

**BRIGHTON & HOVE CITY COUNCIL**  
**POLICY, RESOURCES & GROWTH COMMITTEE**

**4.00pm 21 MARCH 2019**

**COUNCIL CHAMBER, HOVE TOWN HALL**

**MINUTES**

**Present:** Councillors Yates (Chair), Hamilton (Deputy Chair), Janio (Opposition Spokesperson), Mac Cafferty (Group Spokesperson), Bell, Daniel, Miller, Mitchell, Peltzer Dunn and Sykes

**PART ONE**

**133 PROCEDURAL BUSINESS**

**(a) Declarations of Substitutes**

133.1 Councillor Miller was present in substitution for Councillor Wealls.

**(b) Declarations of Interest**

133.2 There were no declarations of interests in matters listed on the agenda.

**(c) Exclusion of Press and Public**

133.3 The Committee considered whether the press and public should be excluded from the meeting during the consideration of any of the items listed on the agenda.

133.4 **RESOLVED:** There were no Part Two items and therefore the press and public would not be excluded from the meeting.

**134 MINUTES**

134.1 **RESOLVED:** That the Minutes from the meeting held on 14 February 2019 be agreed and signed as a correct record.

**135 CHAIR'S COMMUNICATIONS**

135.1 The Chair gave the following communication:

I'd like to inform those present that this meeting will be webcast live and will be capable of repeated viewing.

There will be a vigil outside Hove Town Hall at 4.30pm today to express our condolences and solidarity for those in New Zealand and around the world, who have been facing a number of attacks on Muslims and Muslim places of worship. We will therefore adjourn the meeting for a short time to allow those who wish to join the vigil to do so.

#### Whitehawk

The Homes for Brighton & Hove partnership board meeting on Monday 18 March agreed to stop progressing plans to develop more than 200 new affordable homes on a site in the north of Whitehawk. This followed a report identifying that the development of affordable housing would not be financially viable due to a number of access and technical difficulties on the site.

Feedback from the public consultation and some local opposition expressing concerns about the environmental impact of the proposals were also discussed by the Board. Landscape and ecology studies have shown that, with certain ecological mitigations in place, housing could be developed on the site without significant adverse impacts on the Local Nature Reserve.

Plans for the first two Homes for Brighton & Hove proposed developments in Portslade and Coldean are progressing, and further sites are being investigated.

#### King Alfred

Officers have continued to work with Crest Nicholson to achieve the signing of the King Alfred Development Agreement. Members will recall that at our January meeting authorisation was given to officers to sign the Development Agreement, but that due to Brexit uncertainty Crest were not in a position to give a definitive indication that they could sign. They wanted to be sure that the country was going to make an orderly exit from the EU before committing significant resource into the project. Whilst members were sympathetic about the lack of Brexit certainty, we were clear that Crest needed to give a clear commitment so the project could move on. Therefore a deadline of the 30<sup>th</sup> March was set for the signing of the deal. Officers have been working hard with Crest to finalise the documentation, whilst also reminding them again of the deadline to sign. In the meantime, also in keeping with the January resolution of this committee, officers have also begun the work around looking at alternative options to take this project forward in the event it cannot progress in its current form. Should that be the outcome, officers will bring an update on that to a future PRG meeting early in the new administration.

#### Waterfront

Work has also been continuing with Aberdeen Standard Investments on the Waterfront Conditional Land Acquisition Agreement, which was agreed by this committee in December. The final version of all the documents have now been agreed, and a Voluntary Transparency (or 'VEAT') notice has now been issued. This notice is intended to protect the council from future procurement challenge by being open and transparent about the form of the agreement with Aberdeen. Once the notice's 10 day period has passed on 5<sup>th</sup> April we will be in a position to sign the agreement and start the process for what will be one of the most important developments in this city's recent history.

A number of members of this committee will not be standing again at the forthcoming local elections, and I would therefore like to thank Councillors Mitchell, Sykes and Wealls for their excellent service to this committee.

Item 144 'Brighton & Hove 2030 Vision: Update Report' was included in the agenda in error and has therefore been withdrawn.

### **136 CALL OVER**

136.1 The following items were reserved for discussion:

- Item 140 IT Investment
- Item 141 Annual Planned Maintenance Budget and Asset Management Fund Allocations 2019-20 For the Council's Operational Buildings
- Item 142 Educational Capital Resources and Capital Investment Programme 2019/20
- Item 147 Microsoft Enterprise Subscription Agreement Renewals
- Item 148 2019/20 Local Transport Plan Capital Programme
- Item 149 Homeless Move On – Hollingbury Library Proposals
- Item 150 Sustainability and Carbon Reduction Investment Fund

### **137 PUBLIC INVOLVEMENT**

#### **137(a) Petitions**

137.1 There were none

#### **137(b) Written Questions**

137.2 One question was received.

Ms V Paynter asked the following question:

Cllrs at PRG have - at some length - complained about and questioned the progress of the King Alfred Development Agreement. It prompts the question in my mind: how long should it take to formulate, agree & sign a Development Agreement after bids are awarded?

