



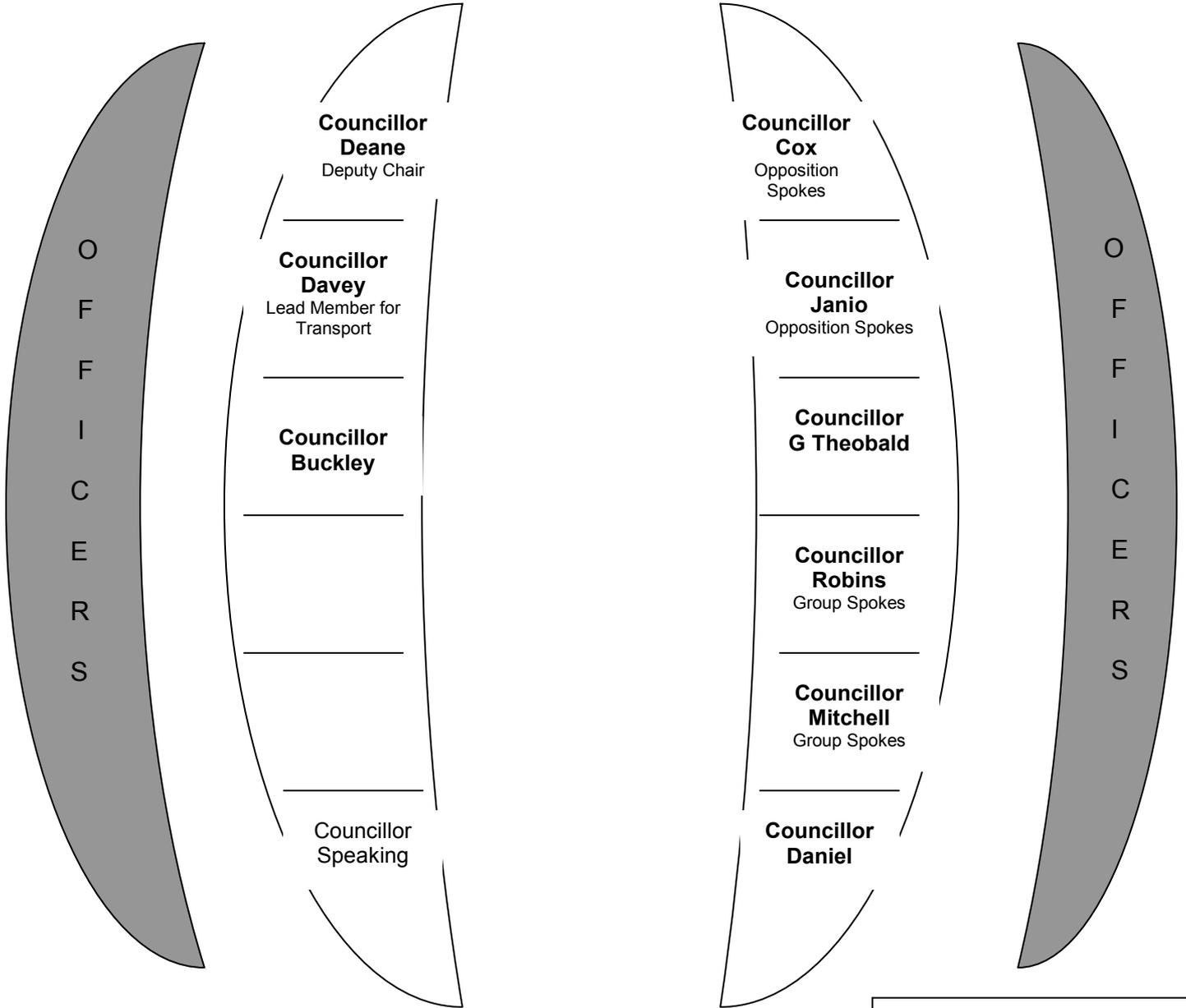
**Brighton & Hove
City Council**

Environment, Transport & Sustainability Committee

Title:	Environment, Transport & Sustainability Committee
Date:	7 October 2014
Time:	4.00pm
Venue	Council Chamber, Hove Town Hall
Members:	Councillors: West (Chair), Deane (Deputy Chair), Cox (Opposition Spokesperson), Janio (Opposition Spokesperson), Mitchell (Group Spokesperson), Robins (Group Spokesperson), Buckley, Daniel, Davey and G Theobald
Contact:	John Peel Democratic Services Officer 01273 29-1058 john.peel@brighton-hove.gov.uk
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Democratic Services: Environment, Transport & Sustainability Committee

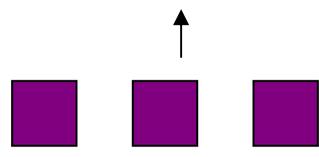
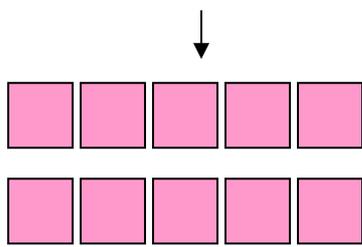
Legal Officer	Executive Director Environment, Development & Housing	Councillor West Chair	Democratic Services Officer
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Press

Public Speaker Public Speaker

Public Seating



AGENDA

PART ONE

Page

24 PROCEDURAL BUSINESS

- (a) **Declarations of Substitutes:** Where councillors are unable to attend a meeting, a substitute Member from the same political group may attend, speak and vote in their place for that meeting.
- (b) **Declarations of Interest:**
 - (a) Disclosable pecuniary interests not registered on the register of interests;
 - (b) Any other interests required to be registered under the local code;
 - (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

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

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

- (c) **Exclusion of Press and Public:** To consider whether, in view of the nature of the business to be transacted or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

Note: Any item appearing in Part Two of the agenda states in its heading the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the press and public.

A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls and on-line in the Constitution at part 7.1.

25 MINUTES

1 - 24

To consider the minutes of the meeting held on 1 July 2014 (copy attached).

Contact Officer: John Peel

Tel: 29-1058

26 MINUTES OF THE PREVIOUS MEETING OF THE CITY SUSTAINABILITY PARTNERSHIP (FOR INFORMATION) 25 - 28

Minutes of the previous meeting held on 16 July (copy attached)

27 CHAIRS COMMUNICATIONS

28 CALL OVER

- (a) Items (32 – 50) will be read out at the meeting and Members invited to reserve the items for consideration.
- (b) Those items not reserved will be taken as having been received and the reports' recommendations agreed.

29 PUBLIC INVOLVEMENT 29 - 32

- (a) **Petitions:** To receive any petitions presented by members of the public to the full Council or at the meeting itself.
 - (i) Denmark and Vale Road Speeding
- (b) **Written Questions:** To receive any questions submitted by the due date of 12 noon on the 30 September 2014.
 - (i) Traffic in Poets Corner
 - (ii) Bakers Bottom controlled parking spaces
- (c) **Deputations:** To receive any deputations submitted by the due date of 12 noon on the 30 September 2014.

30 ITEMS REFERRED FROM COUNCIL 33- 42

- (a) **Petitions:** To receive petitions referred from the meeting of Full Council of 17 July 2014:
 - (i) Preston Park toilets
 - (ii) Road Surface, Coombe Road
 - (iii) Matlock Road parking restrictions
 - (iv) Pedestrian Crossing, Bexhill Road
 - (v) Traffic in Woodingdean

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

31 MEMBER INVOLVEMENT

43 - 50

To consider the following matters raised by Members:

- (a) **Petitions:** To receive any petitions referred from Full Council or submitted directly to the Committee;
- (b) **Written Questions:** To consider any written questions;
 - (i) Refuse collection- Councillor Mitchell
- (c) **Letters:** To consider any letters;
 - (i) Communal refuse bins- Councillor G Theobald
 - (ii) Blocked drains- Councillor Robins
 - (iii) Hove Station footbridge- Councillor Janio
- (d) **Notices of Motion:** to consider any Notices of Motion

TRANSPORT & PUBLIC REALM MATTERS

32 CITY WIDE PARKING REVIEW UPDATE

51 - 60

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Owen McElroy *Tel:* 29-0368
Ward Affected: All Wards

33 HIGHWAYS WINTER SERVICE PLAN 2014-15

61 - 92

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Christina Liassides *Tel:* 29-2036
Ward Affected: All Wards

34 PARKING ANNUAL REPORT 2013-14

93 - 144

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Paul Nicholls *Tel:* 29-3287
Ward Affected: All Wards

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

35 BAKERS BOTTOM - AREA U RESIDENT PARKING SCHEME EXTENSION 145 - 156

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Charles Field Tel: 29-3329
Ward Affected: Queen's Park

36 LEWES ROAD TRIANGLE - AREA J EXTENSION 157 - 170

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Charles Field Tel: 29-3329
Ward Affected: St Peter's & North Laine

37 WISH WARD PARKING SCHEME PROPOSALS 171 - 200

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Charles Field Tel: 29-3329
Ward Affected: Wish

38 AMENDMENT TRAFFIC ORDER 201 - 252

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Charles Field Tel: 29-3329
Ward Affected: All Wards

39 DOUBLE YELLOW LINES IN TONGDEAN LANE OUTSIDE WITHDEAN SPORT COMPLEX. 253 - 260

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Charles Field Tel: 29-3329
Ward Affected: Withdean

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

40 AREA E (PRESTON PARK STATION NORTH) TRAFFIC ORDER AMENDMENTS. 261 - 272

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Charles Field Tel: 29-3329
Ward Affected: Withdean

41 VALLEY GARDENS GOVERNANCE & SOUTHERN SECTION UPDATE 273 - 292

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Jim Mayor Tel: 29-4164
Ward Affected: All Wards

42 PEDESTRIAN CROSSING PRIORITY 293 - 310

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Tracy Beverley Tel: 29-2813
Ward Affected: All Wards

43 CHURCH ROAD, SOUTH PORTSLADE - TRAFFIC & ROAD SAFETY IMPROVEMENTS 311 - 320

Report of the Executive Director of Environment, Development & Housing (copy attached).

Ward Affected: South Portslade

44 DYKE ROAD CYCLE FACILITY 321 - 334

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Tracy Beverley Tel: 29-2813
Ward Affected: All Wards

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

45 OLD TOWN TRANSPORT SCHEME (EAST STREET) 335 - 378

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Tom Campbell Tel: 29-3328
Ward Affected: Regency

46 MOTORCYCLES IN BUS LANES TRIAL 379 - 386

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Matthew Thompson Tel: 29-3705
*Ward Affected: Hollingdean & Stanmer;
Moulsecoomb &
Bevendean; Queen's
Park; Rottingdean
Coastal; Withdean*

ENVIRONMENT & SUSTAINABILITY MATTERS

47 PRESTON PARK CHALET PUBLIC TOILETS CONDITION SURVEY 387 - 410

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Jan Jonker Tel: 29-4722
Ward Affected: Preston Park

48 OPEN SPACES STRATEGY FOR BRIGHTON & HOVE 411 - 416

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Jan Jonker Tel: 29-4722
Ward Affected: All Wards

49 NOMINATIONS FOR CENTENARY FIELDS PROGRAMME 417 - 436

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Jan Jonker Tel: 29-4722
Ward Affected: All Wards

50 ALLOCATIONS POLICIES FOR PERMANENT AND TRANSIT TRAVELLERS SITES

**437 -
452**

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Rachel Chasseaud Tel: 01273 290753
Ward Affected: All Wards

51 ITEMS REFERRED FOR FULL COUNCIL

To consider items to be submitted to the 23 October 2014 Council meeting for information.

In accordance with Procedure Rule 24.3a, the Committee may determine that any item is to be included in its report to Council. In addition, any Group may specify one further item to be included by notifying the Chief Executive no later than 10am on the eighth working day before the Council meeting at which the report is to be made, or if the Committee meeting take place after this deadline, immediately at the conclusion of the Committee meeting

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

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

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

For further details and general enquiries about this meeting contact John Peel, (01273 29-1058, email john.peel@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

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For further details and general enquiries about this meeting contact John Peel, (01273 29-1058, email john.peel@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

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Please inform staff on Reception of this affects you so that you can be directed to the Council Chamber where you can watch the meeting or if you need to take part in the proceedings e.g. because you have submitted a public question.

Date of Publication - Monday, 29 September 2014

BRIGHTON & HOVE CITY COUNCIL
ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

4.00pm 1 JULY 2014

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillor West (Chair), Councillor Deane (Deputy Chair), Cox (Opposition Spokesperson), Janio (Opposition Spokesperson), Mitchell (Group Spokesperson), Robins (Group Spokesperson), Buckley, Daniel, Davey and G Theobald

Other Members present: Councillor Summers

PART ONE

1 PROCEDURAL BUSINESS

1(a) Declarations of substitutes

1.1 There were none.

1(b) Declarations of interest

1.2 There were none.

1(c) Exclusion of press and public

1.3 In accordance with section 100A of the Local Government Act 1972 ("the Act"), the Committee considered whether the press and public should be excluded from the meeting during an item of business on the grounds that it was likely, in view of the business to be transacted or the nature of proceedings, that if members of the press and public were present during that item, there would be disclosure to them of confidential information (as defined in section 100A(3) of the Act) or exempt information (as defined in section 100(I) of the Act).

2 MINUTES

2.1 **RESOLVED-** That the minutes of the previous meeting held on 29 April 2014 be approved and signed as the correct record.

3 MINUTES OF THE PREVIOUS MEETING OF THE CITY SUSTAINABILITY PARTNERSHIP (FOR INFORMATION)

- 3.1 **RESOLVED-** That the minutes of the previous meeting of the City Sustainability Partnership held on 6 March 2014 be noted.

4 CHAIRS COMMUNICATIONS

- 4.1 The Chair provided the following Communication:

“Today’s meeting is our first that will be webcast live and will be capable of repeated viewing.

May I first of all welcome Councillor Ruth Buckley and Councillor Lizzie Deane who have joined the committee for this year. Cllr Deane served previously on the Environment & Sustainability Committee and is taking the role of Deputy Chair of this committee.

As members will be aware our partnership bid for the Brighton & Lewes Downs to be designated a UNESCO Biosphere has been successful. I know that all three parties, while in administration have contributed to this initiative and I know that the commitment has been acknowledged by the Chair of the Biosphere Partnership. Having received recognition that our local environment is not only special but world class, we now need to move forward together to make the very most of this opportunity for nature, for our economy and for local people.

This morning I was delighted to open the new public toilets in the refurbished arches near the West Pier.

In line with the recommendation of the Scrutiny Panel and in line with the recent consultation on charging we have taken the opportunity to install charging facilities the modest charge of 30p will help support on-going costs in context of the budget constraints we face from government cuts. It’s a splendid facility.

Summer is always a busy time and I would like to quickly add a note of celebration of the successful opening of the Waste House at Brighton University.

We have also had another very successful Festival of Nature at Stanmer Park. I very much enjoyed the day with my family, and our officers really are to be commended for all the work they do and for achieving such a high turnout.

The Eco Technology Show was also another roaring success this weekend – this event is now a very well established and is playing a vital support of our green economy.

I was delighted with the recent figures showing that road safety in the city is improving. In the last three years, casualties have fallen 18%, and road deaths have dropped by 63% since 2010.

This a testament to the work of colleagues on this committee in approving proposals for slower speeds and better road layouts, both of which have helped save lives on our streets, and lay a strong foundation for reaching the ambition of the Road Safety Strategy we will be considering later.

And finally, I would like to remind members that officers are putting together a tour for members of our Nature Improvement work. This offers to be a great day out and I hope members will be able to come along and show their support for the hard work staff and volunteers are doing to improve diversity”.

5 CALL OVER

- 5.1 The following items on the agenda were reserved for discussion:

- Item 9: Review of the Animal Welfare Charter
- Item 12: Safer Roads Strategy 2014-2020- A road safety strategy for Brighton & Hove
- Item 15: Valley Gardens
- Item 16: North Street Environmental Improvement
- Item 17: Brighton & Hove Permit Scheme
- Item 18: Preston Park Triangle proposed Area J extension- consideration of objections to draft traffic regulation orders
- Item 19: Bakers Bottom & Craven Vale resident parking scheme consultation
- Item 20: Lewes Road Triangle resident parking scheme consultation
- Item 21: Double yellow lines traffic order

5.2 The Democratic Services Officer confirmed that the items listed above had been reserved for discussion and that the following reports on the agenda with the recommendations therein had been approved and adopted:

- Item 10: East Brighton Park and Wilson Avenue parking controls- formal traffic order consultation
- Item 11: Award of lease Rottingdean Pitch & Putt
- Item 13: Road Safety Audit Policy
- Item 14: Brighton Marina to River Adur coastal study
- Item 22: Surrenden Road traffic management/road safety scheme

6 PUBLIC INVOLVEMENT

(a) Petitions

(i) School Pavement Safety- Councillor Summers

4.1 The Committee considered a petition signed by 115 people requesting improvements to safety on Rusper Road, Selham Drive and Hawkhurst Road.

4.2 The Chair provided the following response:

"I am sure I can speak for all members of the committee in saying how sorry we are to hear of the concerns of local residents about safety of the walk to school journey for parents and children attending Coldean School.

Safe journeys to school are a core element of the Council's road safety approach, which include effective school travel planning, safe infrastructure measures and speed management. We are also taking steps to deal with inconsiderate parking at key locations on routes to schools, such as junctions and at crossing points.

Our school travel planning officers and staff from Coldean School have made significant improvements to the travel patterns associated with the school over the past few years, as part of the work we have been doing in the Lewes Road corridor.

I will ask the Road Safety Manager to extend his work to include a review of the traffic and safety conditions at the junction with Selham Road and evaluate the merits of making Rusper Road a one-way street between Selham Drive and Hawkhurst Road. I will ask him to respond directly to the petitioners once this work is complete.

I am grateful to the petitioners for bringing their concerns to the attention of Committee”.

4.3 **RESOLVED-** That the petition be noted.

(ii) Communal Glass recycling- Bronagh Wedderburn

4.4 The item was withdrawn by the petitioner.

(b) **Written Questions**

(i) **New England Road railway bridge- Neil Schofield**

4.5 Neil Schofield asked the following question:

“Despite recent works the railway bridge over New England Road continues to be infested by feral pigeons, leading to mess on the pavements and a deeply unpleasant environment for pedestrians passing underneath the viaduct. Moreover the lighting has deteriorated, creating an environment that is unwelcoming and gives rise to public safety concerns. Will the Council task a named Officer to co-ordinate management of this space across the various interested Council departments to ensure that this area is kept clean and safe, and whose duties will include ensuring that Network Rail pigeon-proof the bridge properly?”

4.6 The Chair provided the following response:

“The Council's street lighting team are currently working on plans to improve the lighting at the New England Railway Bridge. The works to be carried out in this financial year include removal of the wall mounted lighting, installation of columns and the provision of Pigeon proofing to protect the lanterns. Furthermore, the council clean this area weekly with a mechanical sweeper and jet washing unit, it is also manually swept and litter picked once a week. The Council's lighting and street cleansing services are part of the environment directorate, which is directed by Geoff Raw. Responsibility for any further liaison that is required with Network Rail over issues relating to the bridge ultimately lie with Geoff”.

4.7 Neil Schofield asked the following supplementary question:

“Thank you for a named contact. Would Geoff Raw be willing to meet local campaigners?”

4.8 The Chair provided the following response:

“Geoff Raw is the first point of contact however he may ask other officers with direct knowledge of the area to attend a meeting. I would suggest that there would also need to be an assessment of the effect of recent initiatives first”

(c) **Deputations**

(i) **20mph speed limit consultation- Chris Murgatroyd**

4.9 The Committee considered a Deputation requesting the council to consult with the residential roads around Hove Park and Hove Recreation Ground as part of the next phase of the 20mph scheme on the city.

4.10 The Chair provided the following response:

“The residents of the roads referred to were consulted, in August and September 2013, as part of Phase 2 of the 20mph programme. The exclusion of much of the Dyke Road West area from Phase 2 was as a result of a majority of residents in the area as a whole (60%) opposing the introduction of 20mph limits with only the area surrounding the local schools incorporated in the final Phase 2 design.

Reasons were offered in the officers reports for the removal from Phase 2 of streets within this area which included a consideration that if local residents were not in support of the lower limit on their own roads then they, the people perhaps most often driving on them, would be less likely to comply voluntarily with them making it less likely that other drivers would do so too.

However, the specific roads you mention, as you say, did show a small majority in support and the recent planning approval for a school site in the area adds strength to arguments in favour of inclusion of these roads in phase 3 as this new school will see more school children using these roads as routes to and from school.

More broadly, in your deputation you also draw attention to the journeys taken through the area by children attending a number of nearby schools, and also the journeys that are made to Hove Park and Hove Recreation Ground.

I would therefore ask the Committee if they are willing to instruct officers to include further consideration of this area, in light of this deputation and the future location of the Spanish Bilingual Primary School, in the future report on the 20mph programme due before this Committee in November 2014 so that members can reconsider all the issues related to these streets”.

4.11 Councillor Cox stated his disappointment that the Committee had not been provided advance notice of the Chair’s recommendation to allow for assessment of the request.

4.12 The Chair clarified that his recommendation was not for immediate implementation of a 20mph limit in the area but a request that officers consider the request as part of the upcoming Phase 3 programme.

4.13 Councillor Mitchell stated that each Member had given careful consideration to the Phase 1 and Phase 2 programme and whilst she appreciated the Deputation request, the Committee required evidence and further consideration.

4.14 Councillor Theobald stated that ward councillors would also need to be consulted on the proposals.

4.15 Councillor Cox stated that he found it extraordinary that such a request was being made of Members without any advance notification from the Chair.

- 4.16 Councillor Davey stated that he found it reasonable to reconsider the specified area for a 20mph limit in light of the approval for a new school in the area which was an additional factor in road safety considerations.
- 4.17 The Chair clarified that he was not requesting the Committee immediately proceed with consultation of implementation of 20mph in the area but that they ask officers to revisit this specific area as part of the planned Phase 3 stage of 20mph in the city.
- 4.18 Councillor Janio stated that the Committee should have been provided advance notification of the request and without that; he could not support the proposal.
- 4.19 Councillor Davey stated that it was normal for the Committee to request a report on any matter and, if agreed, a report would be returned to Committee to examine the case for and against introduction of 20mph in the specified area.
- 4.20 The Head of Transport stated that officers had a degree of knowledge of local factors due to the extensive 20mph consultation already conducted. He added that should Committee agree, the specific area could be included in the wider Phase 3 20mph report due to be submitted to Committee in November.
- 4.21 Councillor Mitchell requested discussions be held with the new school on their travel to school plans.
- 4.22 Councillor Cox stated that he was in agreement for the request to be considered as part of the overall report on Phase 3 of the 20mph scheme.
- 4.23 **RESOLVED-** That the Deputation request be investigated and reported back to Committee as part of the overall report on Phase 3 of the 20mph scheme.

(ii) Beacon Hub proposals- Councillor Bob Webzell

(iii) Beacon Hub proposals- Jay Butler

- 4.24 The Deputations were withdrawn as the Committee had agreed the amended recommendations in the related agenda item that supported the requests made in the Deputations.

(iv) Area J extension

- 4.25 The Committee considered a Deputation that expressed support to extend the proposed Area J Controlled Parking Zone (CPZ) to include the Lewes Road/Triangle Area due to severe access problems in Park Crescent and access to local shops.
- 4.26 The Chair provided the following response:
- “Thank you for your comments. These matters are being discussed in a report later in the meeting when members of the Committee will decide on the way forward”.*
- 4.27 **RESOLVED-** That the Deputation be noted.

7 ITEMS REFERRED FROM COUNCIL

(a) Petitions

(i) Stanmer Village- Jamie Hooper

7.1 The Committee considered a petition signed by 48 people requesting that no bid be submitted to the Heritage Lottery Fund Parks for People until issues on parking space and community space be resolved. The petition had been referred from the meeting of Full Council held on 8 May 2014.

7.2 The Chair provided the following response in writing:

Thank you very much for your petition expressing your concerns about parking in Stanmer Park and the need for community facilities. I know that these are issues the residents in Stanmer Park feel strongly about.

I hope you agree that we had a very useful meeting with you and a number of representatives from the village a few weeks ago to talk these and other issues through. Officers explained that as part of the Stage 1 submissions we will not have yet worked out the detailed proposals to address parking in the park.

We intend to work on the detailed proposals once we have completed our stage 1 applications in the New Year.

I am very pleased that we have established a working group with representatives from the village and we will work closely with this group on the development of the whole project, including parking proposals. The working group will also form a clear mechanism for residents to feed their proposals in to the continued development of the masterplan.

