



Brighton & Hove City Council

FORWARD PLAN OF KEY DECISIONS

OCTOBER 2008 TO JANUARY 2009

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

Published 16 September 2008

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

The Leader of the Council is required to publish a forward plan setting out matters which the Leader believes will be the subject of a **key decision** by the Cabinet or an individual Cabinet Member in the period covered by the Plan (the subsequent four months). Not all Key decisions can be listed with four months notice because in some cases the need for a decision is not known at the time of writing. 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 Forward Plan includes other items in addition to key decisions that are to be considered by the Cabinet/Individual Cabinet Members. This additional information is provided to inform local residents of all matters to be considered, with the exception of issues which are dealt with under the urgency provisions.

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

- the name of the individual 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 Plan is updated and published every month on the Council's web-site two weeks before the start of the period to be covered.

Meetings of the Cabinet/Individual Cabinet Members 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.

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Brighton & Hove City Council Forward Plan October to January

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ITEMS PREVIOUSLY LISTED IN THE FORWARD PLAN BUT NOW WITHDRAWN OR DEFERRED FOR THE REASONS STATED					
CAB 2377	01/04/09 01/04/09	<p>All Wards Single Homeless Strategy</p> <p>Approval to implement a city-wide, multi-agency strategy to address single homelessness and rough sleeping.</p> <p>The item has been deferred from the 8th October CMM until April 2009, as the Government is currently reviewing national Rough Sleeping Strategy and the deferral will allow the council to take the national approach into consideration before finalising a local strategy.</p>	<p>Cabinet</p> <p>Cabinet Member for Housing Cabinet Member for Housing</p> <p>Edition 2</p>		Steve Bulbeck Tel: 293120
INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN OCTOBER					

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ASC 2361	20/10/08 27/10/08	All Wards Commissioning Plan for Short-Term Care Short term care consists of a range of services and commissioners are looking at quantity and types of provision to meet local need and cross health and social care provision.	Cabinet Member for Adult Social Care & Health Joint Commissioning Board Cabinet Member for Adult Social Care & Health Edition 1 - Revised Version	Consultation via project working groups with stakeholders, users and carers.	Jane MacDonald Tel: 295038
CRT 2918	28/10/08	All Wards Libraries Plan Set out an action plan for public library development in the city over the next three years.	Cabinet Member for Culture, Recreation & Tourism Cabinet Member for Culture, Recreation & Tourism Edition 3	Wide consultation involving Members, Overview & Scrutiny Committee for Culture, Tourism & enterprise, stakeholders, partners and library users. Building on the existing body of research that includes recent library user and community surveys, focus groups, audit reviews and staff service days.	Sally McMahon Tel: 296963

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EEM 2920	28/10/08	<p>Preston Park London Road Regeneration</p> <p>An update on the proposals being developed by St James's Investments for a scheme to regenerate London Road to the south and west of Preston Circus.</p>	<p>Cabinet Member for Enterprise, Employment & Major Projects Cabinet Member for Enterprise, Employment & Major Projects</p> <p>Edition 3</p>	<p>Initial public and stakeholder consultation held 23-26 April 2008. Consultation with tenants at New England House held 9 and 11 July 2008. Second public and stakeholder consultation held 16-19 July 2008. Third public and stakeholder consultation planned for September/October 2008, specific dates to be arranged.</p>	Sean Hambrook Tel: 290362
CABINET DECISIONS ANTICIPATED FOR THE 16 OCTOBER 2008					

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CAB 3342	16/10/08	All Wards Update and outcome of the formal consultation stage for the proposed Falmer Academy Outcome of formal consultation process and determination of the future of Falmer High School.	Cabinet Cabinet Member for Children & Young People Edition 4	Informal consultation stage outcome was reported to Cabinet in July 2008. The formal consultation stage takes place between 1st September and 10th October 2008.	Gil Sweetenham Tel: 293433
CAB 2392	16/10/08	All Wards Secretary of State's Proposed Modifications to the Draft South East Plan To set out the City Council's response to the proposed modifications.	Cabinet Edition 2	The City Council is a consultee in this instance. Other council services i.e. Economic development / Housing, and other partners will be consulted once the form of the proposed modifications are known.	Mike Holford Tel: 292501