The Chair gave the following response:

The procurement regulations do not specify the length of time which can be spent settling an agreement following the conclusion of a competitive dialogue procedure. The length of time it takes therefore depends on the circumstances of the project and the extent to which there are outstanding matters at the conclusion of the dialogue.

At the time of Crest Nicholson's selection in 2016, it had been hoped that the development agreement would be entered into within 6 months. This was known to be a challenging timetable for a complex project such as the King Alfred but one that both parties were keen to achieve. Unfortunately, financial viability problems prevented this. Since that time the Council and Crest have worked to address these challenges,

culminating in the December 2018 and January 2019 reports to the Policy, Resources & Growth Committee through which the 30<sup>th</sup> March 2019 deadline for signing the development agreement was agreed.

137.3 Ms Paynter asked the following supplementary:

Have any lessons been learnt over the long delay, and could things have been done differently?

The Chair gave the following response:

No one at the Council is particularly happy with the length of time it has taken to get to this point, and we would have expected at this stage to have gone through public engagement and that planning was being applied for so the development could start. The lesson I have learnt is not to enter into any agreement which was ultimately reliant on the decision of a conservative government during a Brexit period.

## 138 MEMBER INVOLVEMENT

### 138(a) Petitions

#### 138.1 (i) KSD Environment Ltd

The Committee considered a petition referred from the meeting of Full Council held on 31 January 2019 and signed by 1250 people. The wording of the petition was:

*We, the undersigned have serious concerns about the location of the existing waste and recycling depot, operated by KSD Environmental Ltd. The position of the business adjacent to a school crossing, a number of residential properties, a church and a busy intersection with a major route into the city, is causing major problems for both traffic and pedestrians. Only recently, a child narrowly avoided being seriously injured by an HGV at the site and there have been several incidents involving vehicle collisions and near misses. In our opinions, there is a very real likelihood of a serious or fatal accident occurring in the near future and it is time that the business relocate to a more suitable site.*

The Chair gave the following response:

Thank you for the petition regarding the concerns relating to Road Safety in the location of the existing waste and recycling depot. I'm pleased to inform you that Road Safety Officers have identified this location has a good safety record and there have been no reported accidents or concerns. However, I have asked officers to continue to monitor this location and report any issues that may arise. If you have any further concerns regarding road safety at this location they can be reported to council officers at [Transport.Projects@brighton-hove.gov.uk](mailto:Transport.Projects@brighton-hove.gov.uk) or directly to Operation Crackdown which is continually monitored by Sussex Police on <http://www.operationcrackdown.org/>.

We are aware that the KSD Environmental Ltd. depot forms part of the site known as '1 Moulsecoomb Way.' McLaren Property is presently consulting local residents about a new development proposal that would see the KSD operation vacating the site. This

proposal would be need to be subject of a planning application before it could be implemented. The council, as Local Planning Authority, would carry out its own consultation as part of any planning application and residents would be invited to make their views known at that stage in the process. However, the city council does not have the power to force companies to move off of a site unless the use has not been authorised through the planning system. For that reason relocating would be a matter for KSD to decide. However, the city council would always be willing to offer to work with them to offer advice if they did with to relocate to another site with the Greater Brighton city region.

138.2 **RESOLVED:** That the petition be noted.

### 138(b) **Written Questions**

138.3 (i) Councillor Sykes – Amendments to Budget

Councillor Sykes asked the following question:

At Budget Council the Green Group submitted a number of amendments, which passed, that included reversals of cuts and funding for some new or reinstated services as set out below. Please would the Council Leader indicate for each cut reversal what the effect will be in relation to the original Administration proposal and for the three new /reinstated service propositions what the plan is to take them forward?

Cut reversals:

- Delete the £0.020m proposed cut to the Third Sector Improvement Programme Healthy Neighbourhoods fund;
- Delete the £0.053m proposed cut in Public Health funding of substance misuse services;
- Delete the £0.093m proposed cut in Public Health funding of sexual health services;
- Delete the £0.050m proposed cut in directly-provided day services for people with Learning Disabilities;
- Delete the £0.031m proposed cut in funding to the Community Safety Team;
- Reduce the £0.242m proposed cut to the Library service by £0.121m to help safeguard the future of our Libraries;
- Reduce the £0.140m proposed cut in Families Children and Learning residential, respite and short breaks for children with health problems and Special Educational Needs by £0.070m.