On the issue of your request for a community space, again this level of detail has not been worked out yet and is not required for the Stage 1 bid. However community engagement is a key criterion in the HLF application process and we do expect the final plans to include community facilities.

So in summary, subject to the decision by the Policy & Resources Committee on the 10th July we will be submitting our high level Stage 1 applications to HLF later this year. Hopefully these will be successful and contribute to the resources needed to develop our detailed Stage 2 plans which will include parking issues and community facilities.

I am very pleased that we have identified a mechanism for working with Stanmer Residents through the working group and look forward to your close involvement as this project progresses”.

7.3 **RESOLVED-** That the petition be noted.

(c) Deputations

(i) Recycling in the Clarendon area- Jackie Quinn

7.4 The Committee considered a Deputation concerning refuse and recycling collection in the Clarendon area of Hove. The Deputation had been referred from the meeting of Full Council held on 8 May 2014.

7.5 The Chair provided the following response:

“Thank you for your deputation regarding communal refuse and recycling in the Clarendon Area and I’m sorry you have had cause to complain.

The refuse and recycling service has been through a significant period of change since last summer and this has unfortunately caused disruption.

The changes were implemented following negotiations with the unions on allowances and subsequent restructuring of the collection rounds. These changes affected the whole city and were the biggest we have ever had to implement and as a result have taken some time to bed down.

I am pleased to say that the changes have now largely bedded down and the situation has improved significantly.

The changes have improved the service for residents in that we now provide collections on bank holidays for those properties with kerbside collections.

At the same time we have also been introducing communal recycling to many areas of the city centre following a successful trial which showed the new service increased recycling rates and was preferred by service users. Communal recycling bins are emptied at least three times per week and one of the advantages is that residents do not need to remember on what days they are collected.

The communal recycling roll out will be completed in the next two weeks.

Where communal bins are just being rolled out we are sometimes seeing a purge as people get rid of recycling they have stored for collection. We sometimes also have to tweak bin locations once we know which bins are used more than others.

We do not advertise collection dates on communal bins as people can use them at their convenience and do not need to remember when collection days are.

We are working on a campaign to encourage people to recycle more and an incentive scheme whereby the communities in the city will benefit if recycling rates increase. This will work by allocating some of the savings realised through increased recycling to a community fund.

I have today received your email which suggests residents are experiencing ongoing problems and I will ask officers to meet with you to discuss how they might improve the service in your street.

7.6 **RESOLVED**-That the Deputation be noted.

8 MEMBER INVOLVEMENT

(b) Written Questions

(i) Abandoned bicycles- Councillor Cox

8.1 Councillor Cox asked the following question:

‘I congratulate the progress the Administration has made in the last 3 years in the provision of more public cycle parking.

There does though remain a shortage of cycle parking spaces in the City. This is exacerbated by the large number of obviously abandoned bikes (and often just bits of bike) taking up valuable bike parking spaces. Currently the Council takes at least 28 days (and often much longer) to remove these bikes. Will the Council consider allowing more

discretion in the operation of the procedure for abandoned bikes, and in particular authorise the immediate removal of bikes which it is reasonable to assume by their condition have been abandoned?

8.2 The Chair provided the following reply:

“As someone who has recently returned to cycling, I very much appreciate the frustration you express about availability of cycle parking and impact of abandoned bikes can have upon that availability. Thanks to the success of our transport policies, we have a burgeoning demand for cycle parking and I am keen to explore new ways to help increase cycle parking, and we are also working on improving capacity to deal with abandoned bikes.

We have recently increased our collection runs for abandoned bikes to once a fortnight. These are carried out by the enforcement officers using a small pickup. In addition, the officers are now actively looking for potentially abandoned bikes and this has led to over 120 bikes being ticketed in the last few days.

Between April 2013 and March 2014 we investigated over 1000 bikes and removed nearly 400. Currently the bikes are handed to the Sussex YMCA.

Abandoned bikes cannot simply be removed from the public highway and disposed of immediately. The Council has to either give notice to the owners of their intentions (as we do now) or remove and then securely store the bikes for a period allowing any owners to claim them back. The council does not have any facility to store abandoned bikes.

We have contacted and met with representatives from bike recycling projects who are keen to work with us to help resolve some of these issues. Our next step is to work up an agreeable service level agreement and carry out some initial collection trials.

We hope that with their assistance we can increase our collection times further allowing more time for the Highway Enforcement Officers to deal with abandoned bikes as well as concentrate on other essential duties.

I will ask Officers to report back in a year’s time to say how this is going”.

(c) Members Letters

(i) Yellow lines- Councillor G Theobald

8.3 Councillor Theobald presented a letter requesting an officer report to the next meeting of the Committee regarding the 2012/13 decision to only insert new yellow lines within CPZ’s.

8.4 The Chair provided the following response:

“As outlined as part of the 2012/13 budget implications, and as at Budget Council in February, it is not possible to carry out any more changes to parking restrictions outside of resident parking schemes under the Parking Infrastructure budget, with the exception of disabled bay requests.

As you can appreciate in order for any changes to be made, the proposals need to be put to the public, in the form of a draft Traffic Order, followed by the correct signing and lining on site (or removal of them) if the proposals are approved. This requires substantial time and cost; also we receive many such requests across the city. Previously we have batched up these requests for advertising twice a year.

However, we are now prioritising resources on essential signing and lining maintenance and we also need to consider the ongoing cost of maintenance for signing & lining and need to keep new proposals to a minimum. This is because there is no budget within Parking Infrastructure for additional maintenance and we already have a substantial amount of lining and signing throughout Brighton & Hove that we must support with the existing budget.

This is an issue that would need to be picked up in the budget process this year where members will be making proposals for 15/16, the Local Transport Plan (LTP) isn't relevant to this either as most minor signing and lining TRO based amendments for the type of waiting restrictions referred to are revenue funded rather than capital funded. The separate parking scheme work is Capital funded but this is through borrowing rather than the LTP.

Councillors have discussed the yellow line policy when other requests have come forward through public and member engagement, e.g. the Woodingdean chevron parking proposal, so I don't think it is fair to say Members are not aware of this policy. We have also had the budget process for this year, where Councillors could have amended the policy and put forward proposals. LTP4 is the bigger opportunity to review this in the wider context, and the committee will be engaged with that process, so I'm not sure a special report on this single matter is warranted".

- 8.5 Councillor Theobald noted that there was a report on the Committee agenda proposing yellow linage in Hanover yet this area was currently outside a CPZ.
- 8.6 The Chair clarified that yellow lines could be introduced where it related to displacement from CPZ's and the financing to do so was taken from that specific capital budget.
- 8.7 **RESOLVED-** That the letter be noted.

9 REVIEW OF THE ANIMAL WELFARE CHARTER

- 9.1 The Committee considered a report of the Director of Public Health that requested the Committee to approve consultation on whether to retain or remove the exemption in the council's Animal Welfare Charter allowing performances of equestrian acts following a request from the Economic, Development & Culture Committee to review this exemption.
- 9.2 Councillor Mitchell stated that she had significant problems with the report. Councillor Mitchell noted that the Green Party had historically campaigned against Zippo's Circus and the report appeared an extension to that campaign. Furthermore, Councillor Mitchell noted that the recommendation was for the Committee to agree to consultation regarding the current exemption but that case law determined that councillors could not base their decision on moral grounds. Councillor Mitchell stated that should the Committee agree to consultation, it would be extremely difficult for councillors to differentiate in the results between those who objected to equestrian acts on moral grounds and those that did not.
- 9.3 The Deputy Head of Law stated that case law was clear that councillors had to make an objective assessment of the subject and evidence when reaching a decision adding that if a decision to proceed with consultation was agreed, any subsequent report would

outline the benefit and implications to the area concerned and the consultation questions would be phrased to illicit answers that were not based upon moral judgements. The Deputy Head of Law stated that if the consultation responses were only based upon moral objections and Members debated similarly, any approval and decision to extend the exemption on that basis would be unlawful.

- 9.4 Councillor Buckley asked if any other local authorities or countries had reached a decision on this matter on the basis of collective morality.
- 9.5 The Deputy Head of Law responded that she was not aware of any other countries making a decision on that basis and was only familiar with case law.
- 9.6 Councillor Buckley stated that she was aware of several local authorities and countries using collective morality as a basis to make a decision on such an issue and asked if they could be referred to as a template of a consultation exercise.
- 9.7 The Deputy Head of Law stated that the authority could look at other authorities and the issues they had looked at such as economic benefit.
- 9.8 Councillor Deane stated that she was aware from the report that performing animals were often left in situ however; the report did not make any reference to the effect upon animals in performing such as stress.
- 9.9 The Head of Regulatory Services stated that officers and the council appointed vet had visited the circus several times and no concerns had been raised by either on this issue.
- 9.10 Councillor Daniel noted that this issue was addressed on page 60 of the report.
- 9.11 Councillor Robins stated that he would prefer that Zippo's Circus not use performing animals on a moral basis however, he believed it would be hypocritical of the authority to impose such a ban when it owned an 18% stake in Brighton Racecourse where 7 racehorses had died in the past 7 years.
- 9.12 The Chair clarified that this was a general policy matter and not specific to Zippo's Circus.
- 9.13 Councillor Mitchell stated that she found the report to be implicitly aimed at the practices of Zippo's Circus and noted that the request to review the exemption had been made by Councillor Buckley and was not agreed by the Economic, Development & Culture Committee as a whole. Councillor Mitchell supplemented that the circus was a source of entertainment and no concerns had been raised about the welfare of the performing animals by the council appointed vet. Councillor Mitchell added that there was no clear moral line on this issue and that the report was not justified and she would not be supporting the recommendations.
- 9.14 Councillor Buckley stated that she did not agree with performing animals of any type and it was clear to her that a Green Party administration would seek to remove the exemption as it was a manifesto commitment.

9.15 Councillor Cox stated that whilst he recognised that such a policy was a manifesto commitment of the administration party, he found it contradictory that the authority would seek to ban Zippo's Circus from using performing animals when it held a stake in Brighton Racecourse. Councillor Cox stated that the circus provided entertainment to the public and any consultation would be a waste of public resources.

9.16 The Chair then put the recommendation to a vote which failed.

10 EAST BRIGHTON PARK AND WILSON AVENUE PARKING CONTROLS - FORMAL TRAFFIC ORDER CONSULTATION

10.1 **RESOLVED-** That, having taken account of all duly made representations and objections the Committee approves as advertised the order:

- **TRO-15a-2014** Brighton & Hove (East Brighton Park) Various Restrictions Order 201X
- **TRO-15b-2014** Brighton & Hove (Waiting & Loading/Unloading Restrictions and Parking Places) Consolidation Order 2008 Amendment Order No.X 201X (Wilson Avenue)

11 AWARD OF LEASE ROTTINGDEAN PITCH & PUTT

11.1 **RESOLVED-**

- 1) That the Committee agree to grant a lease to the Beacon Hub Project on a 15 year term at a peppercorn rent.
- 2) That the Committee authorises the Head of Law, following consultation with the Executive Director Finance and Resources, to finalise the detailed Heads of Terms and other necessary documentation

12 SAFER ROADS STRATEGY 2014-2020 - A ROAD SAFETY STRATEGY FOR BRIGHTON & HOVE

12.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that sought approval for the publication and dissemination of a new Road Safety Strategy for Brighton & Hove City Council for the period 2014-2020. The report was supplemented by a presentation.

12.2 The Chair asked if the responsible officer for elaboration on the targeted work on those travelling or commuting to work.

12.3 The Road Safety Manager confirmed that there were several road user groups targeted by the Strategy that had been identified using the data available. The Road Safety Manager clarified that the Brighton & Hove area had a higher than national and regional

average for collisions involving people in the course of work and there would be targeted engagement and collaboration to reduce that total.

- 12.4 Councillor Janio stated that he was concerned about some of the presentation of information specifically the reference to a 'citywide 20mph limit' which was not the case and misleading.
- 12.5 The Chair stated that opposition Members were entitled to a briefing on any report where clarification was more information was needed. The Chair added that the 20mph was a citywide project in progress but, as Members would be aware, did not apply to every single street in the city.
- 12.6 Councillor Davey thanked officers for a comprehensive report on a very important issue. Councillor Davey stated that the specific work on powered two wheelers and the work conducted with the motorcycle community was due specific praise.
- 12.7 Councillor Deane stated her support for the report which was welcome in view of the benefit to the increasing vulnerable population in the city. Councillor Deane also noted the cost benefit to numerous public services in reducing road accidents and casualties.
- 12.8 Councillor Robins noted his support for the report and expressed his hope that road safety processes could become quicker with specific regard to the long running campaign for a crossing in South Portslade.
- 12.9 Councillor Cox stated that there were 5,000 deaths per year on roads in the United Kingdom of which he had first-hand experience as a former member of the police force. Councillor Cox noted that the road casualty figures for last year were the lowest ever and something that should be celebrated. However, whilst car safety had improved dramatically, that had not been the case for other users and that needed to be looked at. Councillor Cox urged caution in celebrating the statistics prematurely adding that he believed there needed to be targeted work on the biggest causes of accidents to decrease the figures further.
- 12.10 **RESOLVED-** That the Environment, Transport & Sustainability Committee approves the adoption of the 'Safer Roads' Road Safety Strategy.

13 ROAD SAFETY AUDIT POLICY

- 13.1 **RESOLVED-** That the Environment, Transport & Sustainability Committee approves the adoption of the Road Safety Audit Policy.

14 BRIGHTON MARINA TO RIVER ADUR COASTAL STUDY

- 14.1 **RESOLVED-** That committee authorises the Executive Director to submit the coastal study report to the Environment Agency's large project review group (LPRG) for their formal approval.

15 VALLEY GARDENS

- 15.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that sought approval to implement a course of action that would enable improvements to the northern section of Valley Gardens to be delivered between June 2015 and February 2017.
- 15.2 Councillor Janio welcomed the report as very good news for the city. Councillor Janio asked the report author if he could identify any potential negatives in the scheme.
- 15.3 The Senior Project Manager stated that there were risks to the project as identified in the business case within the report. He added that although this was a large scale project, the individual elements were relatively straightforward. The Senior Project Manager added that whilst there was a loss of trees of 16 associated with the scheme, work was ongoing with an independent arboriculturist to improve that.
- 15.4 Councillor Cox noted that an earlier version of the project had proposed a public space outside the King & Queen pub which was now removed. Councillor Cox asked why it had been decided not to proceed with this element.
- 15.5 The Senior Project Manager stated that the March 2013 report had presented a series of options and a larger green space had been decided as the preferred option as it provided flexibility in the scheme and there were concerns about cost and loss of open space associated with rerouting the carriageway to create a public square.
- 15.6 Councillor Theobald noted that he had received an email from the chairman of the London Road Action Team that raised concerns about the level of consultation on the project and misgivings toward traffic movement should the project proceed. Furthermore, the London Road Action Team had requested that the project be rejected until an economic impact assessment for the project had been completed.
- 15.7 The Senior Project Manager replied that he was aware of the content of the email and had been surprised by some of the comments made. The Senior Project Manager noted that he understood the Team had 10 members and one had provided a statement of support for inclusion in the Business Case. The Senior Project Manager added that his team had been to several meetings of the London Road LAT to discuss the scheme with the London Road community. The Senior Project Manager added that the concerns made may be down to a lack of unfamiliarity with the scheme and that a large proportion of the Business Case was effectively an economic impact assessment.
- 15.8 Councillor Davey asked if there had been any other stakeholder engagement.
- 15.9 The Senior Project Manager stated that there had been consultation in September 2013 incorporating events around St Peter's Church. All aspects of the project had been developed in close consultation with representative stakeholder steering and working groups and updates on the scheme had been provided to those who had previously expressed a desire to be kept informed of scheme development. The Senior Project Manager stated that a challenge had been generating interest in the project up to this stage and work was continuing to foster that.

- 15.10 Councillor Mitchell noted that it had been sixteen months since the Committee last received an update on the Valley Gardens project. Councillor Mitchell stated that she had read the report and business case and had noted the lack of detail on the impact of the scheme on the wider area. Councillor Mitchell stated that there was a lack of information on the impact in the reduction of 30% of the road space and associated displacement and the business case still appeared a concept scheme with a lot of focus on the environmental improvements but little on how the various changes would work in practice. Councillor Mitchell stated that the lack of such detail undermined the project which had to be taken in the context of other significant transport changes and problems in the city and as part of a wider package to reduce congestion in contrast to the statement in report that said this was beyond its remit. Councillor Mitchell stated that perhaps due to the significant changes in council funding, the project through its history had detrimentally moved away from a major urban realm scheme and had become an economically driven benefit scheme in order to increase the chances of being successful in the bidding process for funding. Councillor Mitchell supplemented that the report identified potential benefits to the knowledge economy in the area and that 290 training opportunities would be created however; there was no substance or detail to back up those claims. Councillor Mitchell expressed her concern for accountability of the project noting that recommendation 2.3 and 2.4 requested approval for a cross-party management group and cross-sector management group and that the terms of reference stated that only the Green Party's communication unit would be allowed to comment publicly on the project. Councillor Mitchell stated that she was deeply concerned that these measures were being recommended to silence the Committee and take away decision making power from the opposition groups. Councillor Mitchell stated that over the course of the past sixteen months, opposition councillors should have been invited in some capacity to comment or input to the project as it progressed. Councillor Mitchell stated that the Labour Group had in 2006 come forward with this major city centre environmental regeneration and they still supported that idea in principle. However, Councillor Mitchell believed reinforcement of the Seafront Arches to be a much higher priority and the council's effort should be firstly directed there. The Seafront Arches current state represented a much greater risk to the city's economy and had been identified as the second highest corporate risk. Councillor Mitchell stated that the focus of the LEP bid should have been the Seafront Arches and reiterated her disappointment in proposals for Valley Gardens.
- 15.11 The Chair referred to page 122 of the agenda which was clear that road capacity would be maintained by making the route more effective to travel. The Chair added that there was an extensive explanation of the economic case in the report too.
- 15.12 Councillor Davey expressed his disappointment that Members were prepared to withdraw support for a long-running scheme at the last minute. Councillor Davey stated that a lot of effort had been put into attracting £8 million worth of funding to regenerate a key area of the city. Councillor Davey added that it had been explained on numerous occasions that several bids had been put into the LEP including Valley Gardens, the Seafront Arches and an integrated transport system. Councillor Davey supplemented that the reason that bid had been successful was not down to lack of effort but that the LEP recognised the great opportunities in the Valley Gardens project. Councillor Davey stated that there had been cross party approval for the scheme on every occasion to this point adding that this was a once in a generation opportunity to create a fantastic city centre park.

- 15.13 Councillor Theobald stated that the project had been before Committee several times and each time was supported by every party. Councillor Theobald stated that the request was not a choice between the Seafront Arches or Valley Gardens but a choice whether to accept £8 million worth of investment to improve an incoherent traffic system in the centre of the city. Councillor Theobald stated that Valley Gardens was currently a confusing traffic system, caused widespread congestion and had a very poor public realm layout. Councillor Theobald asked if the funding would be lost if the Committee did not agree to the report and separately, if the proposal had undergone traffic modelling.
- 15.14 The Chair stated that the funding was non-transferable and would be lost if the Committee rejected the proposal.
- 15.15 The Senior Project Manager stated that the project had undergone traffic modelling that had demonstrated that journey times would be roughly the same as now for private vehicles. Furthermore, he explained that the business plan had to be compliant with DfT regulations and the economic business case scrutinised independently. The Senior Project Manager stated that he was confident the scheme would make a huge difference.
- 15.16 The Head of Transport referred to item 3.7 that was clear that the council was required to submit a business case approved by its Members by July 2014 to be eligible for the funding.
- 15.17 Councillor Cox explained that his Group believed that the Valley Gardens project would make a huge difference to the city and he found it hugely disappointing that other parties would turn down £8 million of funding for short-term electoral opportunity.
- 15.18 Councillor Robins stated that he often used Valley Gardens and had never experienced any traffic problems nor been told of such by others but had been told on numerous occasions of traffic problems along the seafront. Councillor Robins stated that the council should have focussed its efforts on the Seafront Arches alone and that he was concerned about why a cross party working group was needed as it did not appear a very open process.
- 15.19 Councillor Janio expressed his disappointment that the scheme was going to be refused by other political parties for short-term electoral gain. Councillor Janio stated that he was always told of the difficulties negotiating Valley Gardens by vehicle or on foot and he very much supported the opportunity to improve this area of the city.
- 15.20 The Senior Project Manager clarified that he fully expected the proposed cross party to decide its own arrangements at its first meeting and would conduct its work in co-ordination with stakeholders and the public.
- 15.21 Councillor Theobald asked if the cross party working group would report to this Committee.
- 15.22 The Senior Project Manager stated that if the cross party working group felt that an element of the project should be reported to Committee, that would happen. He added

that it was his expectation that the business of the cross party working group would be predominately on procedural issues.

- 15.23 Councillor Janio stated that it be clear in the recommendations that major decisions on the project be taken by Committee.
- 15.24 The Deputy Head of Law stated that the Committee could add “with the exception of major design changes” to the end of recommendation 2.3 of the report.
- 15.25 The Senior Project Manager stated that in the short-term it was required to submit an approved business case to access funding for the project however, an additional report could be submitted to the next Committee with proposals for a management structure for the project.

The meeting was adjourned at 18.45 and reconvened at 18.55

- 15.26 The Chair moved a motion to delete the current recommendation 2.2 and 2.3 and add a new recommendation 2.2 as shown in bold italics below:

2.2 A report in relation to future project management will be brought to the next Committee and regular reports will be brought to Committee;

- 15.27 The motion was carried.
- 15.28 **RESOLVED-** That the Committee:
- 1) Agrees that the Business Case required to secure funding from the Local Growth Fund (LGF) should be submitted to the Coast to Capital Local Enterprise Partnership (LEP) to enable delivery of physical improvements to the northern section of Valley Gardens (the Scheme), as summarised at Appendices 1 to 4 of the report;
 - 2) A report in relation to future project management will be brought to the next Committee and regular reports will be brought to Committee;
 - 3) Notes that a cross-sector Management Group will be established to investigate and trial innovative ways to manage and maintain the public spaces of Valley Gardens to minimise additional future maintenance pressures on the parks service.

16 NORTH STREET ENVIRONMENTAL IMPROVEMENT

- 16.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that reported that Royal Bank of Scotland (RBS) had approached the council to seek permission to make public realm enhancements between Ship Street and East Street with RBS meeting all associated costs. The report provided the plans for the improvements and sought permission to proceed to implementation. The Senior Project Manager noted the correspondence sent to Members shortly ahead of the Committee by taxi forum and GMB union recommending deferral due to the lack of correspondence with that group. The Senior Project Manager clarified that officers had not been able to attend any taxi forum meetings as none were scheduled to be held

between late May and early August. The Senior Project Manager added that a local consultation had been undertaken and representatives from the taxi trade had been invited to input into that. Furthermore, the RBS team would be attending the next taxi forum meeting in August and comments from that meeting would still be able to feed into the design process. The Senior Project Manager also noted that officers had invited the taxi forum to nominate one or two representatives who would act as a contact for any future events associated with the project that fell between taxi forum meeting dates. On that basis, but subject to Members consideration, the Senior Project Manager stated that he would not be recommending the Committee to defer its decision on the matter.

- 16.2 The Chair noted that appendix 3 stated that City Cabs had attended one of the workshops held.
- 16.3 Councillor Janio asked if traffic disruption in the area associated with the improvement works would be minimised wherever possible and short-term.
- 16.4 The Senior Project Manager stated that RBS were keen to deliver the project as quickly as possible adding that discussions would be held with the council's traffic operations team to minimise any disruption. The Senior Project Officer added that the bulk of the project would not take place on the carriageway.
- 16.5 Councillor Mitchell stated that Members might find it helpful to receive advice on how this project would fit in with the redevelopment of Brighton Square.
- 16.6 Councillor Davey stated that a workshop for Members to show interaction could be set up with any comments or discussed with the developers and designers.
- 16.7 Councillor Theobald noted that the busiest foot movements in the area occurred from New Road and he asked if moving the crossings away from that area might disrupt pedestrian desire lines.
- 16.8 The Senior Project Manager stated that the final location of crossings still had some scope for manoeuvre but would need to fit in with another project in the Ship Street area.
- 16.9 Councillor Robins stated his support for the report.
- 16.10 Councillor Davey stated his support for the report and that he had found discussing the details with the designers illuminating. Councillor Davey added that the shop fronts in the area were some of the most blighted in the city and the project could make a huge benefit to the businesses in those areas.
- 16.11 Councillor Janio welcomed the report specifically that private investment was being made to improve the public realm.
- 16.12 **RESOLVED-**
- 1) That Committee approve the initial proposals.
 - 2) Committee agree that the council oversees proposals to implement environmental improvements in North Street at the earliest opportunity.