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CAB 2195	16/10/08	<p>All Wards Patcham Court Farm – Update on Disposal</p> <p>To update cabinet on the progress of the disposal of this site within the context of the current property market and to set out the available options on the way forward.</p>	<p>Cabinet Cabinet Member for Central Services</p> <p>Edition 1</p>		Angela Dymott Tel: 291450
CAB 2912	16/10/08	<p>All Wards Temporary Staffing for City Clean</p> <p>Approval sought to enter into a contract for the provision of temporary staffing for CityClean.</p>	<p>Cabinet Cabinet Member for Central Services</p> <p>Edition 4</p>		Lance Richard Tel: 295925

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CAB 2379	16/10/08	<p>All Wards Corporate Enforcement Policy</p> <p>To provide the outcome of the consultation process on the draft Corporate Enforcement Policy and recommend the adoption of the revised policy.</p>	<p>Cabinet Cabinet Member for Environment</p> <p>Edition 2</p>	<p>Draft Policy was considered by the Policy & Resources Committee on the 7 February 2008. Brighton & Hove Business Forum and all known linked Associations. All internal Directorates and Workers Forums, also to be on the council website, to go to the Police and East & West Sussex. Consultation to finish at the end of July.</p>	John Peerless Tel: 292486
CAB 2381	16/10/08	<p>All Wards Surveillance Policy</p> <p>To provide an update on the revisions to the original Surveillance Policy agreed by the Policy & Resources Committee in 2005</p>	<p>Cabinet Cabinet Member for Environment</p> <p>Edition 2</p>	<p>No consultation – report follows a legal framework and has been amended to reflect the advice and recommendations of the Surveillance Commissioner</p>	John Peerless Tel: 292486

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CAB 2205	16/10/08	<p>All Wards Asset Management Plan & Corporate Property Strategy 2008-11</p> <p>An update of the current asset management plan and corporate property strategy providing a strategic overview of Brighton & Hove City Council's property assets and the systems, processes and policies in place to manage and maintain them covering the three-year period 2008-11.</p>	<p>Cabinet Cabinet Member for Central Services</p> <p>Edition 1</p>		Angela Dymott Tel: 291450
CAB 2358	16/10/08	<p>All Wards King Alfred Redevelopment</p> <p>To report on progress of the project and the satisfaction of conditions under the development agreement.</p>	<p>Cabinet</p> <p>Edition 1 - Revised Version</p>	Legal Services, Strategic Finance, Leisure Services.	Jenny Rowlands Tel: 291019

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CAB 3396	16/10/08	All Wards Wilson Avenue/City College Brighton and Hove To consider the findings of the Wilson Avenue feasibility study and to receive an update on the wider City College Brighton and Hove redevelopment project.	Cabinet Cabinet Member for Enterprise, Employment & Major Projects Edition 4	The Wilson Avenue feasibility study has involved consultation of students, community groups and potential learners in East Brighton.	Max Woodford Tel: 29-3451
CHILDREN'S TRUST BOARD MEETING 20TH OCTOBER 2008					
CYP 4228	20/10/08	All Wards CAMHS (Child and Adolescent Mental Health Services) Commissioning and Service Development To agree the model of service for 14-25 year olds and to note current CAMHS investment.	Children & Young People Cabinet Member Meeting	Consultation has taken place with young people and Headteachers.	James Dougan Tel: 295511
JOINT COMMISSIONING BOARD MEETING 27TH OCTOBER 2008					

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JCB 4055	27/10/08	<p>All Wards Commissioning Plan for Short-Term Care</p> <p>Short term care consists of a range of services and commissioners are looking at quantity and types of provision to meet local need and cross health and social care provision.</p>	<p>Joint Commissioning Board</p> <p>Edition 4</p>	<p>Consultation via project working groups with stakeholders, users and carers.</p>	<p>Jane MacDonald Tel: 295038</p>
INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN NOVEMBER					
ENV 4305	06/11/08	<p>All Wards Walking Network</p> <p>Approval to implement physical improvements to the walking network.</p>	<p>Cabinet Member for Environment</p>	<p>Disability Groups, Local Residents, Cycle Groups and Pedestrian Groups.</p>	<p>Tom Campbell Tel: 293328</p>