New /reinstated services:

- Fund Cityclean with £0.022m to provide logistical support to Universities and student volunteers to ensure reuse and sustainable disposal of student household furniture and belongings at end of term and to minimise fly-tipping;
- Provide £0.033m to create a recurring fund to help keep the City Centre looking at its best: a Community Clean-up Fund. To be used for anti-graffiti materials available for community groups and residents and towards sustainable street cleansing innovations such as hot foam technology to remove gum, grime and weeds;
- Fund community transport for older people (for example, the Easylink service) with £0.038m.

The Chair gave the following response:

A table showing the information requested has been circulated and will be included in the minutes.

I can assure Cllr Sykes that the resources added to the approved budget by these amendments will be applied as intended, and that there will be no diminution of service for fully reversed savings. However, where savings reversals are partial, or where proposed savings had already been achieved through redesign, re-procurement or other efficiency, we must clearly continue implementation and indeed it would be inappropriate to undo work that has already enabled better value for money.

In these cases the resources will provide the flexibility to mitigate the most challenging aspects of recommissioned or redesigned services, including staffing aspects, and can also help to safeguard the services against in-year or future financial challenges.

The following information was circulated at the meeting:

<b>Cut Reversals:</b>	<b>Director/Lead Officer</b>	<b>Impact statement</b>
<ul style="list-style-type: none"> <li>Delete the £0.020m proposed cut to the Third Sector Improvement Programme Healthy Neighbourhoods fund;</li> </ul>	Rob Persey/ Alistair Hill	The resources will ensure that the value of the Healthy Neighbourhood Fund will be £50k for 2019/20 (i.e. the same as 2018/19).
<ul style="list-style-type: none"> <li>Delete the £0.053m proposed cut in Public Health funding of substance misuse services;</li> </ul>	Rob Persey/ Alistair Hill	The resources will be used to ensure timely access to all local substance misuse services is maintained avoiding any diminution of access to services.
<ul style="list-style-type: none"> <li>Delete the £0.093m proposed cut in Public Health funding of sexual health services;</li> </ul>	Rob Persey/ Alistair Hill	The resources will be used to improve timely access to clinical sexual health services and meeting the increased need for services resulting from participating in the PrEP trial.

<ul style="list-style-type: none"> <li>Delete the £0.050m proposed cut in directly-provided day services for people with Learning Disabilities;</li> </ul>	<p>Pinaki Ghoshal/ Georgina Clarke-Green</p>	<p>Resources will enable us to continue to provide the service currently provided whilst using advocacy to encourage individual service users to gain greater independence by exploring with them the different ways in which their needs can be best met.</p>
<ul style="list-style-type: none"> <li>Delete the £0.031m proposed cut in funding to the Community Safety Team;</li> </ul>	<p>Larissa Reed/ Jo Player</p>	<p>These resources will enable the Community Safety Team to retain a post for 2019/20.</p>
<ul style="list-style-type: none"> <li>Reduce the £0.242m proposed cut to the Library service by £0.121m to help safeguard the future of our Libraries;</li> </ul>	<p>Larissa Reed/ Sally McMahon; Kate Rouse</p>	<p>The original £242k savings was to be delivered through a staffing restructure. Reducing the saving by 50% means that a staffing restructure still needs to be implemented, but the resources provide flexibility to address the most challenging aspects of the change proposals. The resources will therefore enable Libraries to safeguard the future of the service by implementing an improved version of the restructure proposals, meet some of the concerns raised by staff and unions, as well as investing in library service development, staff training, and assisting with other identified service pressures and challenging savings targets.</p>

<ul style="list-style-type: none"> <li>Reduce the £0.140m proposed cut in Families Children and Learning residential, respite and short breaks for children with health problems and Special Educational Needs by £0.070m.</li> </ul>	Pinaki Ghoshal/ Georgina Clarke-Green	The resources will enable more flexibility in the delivery of respite and short breaks for children with SEN and help to extend the range of options for parents with more emphasis on extended day, evening and weekend activities.
<ul style="list-style-type: none"> <li>Fund Cityclean with £0.022m to provide logistical support to Universities and student volunteers to ensure reuse and sustainable disposal of student household furniture and belongings at end of term and to minimise fly-tipping;</li> </ul>	Nick Hibberd/ Rachel Chasseaud	The resources will allow us to work with universities to tackle the problem of fly-tipping when students vacate through education. Consideration could be given to fund a social enterprise or community group to maximise the re-use of unwanted furniture and belongings.
<ul style="list-style-type: none"> <li>Provide £0.033m to create a recurring fund to help keep the City Centre looking at its best: a Community Clean-up Fund. To be used for anti-graffiti materials available for community groups and residents and towards sustainable street cleansing innovations such as hot foam technology to remove gum, grime and weeds;</li> </ul>	Nick Hibberd/ Rachel Chasseaud	The resources will enable the council to continue to support community clean up initiatives which improve the look of the city and help to bring communities together. It also gives the council scope to increase the budget allocated for weed removal and give consideration to the use of emerging technologies.
<ul style="list-style-type: none"> <li>Fund community transport for older people (for example, the Easylink service) with £0.038m.</li> </ul>	Rob Persey/ Andy Witham	Funding arrangements are being considered to enable continuation of the service, managed through the transport division.