17 BRIGHTON & HOVE PERMIT SCHEME**17.1 RESOLVED-**

- 1) That the Environment Transport & Sustainability Committee approves the submission of B&HPS application to the DfT.
- 2) That the Environment Transport & Sustainability Committee authorises officers to continue with operational activities in preparation for implementing the B&HPS including IT upgrades, accommodation review, staff training and recruitment.

18 PRESTON PARK TRIANGLE PROPOSED AREA J EXTENSION - CONSIDERATION OF OBJECTIONS TO DRAFT TRAFFIC REGULATION ORDERS

18.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that addressed the comments and objections to the draft traffic orders proposing an extension to the Area J residents parking scheme (London Road Station area).

18.2 Councillor Cox stated that it was clear objections to the scheme came from the further north of the area because residents were aware there was likely to be further displacement and another extension as with many other areas. Councillor Cox stated that whilst there were many extension to CPZ'S across the city, the Hanover area which had a clear need on safety grounds for a CPZ was not being considered. Councillor Cox stated that he was unwilling to support any extension to an existing CPZ until the problems in Hanover had been resolved.

18.3 The Chair noted that discussions between the council and Hanover LAT were ongoing.

18.4 RESOLVED-

- 1) That having taken account of all duly made representations and objections, the Committee approves as advertised the following orders:
 - (a) The Brighton & Hove Various Controlled Parking Zones Consolidation Order 2008 Amendment Order No.* 20** (Area J extensions) TRO-10a-201
 - (b) The Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2013 Amendment Order No.* 201* (TRO-10b-2014)
- 2) That the committee notes that any amendments included in the report and subsequent requests deemed appropriate by officers are advertised as an amendment Traffic Regulation Order and (if approved) added to the proposed scheme during implementation.

19 BAKERS BOTTOM & CRAVEN VALE RESIDENT PARKING SCHEME CONSULTATION

- 19.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that set out the results of the recent consultation undertaken for the proposed extension to the Area U residents parking scheme and requested approval to proceed to the final design stage and publication of the necessary traffic order.
- 19.2 In reference to recommendation 2.1 (c), Councillor Mitchell stated that verge parking was not the issue in this area rather overrunning of the verge and she was not sure a prohibition would resolve the problem.
- 19.3 The Parking Infrastructure Manager stated that there was no type of restriction to cover overrunning of verges but he would discuss the issue with the council's transport and traffic partners.
- 19.4 Councillor Mitchell asked if bollards could be put in place to prevent overrunning.
- 19.5 The Parking Infrastructure Manager stated that bollards were expensive at £60 each and would have to be placed on a long stretch and therefore such measures would likely be beyond the available budget.
- 19.6 Councillor Mitchell clarified that a contribution to installing bollards may be forthcoming from the local tenants association.
- 19.7 The Parking Infrastructure Manager stated that he would discuss the issue with residents and the association during the TRO process.

19.8 RESOLVED-

- 1) That the Committee approves:
- (a) That an extension of the Area U resident parking scheme be considered within the Bakers Bottom area and that this proposal be progressed to the final design with the Traffic Order advertised to allow further comment.
 - (b) That no extension of a resident parking scheme takes place in the Craven Vale area.
 - (c) That a prohibition of verge parking on the east side of Queensway is advertised alongside any double yellow lines in the Craven Vale area which would be considered in appropriate locations.

20 LEWES ROAD TRIANGLE RESIDENT PARKING SCHEME CONSULTATION

- 20.1. The Committee considered a report of the Executive Director of Environment, Development & Housing that set out the results of the recent consultation undertaken for the proposed extension to the Area J residents parking scheme within the Lewes Road Triangle area and requested approval to proceed to the final design stage and publication of the necessary traffic order.

- 20.2. Councillor Daniel noted there were many empty shops in the area and relayed her concern that the scheme proposed further loading restrictions and that the proposals could adversely affect businesses already struggling. Councillor Daniel enquired further as to business feedback to the consultation.
- 20.3. The Parking Infrastructure Manager stated that the loading restrictions only applied specifically to cycle safety and junctions for vehicles and the proposals did not recommend significant changes to the existing arrangements. The Parking Infrastructure Manager clarified that local businesses had attended consultation meetings and had predominantly commented on visitor parking. Further meetings further meetings would be scheduled to discuss these issues. The Parking Infrastructure Manager added that it was intended for the proposals to create more parking spaces but these spaces would be pay and display.
- 20.4. Councillor Davey noted that there was no reference in the report about the number of spaces that would be made pay and display and the cost of the parking. Councillor Daniel asked if parking would be offered at a reduced tariff, similar to that on London Road.
- 20.5. The Parking Infrastructure Manager stated that detailed correspondence would be reviewed in drawing up the final design and the parking tariff would be low tariff.
- 20.6. **RESOLVED-**
- 1) That the Committee approves:
 - (d) That an extension of the Area J resident parking scheme be considered within the Lewes Road Triangle area and that this proposal be progressed to the final design with the Traffic Order advertised to allow further comment.
 - (e) That a further restriction on loading on the east side of Lewes Road just north of the Elm Grove junction is advertised as a separate traffic order between 10am-4pm.
 - (f) That an order should be placed for any required pay and display equipment to ensure implementation of the new proposed parking scheme (if agreed at a further committee meeting) is undertaken as programmed.

21 DOUBLE YELLOW LINES TRAFFIC ORDER

- 21.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that noted that the Parking Infrastructure Team had received a number of requests from residents and ward councillors for alterations to parking restrictions due to displacement from resident parking schemes. The report set out the comments, support and objections received to an amendment traffic regulation order and requested approval to proceed with the proposals.
- 21.2 Councillor Theobald noted that double yellow lines were being put in place in Hollingbury & Stanmer and enquired as to the financing of those.

- 21.3 The Parking Infrastructure Manager clarified that the yellow lines were introduced in Hollingbury & Stanmer due to displacement on the roads around Ditchling Road associated with the London Road Station area scheme.
- 21.4 Councillor Daniel welcomed the proposals although she was concerned about the level of consultation with ward councillors. Councillor Daniel stated that the proposals would make a real difference to access for refuse collections and emergency services in an area where the streets were very narrow.
- 21.5 Councillor Cox stated that he was uncomfortable that the scheme appeared a tax on those residents in nearby streets where a CPZ had been introduced seemingly to fund installation of double yellow lines in an area that had refused to be part of a scheme. Councillor Cox stated that the proposals in this case did appear sensible.
- 21.6 Councillor Robins asked how the double yellow lines would be enforced as it was outside a CPZ.
- 21.7 The Parking Infrastructure Manger clarified that enforcement officers could enforce restrictions outside CPZ's and the council could not enforce in area where there were not lines.

21.8 RESOLVED-

- 1) The Committee approves the following Order (having taken into account of all the duly made representations and objections):

Brighton & Hove Outer areas (Waiting, Loading, and Parking) and Cycle Lanes consolidation Order 2013 Amendment No. *201* (TRO-16-2014) Traffic Regulation Order.

22 SURRENDEN ROAD TRAFFIC MANAGEMENT/ROAD SAFETY SCHEME

- 22.1 **RESOLVED-** That the Committee, having taken into account all duly made objections received, approves the Traffic Regulation Order as advertised.
- (i) Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2013 Amendment No. * 201* (TRO-)

23 ITEMS REFERRED FOR FULL COUNCIL

- 4.1. No items were referred to Full Council for information.

The meeting concluded at 7.40pm

Signed

Chair

Dated this

day of

Notes of City Sustainability Partnership Meeting – 16 July 2014

Committee Room 1, Brighton Town Hall, Bartholomew Square, Brighton, BN1 1JA

Present:

Public Services:

Phil Belden, South Downs National Park Authority (PB)

Mark Brunet, Blatchington Mill School (MB)

Community and Voluntary Sector:

Cat Fletcher, Community Works and Vice Chair (CF)

Chris Todd, Community Works and Chair (CT)

Rob Stephenson, Community Works (RS)

Stuart Derwent, Brighton & Hove Wildlife Forum (SD)

Vic Borrill, Brighton & Hove Food Partnership (VB)

Business:

Emma Houghton – Chamber of Commerce/Emma Haughton Coaching and Consultancy

Brighton & Hove City Council:

Councillor Gill Mitchell

Officers:

Cathie Doyland – note taking (CD)

Dean Austyn – Performance Analyst

Thurstan Crockett, Head of Sustainability & Environmental Policy and partnership manager (TC)

Observers:

Rachael Durrant – University of Sussex

Siobhan Wilson – Fair Trade Steering Group

1 Introductions

1.1 Chair led introductions around the table.

2 Apologies/Minutes and Actions of the last meeting

2.1 Apologies were received from: Pete West, Tony Janio, Sarah Jones, Nick Hibberd and Geoff Raw Brighton & Hove City Council, Richard O'Callaghan - Environment Agency, Matthew Arnold – University of Sussex, Zoe Osmond – University of Brighton/Green Growth Platform.

2.2 The Minutes of the last meeting on 21 May 2014 were approved.

2.3 The Chair went through updates on the following actions from the last meeting:

2.2 / 7.2.1 Reconvene SCWG meeting to discuss city planning opportunities. This had been re-organised for the following Monday.

5.3 TC suggested that Mita Patel talks to VB regarding City Tracker and the possibility of adding questions.

5.6 The first two action points would be discussed at item 4. The third action: **CF / DT will draft a survey to send to absentee members.** A draft survey has not been done yet.

3 City Plan Urban Fringe Assessment and Sustainable Cities Working Group meeting

3.1 TC asked that people confirm attendance with SJ asap.

3.2 CT outlined the purpose of the meeting and the opportunity to discuss the City plan and housing issues in more detail.

3.3 GM updated the meeting on the Inspector's feedback on the City Plan. As there was not sufficient support from members, the item was removed from the P&R Agenda so there was no debate.

3.4 RS bought up the issue of city farmland being made available for smallholder food growing to take pressure off competing demands for urban fringe sites. CT apologised for this issue not being on previous CSP meeting notes when it was initially raised.

3.5 The meeting discussed the Housing Strategy and whether it will change if the housing numbers are increased in the City Plan

3.6 TC said a separate meeting on the Housing strategy would be easier to set up than combine it with the Strategic Housing Partnership (SHP) which had not worked.

3.7 RD enquired about the deadline for replying to the Inspector. GM advised that the modified City Plan needed to be completed by December 2014. MB asked if softer issues are to be considered, such as schools' capacity. GM advised that school information can be added. The meeting discussed the commercial sensitivity of some sites and how the local authority would not want these sites be disclosed.

3.8 The meeting discussed the geographical area on the urban fringe and how it could be used.

4. Biosphere Governance

4.1 CT welcomed the recent UNESCO designation of Biosphere status for Brighton & Lewes Downs. He opened discussion on duplication, with having the Biosphere Partnership, One Planet Living and CSP. There is a need to ensure best practice is taking place, the political aspect is taken into consideration and issues are discussed and followed up.

4.2 BHCC to work up a revised proposal with Biosphere, CSP and OPL Board chairs. BHCC propose a workshop in September 2014.

4.3 SD asked what will happen next as people will want to see something happening.

Action: CT asked for a date to be fixed for the workshop meeting. BHCC to send out a doodle with options. CT asked that a revised Governance proposals paper is circulated before the CSP meeting in September.

5 City Snapshot

5.1 TC provided a brief outline of the City Snapshot and how it could be useful for funding applications and updating members' awareness of changes to the city.

6 Annual Performance Reports 2013/14

6.1 DA provided a detailed explanation of the City Performance Plan update, the list of indicators and the exception report.

6.2 The meeting discussed the results and how improvement can be achieved. The focus was off-target performance for: city carbon dioxide emissions reduction; groundwater status; nitrogen dioxide levels; and the domestic recycling rate, which was very poor. It was also argued that the target of 50 per cent for Wildlife Sites in positive conservation management should be much more ambitious, and that a result of 52% should be Red too. It was agreed that accountability for Groundwater status should be assigned to one person, rather than shared, and that the way targets are set and performance and activity are reported should be improved.

Action: CT to draft a letter to the Chair of Brighton & Hove Connected (the LSP) and the Chair of City Management Board, asking for action to be prioritised to improve performance across these indicators, and making several other points.

7 Updates

7.1 Brighton & Hove Wildlife Forum (BHWF)

7.1.1 SD advised that the minutes of all the BHWF minutes aren't on the website and need to be retrievable.

7.1.2 The meeting discussed the reporting of incidents of firing guns on wildlife sites, Southern Water and council grassland mowing, the wildflower meadow at Preston Park and the Horsdean site not being called in by the Secretary of State.

7.2 Sustainable Working Group and Eco Tech Show

7.2.1 The meeting discussed the 2014 Eco Tech show, how the seminar programme and networking events were very good.

7.3 Fair Trade Steering Group

7.3.1 SW congratulated VB on the BHCC Policy and Resource Committee agreeing to adopt minimum buying standards for catering contracts over £75K, including fair trade products.

7.3.2 SW advised that the free trade shop Love That Stuff at the marina is closing.

7.3.3 SW updated the meeting on the events being organised as part of the Brighton Fashion Week. On 19 July 50 18 to 24 year olds are having a brainstorming session how to do more with less. The brainstorming will help to develop the messaging for the Brighton Fashion Week. The event will be 9 or 10 October and the Curator of London Fashion Week is attending and it is hoped she will launch the 2015 campaign. SW advised that they are also inviting Caroline Lucas and Tesco.

7.4 OPL City Sustainable Materials Work

7.4.1 CF advised that the Waste House will be open to the community every Wednesday and Sunday. The project has been reported widely and has gone viral.

7.4.2 A PHD student is overseeing the installation of energy monitors in the Waste House and will report on the results as part of his PHD project.

7.4.3 CT congratulated CF on behalf of the CSP.

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8 Any Other Business

8.1 VB advised that there is an official opening of the revamped Open Market on Saturday 19 July and encouraged people to attend.

8.2 TC advised that the Rampion Windfarm was approved. The meeting discussed how the farm would impact on the environment. I

8.3TC advised the meeting that the Public Health Report 2024 has been released.

8.4. LTP4 briefing

8.4.1 The meeting discussed the consultation process and how they could contribute.

8.4.2 The Chair said a recent consultation event had been very unsatisfactory

Action: CT to draft a letter to the Chair of the Transport Partnership about this, seeking improvements to the consultation process

8.5 CT advised the next CSP meeting is 11 September.

Subject: Petitions
Date of Meeting: 7 October 2014
Report of: Monitoring Officer
Contact Officer: Name: John Peel Tel: 29-1058
E-mail: john.peel@brighton-hove.gov.uk
Wards Affected: Various

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To receive any petitions submitted directly to Democratic Services or any e-Petition submitted via the council's website.

2. RECOMMENDATIONS:

- 2.2 That the Committee responds to the petition either by noting it or writing to the petition organiser setting out the Council's views, or where it is considered more appropriate, calls for an officer report on the matter which may give consideration to a range of options, including the following:

- § taking the action requested in the petition
- § considering the petition at a council meeting
- § holding an inquiry into the matter
- § undertaking research into the matter
- § holding a public meeting
- § holding a consultation
- § holding a meeting with petitioners
- § referring the petition for consideration by the council's Overview and Scrutiny Committee
- § calling a referendum

3. PETITIONS

3. (i) Denmark and Vale Road speeding- Lotta Sundstrom

To receive the following e-petition signed by 29 people:

"We the undersigned petition Brighton & Hove Council to enforce the 20mph speed limit on Denmark road and implement traffic calming measures -Make a safe crossing in to Vale Park"

WRITTEN QUESTIONS**(i) Traffic in Poets Corner- Alison Donaldson**

What recent evidence of traffic volumes is there from Council monitoring of Poet's Corner, and what specific plans are there to discourage rat-running in the area, given planned developments around Hove Station?

Some background:

- 1. The redesign of the Portland Road - Sackville Road junction has encouraged rat-running (and traffic-light jumping)*
- 2. 20mph limits and humps reduce speed but volumes remain high in peak periods.*
- 3. The Head of Transport Planning, David Parker, thinks one-way traffic would increase speeds.*
- 4. Closing off selected streets might help but wasn't popular in the last traffic calming consultation. Further consultation may be needed.*

(ii) Bakers Bottom Controlled Parking Spaces- Sally Anne Taylor

I live in the basement flat and my only entrance which is street level is situated on Livingstone Street, also on the same side I have 2 below street level windows which one half is above pavement level. Any parking outside these windows has wellbeing and noise related poor effect on my living conditions, and restricts access to my main entrance, due to narrow pavement. I would like council to reconsider the parking plan. The other side of the road doesn't have these same issues and would create less disruption

Subject: Items referred from 17 July 2014 Full Council meeting- Petitions
Date: 7 October 2014
Report of: Monitoring Officer
Contact Officer: Name: John Peel Tel: 29-1058
E-mail: john.peel@brighton-hove.gov.uk
Wards Affected: Various

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

1.1 To receive any petitions referred from the Full Council meeting of 17 July 2014.

2. RECOMMENDATIONS:

2.2 That the Committee responds to the petition either by noting it or writing to the petition organiser setting out the Council's views, or where it is considered more appropriate, calls for an officer report on the matter which may give consideration to a range of options, including the following:

- § taking the action requested in the petition
- § considering the petition at a council meeting
- § holding an inquiry into the matter
- § undertaking research into the matter
- § holding a public meeting
- § holding a consultation
- § holding a meeting with petitioners
- § referring the petition for consideration by the council's Overview and Scrutiny Committee
- § calling a referendum

3. PETITIONS

3. (i) Refurbishment of the public toilets adjacent to the Rotunda Café in Preston Park

To receive the following petition referred from the meeting of Full Council on 17 July 2014 and signed by 1400 people

"We the undersigned petition the council to arrange and implement the full refurbishment of the male/female/disabled public toilets adjacent to the Rotunda Café in Preston Park"

3. (ii) Road surface, Coombe Road- Councillor Meadows

To receive the following petition referred from the meeting of Full Council on 17 July 2014 and signed by 200 people

“We the undersigned call upon the council to resurface Coombe Road as a matter of urgency. There are badly repaired potholes which are breaking up and the whole road is a hazard for vehicles, cyclists and road users”

3. (iii) Matlock Road parking restrictions- Councillor K Norman

To receive the following petition referred from the meeting of Full Council on 17 July 2014 and signed by 375 people

“We the undersigned call for the Zone E pay and display parking scheme to be amended to allow free short term parking for customers visiting Matlock Road businesses. We are requesting specifically that free parking should be allowed for up to 30 minutes with no return within two hours”

3. (iv) Bexhill Road crossing- Councillor Simson

To receive the following petition referred from the meeting of Full Council on 17 July 2014 and signed by 72 people

“We the undersigned urge Brighton & Hove City Council to install a pedestrian crossing in Bexhill Road at the top of Balsdean Road to allow safe access for all those using the skate and play parks, especially unaccompanied children”

3. (v) Traffic in Woodingdean- Councillor Wells

To receive the following petition referred from the meeting of Full Council on 17 July 2014 and signed by 108 people

“We the undersigned being residents and businesses in Woodingdean, demand that immediate action is taken to deal with the massive increase in traffic passing through our village since changes were made to Lewes Road”

Subject: Preston Park Toilets - Extract from the Proceedings of the Council Meeting held on the 17th July 2014

Date of Meeting: 07 October 2014

Report of: Monitoring Officer

Contact Officer: Name: **Mark Wall** Tel: **29-1006**

E-mail: mark.wall@brighton-hove.gov.uk

Wards Affected: All

FOR GENERAL RELEASE

Action Required of the Environment, Transport & Sustainability Committee:

To receive the item referred from the Council for consideration:

Recommendation:

17.1. That the petition be noted and that officers are requested to bring a report, with fully costed options and a timetable for implementation, to the Environment, Transport & Sustainability Committee for consideration at its next meeting.

COUNCIL

4.30 pm 17 July 2014

COUNCIL CHAMBER, BRIGHTON TOWN HALL

DRAFT MINUTES

Present: Councillors Fitch (Chair), Barnett, Bowden, Buckley, Carden, Cobb (Deputy Chair), Cox, Davey, Duncan, Farrow, Gilbey, Hamilton, Hawtree, Hyde, Janio, Jarrett, Jones, A Kitcat, J Kitcat, Lepper, Mac Cafferty, Marsh, Meadows, Mears, Mitchell, Morgan, A Norman, K Norman, Peltzer Dunn, Phillips, Pidgeon, Pissaridou, Randall, Robins, Rufus, Shanks, Simson, Smith, Summers, Sykes, C Theobald, G Theobald, Wakefield, Wealls, Wells, West and Wilson.

PART ONE

17. (a) PRESTON PARK TOILETS

17.2. The Mayor stated that the council's petition scheme provided that where a petition secured 1,250 or more signatures it could be debated at a Council meeting. He had been notified of one such petition which had sufficient signatures to warrant a debate

and therefore would call on the lead petitioner to present their petition before opening the matter up for debate.

- 17.3. The Mayor also noted that there was an amendment from the Conservative Group to the recommendation contained in the covering report on the petition, which Councillor Ken Norman would move during the debate.
- 17.4. The Mayor then called on Mr. Wares to present the petition concerning the condition of the toilets in Preston Park.
- 17.5. Mr. Wares thanked the Mayor and stated that the petition signed by 1,888 people to date sought to secure the refurbishment of the public toilets in Preston Park. He stated that the improvement works to the toilets had been postponed for the last two years and whilst a council spokesperson had said works would be undertaken in the beginning of the year, nothing had yet materialised. He stated that in their current condition they were unusable and unsafe and did nothing to encourage the use of the park by families, residents and visitors alike. He therefore sought assurances that the views of the petitioners would be listened to and action taken to improve the facilities and make them suitable for public use.
- 17.6. Councillor K. Norman then moved an amendment to the recommendation in the report, requesting that a report be brought to the next Environment, Transport & Sustainability Committee meeting with fully costed options and a timetable for implementation for consideration. He suggested that the revenue from the local parking scheme could be ring-fenced to enable the necessary improvement works to be funded and carried out.
- 17.7. Councillor C. Theobald formally seconded the amendment and stated that in seeking to have a report to the committee in the autumn, it would provide sufficient time for options to be identified and reported to the meeting. She believed it was unacceptable to have poor quality facilities in such an important park and hoped that action could be taken to improve matters.
- 17.8. Councillor West thanked Mr. Wares for presenting the petition and noted the amendment that had been put forward. He stated that there were two public toilets in the park and these were attended and cleaned three times a week. He also noted that the lighting problems had been fixed and that the boiler was awaiting repair. New urinal had been installed in 2009 and a deep clean undertaken in 2013. There was an annual improvement programme for the public toilets in the city with ten sites a year being addressed and both sites in Preston Park were down for this year. He also noted that following consultations the parking income had been identified for fencing improvements. In regard to the proposed amendment, he could not support it as a city-wide review was being undertaken with a view to reporting to committee by January 2015 and therefore it would be better to wait for that report rather than have one specific report to the next meeting.
- 17.9. Councillor Mitchell stated that the Labour & Co-operative Group supported the amendment and believed that it would be beneficial to have a report to the next meeting of the committee.
- 17.10. Councillor West stated that he could not support the amendment and that a full report would be brought to the committee in November/January.

17.11. The Mayor noted that an amendment to the recommendation in the report had been moved and put it to the vote which was carried. He then put the recommendation as amended to the vote which was also carried.

17.12. **RESOLVED:** That the petition be noted and that officers are requested to bring a report, with fully costed options and a timetable for implementation, to the Environment, Transport & Sustainability Committee for consideration at its next meeting.

Subject:	Preston Park Toilets. Petition Triggering Full Debate		
Date of Meeting:	17 July 2014		
Report of:	Monitoring Officer		
Contact Officer:	Name:	Mark Wall	Tel: 29-1006
	E-mail:	mark.wall@brighton-hove.gcsx.gov.uk	
Wards Affected:	All		

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 Under the Council's Petition Scheme if a petition contains more than 1,250 signatures and is not petition requesting officer evidence, it will be debated by the Full Council.
- 1.2 A combined paper and e-petition has resulted in triggering a debate at the council meeting, having exceeded the threshold with a total of 1,400 signatures confirmed at the time of printing the report.

2. RECOMMENDATIONS:

- 2.1 That the petition is noted and referred to the Environment, Transport & Sustainability Committee for consideration at its next meeting.

3. RELEVANT BACKGROUND INFORMATION / CHRONOLOGY OF KEY EVENTS:**3.1 The Petition**

"I, Francis Incorvaja, the petition organiser on behalf of myself and over 1,400 undersigned, petition the Council to arrange and implement the full refurbishment of the male/female/disabled public toilets adjacent to the Rotunda Café in Preston Park.