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ENV 3322	06/11/08	<p>All Wards Partial Review of SE Plan- Gypsies, Travellers and Travelling Show People: Pitch Numbers and Distribution Options for Public Consultation</p> <p>The Report will recommend to SEERA the 'preferred option' for Brighton & Hove in terms of pitch numbers for Gypsies, Travellers and Travelling Showpeople.</p>	<p>Cabinet Member for Environment Cabinet Member for Environment</p> <p>Edition 4</p>	<p>Consultation took place summer 2007. Results were reported to P&R Committee Sept 2007. Consultation involved local gypsy/traveller groups and relevant stakeholders.</p> <p>SEERA's consultation on the distribution options is due to take place 1 September 2008 – 21 November 2008. They will be consulting all local authorities within the SE regions and relevant stakeholders, gypsy/traveller groups.</p>	<p>Sandra Rogers Tel: 292502</p>

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HSG 2182	12/11/08	<p>All Wards Housing Management Repairs & Maintenance ICT Strategy</p> <p>To agree a new ICT strategy for repairs & maintenance, and to seek authority to proceed with implementation.</p> <p>This was deferred to Housing Cabinet Member Meeting for the 12 November 2008.</p>	<p>Cabinet Member for Housing Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Housing Management Consultative Committee, in September 2008.</p>	<p>Steve Corbett Tel: 291396</p>
HSG 2184	12/11/08	<p>All Wards Housing Management Estates Service Review</p> <p>This was deferred to the November Housing Cabinet Member Meeting.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Housing Management Consultative Committee, in September 2008.</p>	<p>Hilary Edgar Tel: 293354</p>

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HSG 2190	12/11/08	<p>All Wards Value for Money Review of Housing</p> <p>Final report of the Value for Money review of Housing Services.</p> <p>This was deferred to the November Housing Cabinet Member Meeting.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Staff Housing Management Consultative Committee in September 2008</p>	<p>Nick Hibberd Tel: 293316</p>
HSG 2159	12/11/08	<p>All Wards Sussex Partnership Trust (SPT) Contract</p> <p>As SPT move into foundation trust status, the nature of our arrangements through section 75 agreement need to be considered.</p> <p>This was deferred to the November Housing Cabinet Member Meeting (originally set for 02 July CMM).</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Joint with Primary Care Trust. Consultation regarding Foundation Trust underway, including Health Overview and Scrutiny Committee, by Sussex Partnership Trust.</p>	<p>Denise D'Souza Tel: 295032</p>

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HSG 2189	12/11/08	<p>All Wards Review of Learning Disability Day Services</p> <p>To present options for changes to the way day services are delivered.</p> <p>This was deferred to the November Housing Cabinet Member meeting (originally set for the 10th September CMM).</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>	<p>Cabinet Member Adult Social Care & Health Cllr Ken Norman.</p> <p>The formal 12 week consultation will involve all key stakeholders: service users, family carers, the Learning Disability Partnership Board and key partners in the voluntary sector. We will be ensuring that account is taken of the most accessible ways of communicating with our service users given their specific communications needs as a result of their learning disabilities.</p>	<p>Naomi Cox Tel: 295813</p>

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HSG 2880	12/11/08 08/12/08	All Wards Review of Learning Disability Commissioning Strategy and 3-year Financial Plan To present the plan for future commissioning of learning disability services in the city.	Cabinet Member for Housing Joint Commissioning Board Cabinet Member for Housing Edition 3	Cabinet Member Adult Social Care & Health Councillor Ken Norman. The formal 12 week consultation will involve key stakeholders; service users family carers, the Primary Care Trust, providers of services in the statutory, private, independent and voluntary sector organisations and the Learning Disability Partnership Board'.	Diana Bernhardt Tel: 292363
HSG 2158	12/11/08	All Wards Housing Management Tenancy Agreement Review	Cabinet Member for Housing Cabinet Member for Housing Edition 1	Consultation with tenants at Area Panels during October and Housing Management Consultative Committee in September.	Helen Clarkmead Tel: 293250

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HSG 2188	12/11/08	All Wards Housing Revenue Account Business Plan Update To update the Housing Revenue Account business plan.	Cabinet Member for Housing Cabinet Member for Housing Edition 1	To be considered by Housing Management Consultative Committee in September.	Nick Hibberd Tel: 293316
CABINET DECISIONS ANTICIPATED FOR THE 20 NOVEMBER 2008					
CAB 2884	20/11/08	All Wards Targeted Budget Management (TBM) Month 6 To update members on the capital and revenue financial performance of the authority's General Fund and Housing Revenue Account as at Month 6 (September). The report will also include an update on financial recovery actions.	Cabinet Cabinet Member for Finance Edition 3		Nigel Manvell Tel: 293104