138.4 Councillor Sykes referred to the funding for Libraries and asked whether the original proposition to lose eight members of staff would now be reduced to only four members of staff, and whether the deletion of the £31k cut to the Community Safety Team and the provision of £33k to the City Centre Clean-up Fund, were guaranteed to go ahead or whether they would be dependent on a resolution on where those monies would come from.

138.5 The Executive Director Neighbourhoods, Communities & Housing referred to the Libraries and said that it wasn't as straight forward as losing eight or four members of staff. There had been a reduction in the hours worked by staff, and the change to the budget would allow those hours to be increased, and staff who had left or were leaving had all applied for voluntary severance and it had been decided not to withdraw that offer, and some cuts to funding had been reversed and more money was available for casual staff. The Assistant Director City Development & Regeneration said the £33k for the Clean-up Fund would enable the Council to continue to support community clean up initiatives and give the Council scope to increase the budget for weed removal. The Executive Director Finance & Resources confirmed that the next TBM report would set out what had happened with the changes to the budget.

#### 138(c) Letters

138.6 There were none

#### 138(d) Notices of Motion

138.7 There were none

### 139 PAY POLICY STATEMENT 2019/20

139.1 **RESOLVED:** That Policy, Resources & Growth Committee recommends to Council the adoption of the pay policy statement for 2019/20 as attached at Appendix 1 to the report.

### 140 IT INVESTMENT

140.1 The Committee considered the report of the Executive Director Finance & Resources which set out the plans for investment in the core IT architecture and technologies, and sought approval to delegate authority to the Executive Director Finance & Resources to award framework call-off contracts for the provision of end user computer devices and associated services up to a total spend value of £5.418M.

140.2 Councillor Sykes asked whether it was necessary to purchase 4,000 laptops. The Head of Strategy and Engagement said that there were 5,000 users within the council of which 2,000 currently used laptops and the intention was to increase that to 4,000. Having laptops allowed staff to be mobile and work at different locations. The Council were also moving to Windows 10 and as the current platform did not support that it was necessary to upgrade the whole estate to be able to support the move. The cost difference of moving to laptops rather than desktops was £350k, which was relatively small.

- 140.3 Councillor Mac Cafferty said that there were risks attached to having a laptop, and asked if the number of lost devices was recorded. The Head of Strategy and Engagement said that they were, and whilst he didn't have the numbers to hand they were minimal. He said that all hard drives were encrypted and so were secure.
- 140.4 Councillor Janio was concerned that the Committee was being asked to authorise a spend of £5.418M and, whilst he accepted there had been previous under investment and therefore understood the need to upgrade, he felt that there was not enough information to be able to agree the recommendations and so would abstain. The Executive Director Finance & Resources said that the funding had been included in the recent budget, and would be happy to provide further briefings to councillors if necessary. He said that there were many benefits to using Windows 10 which were set out in the report, and the current Windows 7 support would cease in January 2020, and so it was necessary to upgrade all laptop desktop devices to Windows 10 before that date. Councillor Janio asked that this committee received more information on integrating the systems at its next meeting, which officers agreed to do.
- 140.5 Councillor Miller asked if Windows changed in a few years whether the laptops would need to be replaced, and he noted that paragraph 3.5 stated that the average spend per employee was £692, but Appendix 3 gave the average spend as £2,950. The Head of Strategy and Engagement said that Windows 10 would continually upgrade the operating system rather than there being a step change, and so the equipment was expected to last for around four to five years. With regard to the average spend, the figure in Appendix 3 was correct.
- 140.6 Councillor Daniel said that Digital First looked at how we could improve online transactions for the public. New systems used enabled the public to access services within the Council, was more efficient and a benefit to the public. With regard to increasing the use of laptops, there were many benefits to having the equipment with you at all times, but in so doing there was a temptation for officers to work longer hours and that should be monitored to ensure it didn't happen.
- 140.7 Councillor Peltzer Dunn asked how confident officers were that the suggested expenditure of £5.418m was correct. The Executive Director Finance & Resources was confident that the figure was correct, and said that with our Orbis partners, we had a lot of market power.
- 140.8 Councillor Bell asked whether the Council were leading or being led by Orbis, and was advised that it was neither and all members of Orbis were equal partners. However, the support from Orbis allowed the Council to get a good deal. Officers confirmed that neither Surrey County Council nor East Sussex County Council decided on what was purchased or the amount spent by this authority.