In support of the petition, we submit the following information:

Preston Park is the City's largest urban park and one of its flagship parks. It is frequented by thousands of people every week and used for some of the City's major events.

In close proximity to the subject public toilets (toilets) there are children play areas, tennis courts and bowling green, vegetable gardens, the rose garden, the wild flower area and the pond, as well as the vast open space. Visitors to these areas generally use the toilets.

In just over four weeks over 1,400 people have signed the petition and it is considered the number would significantly grow if the petition was held for longer or had been subject to greater publicity.

The toilets have not been subject to any significant repairs or refurbishment for over 13 years and with such high usage are seriously dilapidated. Families will rather take their children home than use the toilets and mothers refuse to change babies for fear of health issues.

The toilets are subject to broken fittings, dangerous flooring, cracked tiling, mould growth and poor decoration. The decoration (not refurbishment) of the toilets has been within the Park's Management Plan for at least financial years 12/13 and 13/14. Both times it was classed as Low Priority and both times the work had not been carried out.

Irrespective of the Council's budget for the management of its parks, Revenue from the Preston Park controlled parking scheme can only be expended on Preston Park. For the financial year ending 2014 the unspent surplus from the parking scheme was circa £27,000. These surplus funds in themselves will be sufficient to properly and fully refurbish the toilets without reliance on the overall Council's budget.

The Council makes great overtures about the awards it receives for its public toilets but at the same time allows one of its most prominent and widely used assets to fall into disrepair.

Equally, the toilets are for the use of the Café's customers and staff. If the toilets were part of a private business it is likely the Council's Environmental Health Department would insist on the toilets being refurbished including the provision of hot water.

Lead Petitioner – Francis Incorvaja

3.2 The options open to the council are:

- To note the petition and take no action for reasons put forward in the debate; or
- To refer the petition to the relevant Committee Meeting; or
- To refer the petition to the relevant Committee Meeting with recommendations.

4. **PROCEDURE:**

- 4.1 The petition will be debated at the Council meeting in accordance with the agreed protocol:

- (i) The Lead petitioner will be invited by the Mayor to present the petition and will have up to 3 minutes in which to outline the prayer of the petition and confirm the number of signatures;
- (ii) The Mayor will then call on the relevant Committee Chair to respond to the petition and move a proposed response;
- (iii) The Mayor will then open the matter up for debate by councillors and call on those councillors who have indicated a desire to move an amendment or additional recommendation(s) to the recommendation listed in paragraph 2.1 of the report;
- (iv) Any councillor may move an amendment or recommendation, having regard to the recommendation in 2.1 above and any such proposal will need to be formally seconded;
- (v) After a period of 15 minutes, the Mayor will then call an end to the debate and ask the relevant Cabinet Member to reply to the points raised;
- (vi) The Mayor will then formally put:
 - (a) Any amendments in the order in which they are moved, and
 - (b) The substantive recommendation(s) as amended (if amended).

WRITTEN QUESTIONS**(i) Refuse collection- Councillor Mitchell**

It is becoming apparent that a significant number of communal refuse bins across the city are in a dilapidated state with lids missing, foot pedals (on the old style bins) broken and some with panels missing. This lack of maintenance is undermining the original objective of installing the bins which was to properly contain waste to keep streets cleaner and instead Seagulls and other wildlife is able to get at the refuse and cause a mess.

In the Montpelier and Clifton Hill area residents have concluded that around 70% of the bins in their area are defective and I know from my own ward that there are several defective bins in Kemp Town.

Does Cityclean have a system of monitoring the condition of the bins and repairing or replacing them as soon as is necessary? Will the council undertake to survey the condition of all of the on-street bins in the city and replace those that are beyond any form of repair? Could I also be informed as to the frequency that the bins are checked for fly-tipping.

Penny Thompson - Chief Executive
Brighton & Hove City Council
King's House

30th July 2014

Dear Penny

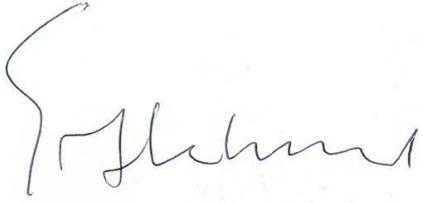
I would like this letter included on the agenda for the Environment, Transport & Sustainability Committee meeting of 7th October under Council Procedure Rule 23.3. I have submitted the letter in good time to enable officers to respond to some of the questions I have raised.

Since communal refuse bins were introduced widely across much of the city in 2008 and 2009 I, and many other residents, have recently become increasingly concerned about the deterioration in the condition of many of the bins. They are frequently damaged, have their lids missing, are daubed with graffiti and are often surrounded by fly-tipped rubbish. In short, they have become an eyesore, a public health hazard, and do not give a good impression of the city to our many visitors. I am not suggesting that we return to the pre-communal bin system but, when they were introduced, I certainly didn't expect them to be allowed to deteriorate to such an extent as we now see.

A recent survey carried out in the Montpelier and Clifton Hill area, covering Regency and St. Peters & North Laine Wards (as reported in the latest Montpelier & Clifton Hill Association Newsletter), found that 70% of bins were defective. Most either had their lids missing or permanently open leaving them vulnerable to both seagulls and rodents. It is a similar situation in most other communal bin areas. A cursory inspection of bins also reveals that they often contain recyclable materials.

I would like to know whether Cityclean has systematic arrangements in place to monitor the condition of its communal bins and to remedy any defects, including removing graffiti?; is there a dedicated budget to repair or replace defective bins and is there a rolling programme of replacement?; what is being done to catch fly-tippers who repeatedly dump large items of rubbish around bins?

At a more general level, we believe that the time has come to look again at how the current arrangements for managing rubbish collection across the city could be improved. The round changes that were introduced nearly a year ago still seem to be causing problems. The refuse vehicles suffer from an abnormally large number of mechanical breakdowns and recycling rates remain woefully low. Refuse and recycling collection is the most basic of Council services which other similar sized cities seem to manage perfectly well. Why should the residents of, and visitors to, Brighton & Hove continue to suffer by comparison?

A handwritten signature in black ink, appearing to read 'G Theobald', with a large, sweeping initial 'G'.

Cllr. Geoffrey Theobald OBE

Penny Thompson – Chief Executive
Brighton & Hove City Council
Grand Avenue
Hove

26th August 2014

Dear Penny,

Blocked Drains and Gullies

Please could this letter be placed on the agenda of Environment, Transport and Sustainability Committee for its meeting on 7th October.

The storms and rainfall of 28th July were unquestionably exceptional weather events. However I was disappointed that the leader of the council was so quick in denying that the subsequent floods in Portslade were caused by several gullies and drains being blocked.

I had been looking into the issue of blocked drains and gullies across South Portslade for a number of my ward residents in the weeks leading up to the storm. An email I received from an officer contained a report showing that in Sharpthorne Crescent Portslade, which flooded at number 35, of 6 drains in the Crescent, 4 were 75% blocked and 2 were 100% blocked. Elm Road had a similar report as did Lincoln Road and the Old Village all of which flooded. In the case of Sharpthorne Crescent this report was made in mid-June, a month before the heavy rain caused so many problems.

All these drain and gullies have since been cleared. My questions to the Chair of the Committee are:

- if the council knew some drains were 100% blocked why were they not cleared?
- If some drains were 75% blocked at what point would the council consider it necessary to unblock these drains and how long?
- If it had not rained so heavily would these drains have remained blocked?

Given the likelihood of heavy rainfall and storms over the winter period, could the Chair of the Committee also update members on the decision making process used to determine what drains and gullies are cleared by Council Staff.

Yours sincerely

Councillor Alan Robins
Labour Transport Spokesperson

Penny Thompson – Chief Executive
Brighton & Hove City Council
Grand Avenue
Hove

9th September 2014

Dear Penny

Hove Station Footbridge – access issues

I am submitting the following letter under Council Procedure Rule 23.3 to be included on the agenda for the Environment, Transport & Sustainability Committee meeting of 7th October.

On 27th March, local residents presented a petition to Full Council asking for action to be taken to improve access to Hove Station from north of the railway for people with physical disabilities, parents with buggies, and people with bicycles or carrying luggage. Currently, direct access is via a bridge over the railway with steep uneven steps.

The petition was referred to the Environment, Transport & Sustainability Committee on 29th April who noted the petition and indicated support for the principle of the improvements that were requested. In addition, the Executive Director for Environment, Development & Housing agreed to write to the other organisations with an interest in the bridge, in addition to the City Council, informing them of the improvements that are being suggested.

Baroness Kramer, the Minister of State at the Department for Transport responded to the Executive Director's letter on 23rd June. This letter contained a number of suggestions for possible funding for making the station fully accessible from the north. I am aware that a similar letter was also sent to Network Rail to which we have yet to see a response.

I believe that this is an extremely important issue for many residents in this part of Hove who rely upon using the train and currently find access extremely difficult. There are six care homes within half a mile north of the Footbridge with many residents who get around on mobility scooters, as well a charity for the young visually impaired (Blatchington Trust) right next to the north side of the Footbridge. There are also many families with young children and babies struggling to lift buggies and shopping, whilst holding on to younger children up and down the Footbridge.

It is certainly not clear where legal responsibility for addressing this situation lies. If action was taken by residents under the Equality Act as suggested by Baroness

AGENDA ITEM 31(C)iii

Kramer, who would be accountable for making the reasonable access improvements to avoid falling foul of the anti-discrimination legislation?

Millions has been spent by the Council on improving access to Brighton Station yet Hove Station is being neglected.

I am requesting that officers bring a report to a subsequent meeting of this Committee examining possible options for funding access improvements to Hove Station, in partnership with Network Rail and the Department for Transport. This could form part of the current deliberations around the LTP4 funding process.

Yours sincerely,

Cllr. Tony Janio

Subject:	City Wide Parking Review Update		
Date of Meeting:	7 October 2014		
Report of:	Director of Environment, Development & Housing		
Contact Officer:	Name:	Owen McElroy	Tel: 293693
	Email:	owen.mcelroy@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The purpose of the report is to provide a progress update on recommendations of the city wide parking review (the review) approved by Transport Committee in January 2013 and to consider the councils response to requests from residents in parts of the City for consultation on new or extended resident parking schemes.
- 1.2 The review was an investigation into the way the council manages parking through consulting residents, businesses and other stakeholders and learning from the best practice of other local authorities. The aim was to seek continuous improvement in the councils management of parking whilst balancing the needs of users overall. The review also sought to examine the future of controlled parking schemes (CPZ) including scheme boundaries, changes to existing schemes and new schemes.

2. RECOMMENDATIONS:

- 2.1 That the committee authorises officers to commission parking surveys in early 2015 in streets north of Preston Drove set out in paragraph 6.1 and shown in the plan in Appendix A. A report is expected to be taken to committee next summer to determine the design and detail of any scheme of parking controls that would be put out to consultation.
- 2.2 That the committee approves the policy recommendations in paragraphs 6.5 a-d inclusive (highway verge and pavement parking controls) and 6.16 (limited stay "free" bays)
- 2.3 That committee notes the progress reports in paragraphs 6.6-6.15 inclusive and 6.17 – 6.19 inclusive

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The background to the City Wide Parking Review is fully set out in the report to Transport Committee 15 January 2013, agenda item 53

- 3.2 Parking controls are essential to keep traffic moving and provide access to residents, visitors and businesses. Current parking policy objectives, as set out in the Parking Annual Report, are to; reduce congestion and keep traffic moving, provide access to those that need it most and deliver excellent customer service. The Local Transport Plan (LTP) 2011-15 identifies Controlled Parking Zones (CPZs) with priority for residents as a key way of delivering management and movement on the transport network to achieve efficiency and sustainability and reduce the impact of noise and air pollution.
- 3.3 Since January 2013 the following resident parking schemes have been implemented following consultation and approval by relevant council meeting or committee. Area C Richmond Heights extension, Area J Roundhill extension, Area E Preston Park Station North & Area J Preston Park Triangle extension
- 3.4 The following schemes have undergone consultation and are awaiting determination by this committee. Area J Lewes Road Triangle extension, Area U Bakers Bottom Extension. Wish Park Area & Area R Bolsover Road Extension are undergoing consultation.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 Options in respect of the monitoring of progress of the review are discussed within the relevant paragraphs
- 4.2 In respect of the proposed response to requests for resident parking scheme consultations the main alternative is to do nothing. It is the recommendation of officers that in order to assess parking and road safety concerns these proposals are proceeded with for the reasons set out in the report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Extensive consultation was carried out as part of the City wide Parking Review as detailed in the report to Transport Committee January 2013
- 5.2 Elected members have been consulted in respect of the progress updates and recommendations in paragraphs 6.6 - 6.19 inclusive and correspondence has been reviewed from residents and other stakeholders.
- 5.3 Elected members have been consulted in respect of paragraphs 6.2- 6.5 inclusive (Verge and pavement parking). Relevant stakeholders such as emergency services, transport user and disability groups were also consulted. Officers made a presentation to the Transport Partnership and received feedback.
- 5.4 Elected members have been consulted in respect of the proposed response to requests for resident parking scheme consultation. Correspondence from residents and stakeholders has been taken into account. The Council has received over 45 separate requests for either parking surveys or consultation from streets north of Preston Drove in the last 12 months. A number of requests have also been sent to Preston Park members who have indicated they support surveys and/or consultation in the remaining streets in their ward. One member

for Withdean Ward has indicated support for parking surveys in part of that ward. The Council has also received about ten requests for parking surveys and consultation in the Hanover & Elm Grove area and the Local Action Team has been conducting its own resident surveys of parking, traffic and environmental issues. Several requests have come from north of Hove Park in Hove Park ward. Both members for Hove Park ward have expressed a preference for consultation with residents to take place at the earliest possible opportunity. A few requests have been received from other areas such as South Portslade and East Brighton. Resources could be made available for preparatory work in the Hanover and Hove Park areas including parking surveys, initial design and consultation to start in the second half of 2015 subject to approval by this committee or its successor.

6. CONCLUSIONS & POLICY RECOMMENDATIONS

Proposed response to requests for resident parking scheme consultations

- 6.1 **Recommendation:** It is proposed that parking surveys of capacity and duration are undertaken in early 2015 in part of Withdean & Preston Park Wards north of Preston Drive and east of the railway line as shown on the map - Appendix A. It is intended that these surveys will inform any future parking scheme proposals. The justification is that there is parking pressure in the area and a number of requests have been received from local residents supported by four ward councillors.

Highway grass verge and pavement parking controls

- 6.2 Area based verge and footway parking prohibitions have been implemented in parts of North Portslade and Patcham/Withdean wards. As a result damage to amenity verges and obstruction to pavements has considerably reduced. There has been little displacement impact on surrounding streets due to the largely discretionary nature of the parking. The implementation of these schemes was financed by a one off revenue allocation.
- 6.3 Officers feel that action should now be focused on nuisance parking and driving on pavements where the greatest hazard to pedestrians and other road users occurs. In Elm Grove pavement parking close to junctions had been common for many years and was increasing with pavements unacceptably narrowed in places. Committee approved the re-introduction of enforcement due to safety concerns and visibility at junctions is now much improved. Earlier this year lead members for Transport jointly agreed that the council should give a coherent and robust message that, city-wide, the Council does not condone parking and driving on pavements in particular and agreed to coordinate with Sussex Police in an enforcement and education campaign at key sites in the City.
- 6.4 In June this year there was an education and enforcement campaign at four sites close to schools, shops and leisure facilities. Many drivers were warned about pavement parking and there was positive coverage in the local press. There is some persistent offending however and the council needs to consider longer term solutions in consultation with stakeholders. A second phase around safer routes to schools is proposed for later this month.
- 6.5 **Recommendations:**

- a) Committee notes that parking or driving on the verge or footway can damage the highway, underground services, basement areas, cause short and long term damage to trees, damage to other street furniture and cause danger to all road users.
- b) In the design of new road schemes consideration will be given to how parking and driving on the pavements can be prevented or managed and provide adequate loading facilities where appropriate.
- c) At existing locations where parking, driving or loading on the verge or pavement is taking place the council will firstly enforce existing regulations and educate drivers. It will then consider, subject to resources and priorities, further measures such as loading bans and appropriate street furniture if enforcement and education proves ineffective long term.
- d) Verges will not be hardened for vehicular use, except as part of legitimate vehicle crossovers. However consideration will be given to the creation of additional parking from wide pavements within new resident parking schemes subject to an assessment of road layout, the safety and convenience of all users, adequate drainage, depth of underground services, and suitable surface materials

6.6 **Permit specific disabled persons parking places**

Progress update: The proposal for disabled bays signed with individual permit numbers and therefore not for general use was approved by committee in October 13. Five permit specific disabled parking places have been installed, three of which were in central Brighton

6.7 **Vehicles parked outside existing schemes (displacement) and spare capacity in streets within schemes (underutilisation)**

Progress update: Through changes to the boundaries of existing or proposed schemes e.g. the transfer of Union Road to Area J and Richmond Parade from Y to C there has seen a limited improvement in utilisation in local streets. Due to some zones being at or near capacity the issue of permits to streets in areas adjacent to parking schemes is still not recommended by officers.

6.8 **Light touch schemes**

Progress update: No new light touch schemes have been proposed although two limited extensions of existing light touch schemes, in residential areas, Area U Bakers Bottom and Area W Wish Park are the subjects of separate reports to this committee.

6.9 **Waiting lists for resident permits**

Progress update: Waiting lists for residents' permits have fallen steadily from 1240 to 300 at the latest release. Waiting lists halved over the last 12 months. A number of factors are behind this but it is linked to a successful shift to more sustainable transport modes. Bus passenger numbers have increased by over 35% in the last ten years and there are more journeys per capita than any city outside London. According to 2011 census car ownership is now the lowest in the south east. There has also been an increase in both car club spaces and membership with many residents choosing to give up their vehicles.

6.10 **Times of parking scheme operation**

Progress update: Following a 50:50 split vote by residents on the Preston Park Station North parking scheme a Monday to Friday option was formally advertised, although the hours were still 9am – 8pm. This was a compromise proposal due to the problem being perceived as commuter based. A Monday to Friday, 9am to 8pm option was put to consultation in the Preston Park Triangle area but residents voted to join an existing Monday to Sunday scheme.

6.11 Enforcement

Progress update: Officers are continuing to explore smarter and more efficient methods of enforcement throughout the city to make the best use of existing resources and target priority, safety, access and congestion issues.

6.12 Sustainability & Parking

Progress update: Permits for low emission vehicles are offered at a 50% discounted rate to vehicles in CO2 categories A & B. Based on 2005 projections it could be assumed that there would be 140 low emission permits in the City. The actual figure is now 2800 or 10% of permits on issue. The Low Emission discount is now available on the same terms for business permit holders.

6.13 Technology & Parking – payment methods

Progress update: Pay by phone has now been rolled out to all controlled parking zones and all council off street pay and display car parks. Take up in terms of transactions by value has been higher than expected. Pay point transactions are now available in selected retail outlets in all CPZs.

6.14 Technology other – parking sensors

Progress Update: Initial investigations of parking sensor technology to allow real time information on parking capacity have suggested that the initial set up costs are too high to warrant council investment at this stage. However the council will continue to monitor this technology and its application elsewhere in order to seek cost effective trials or applications.

6.15 Coach Parking

Progress update: To increase usage and turnover a new 4 hour tariff has been introduced in the on street coach parking bays in Madeira Drive. In response to resident's requests a prohibition of entry restriction, except for access has been placed on public service vehicles and vehicles exceeding 7.5 tons in weight in residential streets in Roedean. It is intended to take forward the issue of coach parking needs and capacity in the city as part of the development of the council's next Local Transport Plan, which is due to be completed by the end of 2014. That plan will include the council's long-term transport strategy aims and a shorter term delivery programme.

6.16 The effects of parking controls and level of parking charges

Progress update: The council supports a zonal approach to tariffs with charges generally lower further out of the city. There are currently two tariff zones, higher and lower. It has previously been council policy not to support the creation of new limited stay "free" bays due to the enforcement difficulties that arise. However it is accepted that in exceptional circumstances limited stay "free" bays may be considered adjacent to stand alone shopping parades, in new parking schemes or outside the controlled parking zones to ensure their long term viability in local areas. Each site would be assessed on its merits following a request by

residents or businesses. Such a solution may not be appropriate if there are general parking pressures in the area and/or enforcement is a problem.

Recommendation: That in new controlled parking schemes, existing schemes which are at least one zone removed from the following central Brighton and Hove schemes, M, N, Y & Z, i.e. A, E, H, Q, U & W, and outside controlled parking zones a facility may be provided for limited stay “free” bays, subject to resources and priorities, and an assessment of each site. NB This is an amendment to Highways & Transportation Policy statement HP4/15 “Resident Parking Schemes Assessment, paragraph 9.

6.17 **Scratch cards for resident visitor permits**

Progress update: From October 2011 it became possible to register for an on line facility to order resident visitor permits. It is intended to make it easier for residents to buy this type of permit by simplifying the process.

6.18 **Vehicle ownership data**

Progress update: This data has been published by the census office and is available on request. At the time of the 2011 census car and van ownership in Brighton & Hove was relatively low with almost two out of five households (38.2%) not owning a car or van. The total number of cars and vans increased by 4,348 to 104,397 between the 2001 and 2011 censuses. However, due to an increase in the number of households we now have an average of 0.86 cars per household compared to 0.87 in 2001.

6.19 **Motorcycle Parking**

Progress update: additional or extended facilities have been provided in the city centre and provision is included in all streets in the design of new CPZs. A list of the City’s motorcycle parking bays and secure parking facilities can be found on the Council’s website. However new drop lock motorcycle parking inset into the pavement has not proved as popular as was hoped. It is thought that motorcyclists do not like having to bend down to use them.

7. **FINANCIAL & OTHER IMPLICATIONS:**

Financial Implications:

7.1 The revenue costs associated with the recommendations in this report will be met from existing Transport revenue budgets. The capital costs associated to the creation and extension of controlled parking schemes are funded by unsupported borrowing, with appropriate repayments made over a seven year period funded from the revenue income generated.

7.2 Revenue income generated from on-street schemes is first defrayed against relevant costs with any surplus used for qualifying transport and highways related expenditure such as supported bus services, concessionary bus fares and Local Transport Plan projects.

Finance Officer Consulted: Steven Bedford

Date: 02/09/14

Legal Implications:

- 7.3 The Council regulates traffic and designates parking places by means of orders made under the Road Traffic Regulation Act 1984. Procedural regulations require public notice of orders to be given and any person may object to the making of an order. Any unresolved objections to an order must be considered by the Transport Committee before it can be made.
- 7.4 The Council is under a duty to exercise its powers under the Act to secure the safe and convenient movement of traffic and the provision of adequate on and off-street parking facilities. It must also take into account any implications that orders would have for access to premises, local amenity, air quality, public transport provision and any other relevant matters. When considering whether to designate parking places, the Council must consider both the interests of traffic and the interests of owners and occupiers of adjoining property.
- 7.5 In carrying out consultation the Council is under a general duty to ensure that any consultation is fair. This means that consultation must be carried out when proposals are being formulated, that adequate time and information about proposals must be given to consultees to ensure that they can provide a proper response, and that any consultation responses must be properly considered in reaching the decision.
- 7.6 The Council is under a legal duty as a public authority to consider the human rights implications of its actions. Parking and traffic restrictions have the potential to affect the right to respect for family and private life and the right to protection of property. These are qualified rights which mean they may be restricted where this is for a legitimate aim, necessary and proportionate.
- 7.7 The use of any surplus income from civil parking enforcement is governed by section 55 of the Road Traffic Regulation Act 1984 as amended. This allows any surplus to be used for transport and highways related projects and expenditure such as supported bus services, concessionary fares and Local Transport Plan projects.

Lawyer Consulted:

Katie Matthews

Date: 03/09/14

Equalities Implications:

- 7.3 An equalities impact assessment EIA has already been carried out on the impact of resident parking schemes. There is also an EIA for the services provided by the parking team and that of the parking enforcement contractor. The proposed improvements in parking management are expected to increase access to convenient parking for all users including increased opportunities for blue badge holders to find spaces. The easing of pressure on road space will also benefit those who walk, cycle and travel by bus.

Sustainability Implications:

- 7.4 Effective parking management helps to reduce congestion and improve safe access contributing to the promoting sustainable transport usage and tackling climate change through reduction in carbon emissions.