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CAB 2870	20/11/08	<p>All Wards Community Engagement Framework</p> <p>The framework will set out the strategic vision and guiding principles for community engagement within Brighton and Hove and the priority actions to improve engagement activity in the city.</p>	<p>Cabinet Cabinet Member for Community Affairs, Inclusion & Internal Relations</p> <p>Edition 3</p>	<p>The framework builds on a wide range of consultation already undertaken in the city. There is also a detailed development process that will be carried out from June through to September 2008.</p>	<p>Anthony Zacharzewski Tel: 296855</p>
CAB 2197	20/11/08	<p>All Wards Community Stadium Development</p> <p>(a) Approval to an Agreement for Lease and Lease; (b) Approval to Heads of terms for spreading excavated chalk on a neighbouring field owned by the council; (c) Conditional landowner approval to the business case.</p>	<p>Cabinet Cabinet Member for Enterprise, Employment & Major Projects</p> <p>Edition 1</p>	<p>Consultation with officers in Legal, Finance and Property Services.</p>	<p>Chris Mortimer Tel: 292556</p>

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CAB 4315	20/11/08	All Wards ICT Strategy 2008-11	Cabinet Cabinet Member for Central Services		Paul Colbran Tel: 290283
CAB 2889	20/11/08	All Wards Preston Barracks To update Cabinet with the latest developments in relation to the Preston Barracks scheme and to seek agreement to the next stages.	Cabinet Cabinet Member for Enterprise, Employment & Major Projects Edition 3	Cabinet Member for Enterprise, Employment & Major Projects and members of the Preston Barracks Project Board.	Mark Jago Tel: 291106
INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN DECEMBER					

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ASC 4247	05/12/08	<p>All Wards Physical Disability Strategy 2009-2012</p> <p>The strategy outlines a three year plan for the development of physical disability services in the city. The plan is based on both national and local policy and incorporates the views that have been collected from across the local health economy including service users and carers. The report will recommend endorsement by the Cabinet Member and the implementation of an action plan to drive the service improvements.</p>	<p>Cabinet Member for Adult Social Care & Health Cabinet Member for Adult Social Care & Health</p>	<p>The draft strategy has been developed with cross representation from the statutory and voluntary sectors. A period of formal consultation is taking place during September, October and November with key stakeholders including voluntary sector and communities of interest, Disability Equality Scheme steering group and service users group, relevant clinical groups and networks.</p>	<p>Karin Divall Tel: 294478</p>

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ASC 2164	05/12/08	<p>All Wards Sussex Partnership Trust Contract</p> <p>As SPT move into foundation trust status, the nature of our arrangements through section 75 agreement need to be considered.</p> <p>This will now be deferred to the Adult Social Care & Health Cabinet Member Meeting in December 2008 (originally set for 02 July CMM).</p>	<p>Cabinet Member for Adult Social Care & Health Cabinet Member for Adult Social Care & Health</p> <p>Edition 1</p>	<p>Joint with Primary Care Trust. Consultation regarding the Foundation Trust underway including Health Overview and Scrutiny committee, by Sussex Partnership Trust.</p>	Denise D'Souza Tel: 295032
ENV 4309	11/12/08	<p>All Wards Pedestrian Signing Strategy</p> <p>Approval of Pedestrian Signing Strategy and approval to implement first phase.</p>	<p>Cabinet Member for Environment</p>	<p>Disability Groups, Conservation Groups, Pedestrian Groups, Tourist destinations, Cycle Forum, Local Residents, economic Partnership, Ward Councillors, General Public.</p>	Jo Thompson Tel: 292500

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ENV 4307	11/12/08	<p>All Wards Second Local Transport Plan (LTP) Progress Report (22080)</p> <p>This is a mid-term report on both the progress and future plans for the second LTP, covering the period 2006/07 to 2010/11.</p>	Cabinet Member for Environment	No formal consultation is planned, however officers involved in LTP projects have supplied the information on which the report is based.	David Parker Tel: 292474
CABINET DECISIONS ANTICIPATED FOR THE 18 DECEMBER 2008					
CAB 2874	18/12/08	<p>All Wards Award of Contract for New HR/Payroll system</p> <p>Following Policy & Resources Committee approval in January 2008 to go out to tender, this report to Cabinet will recommend a preferred contractor to deliver a new HR and Payroll system. Cabinet will be asked to approve the release of funds and the decision to purchase.</p>	<p>Cabinet Cabinet Member for Central Services</p> <p>Edition 3</p>	None as yet	Shaun Rafferty Tel: 291290