**140.9 RESOLVED:** That the Committee –

- (i) Approved the inclusion of £5.418 million in the 2019/20 capital budget proposal.
- (ii) Granted delegated authority to the Executive Director Finance & Resources to procure and award contracts for the laptop device and deployment services referred to in paragraphs 3.39 - 3.41 for a term of up to four years.

**141 ANNUAL PLANNED MAINTENANCE BUDGET AND ASSET MANAGEMENT FUND ALLOCATIONS 2019-20 FOR THE COUNCIL'S OPERATIONAL BUILDINGS**

141.1 The Committee considered the report of the Executive Director for Economy, Environment & Culture, which sought approval for the annual property revenue and capital budget allocations and programme of works.

141.2 Councillor Mac Cafferty asked when the funding would be available, and said that some of the shelters on the seafront and the wrought iron railings by Hove Lawns were in need of repair, and asked if they could be included in any works. The Assistant Director Property and Design said that the money would be available at the start of the next financial year, and there would be a focus on the seafront. However, with the limited budget there were no plans for the railings by Hove Lawns to be repaired, but those by Regency Square War Memorial would be included in the proposed works.

141.3 Councillor Miller asked whether the budget had decreased as the Council's ownership of properties had decreased, and was advised that the budget had remained roughly the same. He asked for clarification on the budget for managing asbestos, as paragraph 3.5 said there would be £15k for 'asbestos management' and appendix 2 said there would be £22.5k for 'asbestos testing and surveys'. The Assistant Director Property and Design said that the £15k was from capital funding, and the £22.5k was from revenue funding, but the two sums were combined for any works undertaken.

**141.4 RESOLVED:** That the Committee –

- (i) Approved the annual programme of planned maintenance works as detailed in Appendices 2 and 3, at a total estimated cost of £3,297,650
- (ii) Approved the Asset Management Fund allocation for 2019-20 totalling £1,000,000, as detailed in paragraph 3.4.1 of this report
- (iii) Granted delegated authority to the Executive Director Economy, Environment & Culture to procure the planned maintenance budget and asset management fund improvement works and award contracts within these budgets, as required, in accordance with the council's Contract Standing Orders.

**142 EDUCATION CAPITAL RESOURCES AND CAPITAL INVESTMENT PROGRAMME 2019/20**

- 142.1 The Committee considered the report of the Executive Director Children Families & Learning which informed the Committee of the level of available Capital Resources allocated to this service for 2019/20 and to recommend a Capital Investment Programme for 2019/20.
- 142.2 Councillor Sykes referred to paragraph 3.12 and asked what the nature of the funding was, whether it would recurrent and if it had to be earmarked for property services. The Executive Director Children Families & Learning advised that the funding was previously held within the Dedicated Schools Grant which was allocated centrally, and last year that money was delegated to schools and they have chosen to buy back the support from the Council for us to undertake work at the schools. All the schools had chosen to buy back that provision and so it would be a recurrent sum. With regard Councillor Sykes noted that there was a figure for fees of 10% which amounted to around £400k, and asked who those fees were paid to. He was advised that the fees were paid to in-house surveyors within property and design.
- 142.3 The Chair noted that the Conservative Group had submitted an amendment and asked Councillor Janio to propose the amendment.
- 142.4 Councillor Janio said the Conservative Group were in favour of the spending and hoped that the amendments would be helpful. The group wanted additional funding for the Downs View School and were concerned that the Central Hub was rather nebulous, and were therefore proposing the following amendment (changes in *italics*):
- 2.1 That the level of available capital resources totalling £6.671million for investment relating to education buildings financed from capital grant be noted.
- 2.2 That Committee agree the allocation of funding as shown in ~~Appendices 3 and Appendix 4~~ and that this is included within the Council's Capital Investment Programme 2019/20.
- 2.3 *The Committee agrees the allocation of £5.573m for Capital Maintenance as set out in Appendix 3 incorporating the Condition works set out in Appendix 4, and £28.000m for Basic Need in 2019/20 as set out in Appendix 3*
- 2.4 *The Committee agrees a minimum budget of £12m as set out in Appendix 3 to implement the outcomes of the SEND Review. The Committee requests that officers bring a report to the next PR&G Committee Meeting setting out plans for any additional refurbishment required at Downs View School in order to ensure the entire estate is fit for purpose. The report should identify additional funding required and potential funding opportunities and options.*
- 2.5 *The Committee requests officers bring a report to the next PR&G Committee setting out a broad strategy and plan for the Central Hub, which sets out the likely allocation of the £4m funding identified in 3.38 and included in Appendix 3. The report should identify whether the funding is sufficient to ensure the delivery of a fit for purpose facility.*

- 2.36 That Committee grants delegated authority to the Assistant Director of Property & Design to procure the capital maintenance and basic need works and enter into contracts within these budgets, as required, in accordance with Contract Standing Orders in respect of the entire Education Capital Programme.