Any Other Significant Implications:

7.4 There are none.

SUPPORTING DOCUMENTATION

Appendices:

1. Appendix A – Proposed extent of technical parking surveys north of Preston Drove

Documents in Members' Rooms

None

Background Documents

1. City Wide Parking Review Report Transport Committee 15 January 2013, agenda item 53
2. Highways & Transportation policy statement HP4/15 Residents Parking Schemes Assessment



Appendix A

Proposed parking surveys north of Preston Drive

PARKING INFRASTRUCTURE
TRANSPORT

Scale : N.T.S.
 Date : Sept'14
 Drawn : P.T.
 Drawing Number : B&H/Surr/01



Subject:	Highways Winter Service Plan 2014-15		
Date of Meeting:	7 October 2014		
Report of:	Executive Director, Environment, Development & Housing		
Contact Officer:	Name:	Christina Liassides	Tel: 29-2036
	Email:	Christina.liassides@brighton-hove.gcsx.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The Highways Winter Service is run by Highway Operations within the Transport division and is supported by Cityclean and Cityparks.
- 1.2 'Well-Maintained Highways', the national code of practice for highway maintenance management recommends that local authorities should formally approve, adopt and publish, in consultation with users and key stakeholders, a Winter Service Operational Plan based on the principles of the code. Brighton & Hove City Council has produced an annual Highways Winter Service Plan since it became a unitary authority.
- 1.3 The Highways Winter Service Plan 2014-15 builds on this code of practice alongside extensive work, experience and research carried out over previous years.

2. RECOMMENDATIONS:

- 2.1 That the Environment, Transport and Sustainability Committee approves the Brighton & Hove City Council Highways Winter Service Plan 2014-15 as attached at Appendix 1 to this report.

3. CONTEXT/ BACKGROUND INFORMATION

Context for Highways Winter Service Plan

- 3.1 The Highways Winter Service plan outlines the policy and operational mechanisms that this authority puts in place to meet its statutory requirement to take measures to prevent or remove accumulations of ice and snow from the public highway as far as is reasonably practicable.

Annual Review 2013-14

- 3.2 Last winter was remarkable for its inclement weather but this was in the form of storms and excessive rain rather than severe cold.

Nonetheless, 19 gritting runs were carried out over the winter period. Of these, 10 runs treated our gritting routes in the coldest areas of the city only (our 'Hilltops' routes), reflecting the marginal nights where the damp road surfaces ran the risk of becoming icy. 9 runs treated our gritting routes across all the city during the short periods of frosty weather that occurred.

In total, 230 tonnes of salt were used, compared to nearly 20,000 in the previous winter.

Snow events

- 3.3 There were no snow events in 2013-14.

Should snow occur during this coming winter, it is worth noting that the Code of Practice Code states that it is: "impractical to spread sufficient salt to melt more than very thin layers of snow and ice."

Under such circumstances, the essential treatment is ploughing and using a salt/grit mix to clear the layers of snow and compacted ice. These treatments take place during and after snowfall, where the aim is to remove the snow from the roads on our defined gritting routes as soon as is practicable.

Ploughing is a difficult task within the city due to a number of factors, such as roads having steep cambers, speed calming measures and tight corners. Cars may also block gritting routes, as the plough increases the width of the gritter. Nonetheless, all gritters plough in deep snowfall as well as treat with a salt/grit mix.

Service Provision

- 3.9 During our full runs, we grit nearly 192 miles, which equates to just under 50% of our entire road network.

Our defined routes are all main roads and all bus routes. This enables us to direct our available resources to keeping strategic links treated all across the city.

We have 7 gritter vehicles, all with plough attachments, and a pavement gritter.

Salt is stored at Hollingdean Depot.

Grit bins and grit drops are provided for public use.

Detailed information on the winter service and maps of routes and grit bins are contained on the council's website.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 A Highways Winter Service Plan is recommended as good practice by central government. The alternative would be to have no strategic or operational plan.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The Highways Winter Service Plan has been reviewed against the latest edition of the government's good practice guidelines (Appendix H of Well-Maintained Highways). Brighton & Hove City Council meets or is working towards best practice. However, there are some limitations such as the nature of our salt storage or the difficulties encountered when ploughing on steep, cambered city roads.
- 5.2 A copy of the plan and gritting routes are sent to relevant stakeholders such as transport operators, emergency services and major business continuity organisations in the city.
- 5.3 Brighton & Hove Head of Highways Operations is also part of a working group of local highway authorities – East Sussex, West Sussex and the Highway Agency – seeking to improve communications internally and to our public before and during severe weather events. This work is linked into the Sussex Resilience Forum's Transport Group.
- 5.4 There were no major cold weather events last winter and therefore no extensive operational review has taken place.
- 5.5 Highway Operations works closely with Cityclean, Cityparks, the Communications team and other council sections, particularly the Civil Contingencies team, to communicate and pool resources during extreme cold weather events.

6. CONCLUSION

- 6.1 This report recommends approval of the Highways Winter Service Plan 2014-15 in order that the council has an agreed strategic and operational framework for responding to freezing weather conditions.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The cost of providing the Highways Winter Service Plan is funded from an existing revenue budget within the Transport service. The revenue budget for the 2014-15 financial year is £302,000.

- 7.2 The Highways Winter Service Plan is also supported by the Winter Maintenance Reserve. Any variance within the revenue budget each year is transferred to the reserve as contingency to fund future periods of extreme weather which result in a revenue overspend. At the end of the 2013-14 financial year the reserve had a balance of approximately £439,000 following a contribution from the revenue budget of approximately £19,000.

Finance Officer Consulted: Steven Bedford

Date: 07/08/14

Legal Implications:

The statutory duty referred to in paragraph 3.1 of this report is the duty specified in section 41(1A) of the Highways Act 1980, requiring the highway authority to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice.

The duty is not absolute but qualified by reference to what is reasonably practicable. This gives the council discretion to prioritise routes based on cost, strategic importance and operational capability.

Lawyer Consulted: Oliver Dixon

Date: 12/08/14

Equalities Implications:

- 7.3 The Highways Winter Service covers main routes and all bus routes. It is a service for the public highway, aimed at bringing the maximum benefit to the most used thoroughfares. It is not logistically or economically feasible to cover all roads in the city, so by treating bus routes and pavements on a priority basis we ensure that most areas of the city have some accessible options for travel and target areas of highest usage/maximum benefit. An Equalities Impact Assessment has been undertaken in 2013.

Sustainability Implications:

- 7.4 Salt has a negative environmental impact e.g. on the water table or vegetation. It is not possible for practicable quantities of salt to dissolve more than a minimum layer of snow or ice so usage must be balanced against impact. Sharp sand does not dissolve into solution and has a negative impact on drainage and appearance. Therefore resources are carefully deployed in order to provide a balance between network usability and detriment to the local environment.

Any Other Significant Implications:

- 7.5 The objective is to provide a highways winter service, which will permit, as far as possible, the safe movement of traffic on designated roads throughout Brighton and Hove and to keep to a minimum delays and accidents brought about by adverse weather conditions. There is a risk that roads will not be completely clear of snow, ice or frost and highway users should adjust their usage

accordingly. The opportunities are created by treating an agreed network across the city which helps the movement of people and goods.

SUPPORTING DOCUMENTATION

Appendices:

1. Highways Winter Service Plan 2014-15

Documents in Members' Rooms

None

Background Documents

1. Previous reports on Highways Winter Service Plan to Transport Committee
2. ECSOSC meetings – winter service review 2010, 2011 and 2012

Brighton & Hove Highways Winter Service Plan 2014-15



This Highways Winter Service Plan incorporates the policy and operational provision of Brighton & Hove City Council's service for clearance of snow and ice on the city's streets. It also provides advice and information for residents and businesses.



Highways Winter Service

Overview of Essential Services

1 Summary

This document provides detailed information about the council's highway winter service, specifically relating to public roads and pavements. It is worth noting that other agencies and council sections also have winter plans and policies which support their service objectives.

2 Objective

The Railways & Transport Act 2003: Section 111 – Highways, Snow & Ice, amends the Highway Act to give local authorities a duty, as far as is reasonably practicable, to ensure that the safe passage along a highway is not endangered by snow and ice.

The Traffic Management Act 2004 places a network management duty on the local authority to secure the expeditious movement of all users.

The objective is to provide a winter service which will permit, as far as is reasonably possible, the safe movement of traffic on designated roads throughout Brighton and Hove. It also aims keep to a minimum delays and accidents brought about by adverse weather conditions.

3 Service overview

The service covers all main roads and all bus routes within the city, plus access to emergency service depots.

In normal winter conditions, this is achieved by pre-salting the road network to prevent ice or frost forming.

In snow conditions, it is unachievable to spread sufficient salt to melt more than very thin layers of snow and ice. Under such circumstances, the aim is to reclaim the network as soon as possible and particularly once snow has ceased falling.

Pavement clearance will also be carried out during snow events. Grit bins are provided across the coldest, steepest areas of the city for the public to use.

The service operates from 1 November until the end of March, 24 hours a day, 7 days a week. The period may be extended on a day-to-day basis by the Head of Highway Operations in cases of severe cold weather continuing into April or starting earlier in October.

4 Winter Weather Conditions

Winter weather conditions which are managed are:

Snow – fairly rare, but it does cause great difficulties due to its infrequency, partial melts/refreezes, the topography of the city and the resources needed for clearance.

Ice – occurs when conditions are freezing and wet.

Hoar Frost – is formed from white ice crystals. We only deal with this when it forms on roads making them slippery. This should not be confused with low-level frost, such as the white frost that appears on car roofs or vegetation in the mornings.

Freezing rain – is rain which freezes as soon as it hits the road surface. This is a rare occurrence but difficult to treat because of the timings between rain washing off the treatment and the roads freezing. It also creates very hazardous conditions which may not be easily visible e.g. black ice.

Extreme or severe winter conditions are defined as an event where the snow is over 50mms (2 inches) and is predicted to remain on the ground for longer than 36 hours.

5 The Highways Winter Service

5.1 Gritting

The Highways section provides a service for the public highway, carrying out gritting treatments on designated roads in advance or during and after ice/snow. In extreme conditions it also carries out pavement treatment on designated public thoroughfares. Grit bins and grit drops are provided for local self-help.

5.2 Routes

The priority is to keep major routes treated and passable. These are generally all the 'A' roads, most of the 'B' and 'C' roads and other roads of local importance, e.g. all bus routes. A total of just under 192 miles of main routes around the city will be treated if weather conditions require it. This is nearly 50% of the entire road network in the city.

The aim is to use the resources available to us as effectively as possible and bring the greatest benefit to the most utilised roads in our network.

There are four levels of routes which the Council will use depending on the severity of the weather conditions and the variables which can affect it. They are listed below in order of severity according to climatic zones and weather conditions:

5.2.1 Hilltop Routes (Level 1): The routes are mainly based in the northern hill top areas of Brighton and Hove where frost is more likely to form in marginal conditions.

5.2.2 Standard Routes (Level 2): This covers the main roads, bus routes, emergency service depots, hospitals, important commuter routes, most schools and shopping centres. These routes are commonly used for pre-salting and gritting before frost and icy conditions. These routes do not cover the warmest parts of the city.

5.2.3 Full Routes (Level 3): These are extended versions of the Standards Routes and cover more of the city's roads. These routes are commonly used in advance of snow or in extremely cold conditions where all of the city will be affected.

5.2.4 Priority/Snow Routes (Level 4): These are limited variations of the Full Routes. They are used when sustained snow or ice conditions are causing severe disruption and the routes need to be reduced to maintain the core of the city. This is usually when the snow is over 100mms (4 inches) and predicted to fall continuously or frequently within 24 hours or to remain for longer than 24 hours. When there are severe or sustained adverse weather conditions the gritting/ploughing needs to occur more intensely on the vital routes in order to try and keep these roads operable. They include roads around the main hospitals and the main arterial routes. These routes may also be employed if for any reason there is a reduction in the usual available resources, such as personnel, vehicles or materials.

During periods of prolonged heavy snowfall, designated pavements are cleared in priority order - central shopping areas and pedestrian routes and around hospitals first, followed by other important pavements and local shopping areas.

It is not possible to clear all these designated routes at once hence the agreed strategy.

If forecasts are predicting heavy snow, city centre pavements may be treated in advance although this depends on available resources. City centre pavements may also be pre-treated, depending on available resources, if temperatures are predicted to be -3 degrees in damp weather or -5 degrees in dry weather.

5.3 Treatments

5.3.1 Precautionary Salting - The application of salt to carriageways on priority routes usually in advance of frosty conditions (often referred to as spreading, gritting or pre-salting).

5.3.2 Post-treatment – the application of ploughing, salt, a salt/grit mix or grit (sharp sand) to carriageways following snow and depending on the depth and severity of the snowfall. Also refers to the application of hand or machine clearance to pavements following snow.

Available alternative de-icers are regularly reviewed, particularly with a view to their use on structures and special paved areas. However, such alternatives are currently prohibitively expensive, would require different storage conditions and may also have their own environmental disadvantages. Therefore, as the temperature seldom falls below minus 5°C, salt is used almost exclusively as the means of melting ice or snow on the highway.

As it is impracticable to spread sufficient salt to melt more than a thin layer of snow, ploughing and/or grit may be used when snow is of sufficient depth. A salt/grit mix may be used to aid traction and break down compacted layers. This mix may also be used for trouble spots or extreme gradients. For extreme snowfall, pure grit may be spread to assist with traction.

The council is dependent on the national salt supply chain to replenish its stocks. Brighton & Hove has stored as much salt as it is able to do so in advance. The winter service plan will therefore be carried out to the best of our ability but also according to available resources and identified national and local priorities.

6 What The Council does

6.1 Which Department in the Council Is in Charge of road gritting?

The Highways section within Transport in Brighton & Hove City Council are responsible for this Winter Service Plan and for providing the resources and equipment required for the majority of the public highway service during the Winter Service period.

This includes providing the salt and gritting materials, providing the vehicles, providing information to the gritter drivers and any other personnel carrying out the clearance work and operating the Winter Service 24/7 during the period.

The Highways Winter Service is reliant on Winter Duty Managers (WDM) to perform the organisational and operational functions during the Winter Service Period, supported by the Head of Highway Operations.

6.2 Decision-making

The WDMs use the latest technology in weather forecasting/prediction to decide what is required to protect road users during cold weather. They will assess the weather forecast for a 24-hour period combined with local road temperature sensor data and other information such as from external sources (Meteorological agencies, Police) in order to decide what action is necessary.

The WDM instructs the depot co-ordinators and gritter drivers about which work needs to be carried out and when.

These duty managers are on standby during office hours, out of office hours, at weekends and during holiday periods such as Christmas and New Year.

Over a winter season, weather forecasts are approximately 90 percent accurate. Typically, this means that there are several days when a road frost or other freezing conditions are not forecast but will still occur. Similarly, there are some forecasts which predict ice and snow conditions which do not occur.

Winter Duty Managers are volunteers from within the Transport section of Brighton & Hove City Council who all have regular day-to-day jobs. Winter duties are in addition to their normal roles so please be aware of this if awaiting a response to queries.

6.3 Who Carries Out The Winter Gritting Work?

The Highways Winter Duty Manager carries out the decision-making and management of the service.

Highways work with Cityclean as the Winter Service “Contractor.” Cityclean will provide the staff required to carry out the machine and manual spreading and ploughing operations.

Cityclean drivers maintain a 24-hour standby rota for all of the gritter driving whilst other Cityclean staff may be required to respond to a Winter Service event at the request of the WDM and under the Head Of Operations at Cityclean.

Highway contractors are used for tasks such as filling up grit bins and for pavement clearance under the direction of the WDM. Cityparks staff may also assist with vehicle provision, grit drops and clearance in the event of heavy snowfall.

Provision of additional staff for manual winter tasks is dependent on what other duties may need to be carried out such as refuse collection.

Apart from road gritting, such tasks will not be carried out during night time for safety reasons.

Other sections of the council and other services (such as fire, police and NHS) will also have plans in place to deal with severe weather incidents. The Highways team consult on this winter service plan with other service providers to ensure that our highway gritting routes best suit their needs as much as is practicable.

6.4 Weather Forecasting

Brighton & Hove City Council has several key weather forecasting tools to help in predicting and deciding on action to be taken.

There are 4 weather forecast outstations situated in strategic locations across the city. These stations provide information such as air and road surface temperatures, humidity and wind speed /direction. The information is retrieved remotely by computer and displayed as a minute-by-minute feed using a tailor-made IT system (the Ice Prediction System).

We also have a contract with an expert major weather forecasting company to provide the weather forecasting for the region. During the Winter Period twice daily forecasts are sent.

Additional updates can be asked for by a Winter Duty Manager to confirm or track potential changes.

Thermal mapping was originally used for the purposes of establishing gritting routes and priority risk areas. Thermal mapping is able to identify which sections of road are cooler or warmer than average due to the lie of the land, type of construction, traffic flows and other factors which can affect road temperature.

6.5 Communications

The Communications team will post regular updates on the Council's website informing of severe weather conditions, advice on self-help and on driving and movements across the city during extreme of adverse weather conditions.

Search under Roads and Highways, Road gritting on: www.brighton-hove.gov.uk

Or go to:

www.brighton-hove.gov.uk/snow

The Environment Customer Centre based at Cityclean's depot will handle most of the direct enquiries to the council.

7 What Do Other Agencies Do?

The Highways Agency (HA) is responsible for treating national routes including the A23, M23 and A27 trunk roads. They can be contacted on 0845 600 0414.

What areas do the HA cover? A27, Brighton bypass, A23 north of the A27 Junction.

What areas does East Sussex County Council cover? Falmer and Saltdean border.

What areas does West Sussex County Council cover? Fishergate border, Devil's Dyke border.

7.1 Co-ordination with Neighbouring Highway Authorities

Highways Authorities will manage their own salting solutions within their own boundaries unless assistance is requested. In that event, level of assistance will be determined on a day-to-day basis.

Due to concerns regarding liability issues, reciprocal treatment arrangements with other neighbouring Highways Authorities ceased in 2006-07. However, in the event of extreme winter conditions or other business continuity issues the Head of Highway Operations will liaise with members of East and West Sussex County Councils and with the Highway Agency.

Partnership work with these other authorities seeks to continuously improve internal communications and messages to our public.

8 What Can You Do To Help?

8.1 Self Help

You can apply table salt to paths, pavements and driveways. During frosty and icy conditions one tablespoon per square metre is generally all that is needed.

Salt/grit mixes can be used from over 420 locally placed salt/grit bins to apply to roads and pavements if necessary. This is best spread in a thin even layer, concentrating on the middle of the pavement or where wheel tracks will run on the road.

SHOVEL SWEEP SALT

In heavy snowfall, the best thing to do is to shovel, sweep, and salt.

Firstly, particularly if the snow is deep, and you've got a shovel, try to shovel it out of the way, into the gutter, or somewhere it won't cause a trip hazard. You can

then sweep away the remaining residue with a broom, and apply salt onto the pavement.

It's worth bearing in mind that what we put in our grit bins is a mixture of salt and grit or pure grit during snowfall, but ordinary salt will usually work just as well, especially if the snow is cleared.

All you need is household table salt, and really you don't need that much: usually one tablespoon will do a square metre once the majority of snow has been cleared. So you can use it sparingly.

Grit can also work by giving traction on compacted icy surfaces.

Finally, if you are clearing snow, please don't use any water – boiling or otherwise. The problem with the water is that it can very quickly re-freeze, and leave an icy patch. The same is true for clearing your car windscreens; water can leave icy patches on the road.

8.2 Driving Advice

Please remember to drive with caution during freezing weather. The Highway Code makes it clear that drivers should always drive according to the weather conditions. Before setting out on a wintry day you should:

- consider whether your journey is absolutely necessary
- if it is, check the local and national weather forecasts
- make sure you clear all the snow off your car including windows, headlights and roof
- if driving, listen to your local or national radio stations for travel news
- Even if roads have been gritted, do not assume that they are free from ice, snow and frost.

Please remember that we are not able to treat all roads.

Before setting off on a journey make sure you have:

- Ice scraper and de-icer
- Fully charged mobile phone
- Warm clothes and a blanket
- First aid kit
- Torch and spare batteries
- Reflective warning sign
- Jump leads
- Food and a warm drink in a thermos flask
- And clear the snow from the bottom of your shoes and from the outside of your car.

When driving

- Remember it can take up to 10 times longer to stop in snow and ice
- Make gentle manoeuvres to remain in control
- Select second gear when pulling away to avoid wheel spin
- If hill climbing, try and avoid stopping on the hill. Try and leave lots of distance between you and the car in front. Try to keep at a constant speed and try to select the best gear before you get to the hill.
- When driving downhill, use engine braking by selecting lower gears. Leave plenty of room between you and the car in front.
- When using the brakes, use them gently. If you start to skid, take your foot off the brakes and reapply.

8.3 Walking Advice

When there are slippery and icy conditions it is vital to recognise the hazards of walking on these surfaces.

Tips:

- Don't wear shoes with smooth surfaces. Try putting stretch socks over your shoes to aid grip. You can also try spiked over-shoes, available from catalogues and via the internet.
- Be aware of the surface you are walking on. Don't try and run for a bus or run to cross a street.
- Use your arms to keep you balanced. Don't put your hands in your pockets when walking and avoid carrying heavy loads which could imbalance you.

- Try and remove as much snow as possible from the bottom of your shoes as you are walking.
- Walk “small”. Avoid a tall, erect marching walk.
- Just because a path has been cleared, do not assume it is free from ice and won’t be slippery.
- Assume all wet and dark areas on pavement are slippery and icy.
- Be careful when getting in and out of vehicles. Use the vehicle as support when getting in and out.
- Try and walk on grassed areas where possible as this gives better traction.
- Point your feet out slightly. Spreading your feet like this will increase your centre of gravity. Extend your arms to maintain balance and take short steps.
- If you are going to fall, try and fall on your side. Avoid falling on your knees, spine or trying to stop your fall by putting your arm out.
- If falling, try and relax your muscles. You will injure yourself less if you are relaxed.
- Watch where you are stepping and go SLOWLY!!!!!!

8.4 Salt/Grit Containers

There are over 420 salt/grit bins on the public highway throughout Brighton and Hove with some additional bins provided for important council or NHS community facilities.

These bins have been made available at sites which are not usually near a gritting route. The coldest areas of the city particularly on steep hills are our priority.

The aim of the bins is self help for residents of Brighton and Hove to salt/grit an area which would not be on a gritting route.

(Housing also provides grit bins/grit for some areas of housing-owned land. For further information, please see Housing’s Adverse Weather Policy. These are usually locked, whereas Highways bins are not).

Additional salt/grit will be placed in strategic locations across Brighton & Hove at the discretion of the Winter Duty Manager.

Compared to some other authorities, we supply a high quantity of salt/grit for the public, within what is a relatively small geographical area. This is because we recognise that Brighton & Hove is a mainly urban area built on hills.

The bins are supplied for steep areas usually hardest hit by snow and ice. However, provision of grit bins needs to be balanced against the capability to refill within a reasonable timescale, as well as available resources such as salt and grit.

It is not possible to supply any more grit bins on the highway. This is because it would take far too long to fill them quickly during extreme weather and with finite resources we cannot keep expanding the number of grit bins that we then need to service.

The installation of a bin at any new site would only be achieved by removing a bin currently installed elsewhere in the same ward, having consulted with ward councillors and with written agreement to the substitution.

Following recent budget national and local budget constraints, it was agreed at Budget Council that grit bins are only filled once per year at the beginning of the season, except in extreme/severe winter conditions. This means that even if grit bins are emptied during frosty or icy periods, they will not be refilled.

Grit bins will only be refilled in extreme winter conditions, generally defined as where snowfall is greater than 50mms (2 inches) and predicted to remain on the ground longer than 36 hours. In such circumstances, the contingency fund will be used to cover the additional costs of refilling the bins.

It will not be possible to fill every grit bin immediately – it can take up to two weeks to get round every area in the city depending on accessibility and available resources.

9 Our Equipment

9.1 Brighton & Hove Council Equipment List:

- 7 gritters
- 7 ploughs for use with the gritters
- 6 hand spreaders used for footways and cycleways
- 1 machine pavement gritter
- We may also have access to 3 tractors in severe weather conditions
- We may also have the use of 3 JCB's in severe weather conditions

9.2 Salt Storage Capacity

The council has a contract in place for the supply of salt. This is delivered by boat from one of the two salt mines in the country direct to Shoreham Harbour. It is then stored outdoors at our Hollingdean Depot and the gritters load up and go out on their routes from here.

The average amount of salt used per winter is about 800 tonnes. In very cold winters, this usage can rise to around 2,000 tonnes. In a recent mild winter, we used 270 tonnes.

Brighton & Hove has limitations on how much the council can store in advance and must also balance purchase against lifespan/likely usage of the stock. Just over 1,000 tonnes is stored at our depot at the beginning of winter.