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CAB 4002	18/12/08	All Wards Procurement of the Corporate Building Cleaning Contract To seek approval for the re-tendering under European Regulations of the Council's corporate building cleaning 4-year contract.	Cabinet Cabinet Member for Central Services Edition 4		Angela Dymott Tel: 291450
CHILDREN'S TRUST BOARD MEETING 1ST DECEMBER 2008					
CYPT B 3083	01/12/08	All Wards Changes to Funding for the Early Years Free Entitlement To seek agreement on the targeting of the increased early years free entitlement from September 2009.	Children & Young People's Trust Board Cabinet Member for Children & Young People Edition 4	Consultation will take place with the Early Years Funding group, early Years Providers including schools and the Schools Forum.	James Dougan Tel: 295511
CYPT B 2868	01/12/08	All Wards Commissioning Strategy for Youth and Connexions To agree a commissioning strategy for the Youth Support Services including the Connexions Service.	Children & Young People's Trust Board Cabinet Member for Children & Young People Edition 3	Consultation will take place with stakeholders and the Youth & Connexions Service Board during August and September 2008.	Gillian Cunliffe Tel: 293447

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JOINT COMMISSIONING BOARD MEETING 8TH DECEMBER 2008					
4249	08/12/08	<p>Physical Disability Strategy 2009-2012</p> <p>The strategy outlines a three year plan for the development of physical disability services in the city. The plan is based on both national and local policy and incorporates the views that have been collected from across the local health economy including service users and carers. The report will recommend endorsement by the Cabinet Member and the implementation of an action plan to drive the service improvements.</p>	<p>Joint Commissioning Board Cabinet Member for Adult Social Care & Health</p>	<p>The draft strategy has been developed with cross representation from the statutory and voluntary sectors. A period of formal consultation is taking place during September, October and November with key stakeholders including voluntary sector and communities of interest, Disability Equality Scheme steering group and service users group, relevant clinical groups and networks.</p>	<p>Karin Divall Tel: 294478</p>
INDIVIDUAL CABINET MEMBER DECISIONS ANTICIPATED IN JANUARY					

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Brighton & Hove City Council Forward Plan October to January

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EEM 2909	06/01/09	<p>All Wards Business Retention Inward Investment</p> <p>To consider and agree the business retention and inward investment retention strategy for the city along with an implementation plan to the end of 2010.</p>	<p>Cabinet Member for Enterprise, Employment & Major Projects Cabinet Member for Enterprise, Employment & Major Projects</p> <p>Edition 3</p>	<p>Key stakeholders in the city, selected cross sector businesses in the city, neighbouring local authorities, Members and Lead officers. Inward Investment Agencies and Economic Partnerships. By meetings, appointments, phone and e-mail. Closing date Mid-September 2008.</p>	<p>Cheryl Finella Tel: 291095</p>

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HSG 2154	14/01/09	<p>Hanover & Elm Grove St Gabriel's 10-year Lease</p> <p>To consider leasing St. Gabriel's for 10 years to provide support living for people with learning disabilities.</p> <p>The item had been deferred from the 10th September CMM until 14th January 2009. The reason for the deferment was that the owner has to get planning consent and also to cost out the works to develop the property to the required design. He was therefore not in a position to agree the cost of the lease with the council and therefore officers were unable to provide an accurate financial appraisal until this time.</p>	<p>Cabinet Member for Housing</p> <p>Edition 1</p>		Sylvia Peckham Tel: 293318
CABINET DECISIONS ANTICIPATED FOR THE 15 JANUARY 2009					
CAB 3080	15/01/09	<p>All Wards Core Strategy</p> <p>This item had been deferred from the 18th December Cabinet to the 15th January 2009 Cabinet meeting.</p>	<p>Cabinet Cabinet Member for Environment</p> <p>Edition 4</p>		Liz Hobden Tel: 292504

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REPORTS TO BE APPROVED BY OFFICERS UNDER DELEGATED POWERS					

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