142.5 Councillor Miller seconded the amendment.

142.6 Councillor Hamilton said that he would support the amendment, but did note that the report said that there would continue to be discussions on the design and specifications of the Hubs and there was originally £5m for this and that had increased to £8m.

142.7 The Committee voted on the amendment and it was agreed.

**142.8 RESOLVED:** That the Committee –

- (i) Noted that the level of available capital resources totalling £6.671million for investment relating to education buildings financed from capital grant
- (ii) Agreed the allocation of funding as shown in Appendix 4 and that this was included within the Council's Capital Investment Programme 2019/20.
- (iii) Agreed the allocation of £5.573m for Capital Maintenance as set out in Appendix 3 incorporating the Condition works set out in Appendix 4, and £28.000m for Basic Need in 2019/20 as set out in Appendix 3
- (iv) Agreed a minimum budget of £12m as set out in Appendix 3 to implement the outcomes of the SEND Review. Requested that officers bring a report to the next PR&G Committee Meeting setting out plans for any additional refurbishment required at Downs View School in order to ensure the entire estate is fit for purpose. The report should identify additional funding required and potential funding opportunities and options.
- (v) Requested officers bring a report to the next PR&G Committee setting out a broad strategy and plan for the Central Hub, which sets out the likely allocation of the £4m funding identified in 3.38 and included in Appendix 3. The report should identify whether the funding is sufficient to ensure the delivery of a fit for purpose facility.
- (vi) Granted delegated authority to the Assistant Director of Property & Design to procure the capital maintenance and basic need works and enter into contracts within these budgets, as required, in accordance with Contract Standing Orders in respect of the entire Education Capital Programme.

**143 CUSTOMER EXPERIENCE STRATEGY 2019**

**143.1 RESOLVED:** That the Committee -

- (i) Approved the Customer Experience Strategy as set out in

Appendix 1 for the purposes of further engagement with customers and staff.

- (ii) Noted that the developed Customer Experience Strategy would be brought back to the Committee for final approval following the engagement with customers and staff after the elections in 2019/20.

#### **144 BRIGHTON & HOVE 2030 VISION: UPDATE REPORT**

Item withdrawn prior to the meeting.

#### **145 UNPAID TRIAL SHIFTS**

##### **145.1 RESOLVED:** That the Committee –

- (i) Agreed the draft unpaid trial shift policy statement in paragraph 3.3 of this report
- (ii) Agreed to support the campaign and the proposed actions set out in paragraph 3.9 and Appendix One of this report
- (iii) Agreed with the proposal for a further fact finding consultation across private, public and voluntary sector organisations as set out in Appendix One.

#### **146 THE LOCAL DIGITAL DECLARATION**

##### **146.1 RESOLVED:** That Committee approved Brighton and Hove City Council signing up to the Digital Declaration.

#### **147 MICROSOFT ENTERPRISE SUBSCRIPTION AGREEMENT RENEWALS**

147.1 The Committee considered the report of the Executive Director Finance & Resources regarding options for the future provision of Microsoft software licence agreements and outlined the competitive procurement process which had been carried out in order to select a reseller to provide Microsoft software licence agreements.

147.2 Councillor Sykes suggested that it would be useful for the Committee to see some of the Procurement Advisory Board's (PAB) comments on major procurement items such as this to help guide the Committee on its decision making. The Executive Director Finance & Resources agreed, and said that PAB had met earlier in the week and were happy with this proposal.

147.3 The Chair noted that an amendment had been submitted from the Green Group and asked Councillor Sykes to propose the amendment.