As we have no options to increase salt storage within our boundaries, we have arranged with our contractor for additional storage at Shoreham Harbour.

10 Frequently Asked Questions

Grit or Salt?

Although most of us call it gritting there is in fact no grit involved in precautionary treatment. (Precautionary treatment or pre-treatment is where we treat the roads in advance of frost, ice or snow).

What we spread on the roads is rock salt taken from an underground mine.

It is similar to the rock salt you would grind into your food, but of a size and composition for road use.

Grit (or sharp sand) is used as post-treatment on its own or in a mix with salt. (Post treatment is where we treat the roads during or after severe ice or snow). Grit helps with traction and breaks down layers of ice and snow.

What does salting the roads do?

We spread salt onto the road. This works best when it goes into a solution, which is why we rely on the tyres of cars passing over the top of it to crush the salt onto the road. This then forms a solution with a higher de-icing capability.

Water freezes at 0°C. Salt stops water from freezing until about -6°C to -8°C. So the salt solution means the snow or ice will freeze less or melt quicker, depending on other factors such as dryness, wind and depth.

In theory, salt has the potential to melt snow at temperatures as low as -20° C but is not a very efficient treatment in extreme cold. Salt starts to become much less effective as temperatures drop to round minus 5°C and almost ineffective at lower temperatures or in very dry conditions. With anything more than a thin layer of snowfall, salt will not make much difference. In all these circumstances, its use becomes practically, economically and environmentally difficult.

In extremely low temperatures, or heavy snowfall, a mix of salt and grit or pure grit may be used to aid traction and to break down compacted layers of snow and ice. Ploughing is also used if the depth of snow allows this but cannot clear away all of the snow (e.g. around speed humps).

When and how do you salt the roads?

We salt the roads to prevent icy conditions when we are expecting ice.

We also salt the roads when we are predicted to have snowfall, as the salt will act as a de-bonding layer even if the snow covers it.

Each route is planned to achieve a maximum of three and a half hour response time from leaving the depot to completing the route prior to ice forming.

In snow conditions, routes will take longer: for example, in heavy traffic or when ploughing due to the care needed to move the additional width in our narrower roads.

Which areas of the city are salted?

Salting depends on how severe the weather conditions are. It may be necessary to salt the coldest areas only or alternatively to salt all main routes.

Resources are focused according to priorities on identified gritting routes. Decisions are based on the following priorities:

- 1) primary roads (all 'A' roads), hospital, ambulance and other emergency service areas
- 2) the majority of 'B' roads
- 3) other important roads (bus routes)

Why are salted roads sometimes still icy?

Despite the high level of service provided, no guarantee can be given that treated roads will always be completely clear of ice, frost or snow.

This can be for various reasons.

- It takes time for the salt to become effective after roads are salted
- Rain and running water can wash salt off roads leaving them prone to re-icing.
- In severe cold weather (falling to and below -5°C) even salt will not prevent roads from icing.
- Salt will not melt anything more than a very thin layer of snow.
- In heavy ice or light snowfall, salt treatments are only effective on roads with heavy traffic but too much traffic can also disperse the salt quite quickly.
- Salt is less effective in very dry conditions as it needs to form in a solution to work effectively.
- If freezing conditions follow rain, salting will normally start after the rain has stopped to avoid salt being washed away. Temperatures may fall by as much as 5°C per hour and the wet roads may well freeze before the gritter has been able to salt them.
- Dawn frost occurs on dry roads where early morning dew falls on cold road surfaces and freezes on impact. It is not possible to forecast with any accuracy where and when this may happen.
- When rain turns to snow during the rush hours, early salting is washed away and gritters are unable to make progress due to traffic congestion.
- There may be water on the highway due to a number of reasons. These could include a water mains leak or vehicles being washed and screens having water poured over them to melt the ice. These quantities of water will result in ice forming if the road surface temperature is below zero degrees. The council will treat major water

leaks or ask Southern Water to respond as soon as it is made aware but this obviously takes time after receiving reports.

- Over a season, weather forecasts are approximately 90 percent accurate. In most winters, this means that there are several days when a road frost is not forecast but will still occur.

Treated roads can still therefore have icy patches and drivers should remain vigilant and aware of the need to drive with due care at all times, especially when rain is followed by freezing temperatures.

Why does snow settle on salted roads?

There are specific environmental factors that will reduce the effectiveness of salting/gritting and ploughing. This is particularly the case in areas outside the main city centre:

- Salt is not efficient at melting more than a thin layer of snow. Once snow has fallen, salt will lie inert under the snow, until the layers of snow are broken up enough for it to mix in and act as a de-icer and de-bonder between road and snow.
- Salt/grit needs to be tracked in by substantial vehicle or pedestrian traffic in order to work well and break down the layers of snow. Where roads (and pavements) do not have heavy traffic, they are more resistant to treatments. However, heavy traffic will also contribute to the salt being “used up” as it works into solution or is dispersed by vehicles.
- Gritter vehicles will take time to get round to re-treating roads especially in adverse conditions.
- Roads in more outlying areas tend to get more snowfall as they are higher up.
- Roads further out from the city centre areas are generally much colder, allowing snow to settle and remain longer.
- Cars abandoned on junctions or badly parked will prevent the larger vehicles such as buses & gritters from getting through.
- Some roads are too narrow for the gritters when they have ploughs on.

- Ploughing opens up the road but tends to provide a narrower band of clearance so leaves less room for manoeuvre for larger vehicles such as buses as well as pushing the snow into the kerbside which can make bus stops harder to reach.
- Ploughing is not very effective over speed humps, steep junctions, pronounced cambers and crowned roads.

Do you close roads in icy or snowy weather?

It is our policy to work with the Police in closing roads.

However we do not generally tend to close roads during winter weather. This is because not all roads are treated and because in heavy snowfall or very icy conditions, even treated roads may still have snow/ice on them.

It would not be feasible to close all these roads. Motorists are advised to drive with caution on all city roads during cold winter weather.

Do you salt the pavements?

We have over 1,100 km (687 miles) of pavement in the city. Many pavements are too narrow to be salted by machine. We do, however, place salt/grit bins at locations across the city for anyone to make use of and we will clear snow away after prolonged heavy snowfall (in order of priority).

As with roads, salting pavements is only effective if there is heavy footfall to help the treatment work and the snow is not too deep. So we clear most pavements only after snowfall. We have identified Priority 1 and 2 pavements, which are where the greatest number of people will be using central or local services.

If we get enough warning from the forecast, and resources permit, we may pre-salt the city centre pavements in advance of snow because we know there will be enough footfall in this warmer area of the city to help this treatment work.

Pavement clearance is a lengthy labour-intensive task by hand spreading, so operationally and practically this work requires a high level of resources.

We have a pavement gritter which is faster but still requires time and resources to operate, including regular refills.

The ice or snow may melt during the day of its own accord. Therefore the Winter Duty Manager must decide on priorities, how heavy the snowfall is and when the snow may be likely to clear naturally due to improved weather conditions as well as when clearance will be most effective (e.g. in heavy and continuous snowfall, clearance may need to wait until it stops because all efforts would be immediately covered over again).

Generally pavement clearance will be instructed in extreme conditions i.e. when the snow is over 50mm (2 inches) deep and predicted to last more than 36 hours.

Snow that has compacted into ice, or has partially melted and then re-frozen is extremely difficult to clear either by hand or by machine. We can only get round a certain number of pavements with the staff and time that we have. This is why we encourage people to help clear snow from pavements whilst it is still fresh, where possible and if they are able to do so.

What are salt/grit bins for?

Salt bins are provided at 420 locations in the city, on steep road junctions or hills. They are not usually placed on major salting routes or in flatter, warmer areas of the city. They are there for anyone to make use of in icy weather.

How do I ask for a refill of a salt/grit bin?

Please email

gritbinrequest@brighton-hove.gov.uk or complete our online application, stating the exact location of the bin.

Grit bins will only be filled once at the beginning of the winter season unless we have severe winter conditions (where snow is greater than 50mm and predicted to remain on the ground for longer than 36 hours).

During severe weather when bins are being used, we batch up all the requests for grit bin refills and then make a decision on when to refill depending on amount of requests, geographical proximity, available resources and forecasted weather conditions.

Please note that no new grit bins will be supplied on the public highway. This is because we have now reached the limit of what we can sensibly and practicably keep supplied. To request the removal or relocation of an existing bin only, please e-mail gritbinrequest@brighton-hove.gov.uk

What can I do to help?

You can apply salt to paths, pavements and driveways or “Shovel, Sweep and Salt”.

Appendix I

Gritting routes: see also www.brighton-hove.gov.uk





Appendix 2

Grit bins - criteria

For locations of bins, please: see www.brighton-hove.gov.uk

A mixture of salt/grit is stored in bins at various roadside sites throughout Brighton and Hove as a self help for residents.

Brighton and Hove as a city is now at capacity in terms of the quantity of highway grit bins that it can service. Therefore the installation of a bin at any new site would only be achieved by removing a bin currently installed elsewhere in the same ward, having consulted with ward councillors and with written agreement to the substitution.

It is not practicable or possible to provide grit bins and maintain them on all side roads of the city. So to enable a fair distribution of grit bins where most needed the following criteria has been used in assessing requests. The criteria below is a guide and not exhaustive.

- At junctions away from main [Gritted] roads with a gradient in excess of 1 in 10 [10%] and where vehicle flow exceeds 200 vehicles per day.
- On hills with gradients in excess of 15% [Non Gritted Routes], where vehicle flows are more than 200 vehicles per day.
- On hills at locations with gradients in excess of 20% (1 in 5) whatever the vehicle flow, and is not gritted.

Grit bins for carriageway/footway use will not be provided:

- On roads that form part of precautionary or secondary gritting routes, except at known points of difficulty on steep gradients, subject to site assessment.
- Where they attract anti-social behavior or cause nuisance to nearby residents.
- Where their provision would create a further proliferation of street furniture to the detriment of disabled or visually impaired people and/or the community.
- At locations where there are no residents or community in close proximity and where the bin is unlikely to be used.
- On un-adopted highways whether subject to future adoption or not.

Subject:	Parking Annual Report 2013-14		
Date of Meeting:	7 October 2014		
Report of:	Executive Director Environment, Development and Housing		
Contact Officer:	Name:	Paul Nicholls	Tel: 29-3287
	Email:	Paul.nicholls@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1 To note and approve the publication of the fifth Parking Annual Report 2013-14 on the performance of Parking Services for submission to the Department for Transport, Traffic Penalty Tribunal and for general publication under the provisions of the Traffic Management Act 2004.

2. RECOMMENDATIONS:

- 2.1 That the Environment Transport and Sustainability Committee endorses the publication of the Parking Annual Report for 2013-14 under the provisions of the Traffic Management Act 2004.
- 2.2 That the Environment Transport and Sustainability Committee authorises the Head of Transport Operations to produce and publish the report which will be made available on the Council's website.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The City Council has operated Decriminalised Parking Enforcement since 16 July 2001. Part 6 of The Traffic Management Act 2004 came into force on 31 March 2008 and the enforcement of parking became Civil Parking Enforcement. The Council is required to produce and publish an annual report to the Department for Transport.
- 3.2 Parking Service's first Parking Annual Report 2008/9 was declared overall winner by the independent Parking Annual Report Review Group established by PATROL (Parking and Traffic Regulations Outside London). The report has been shortlisted for the award in every year since. Over forty councils submit their annual reports for the award, which was established to highlight best practice amongst Local Authorities in using the report to engage with the public on parking issues.

- 3.3 Copies of this year's Parking Annual Report will be sent to stakeholders including, Sussex Police, East Sussex Fire Brigade, The Traffic Penalty Tribunal, the Department for Transport and local parking special interest groups. The Parking Annual Report will also be published on the council's website.
- 3.4 This year's report provides an update on progress on a range of issues identified by the Citywide Parking Review. A wide range of statistical data is also provided in the review.
- 117,000 Penalty Charge Notices were issued in the year, a small increase on the 114,000 issued in the previous year, mainly due to the enforcement of new parking schemes
 - the on street parking surplus was £11.4m (compared to £10.9m last year) The report explains how the surplus is spent on providing free bus passes to over 46,000 elderly and disabled residents, and transport related projects. Income increased by less than 1.5% (£271,000) and expenditure fell by 3.5% (£260,000) compared to the previous year.
 - waiting lists for resident permits continue to fall with 394 residents waiting for a permit compared to 1,260 on the waiting list 4 years ago
 - Over 10% of permit holders now pay half the cost of a permit as their vehicle entitles them to the low emission discount on the standard permit price.
 - The phased introduction of the new Pay by Phone service as an alternative to using Pay and Display has been popular with residents and visitors alike. Over 30,000 residents have registered to use the service which already accounts for 10% of all on street parking payments
- 3.5 Where a surplus is generated, this is managed and spent in accordance with legal requirements under Section 55 of the Road Traffic Regulation Act 1984, as amended by the Traffic Management Act 2004. The reports provide details of how the surplus has been spent on working towards the council's Traffic Management Objectives. These include reducing congestion, managing demand, improving air quality (Brighton and Hove has an Air Quality Management Area for non-compliance with nitrogen dioxide (EU and English) limits and a drive towards sustainable transport. More details can be found in our Local Transport Plan as well our Parking Annual Report published on our website that illustrate where the surplus has been allocated to services and projects including:
- Concessionary Fares
 - Supported Bus Routes
 - More cycle parking
 - Quality Bus Partnership Initiative
 - Traffic control improvements
 - Brighton station gateway
 - Highway maintenance

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 No alternatives considered as there is a statutory requirement to produce a Parking Annual Report. The importance of the report in communicating parking policies to the public was recently highlighted by the Transport Select Committee.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The publication of the Parking Annual Report 2013-14 is being used as an opportunity to inform and engage with the public and stakeholders on a range of parking issues

6. CONCLUSION

- 6.1 To provide the public and stakeholders with information on the performance and aims and objectives of parking services and to meet the Council's legal obligations under the Traffic Management Act 2004

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

The costs to produce and publish the Parking Annual Report will be funded from within the existing Transport revenue budget.

Finance Officer Consulted: Steven Bedford

Date: 24/09/2014

Legal Implications:

- 7.1 The City Council is required by statutory guidance issued by the Department for Transport under Section 87 of the Traffic Management Act 2004 to produce and publish an annual report within 6 months of the end of the financial year detailing financial and statistical information on its civil parking enforcement regime.

Lawyer Consulted: Katie Matthews

Date: 9/9/2014

Equalities Implications:

- 7.2 None identified

Sustainability Implications:

- 7.3 The report provides updates on council policies to encourage sustainable transport such as the low emissions permit discount, electric vehicle permits and provides figures for their take up.

Any Other Significant Implications:

- 7.4 To provide the public and stakeholders with information on the performance, aims and objectives of parking services and to meet the Council's legal

obligations under the Traffic Management Act 2004

SUPPORTING DOCUMENTATION

Appendices:

1. The Parking Annual Report 2013-14

Annual Report 2013-14

Foreword

- 1 Overview
- 2 Citywide Parking Review update
- 3 New Resident Parking Schemes
- 4 Permits
- 5 Enforcement
- 6 Bus Lane and CCTV Enforcement Update
- 7 Challenges representation and appeals
- 8 Keeping in touch
- 9 Signs and Lines Maintenance
- 10 Off Street Car Parks
- 11 Financial Information

Appendices

- 1 Parking Charges Summary for 2013-14
- 2 Civil Enforcement Officers Contravention Code of Practice
- 3 Code of Practice for Postal Penalty Charge Notices

Glossary of Terms

Foreword

It is my pleasure to introduce Brighton and Hove's sixth Parking Annual Report. The report provides a wide ranging analysis of publicly operated parking in the city highlighting new initiatives and developing trends.

Last year's report explained that parking Penalty Charge Notices issued in Brighton and Hove had fallen to the second lowest number of Penalty Charge Notices issued in the city (114,000) since 2001. Whilst there has been a slight increase to 117,000 this year, the number of Penalty Charge Notices issued still remains at historically low levels. The small increase is largely due to the introduction of new parking schemes, such as the match day parking scheme around the Amex stadium.

Back in 2005 the city council introduced a 50% low emissions discount on the cost of a resident permit to encourage the use of cleaner vehicles. At the time, based on national car registrations it was estimated that just 70 vehicles in the city would qualify. Today we issue twice as many permits, and more than 2,800 permit holders (over 10%) pay half the standard cost of a permit because their vehicle qualifies for the low emissions discount. It will be interesting to see if the number of electric vehicle permits on issue in the city follows a similar trend in the years to come.

This year's report includes an update on progress in dealing with some of the key issues identified by members of the public in last year's citywide parking review. These include the trial of verge parking enforcement and updates on personal disabled bays, bicycle and motorcycle parking and the introduction of phone parking throughout the city.

The convenience of using the new phone parking service has certainly proved to be popular with residents and visitors alike. It was introduced in three stages, and has now become available throughout the city. Within this short period of time, over 30,000 drivers in the city have registered to use the service. Parking sessions paid by phone already account for over 10% of on street parking transactions.

As in previous reports, we explain how surplus income from parking is spent: providing over 46,000 free bus passes for the elderly and disabled as well as a range of transport and public realm improvement projects. These are detailed in Chapter 11.

Finally, I would like to congratulate Parking Services for their success at the National Parking Awards 2014 where they were declared overall winners in the 'Exceptional Customer Service' category. I would also like to thank them and our graphic design team for their work in producing this report. The Parking Annual Report Award was set up five years ago by 'PATROL', to promote and share best practice amongst councils in the production of their Annual Reports. I am delighted that Brighton and Hove's Parking Annual Reports have also received national recognition by winning the very first award five years ago and for being shortlisted as finalists for the award every year since.

If you have any questions or comments about our Parking Annual Report please let us know by telephoning our Parking information Centre on 01273 296622, emailing us at parking@brighton-hove.gov.uk or alternatively by posting your comments on our or twitter pages www.twitter.com/bhcc_transport Thank you for taking the time to read our 2013-14 Parking Annual Report.

Cllr Pete West

Chair of Environment Transport & Sustainability Committee

Chapter 1 Overview

Parking controls in Brighton & Hove are essential to keep traffic moving and provide access for residents, businesses and our 8 million annual visitors. Parts of the city are amongst the most densely populated in the country and there is huge demand for parking along the seafront and city centre which must be managed.

The city has a packed and diverse calendar of events many of which require the suspension of hundreds of parking bays in the areas of highest demand. Parking plays a vital role in support of the city's Tourism Strategy and managing the city's gateways which are the first arrival point for all those coming to enjoy all that Brighton & Hove has to offer. Balancing the needs of residents, visitors and businesses is key to sustainable economic growth and success.

In last year's [Parking Annual Report](#) we explained what we are doing to meet our parking policy objectives and how they were being monitored. In addition to the items shown in last year's report the following projects are underway or have been completed which will support our policy objectives to

- **Reduce congestion and keep traffic moving**

The new Lewes Road corridor improvements were completed in September 2013. The new road layout included a bus lane and cycle lane. Over the past year parking enforcement has been carried out both on foot and by CCTV to improve traffic flow along this important gateway to the city. Compliance with the new bus lane regulations has been good.

The results show that the scheme has led to:

- increased cycling - cycle trips up 14%
- more bus passengers - 7% increase
- quicker, more reliable bus journeys

There has been only a slight increase in rush hour car journey times – and less than the council predicted.

Monitoring of the scheme impacts will be undertaken at regular intervals in order to fully understand the impacts and to consider if any minor changes are required to improve performance. Full details about the scheme can be found here <http://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/lewes-road-transport-improvements>

Automatic traffic counts monitor flow at key roads throughout the city and cycle counters provide information on the use of the city's cycle lanes. All data is published online for these sites and can be viewed here <http://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/counting-traffic-brighton-and-hove>

- **Provide access safely to those that need it most**

Following feedback from the citywide parking review and blue badge holders we are trialling blue badge bays which can only be used by a particular blue badge holder or 'dedicated blue badge bays'. These will be trialled for blue badge holders with the most severe mobility problems.

We are working with partner organisations including Sussex Police and East Sussex County Council on range of new initiatives to tackle Blue Badge misuse. We aim to raise the profile of this issue over the coming year, by explaining the impact misuse can have on genuinely disabled drivers.

Controlled parking has an important role to play in ensuring the safety of all road users. Although many factors can influence road traffic collision figures, parking enforcement helps by keeping pedestrian crossings, school keep clears and junctions free of dangerously parked vehicles, which are dealt with as a priority. Overall road traffic safety data for Brighton and Hove shows that between 2008 and 2013 both the numbers of collision incidents and casualties in the city have reduced.

COLLISIONS

YEAR	FATAL	SERIOUS	SLIGHT	TOTAL
2013	3	136	599	738
2012	5	147	637	789
2011	5	159	729	893
2010	7	123	771	901
2009	2	143	748	893

CASUALTIES

YEAR	FATAL	SERIOUS	SLIGHT	TOTAL
2013	3	142	763	908
2012	5	155	818	978
2011	6	166	934	1106
2010	8	128	974	1110
2009	2	148	954	1104

More information about road traffic safety can be found here. <http://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/road-collision-and-casualty-data>

- **Deliver excellent customer service**

At the 2014 British Parking Awards, Brighton and Hove City Council Parking Services were declared winners of the 'Exceptional Customer Service Award'. The judges recognised our work for: -

- enhancing how we engage with customers both in person and digitally through social media
- the improved facilities at the new Customer Service Centre at Hove
- partnership work with the Police & NSL over the years through school enforcement, and action days.
- the Civil Enforcement Officers helping out during extreme weather.
- creating informational videos for the website.
- comparing our services to other Local Authorities through mystery shopping exercise and great involvement during Customer Service week.
- improving the telephone system and reducing the calls options by half.
- translation – utilising officers' 2nd language skills to provide parking information to our residents and visitors.
- A number of staff working toward various Institute of Customer Service awards

Local Transport Plan 4

Consultation on the council's next Local Transport Plan recently closed and public feedback is being analysed for inclusion in production of the final plan.

The vision of the travel section of our community strategy states:

"We want to continue to develop an integrated and accessible transport system that is well-maintained and enables people to travel around and access services as safely and freely as possible, while minimising damage to the environment and contributing to making our city a safer, cleaner, quieter, healthier and more attractive place."

(Brighton & Hove – The Connected City)

The preparation of a new Local Transport Plan enables us to plan ahead and identify transport measures and initiatives that will contribute towards ensuring that the city of Brighton & Hove remains a place that can continue to grow its economy and to meet the many different expectations that people and communities have of it.

The Local Transport Plan will set out the objectives, strategies and measures proposed to maintain and improve travel within and around Brighton & Hove for the next 15 years.

A list of Local Transport Plan projects supported by the parking surplus can be found in Chapter 11 - Finance.

The table below is a summary of the parking operation in Brighton & Hove over the past six years.

Brighton & Hove City Council's parking operation	2013/14	2012/13	2011/12	2010/11	2009/10	2008/09
On street parking spaces	29,143	27,628	25,213	25,039	23,333	22,031
Off street parking spaces	2,490	2,490	2,490	2,490	2,490	2,490
Pay & display only bays	1,028	1,001	929	929	903	534
Permit only bays	16,012	13,189	12,830	12,830	11,696	11,554
Shared bays (permit and pay & display)	10,648	10,006	9,553	9,553	9,127	8,918
Disabled bays	668	630	571	571	511	464
Other bays	744	723	618	618	558	549
Number of vehicle removed	0*	1,017	956	1,057	1,268	1,073
Bays suspended during the year	1,549	4,186	4,089	4,003	4,081	3,735
On street Penalty Charge Notices issued	117,772	114,332	116,097	109,275	116,369	129,837
Items of correspondence received	35,374	32,373	35,284	35,856	37,716	43,472
Resident permits issued (including match day)	27,432	25,918	22,542	22,583	20,783	19,885
Resident Visitor permits issued	502,300	463,609	509,100	422,583	319,820	345,581
Blue Badges on issue	12,926	13,472	12,967	13,265	11,978	13,000

*the council car pound closed in 2013 when the previous on street parking contract ended. Savings arising from this are detailed in last year's Parking Annual Report.

Chapter 2

The Citywide Parking Review update

In October 2011, the city council made a commitment to review its parking schemes to ensure a fair balance between the needs of residents, business and visitors. The purpose of the review is to improve the way we manage parking and to look at the future of residents parking scheme and whether to consult on new parking schemes or to extend existing schemes.

Community engagement and consultation

The consultation for the review was carried out in two phases.

