terms of flexibility of appointment, there are significant advantages in doing so. It is therefore recommended that the Working Group's proposal to that effect be adopted.

Despite the Standards Panel functioning as a panel instead of a sub-committee, there would continue to be a presumption of openness in its proceedings. In consequence, the Monitoring Officer's report to the Panel would be published in advance and the hearing held in public, except where it was in the public interest that the report be restricted and the hearing conducted in closed session. In all cases, the Panel's deliberations following the hearing would – as now – always be held in private.

Role of Independent Person

It is the Working Group's strong wish that, to inspire greater confidence in the independence and transparency of the hearing process, the Standards Panel be chaired by an Independent Person. The Group also proposed that, if the Panel were to drop its sub-committee status, the Independent Person be allowed to vote at hearings. (Sub-committee co-optees such as the Independent Person are by law not permitted to vote, unless the committee is purely advisory).

Under Standards legislation, the Independent Person is not expressly precluded from chairing or voting at a hearing. However, the principal statutory role of Independent Person is to give his/her views to the authority or to the member whose behaviour is the subject of an allegation. By inference, the actual decision as to whether a member has breached the code of conduct is to be made by other elected members only.

The options are that the Independent Person:

- (i) neither chairs nor votes on a Standards Panel (as at present);
- (ii) chairs the Panel but does not vote; or
- (iii) chairs and votes on a Panel

Alternatively, one Independent Person could chair the Panel, and a different Independent Person could participate as statutory consultee (and vote, if appropriate).

Allowing the Independent Person to vote may not be compatible with Parliament's apparent intention to establish that role as someone for elected members to consult before determining an allegation themselves. There are also difficulties associated

with an Independent Member voting if, in accordance with one of their other statutory functions, they have previously been consulted by the subject member over the allegation.

Accordingly, it is recommended that the Independent Person chair the Panel but does not vote. Such an arrangement is permissible irrespective of whether the Panel is constituted as a sub-committee or panel.

Configured this way, the Panel would need an odd number of voting members (say 3 or 5) to ensure that any decision of the Panel was a majority decision. The Chair would have no casting vote. In the event that no majority decision could be reached (e.g. where one Panel member felt unable to decide the allegation), the Panel would make no finding and a fresh Panel would be appointed to re-hear the matter.

3.1 Even if the Independent Person neither chaired nor voted, it is still recommended that he/she attend the hearing and deliberations in person, in order to hear the parties and witnesses, ask questions and seek clarification, which should lead to more effective advice given to voting members before they reach a finding.

Proper Officer:

Date: 27/05/2014

Mark Wall, Head of Democratic Services

Signed:



CALL-IN FOR SCRUTINY

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01 May 2014

This record relates to Agenda Item 178

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: AREA PANEL BOUNDARIES AND THE
HOUSING MANAGEMENT
CONSULTATIVE SUB-COMMITTEE

AUTHOR: ABRAHAM GHEBRE-GHIORGHIS

THE DECISION

1. That the redrawing of the 4 Area Panel area boundaries, as shown in Appendix 1 to the report, to align with ward boundaries be approved; and
2. That the abolition of the Housing Management Consultative Sub-Committee be approved.

ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

The proposals in the report will lead to a streamlining of the council's tenant consultation procedures. .

CONCLUSION

Consideration was also given to reducing the number of Area Panels to 3, which would have brought about savings. However, there were concerns that Panel Areas would be too large; tenants would not attend meetings that were not local, travel distances would be too far, and there were be insufficient time to hear from everyone. This proposal was not acceptable to tenants.

Proper Officer:

Date: 27/05/2014

Mark Wall, Head of Democratic Services

Signed:



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01 May 2014

This record relates to Agenda Item 180

RECORD OF POLICY & RESOURCES COMMITTEE DECISION

SUBJECT: SHOREHAM AIRPORT - EXEMPT
CATEGORY 5

AUTHOR: OLIVER ASHA

THE DECISION

The information contained in the appendix was noted.

ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

CONCLUSION

Proper Officer:

Date: 27/05/2014

Mark Wall, Head of Democratic Services

Signed:



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