147.4 Councillor Sykes said that there were pros and cons of continuing with Microsoft, and that there were alternatives available which were significantly cheaper, and so the amendment was asking the Executive Director to consider other options over a period of time and not be reliant on one expensive provider. Councillor Sykes proposed the following amendment (changes in *italics*):

- 2.1 Approves the award of a reseller contract for the provision of Microsoft software licence agreements to Phoenix Software Limited with a term of three years.
- 2.2 Approves the award of software licence agreements to Microsoft, each with a term of three years for the following products and services under Microsoft's Educational and Enterprise Licensing subscriptions:
- (i) The Windows operating system (Windows 7, Windows 10);
  - (ii) Microsoft Office (Word, Excel, PowerPoint, Visio & Project);
  - (iii) Office 365;
  - (iv) The Microsoft Active Directory identity management service that securely manages user accounts;
  - (v) The Microsoft Active Directory access control service that ensures users are only allowed to access to their work;
  - (vi) The Microsoft SQL database service that stores the data for applications, including the Electoral Register (Xpress), Clients of Concern Register (CCR) and various document management systems (IDOX, Workforce 360);
  - (vii) The Microsoft Intune service that is used to secure and manage the corporate iPhone devices issued to BHCC councillors and staff.
  - (viii) The Microsoft Direct Access service that allows user laptops to connect to the office from home.

- 2.3 *Provides authority to the Executive Director Finance and Resources to initiate a fresh review (reflecting the scope of the 2015 review that compared Microsoft with comparator products) of BHCC's office software requirements with a view to reducing medium term BHCC dependence on expensive Microsoft products.*

147.5 The Executive Director Finance & Resources said the amendment was helpful, and said all options would always be considered and in future officers would ensure that there was transparency on possibilities.

147.6 Councillor Mac Cafferty seconded the amendment.

147.7 Councillor Janio said the Conservative Group would support the amendment, but noted that whilst some options may be cheaper they may cost more to maintain.

147.8 The Committee voted on the amendment and it was agreed.

**147.9 RESOLVED:** That the Committee –

- (i) Approved the award of a reseller contract for the provision of Microsoft software licence agreements to Phoenix Software Limited with a term of three years.
- (ii) Approved the award of software licence agreements to Microsoft, each with a term of three years for the following products and services under Microsoft's Educational and Enterprise Licensing subscriptions:
  - (i) The Windows operating system (Windows 7, Windows 10);
  - (ii) Microsoft Office (Word, Excel, PowerPoint, Visio & Project);
  - (iii) Office 365;
  - (iv) The Microsoft Active Directory identity management service that securely manages user accounts;

- (v) The Microsoft Active Directory access control service that ensures users are only allowed to access to their work;
  - (vi) The Microsoft SQL database service that stores the data for applications, including the Electoral Register (Xpress), Clients of Concern Register (CCR) and various document management systems (IDOX, Workforce 360);
  - (vii) The Microsoft Intune service that is used to secure and manage the corporate iPhone devices issued to BHCC councillors and staff.
  - (viii) The Microsoft Direct Access service that allows user laptops to connect to the office from home.
- (iii) Provided authority to the Executive Director Finance and Resources to initiate a fresh review (reflecting the scope of the 2015 review that compared Microsoft with comparator products) of BHCC's office software requirements with a view to reducing medium term BHCC dependence on expensive Microsoft products.

#### **148 2019/20 LOCAL TRANSPORT PLAN CAPITAL PROGRAMME**

148.1 The Committee considered the report of the Executive Director Economy Environment & Culture regarding the Local Transport Plan Capital Programme 2019/20.

148.2 Councillor Sykes referred to seafront structures and in particular Shelter Hall and the A259, and asked if the Council had made use of potential flood defence grants. Councillor Mitchell confirmed they had but the application was not successful, however the Council would continue to apply.

148.3 Councillor Mac Cafferty referred to paragraph 3.5, and better cycling infrastructure, and asked if that would be reflected in the integrated transport block allocation in terms of funding. Officers referred to appendix 2, which set out how the additional funding would be allocated, and said there was money currently allocated for cycle parking. Once the development of the local cycling and walking infrastructure plan has been completed, it would provide a further list of prioritised improvements.

148.4 **RESOLVED:** That the Committee –

- (i) Agreed the 2019/20 Local Transport Plan capital programme budget allocation of £6.798 million to projects and programmes and notes the additional allocations for schemes agreed at Budget Council, as set out in Appendix 2 of this report
- (ii) Noted the indicative allocation of future budgets to LTP projects and programmes for 2020/21, as set out in Appendix 2 to the report.

#### **149 HOMELESS MOVE ON - HOLLINGBURY LIBRARY PROPOSALS**

149.1 The Committee considered the report of the Executive Director Neighbourhoods, Communities & Housing, concerning a final viable scheme for the Hollingbury Library site. The Committee were advised that due to purdah the consultation on the scheme would commence in May 2019 rather than April 2019.