- A community engagement phase identifying issues and local concerns - over 40 community group meetings were held.
- A main consultation phase with detailed consultation with stakeholders including ward members and a sample postal consultation of 6000 households city wide to which 1,842 responses were received from residents

An independent scrutiny panel also considered the draft report on the city wide parking review and identified the following main issues to be prioritised. These were published in the final report on the review and a summary was included in last year's Annual Report. An update on progress in key issues raised by the review can be found below.

Grass verge and pavement parking controls.

Many complaints were received about driving and parking on pavements (footways) and grass verges. Persistent parking on verges is unsightly and can lead to significant erosion. Replacing verges with tarmac can cause problems with rapid surface water runoff. Bollards can also be unsightly, require upkeep and prevent grass cutting.

In 2011 the Department of Transport introduced new powers including signage area based verge and pavement parking restrictions which can be enforced by the issue of penalty charge notices (PCN). We consulted on the suitability of these measures in parts of the city and proposals for verge and pavement parking restrictions in selected roads in North Portslade and the Varndean area. Traffic orders for the verge & pavement pilot schemes were advertised in the summer. Following the consideration of representations received by the Environment Transport and Sustainability Committee with 60% in favour of the proposals the pilot scheme went live in October 2013. In partnership with other organisations such as Sussex Police and the DVLA we have held a number of action days to tackle this problem such as the Elm Grove action day to improve road safety. There has been generally good compliance with the new regulations with a marked improvement in the condition of verges in the pilot area. More details about the pilot scheme area can be found here <http://www.brighton-hove.gov.uk/content/press-release/tackling-verge-parking-brighton-hove>

Permit specific Disabled Persons Parking Places.

Requests were made by individuals and disability groups for a facility for disabled bays reserved for specific blue badge holders. Disabled bays would have a sign plate with a specific permit number related to an individual resident. Other badge holders would be liable to a PCN if they parked in that bay. They could improve access for individual blue badge holders in residential areas where there is parking pressure often coupled with local facilities such as schools and community venues. A report setting out the criteria to be applied for applicants of personalised bays and recommending that they be introduced in the city was approved in October 2013 and can be found here <http://present.brighton->

Technology & parking - payment methods.

The need to carry change for cash payments can be inconvenient and there are costs and security implications to collection. Feedback from the Citywide Parking Review showed there was support from residents for alternative ways to pay for their parking.

A new service allowing residents and visitors to pay for their parking by phone has been introduced in three phases over the past year and is now available throughout the city. Using PayByPhone is straightforward. Once you have parked and located the PayByPhone signs nearby, you either load the mobile website or app, or call the number on the sign, and take the following steps:

- enter the five digit location number that is printed on the PayByPhone sign where you are parked
- enter how long you want to park for
- enter the three digit security number from the back of your registered payment card

There's nothing to display in your car as Civil Enforcement Officers check vehicle registrations of people who've paid by phone on their hand-held devices. There is a service charge of 15p for PayByPhone transactions. This covers the cost of providing the service and processing the card payment. You can receive an optional text message receipt or reminder before your parking ends for 15p each. The handy reminder allows you to get back to your vehicle or top up your parking in plenty of time and avoid a penalty.

Customers without access to a mobile phone or bank card can activate a parking session by paying in cash if they prefer in over 140 PayPoint outlets in the city. They just need to give the PayPoint retailer the location code shown on the machine where they have parked, their vehicle registration details and how long they want to park. You can even top up at an alternative PayPoint store without having to return to your vehicle and there is no transaction charge for paying in this way.

What are the benefits?

- it's quick, easy and safe to pay using PayByPhone
- you never need to find change for the Pay and Display machines again
- once you are registered you can use PayByPhone for all future parking sessions
- you can receive optional text message reminders before your parking ends so you can get back to your vehicle or top up your parking in plenty of time and avoid a penalty
- you can top up your parking session by phone without having to go back to your vehicle
- account transactions can be viewed online by businesses as well as individual account holders

Where can I use it?

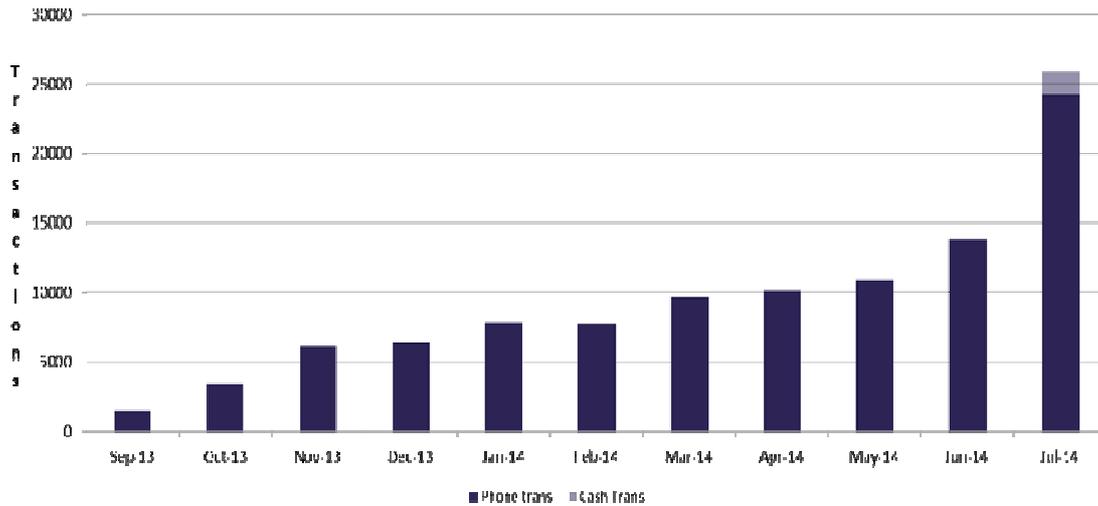
The service is now available for the payment of all on street parking as well as the following car parks

- Black Rock
- Carlton Hill
- Haddington Street
- High Street
- King Alfred Leisure Centre

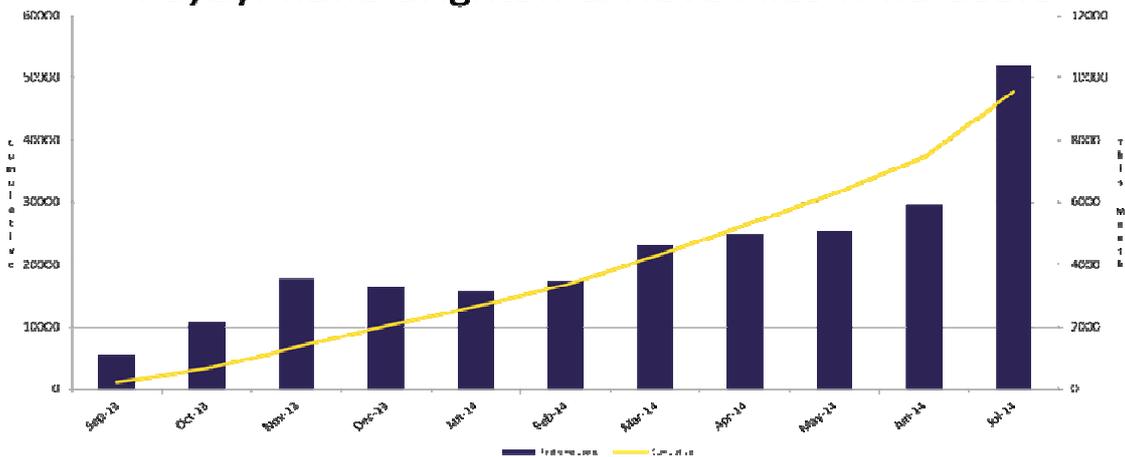
- Norton Road
- Oxford Court
- Rottingdean Marine Cliffs
- Rottingdean West Street

The new service has only recently become available in most parts of the city for less than a year. Within this short period of time over twenty thousand drivers in the city have already registered to use the service and over 10% of on street parking sessions are now paid for by phone. The growth in popularity of the service can be seen in the following graphs.

PayByPhone Brighton & Hove Transactions



PayByPhone Brighton & Hove First Time Users



Coach parking.

The negative impact of coach parking for residents in Roedean Road was highlighted by the Roedean Community Association. A report on the issue was approved by Committee and can be found here <http://present.brighton-hove.gov.uk/ieListDocuments.aspx?Cid=823&Mid=4792&Ver=4> A Traffic Regulation Order has been introduced banning

heavy traffic other than for access, which can be enforced by the police. The same report introduced a lower cost 4 hour parking tariff at Madeira coach park.

Scratch cards for residents' visitors.

Although the number of resident visitor permits issued is rising, too many residents are unaware that they can purchase scratch card visitor permits even though they do not themselves own a vehicle. In October 2011 it became possible to register for an on line facility to order resident visitor permits making it easier for residents to buy this type of permit.

Motorcycle parking

Motorcyclists can use two sections of bus lanes on the A23 and the A259 on a trial basis for 18 months from 4 May 2013. These do not include central city bus lanes or corridors (bus, taxi and cyclist only roads). [Map shown here.](#)

In March 2013 the Local Transport Plan was approved and included funding for the expansion of secure motorcycle parking facilities in the city. Motorcycle parking bays can be found in most streets within parking schemes. A full list of the city's motorcycle parking bays and secure parking facilities can be found on our website <http://www.brighton-hove.gov.uk/content/parking-and-travel/parking/motorcycle-bay>

Cycle parking places

Demand for cycle parking in the city has increased substantially in recent years. Since 2005 the city council has installed no less than 100 new cycle stands (200 cycle parking spaces) each year in Brighton & Hove. Since 2007 the city council has been installing Pedal Cycle Parking Places. This is where cycle stands are placed on the carriageway rather than on footway areas and are increasingly popular with pedestrians and cycle users alike. Parking and Transport Planning have worked together to consult and install Pedal Cycle Parking Places in new Controlled Parking Zone areas where demand and justification is clear.

In September 2013 the city's first on-street lock up for bicycles or Bikehangar was installed. A Bikehangar is an on-carriageway secure, sheltered cycle parking facility for pedal cycles only, and is managed by a community group. The Bikehangar has now been formally handed over to the Ditchling Rise Area Residents Association which will manage the facility. The Bikehangar originally formed part of the University of Brighton-led 'smart e-bikes' research project which is trialling and researching electrically-assisted cycles. Funding for the e-bikes project is from the Engineering and Physical Sciences Research Council in conjunction with Brighton & Hove City Council's Local Sustainable Transport Fund delivered the city's first Bikehangar, fit for use by the project while also providing a legacy facility for community use.

In 2013/14 the following cycle parking facilities were installed:

- 8 PCPPs, 41 cycle stands (82 cycle parking spaces)
- 1 Bikehangar, 3 cycle stands (6 cycle parking spaces)
- 88 individual cycle stands (172 cycle parking spaces)

All cycle parking installed in 2013/14 was funded from a variety of sources including the Local Transport Plan, S.106 planning consent and Local Sustainable Transport Funding from Department for Transport.

Chapter 3

New Resident Parking Schemes

Area J Extension – Preston Park Triangle

Consultation with residents and organisations in the Preston Park area the Environment showed that a majority of respondents in favour of controlled parking. Transport and Sustainability Committee meeting on 1st July 2014 approved the implementation of proposals for a full resident parking scheme. This parking scheme was implemented on 29 September 2014

Area E (Preston park Station North) resident parking scheme.

Following consultation with residents and organisations in the Preston Park Station North area the Environment, Transport and Sustainability Committee meeting on 4th March 2014 approved the implementation of proposals giving priority to parking for residents. The changes which involved a revised Monday to Friday parking scheme were implemented for an operational start on 1st May 2014.

Bakers Bottom area – Area U extension

The results of a consultation with residents and organisations in this area showed that the majority of returned surveys were in favour of an extension of the light touch scheme (Area U) although residents in the Craven Vale area did not want a parking scheme so this area was not taken forward. The Bakers Bottom scheme was advertised through a Traffic order in August 2014 with support, comments and objections being presented to the Environment, Transport & Sustainability Committee on 7th October 2014 to discuss the way forward.

Area J Extension - Lewes Road Triangle.

The results of a consultation with residents and organisations in this area showed that the majority of returned surveys were in favour of an extension of the Area J resident parking scheme. The scheme was advertised through a Traffic order in July / August 2014 with support, comments and objections being presented to the Environment, Transport & Sustainability Committee on 7th October 2014 to discuss the way forward.

Bolsover Road (extension to Area R) and Wish park area.

These areas are currently under consultation with the results being presented to the Environment, Transport & Sustainability Committee on 7th October 2014 to discuss the way forward.

All the above reports to Committee and summaries of public consultation and feedback about particular resident parking scheme can be found on our website www.brighton-hove.gov.uk by using the search facility.

Chapter 4 Permits:

Resident visitor permits

We have now completed a re-design of our website to simplify the pages.

We have kept the popular 'do it now' facility.

The chart below shows a comparison of the take up of resident permits for every parking area over the last 3 years.

Resident Parking zone and (visitor allowance)	Resident Permits allowed 2013/14	Resident Permits on issue 2013/14	Resident Permits on issue 2012/13	Resident Permits on issue 2011/12	Resident Permits on issue 2010/11	No. of people on waiting list 2013/14	No. of people on waiting list 2012/13	No. of people on waiting list 2010/11
Preston Park* A (50)	657	607	618	639	642	0	0	0
Coldean B (25) +1	No limit	1166	986	n/a	n/a	n/a	n/a	n/a
St James* C (50)	1943	1681	1739	1363	1311	0	0	0
Moulsecoomb D (25)+1	No limit	1918	1528	n/a	n/a	n/a	n/a	n/a
Preston Park Station (Nth)* E (50)	372	253	n/a	n/a	n/a	n/a	n/a	n/a
Kemptown* H (50)	2552	2467	2494	2519	2408	0	0	0
London Road* J (50)	2811	2262	2301	829	857	0	0	0
Brunswick M(50)	1650	1650	1650	1650	1650	193	202	400
Central Hove N (50)	4589	4478	4589	4589	4589	0	67	113
Goldsmid O (50)	2283	2037	2066	2099	2084	0	0	0
Prestonville Q (50)	1092	1013	1048	1023	1092	0	0	0
Westbourne R (50)	4077	3384	3527	3497	3572	0	0	0
Hove Park T (50)	524	340	368	365	369	0	0	0
St Luke's U (50)	411	265	279	288	265	0	0	0
Westbourne W (50)	1069	756	811	781	844	0	0	0
North Central Y (25)	1750	1750	1750	1750	1750	112	211	385
South Central Z (25)	1150	1150	1150	1150	1150	89	166	362
Total N/A		27,177	25,918	22,542	22,583	394	646	1,260

*scheme extended in period covered by table

+1 means one transferrable visitor permit valid for all match days

Overall the number of people on the waiting list has fallen year on year from 1,260 in 2010/11 to 925 last year to 646 in August 2013 and 394 a year later

One statistic that rises year on year is the number of permit holders who qualify for a 50% low emissions discount on the cost of their permit. The city council introduced the low emission discount for resident permits

in 2005, in recognition of the less damaging impact these vehicles have on the environment. To qualify for the discount the permit must be for a vehicle registered with the DVLA as being in road tax bands A or B as shown on the vehicle logbook. At the time the report was written based on national statistics it was estimated that there were only 70 vehicles in the city would qualify for the discount. Since then the number of permits the council issues overall has doubled. Today however over 2,800 permit holders (equivalent to 10% of all permits sold) pay half the cost of a standard because the permit is for a low emission vehicle.

Summary of permits issued by type

Permit type on issue	2013/14	2012/13	2011/12	2010/11	2009/10	2008/09
Business	1670	1662	1417	1353	1257	1222
Car Club	89	89	74	63	75	47
Carer	201	161	137	132	128	117
Dispensation	487	468	443	411	453	446
Doctor	120	126	130	132	157	130
Electric Vehicle	72	45	25	18	n/a	n/a
Resident (includes match day)	27,432	25,918	22,542	22,583	20,640	19,885
Professional Carer	2070	2029	1843	1861	1916	1933
Schools	174	148	128	137	98	98
Trader*	1342	1085	777	623	649	599
Visitor permits sold	502,300	463,609	509,100	476,067	319,820	315,581
Hotel permits sold**	35,730	35,889	36,087	37,656	22,285	30,602

*The number of trader permits on issue has risen significantly following the abolition of the waiting list

** (Visitor and hotel permits shows actual permits sold, not permits 'on issue')

ONLINE PERMITS

You can renew the following permits online at Brighton & Hove City Council by following the links on our parking web pages

- Resident permits
- Trader's permits
- Business permits

In line with plans explained in last year's Annual Report we have added the following services online;

- Requesting a suspension
- Requesting visitor permits
- Blue Badge applications can be made using the new national Blue Badge online application form.

Blue Badge Scheme enforcement

The aim of the Blue Badge Scheme is to help disabled people by allowing them to park close to their destination. It is a national scheme open to disabled people who meet the national criteria whether they use a car as a passenger or have a driving licence themselves.

Blue badge misuse is a national problem and a criminal offence and we work closely with Sussex Police on joint operations, know as Operation Bluebird to tackle the problem. Civil Enforcement Officers have new powers to check blue badges and during these operations Civil Enforcement and Police Officers work together to identify stolen badges and those being misused.

A national database for Blue badges was launched in February 2012. Civil Enforcement Officers are now able to check the validity of a Blue Badge from anywhere in the country which prevents the use of cancelled badges. The Civil Enforcement Officers in Brighton and Hove are able to check each badge they come across. If the badge is found to be cancelled because the badge holder has died or it is reported as lost or stolen the CEO will issue a Penalty Charge Notice (PCN), file a witness statement and the Blue Badge office prepare a file of information which is passed to the Police. The Police are able to link the vehicle to the registered keeper and retrieve the badge from the driver. We have passed 79 files of people using a deceased persons badge to the Police. The badge itself has been redesigned making it difficult to forge a badge or change the expiry date and includes hidden security features which can help identify if the badge is being used by someone other than the badge holder.

Although the criteria of who should receive a Blue Badge remains the same – ‘unable to walk or has very considerable difficulty in walking’. A major change in the way local authorities can assess applicants was recommended. The new guidance enabled Local Authorities to assess applications in house. Previously we would write to each applicant’s GP who would more often than not approve the application. We are now able to use independent mobility assessors who have a full understanding of the Blue Badge Scheme and the qualifying factors. This does not include the 1/3 of applicants who are automatically eligible for a badge, for example because they receive the Higher Rate of Mobility component of the Disabled Living Allowance. As Blue Badges are valid for a period of 3 years it is agreed that these changes are rolled out on renewal. This means that by March 2015 every badge holder should hold a new style badge and have been through the new assessment process.

We are working on proposals to recruit a Blue Badge investigation officer, who will be able to dedicate more time to individual cases of misuse and carry out investigations.

You can report misuse in the following ways:

By email: Bluebadge.fraud@brighton-hove.gov.uk

by completing our online report form on the blue badge pages of our website

In writing to

Blue Badge Department

Parking Information Centre

Hove Town Hall

Norton Road

BN3 3BQ

By telephone: 01273 296270

Chapter 5 On street enforcement:

On street parking contract

The on-street parking contract was re-let in 2012-13 following the expiry of the previous contract so that the council could ensure the best possible value for money. A full report into the on street parking contract retendering exercise can be found here [http://present.brighton-hove.gov.uk/Published/C00000695/M00004100/AI00032267/\\$20130208153734_003463_0013595_ReportTemplateCommittee.docA.ps.pdf](http://present.brighton-hove.gov.uk/Published/C00000695/M00004100/AI00032267/$20130208153734_003463_0013595_ReportTemplateCommittee.docA.ps.pdf)

NSL Services were successful and awarded a 3 year contract to provide enforcement services with an option to extend by a further two years subject to satisfactory performance. The new contract will result in savings to the council of around £400,000 annually. The city's enforcement contractor currently employs 74 Civil Enforcement Officers (CEO's). This has been reduced from a peak of 85 officers in 2009.

Different types of enforcement – Response call outs

Many different types of enforcement are used to manage parking in the city. As well as day to day patrols on foot, enforcement is carried out by car, bicycle and scooter to provide a quicker response when required. Dangerously parked vehicles are the top priority for enforcement. Members of the public can call our enforcement contractor directly and leave a message about the location of illegally parked vehicles on the control room voicemail. A Civil Enforcement Officer is sent to the location and should normally arrive within the hour. This service can be accessed by calling **0845 603 5469** and selecting **option 3**

Scooter and cycle enforcement

We now have 3 CEOs deployed each day on scooters. They focus on enforcement of the yellow lines and the Special Parking Areas of the city. They are able to get around the city much quicker than the foot beats and can attend to urgent issues such as obstruction of residential driveways and dropped kerbs. Under the new contract CEO will also be enforcing by bicycle in areas where this will make enforcing easier.

CEOs assisting the public

Beyond their core duties, enforcement officers regularly help members of the public by providing local information to visitors, assisting at the scenes of accidents, supporting the Police or returning lost property.

Partnership Working

We work in partnership with many organisations in the city for event management and to discuss specific problems or issues on request. These include:

Local Action Groups focusing on parking enforcement

- The Brighton Festival
- The Brighton Marathon
- Kemp Town Carnival Association
- Federation of Disabled
- Sussex Police
- Major events such as party conferences
- Problem parking around schools
- Blue Badge misuse

Our work with partner organisations to tackle problem parking was recognised at the British Parking Awards 2014 when Brighton and Hove City Council, jointly with NSL and Sussex Police were shortlisted as finalists for the 'Partnership Award'.

School parking enforcement

The school enforcement patrol is there to ensure that the school keep clear lines and restrictions are clear. Civil enforcement officers attend schools where we have received reports of unsafe parking. The officers who attend at opening and closing time also hand out leaflets and booklets to raise awareness of the school keep clear markings and road safety.

We work in partnership with the Council's road safety team and they have provided schools with travel plans and encourage families to choose safer, more active and sustainable travel options as an alternative to driving to school. They also aim to reduce road traffic, ease congestion and reduce carbon emissions on routes to schools.

We have worked in partnership with Sussex Police and have held joint action days at schools, on these action days we promote safer parking and take enforcement action where necessary

Events

Our contractor has extensive experience of managing the enforcement of the wide range of events hosted in the city annually. Planning for these events often takes place many months in advances and which attract an estimated 8 million visitors annually. Planning is key to large events, which require areas of the city to be cleared of parked cars so that the event can take place, as well as an enforcement plan covering nearby areas to ensure emergency vehicle access if needed.

Bay Suspensions:

This year Parking Services processed a total of 1549 bay suspension applications. Parking bays are suspended for a variety of reasons including household removals to ensure space is available for removal vehicles, utility works to allow access to the highway and for skip placement. A total of 2236 signs were put up to ensure drivers had advance notice parking bays were going to be suspended.

Parking suspensions are also crucial for many of the city's events. Brighton plays host to an array of events every year and some of them rely on parking bay suspensions to occur. Pride suspended 76 bays to allow the parade to pass safely through the city. The Village Party also needed bays clear of vehicles in St James Street and the surrounding roads. Brighton Marathon suspended 130 bays across the city to allow safe passage for the runners. The Parking team work closely with organisers and the enforcement contractor NSL to ensure everything runs smoothly.

Brighton & Hove is a Film Friendly City!

Brighton & Hove is to be officially designated a Film Friendly City in recognition of the growing importance of the city as a film and television location, and a centre for creative talent and film related businesses. The Film Friendly Charter sends out a clear message to the film and TV industry that it is easy and straightforward to film in Brighton & Hove – so helping to attract crews to film here, bringing money into the local economy and supporting local jobs. Filming is important to the local economy and the city council plays an important role, helping to encourage and facilitate filming here, and working with partners and local businesses to help develop all aspects of the film related industry in the city.

From www.FilmCityBrighton.org

Parking Services have been involved with Film City to gain a better understanding of what film crews need from parking. We have produced a fact sheet along with the Outdoor Events team which highlights parking options in the city and places of interest.

Penalty Charge Notice statistics 2011 to 2013

	2013 - 2014			2012-13			2011-12		
	Total Penalty Charge Notices	On Street	Off Street	Total Penalty Charge Notices	On Street	Off Street	Total Penalty Charge Notices	On Street	Off Street
Number Of higher level PCN	83,242	83,008	234	78,256	78,077	179	73,222	73,027	195
Number of lower level PCN	34,530	31,987	2,543	36,076	33,086	2,990	42,875	40,364	2,511
Total number of PCNs issued	117,772	114,995	2,777	114,332	111,163	3,169	116,097	117,141	2,706
Number of PCNs paid	80,258	78,438	1,820	81,507	79,136	2,371	82,964	81,117	1,787
Number of PCNs paid at discount	66,025	64,543	1,482	67,253	65,578	1,675	68,662	67,157	1,505
Number of PCNs against which a representation was made (including Transfer of liability)	35,135	34,242	893	32,373	31,390	983	35,284	34,131	1,153
Number of PCNs cancelled as a result of representation or informal challenge	16,285	15,626	659	14,253	13,469	784	14,371	13,970	401
No of PCNs written off for other reasons	2,512	2,487	25	2,043	1,991	52	3,250	3,203	47
Number of vehicles immobilised	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Chapter 6 Bus Lane Enforcement

Bus Lane Enforcement aims to give priority to buses and taxis in bus lanes by excluding other vehicle types during prescribed hours. Bus Lane Enforcement is part of a wide ranging programme of measures to improve the reliability and punctuality of public transport, reduce congestion and pollution.