149.2 Councillor Bell said he fully supported the proposals but had a number of questions. He noted that the report referred to what would happen 'if the scheme



did not go ahead' and asked under what circumstances that may happen and what the alternatives would be. The funding for 2019/20 would come from the Health & Adult Social Care budget, and asked where the funding would come from after that. The HRA would be funding the purchase of the site, but where would the rent be paid to, and asked for the direction of travel as there was a mixture of HRA and Adult Social Care funding, and which policy would be used to allocate places. The Chair advised that the budget for Health & Adult Social Care after 2019/20 was not yet known, but the intention was that it would continue. The Executive Director Neighbourhoods, Communities & Housing said that if the scheme did not go ahead it would still be a site which the HRA owned and they could decide what to do with it. The site would remain an HRA asset unless this committee decided to sell it back to the General Fund. The Council would provide the tenancies, the support is provided by Adult Social Care, and the allocations would be made under our housing policies. People who would be allocated places would have been in our hostels for some time. Adult Social Care would be responsible for the service users. Rents paid would go to the HRA. The Chair noted the benefits to those who had been in hostels for a long time, who would get the support they need. The committee were advised that the tenants would be those who required low to medium levels of support.

- 149.3 Councillor Bell referred to staff office hours, and was concerned that 24 hour support was not provided. The Executive Director Neighbourhoods, Communities & Housing said that there wasn't the budget for 24 hour support. Places would be allocated by a panel. Support would be monitored and if additional support was needed that the provision would be amended.
- 149.4 Councillor Miller noted that the Financial Implications gave two different figures for funding from the HRA of £2.425m and £2.75m and asked which one was correct. There had been a grant of £750k from the government and he asked when that had been received, and noted that as one of the units would be used as an office that sum would be reduced to £690k, and if it would be possible to not have an office and have 13 rather than 12 units. The Executive Director Neighbourhoods, Communities & Housing said that £2.425m was the correct figure. With regard to when the funding was received, officers weren't sure but thought it may have been 2016. The intention was to have an office within the development as it was preferable to have a space where residents could speak to staff away from their own room.
- 149.5 The Chair noted that the figure of £2.425m was correct rather than £2.75m and asked for clarification on the figure within Recommendation 2.2, and referred to paragraph 3.13 which gave the total funding of the development as £3.115m. The Executive Director Neighbourhoods, Communities & Housing said that the amount of borrowing was £2.245m, but the total cost of the scheme was £3.115m. Therefore recommendation 2.2 should read £3.115m rather than £2.75m.
- 149.6 The Chair confirmed that Recommendation 2.2 should now read

*'Approve an indicative budget of £3.115m financed by HRA borrowing and Homes England funding to form part of the HRA capital programme for 2019/20.'*

149.7 Councillor Janio said he may vote against this as he wanted to ensure that officers would keep Councillors updated on each stage as the scheme progressed.

**149.8 RESOLVED:** That the Committee approved an indicative budget of £3.115m financed by HRA borrowing and Homes England funding to form part of the HRA capital programme for 2019/20.

## **150 SUSTAINABILITY AND CARBON REDUCTION INVESTMENT FUND**

150.1 The Committee considered the report of the Executive Director Economy, Environment & Culture, which set out the proposals to use funding agreed in the 2019/20 Council Budget to establish a Sustainability and Carbon Reduction Investment Fund.

150.2 The Chair said that this was the starting point of a journey which the Council must take seriously. The Council needed to reduce its carbon footprint and to flag up what we were doing, and this would be something which would gradually take up a larger part of the budget.

150.3 Councillor Sykes said that this was a green city in terms of aspirations, but in terms of consumption and emissions etc we were not as green as we could be. This work would go some way to helping that, and he thanked the Labour Group for supporting the amendment at Budget Council. This was a start, but we needed staff support to do the work and develop the projects. The report was excellent and there were many organisations in the city who were keen to get involved and asked that the Council work with them.

150.4 Councillor Janio thanked officers for the report, and said he was happy to support the proposals.

150.5 Councillor Mitchell welcomed the report and noted the initiatives outlined, and thanked officers for their work.

150.6 Councillor Mac Cafferty asked how the budget would be spent, and was advised that there would be a further report to this committee in July.

**150.7 RESOLVED:** That the Committee

- (i) Instructed officers to progress work to establish a Sustainability and Carbon Reduction Investment Fund which will support the development and delivery of citywide initiatives which aim to reduce carbon emissions, build resilience, protect and enhance biodiversity, and develop a circular economy.
- (ii) Agreed that officers would bring a further report outlining the process for agreeing and assessing projects that are delivered through the Sustainability and Carbon Reduction Investment Fund to the 11 July 2019 meeting of the Policy, Resources & Growth Committee.

- (ii) Agreed the initial thematic areas proposed at paragraph 3.12 from which a pipeline of projects and initiatives would be developed.

**151 ITEMS REFERRED FOR COUNCIL**

151.1 **RESOLVED:** That no items be referred to Council

The meeting concluded at 7.35pm

Signed

Chair

Dated this

day of