Surveys can show whether drivers are complying with bus lane regulations. The table was produced below was carried out on the A259 at Rottingdean as part of the trial of motorcycles using the bus lane and shows poor compliance with the bus lane regulations there. Following bus company complaints of delays to buses caused by unauthorised vehicles there are plans to address this through the use of camera enforcement and new cameras have been purchased for this purpose.

Mar-14

0700-1900	taper and < 10mtrs			between 10 - 30mtrs			between 30 - 50 mtrs		
Class	Into bus lane	Out of bus lane	Already in bus lane	Into bus lane	Out of bus lane	Already in bus lane	Into bus lane	Out of bus lane	Already in bus lane
cycle									29
M/cycle	1			3			2		43
Car	1252			520	8		320	6	305
Taxi	1			8			2	2	588
LGV	211			71	1		311		58
RUP	7			4			2		2
R/Plated	1			1			3		1
Artic									
Bus					1		1	1	222
Mini bus							1		31

Following the consideration of representations, the decision was taken by committee to begin enforcement against unauthorised vehicles using the bus lane at Oxford Street. Full details can be found in the report [http://present.brighton-hove.gov.uk/Published/C00000823/M00004789/AI00037396/\\$20131122143336_005063_0020017_CommitteeReportTemplate040913.doc.pdf](http://present.brighton-hove.gov.uk/Published/C00000823/M00004789/AI00037396/$20131122143336_005063_0020017_CommitteeReportTemplate040913.doc.pdf) Additional signage was introduced in advance of enforcement and appeals dealt with leniently for drivers unaware of the changes on the first occasion. Overall compliance has improved, as a result. There are plans to review the effectiveness of current measures to deter unauthorised vehicles from entering the bus lane.

Bus lane enforcement was also introduced on Lewes Road following the completion of the new bus lane. Here compliance with the bus lane regulations and very few PCNs have been issued.

Overall on average just over 12 bus lane Penalty Charge Notices are issued per day

Bus lane enforcement summary by month

Month	Bus Land Enforcement Penalty Charge Notices issued 2013-14	Bus Land Enforcement Penalty Charge Notices issued 2012-13	Bus Lane Enforcement Penalty Charge Notices issued 2011-12	Bus Lane Enforcement Penalty Charge Notices issued 2010-11
April	210	743	413	424
May	251	605	507	543
June	261	304	697	670
July	371	160	962	915
August	320	87	860	690
September	258	40	976	758
October	227	73	1039	822
November	169	134	629	669
December	491	177	860	522
January	886	163	735	648
February	498	192	723	614
March	703	214	910	689
TOTAL	4645	2892	9311	7964

Brighton and Hove bus lane appeals

Appeals	PCNs	Rate of appeal per PCN	Not Contested by council	Allowed by Adjudicator	Total allowed including not contested by council	Refused by Adjudicator incl. out of time and withdrawn by appellant	Consent Order	Awaiting decision Incl. other decided
8	4,676	0.17%	3	1	4	4	0	0
			38%	13%	50%	50%	0%	0%

Chapter 7 - Challenges representation and appeals

ONLINE APPEALS

We are now responding to the majority of online appeals via email making the service faster and more convenient, as well as reducing the cost of making an appeal and of providing the service.

Online appeals have increased in popularity with the majority of representations now being sent in via this route. By sending our responses to informal representations via email which decreases back office processing costs of stationery and postage. We also request that evidence is sent via email for a quicker response

Web Channel Analysis - Payments and Correspondence										
	Last 6 months						Historic Years			
Payment Channel Summary	Jul-14	Jun-14	May-14	Apr-14	Mar-14	Feb-14	Jul-13	Jul-12	Jun-11	Highest web take up was in May-14
										56%
Web %	56	54	56	55	54	54	49	42	37	
IVR %	27	28	28	27	27	27	30	26	27	
Postal %	8	9	7	7	8	7	10	12	15	
Other (PIC etc) %	7	8	10	11	11	12	11	20	21	
	Last 6 months						Historic Years			
Correspondence Channel Summary	Jul 14	Jun 14	May 14	Apr 14	Mar 14	Feb 14	Jul 13	Jun 12	Jun 11	Highest web take up was in Apr 14
										60%
Web %	55	53	56	60	57	58	48	47	32	
Postal %	45	47	44	40	43	42	52	53	68	

Brighton and Hove City Council is a pilot authority for the introduction of a national online facility to make appeals to the adjudicator. This should make the process of transferring information simpler for both the driver and the council. The new facility is due to go live on October 2014

Appeals against parking Penalty Charge Notices for 2013-14

Appeals to the adjudicator

Local Authority	Appeals	PCNs issued	Rate of appeal per PCN	not contested by council	Allowed by adjudicator	Total allowed including not contested by council	refused by Adjudicator including out of time and withdrawn	Awaiting decision incl. Other decided
All councils Apr 08-Mar 09	12,424	4,000,221	0.31%	4170 34%	3572 29%	7742 62%	4325 35%	357 3%
All councils Apr 09 -Mar 10	14,269	4,245,998	0.34%	3,880 27%	4,188 29%	8,068 57%	5,804 41%	397 3%
Brighton & Hove Apr 08 - Mar 09	811	129,837	0.62%	245 30%	292 36%	537 66%	254 31%	20 2%
Brighton & Hove Apr 09 - Mar 10	671	116,369	0.58%	162 24%	217 32%	379 56%	288 43%	4 1%
Brighton & Hove Apr 10 - Mar 11	722	109,275	0.66%	127 18%	216 30%	343 48%	336 47%	4 1%
Brighton & Hove April 11- March 12	646	116,097	0.56%	121 19%	217 34%	338 52%	279 43%	29 4%
Brighton & Hove April 12- March 13	538	114,332	0.47%	105 20%	156 19%	261 49%	264 49%	12 2%
Brighton & Hove April 13- March 14	507	117,772	0.43%	152 30%	111 22%	263 52%	235 46%	8 2%

Chapter 8 - Keeping in touch

Over the past year we have been looking at different ways we can connect with our customers, to make it easier to get in touch, access information and feedback views.

Social Media

BHCC Transport / Parking use Social Media as a way to engage with the public and to provide up to date information regarding transport projects, new schemes and links to our 24 hour on-line services. We also use twitter as a platform to raise awareness for road safety campaigns, such a promoting safer routes to school and to encourage sustainability within transport, for example, by encouraging local walking and cycle routes.

Our feed can provide a forum for various transport groups, residents and visitors to air their views and engage in a number of parking related topics, some of the most popular topics seem to be new parking schemes and parking fees in the City, which are also published on our website.

In addition to this our BHCC Live Traffic feed is fast becoming a popular way of informing the public with live network faults, delays and road closures.

Hi @BHCC_Transport I'm moving from zone z to j and have visitor permits that never were used. Can I exchange these please? @ 4:27pm, Jun 20 from Twitter for Android



[BHCC_TransportJun 23, 12:38pm via Hootsuite](#) Hello, if they are still in date we can swap them. More information here >

The second example is from a resident who has problems with vehicle parking across his driveway and wanted to know what to do about it. We have advised that this could be a parking contravention and gave the link showing how to report the contravention.

@BHCC_Transport Hello, I have a problem where ppl park across my driveway, can you direct me to someone I can discuss my options please? ta



[BHCC_TransportApr 29, 10:55am via](#)Hi James, this could be a parking contravention. If it happens again, please report it, see - ow.ly/whbKg

The number of followers of our twitter account continues to grow steadily and current stands at 1,273 a 30% increase on last year.

Website re-design

Our new look [parking website](#) which makes the site easier to navigate by simplifying the layout and provides a much easier and more convenient way of finding information. There are **Do it Now** options which speed up functions such as appealing or paying a Penalty Charge Notice online and providing feedback to the department. You can check out our new website at www.brighton-hove.gov.uk/parking.

The council connect service provided by volunteers in council libraries allows people without access to the internet or who would like help with using computers to access our online services please see <http://www.brighton-hove.gov.uk/index.cfm?request=c1241654> (www.brighton-hove.gov.uk/councilconnect) for more information.

Resident visitor permits

The resident visitor permit online permit system has been redesigned with the help of members of the public who tried out the new application form process before it went live and provided feedback on ease of use.

Parking and the press

Parking is an issue which affects everyone, whether they own a car or not. The council issues press releases about important decisions to be taken by Committee that will affect residents, visitors and businesses either in a small area of the city or citywide.

An overview of links to press releases is provided below.

[Council consults on controlled parking scheme for Bakers Bottom and Craven Vale](#)

Brighton & Hove City Council is beginning a consultation process with residents and business owners to gauge support for a controlled parking scheme to the Bakers Bottom & Craven Vale area

[Warning on bogus parking fines](#)

The council in Brighton & Hove is warning of spam emails circulating, trying to con drivers into paying bogus parking fines.

[East Brighton Park parking consultation](#)

People are being encouraged to give their views on a new parking scheme proposed for East Brighton Park, to prevent the park being used for long stay parking by commuters, residents and others.

[Business boost expected from car-free historic streets](#)

Pavement café tables, better shopping and fewer accidents are a step closer under a scheme for car-free streets in Brighton's historic heart.

[Parking charges set to be frozen, with some price reductions](#)

Parking charges look set to be frozen for the second year running, with some reductions in car park prices.

[Plans for New Controlled Parking Zone in Preston Park Station North](#)

Proposal for a New Controlled Parking Zone in Preston Park Station North

[Tackling verge parking in Brighton & Hove](#)

Parking on grass verges and footways could soon be banned in some areas of Brighton & Hove as the council responds to residents' concerns.

[Parking by phone scheme extends to city centre](#)

Hundreds more motorists in Brighton & Hove will be able to pay for parking with their mobile phones from next week

Chapter 9

Signs & Lines Maintenance

The Parking Infrastructure team deals with the maintenance and installation of new street signage within controlled parking zones , as well as the maintenance of existing parking signs outside of the controlled parking zone. This generally comes from requests / comments from members of the public and through observations / checks made by CEOs and officers. New signage was also erected on all the existing advisory disabled bays within the North Portslade ward as well as signage for all new installed disabled bays within the Special Parking Area. (SPA)

As well as this there has been significant general lining maintenance including remarking of yellow lines, amendments and installation to various parking restrictions, installation of disabled bays and white return lines. Again this generally comes from requests / comments from members of the public and through observations / checks made by CEOs and officers. A planned lining maintenance project was also undertaken which refreshed and checked any lining needing maintenance within Area R (Westbourne), Area W (Westbourne West) and Area Z (Central Brighton South)

Parking Infrastructure spend was just under £440,000 for lining and signing maintenance/ works and Traffic Regulation Order costs this year.

The breakdown for this was as follows:

Type of work	2013/14	2012/13	2011/12	2010/11
Signing	£197,310	£178,493	£207,762	£245,288
Lining	£207,910	£221,741	£259,241	£177,563
Traffic regulation Orders	£33,380	£36,387	£25,416	£35,761
Total	£438,600	£437,027	£492,419	458,612

Chapter 10- Off Street Car Parks

Off Street Car Parks

Brighton & Hove City Council operates 14 of the 27 public car parks across the city, ranging from large multi-storey facilities to smaller surface sites. Four of these, The Lanes, Regency Square, Trafalgar Street and London Road have been awarded the 'Park Mark' safer parking award.

Regency Square, located just north of the West Pier and ideally situated for the new i360 project, has been transformed into a facility that offers visitors to the new attraction and seafront a pleasant and secure welcome. Also, reconfiguration of the A259 / Regency Square (west) junction has significantly improved access in and out of the car park for vehicles. The junction has also improved pedestrian traffic in this location providing easier and safer access to the seafront.

Over the last four years, Brighton and Hove City Council has implemented capital funded car park improvements program on the four multi storey barrier controlled sites investing £4.2 million in refurbishing car parks. Work has now been completed and includes repainting, improved lighting and signage, together with vehicle and pedestrian controlled access. It brings the number of ParkMark® awards the council has won to four (the other car parks are The Lanes and London Road). The awards are given following assessments by Sussex Police and the British Parking Association

Nationally facilities that have received the award have seen a drop in vehicle-related crime of over 80%. Vehicle-related crime now accounts for 13% of all crime (down from 22% in 2004), and 11% of vehicle-related crime occurs in car-parks (down from 20% in 2004). In Brighton & Hove relevant crime-related incidents have reduced dramatically over 12 months and are now in single figures. Regular visits are made at both locations, together with a good standard of cleanliness, all of which helps to reduce perception of crime.

British Parking Association area manager Mike Bibby said: "Brighton & Hove City Council have once again achieved the required standards for these Park Mark® awards to be granted and I would like to congratulate all involved in keeping problems to the absolute minimum. "Over the past few months, many improvements have been made to both facilities at considerable cost to the council and all users can be confident their safety and that of their vehicles is taken seriously."

Brighton & Hove City Council Car Parks Summary

Brighton				
Site	No. Spaces	Card payments	Park Mark	CCTV
Lanes	360	√	√	√
Regency Square	508	√	√	√
Trafalgar Street	355	√	√	√
London Road	526	√	√	√
Carlton Hill	52	√	x	x
Oxford Court	36	x	x	x

Black Rock	58	x	x	x
Rottingdean Marine Cliffs	77	x	x	x
Rottingdean West Street	65	x	x	x
Hove				
Norton Road	290	√	x	√
King Alfred	120	x	x	x
Haddington Street	33	x	x	x

Off-Street Parking Financial Information

	Expenditure	Income	Net (Income) / Expenditure
Carlton Hill Car Park	51,986.57	-167,964.09	-115,977.52
High Street Car Park	45,842.38	-60,129.56	-14,287.18
London Road Car Park	306,468.29	-754,537.96	-448,069.67
Oxford Court Car Park	21,839.08	-70,290.52	-48,451.44
Regency Square Car Park	790,244.21	1,008,426.56	-218,182.35
The Lanes Car Park	1,017,102.29	1,579,809.34	-562,707.05
Trafalgar Street Car Park	742,841.75	1,087,210.89	-344,369.14
Other Off-Street Parking	87,113.86	-614,899.44	-527,785.58
Sum:	3,063,438.42	5,343,268.36	-2,279,829.94

Note: The expenditure figures include direct costs incurred at each car park plus an apportionment of centralised costs

*Note: * The High Street Car Park figures shown are after a contribution has been made to the councils Housing Revenue Account*

Leased Car Parks	150,063.52	-436,001.10	-285,937.58
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Chapter 11 - Freedom of Information

The Freedom of Information Act 2000 (FOI) came fully into force in January 2005. There has been a significant increase in the number of Freedom of Information request received by the parking team, which have almost doubled in number over the past few years. The council must respond to all Freedom of Information requests within 20 working days of receiving the request. We are only required to respond with information that we hold, we do not have to create or analyse information.

The table below shows the total number of FOI request received by Parking in 2013/14 compared with previous years

Month	Total number of FOI requests received 2013/14	Total number of FOI requests received 2012/13	Total number of FOI requests received 2011/12	Total number of FOI requests received 2010/11
April	4	5	3	2
May	13	8	4	9
June	18	0	2	3
July	21	5	6	1
August	23	4	2	2
September	15	1	6	2
October	21	3	3	4
November	12	5	5	5
December	7	4	4	0
January	23	10	8	5
February	20	5	6	4
March	12	3	4	1
Total	74	53	53	38

Brighton and Hove City Council now publishes all Freedom of information requests and responses online. These can be found at <https://foi.brighton-hove.gov.uk/requests> by searching for 'parking'

Chapter 12 - Financial Information

Detailed Income and expenditure for the on street parking account

Income by source	£ 2013/14	£ 2012/13	£ 2011/12	£ 2010/11	£ 2009/10
On street parking charges	9,185,951	8,917,232	9,220,144	9,011,212	8,305,464
Permit income	5,727,231	5,020,657	4,482,426	4,028,584	3,764,444
Penalty Charge Notices (inclusive of bad debt provision)	3,658,701	4,374,603	4,315,078	3,697,823	3,968,402
Other income	61,340	49,260	12,342	15,699	16,427
Total	18,633,223	18,361,752	18,029,990	16,753,317	16,054,737
Direct cost of Civil Parking Enforcement	£ 2013/14	£ 2012/13	£ 2011/12	£ 2010/11	£ 2009/10
Enforcement	3,282,153	3,502,230	3,459,669	3,587,194	3,588,029
Admin, appeals, debt recovery & maintenance	2,359,015	2,400,730	3,329,736	3,351,491	3,175,184
Scheme review / new schemes	865,846	814,352	939,709	892,716	776,610
Capital charges	647,814	698,089	773,718	1,355,570	1,119,727
Total	7,154,828	7,415,401	8,502,832	9,186,971	8,659,550
Surplus after direct Costs	11,478,395	10,946,351	9,527,158	7,566,346	7,395,187

Surplus after direct costs is used to contribute towards spending in follow areas of Transport and Highways

Funding for other transport and highways related projects supported by CPE income	£ 2013/14	£ 2012/13	£ 2011/12	£ 2010/11	£ 2009/10
Supported bus services	1,159,434	1,150,250	1,155,562	1,160,123	1,229,650
Other Public transport services	256,571	319,611	373,866	360,724	360,788
Concessionary fares	10,217,230	9,797,801	*9,277,361	6,765,578	6,804,527
Capital investment borrowing costs	3,029,319	3,155,540	3,382,755	3,327,000	3,264,169
	14,662,554	14,423,203	14,189,543	11,613,425	11,659,134

* change to the government funding formula

In 2013-14 the Civil Parking Enforcement surplus was £11,478,395. This compares to £10,946,351. **Income increased by £271,481 (a rise of less than 1.5%) and expenditure fell by £260,573 (a further fall of 3.5% following a fall of 12.7% the year before that)**

The surplus contributes towards the part funding of:

Bus subsidies: Various bus routes are subsidised throughout the city in 2010/11. For further information see <http://www.brighton-hove.gov.uk/index.cfm?request=c1000802&showTranslator=true#bodyText1>
http://bit.ly/public_transport_news

Concessionary Bus Fares: Most of the Civil Parking Enforcement surplus is spent on providing free bus passes for the elderly and disabled. The central government funding formula for free bus passes changed in April 2011 which resulted in the cost of this service rising to £9.2m in the previous year and to £9.7m in 2012-13 For more information about how to apply for a concessionary bus pass please see <http://www.brighton-hove.gov.uk/index.cfm?request=c1132722> www.brighton-hove.gov.uk/eligibleforapass

Local Transport Plan Costs:

The Local Transport Plan for 2011-12 was 100% grant funded from the Department for Transport, so there are no borrowing costs included in relation to the Local Transport Plan for this year. The borrowings costs of £3,382,755 relate to previous years Local Transport Plan schemes since 2001

Each year a report is presented to the Environment Cabinet Members Meeting to agree how funds will be allocated to deliver the Local Transport Plan capital programme for the following year.

Some of the projects include:

- Quality Bus Partnership Initiative
- Walking facilities (dropped kerbs & tactile)
- Cycle parking
- A23 Sustainable Transport Corridor
- Cycle Route signing
- Travel Plans for Schools
- Pedestrian priority Ship St/Old town
- Traffic control improvements
- Brighton station gateway project
- Walking network improvements
- Cycle route Old Shoreham Road
- Pedestrian wayfinding and signing project
- Electric vehicle charging points (Local Transport Plan)
- Cycle priority
- New Road/Church Street junction and crossing

- Electric vehicles
- Madeira Drive structures
- Seafront railings
- Chatham Place rail bridge support
- Bear Road retaining wall
- Dyke Road Drive retaining wall
- Marine Parade retaining wall
- Footways maintenance 2011-12
- Highways Maintenance 2010-12
- Elm Grove – Local Transport Plan
- Queens Park –Local Transport Plan

Appendix 1 – Parking charges for off-street and other areas operated by Brighton and Hove

PARKING FEES & INCOME **Tariffs**

	12-13	13-14
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Car parks

The Lanes

1 hour	1.00	1.00
2 hours	5.00	5.00
4 hours	12.00	13.00
9 hours	20.00	20.00
24 hours / Lost ticket	23.00	23.00
Weekend - 1 hour	4.00	4.00
Weekend - 2 hours	8.00	8.00
Weekend - 4 hours	15.00	15.00
Weekend - 9 hours	20.00	20.00
Weekend - 24 hours / Lost ticket	25.00	25.00
Evenings 18.00 – 24.00	4.50	4.50
Overnight 16.00 – 11.00	10.00	10.00
Lost ticket admin fee	5.00	5.00
Annual season ticket	2,500.00	2,500.00
Residents permit waiting list 16.00-11.00 Mon-Fri (Zone Z only)	1,500.00	1,500.00

The Lanes

London Road

1 hour	1.00	1.00
2 hours	3.00	3.00
4 hours	5.00	5.00
9 hours	8.00	8.00
24 hours / Lost ticket	15.00	15.00
Weekend - 1 hour	2.00	2.00
Weekend - 2 hours	4.00	4.00
Weekend - 4 hours	6.00	6.00
Weekend - 9 hours	8.00	8.00
Weekend - 24 hours / Lost ticket	17.50	17.50
Evenings 1800 - 2400	4.50	4.50
Overnight 16.00 – 11.00	8.00	8.00
Lost ticket admin fee	5.00	5.00
Annual season ticket	1,000.00	1,000.00
Annual season ticket - reduced rate	750.00	750.00
Weekly	50.00	50.00
Residents permit waiting list 16.00-11.00 Mon-Fri (Zone Y)	400.00	400.00

London Road

Carlton Hill

2 hours	4.00	4.00
4 hours	8.00	8.00
9 hours	10.00	10.00
24 hours	17.50	17.50
Quarterly season ticket	750.00	750.00

Carlton Hill**High Street**

2 hours	4.00	4.00
4 hours	8.00	8.00
9 hours	10.00	10.00
24 hours	17.50	17.50
Quarterly season ticket	750.00	750.00
Annual season ticket	2,000.00	2,000.00

High Street**Oxford Court**

2 hours	4.00	4.00
4 hours	8.00	8.00
9 hours	10.00	10.00
24 hours	17.50	17.50
Quarterly season ticket	750.00	750.00

Oxford Court**Norton Road**

1 hour	1.00	1.00
2 hours	1.50	2.00
4 hours	2.50	3.00
5 hours	3.50	4.00
9 hours	4.50	4.50
12 hours	5.00	5.00
Annual Season Ticket	750.00	750.00

Norton Road**King Alfred**

1 hour	1.50	1.50
2 hours	2.00	2.00
3 hours	2.50	2.50
4 hours	3.00	3.00

King Alfred**Rottingdean West Street**

1 hour	1.00	1.00
2 hours	1.50	1.50
3 hours	2.50	2.50

Rottingdean West Street

Rottingdean Marine Cliffs

1 hour	1.00	1.00
2 hours	1.50	1.50
11 hours	2.50	2.50
Quarterly season ticket	50.00	50.00

Rottingdean Marine Cliffs

Haddington Street

1 hour	1.00	1.50
2 hours	1.50	2.00
3 hours	2.50	2.50

Haddington Street

Black Rock

1 hour	1.00	1.00
2 hours	2.00	2.00
3 hours	3.00	3.00
4 hours	4.00	4.00
9 hours	5.00	5.00

Black Rock

Madeira Drive Coach Park

8 hours	15.00	15.00
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Madeira Drive Coach Park

On-street (Pay & Display)**HIGH ZONE****Zone Y - Central Brighton North**

1 hour	3.50	3.50
2 hours	6.00	6.00
4 hours	10.00	10.00

Zone Y (Central Brighton North)**Zone Z - Central Brighton South**

1 hour	3.50	3.50
2 hours	6.00	6.00
4 hours	10.00	10.00

Zone Z (Central Brighton South)**Seafront Inner - Madeira Drive (1 Mar - 31 Oct) [West of Madeira Lift]**

1 hour	3.50	3.00
2 hours	6.00	5.00
4 hours	10.00	10.00
8 hours	15.00	delete
11 hours	20.00	15.00

Seafront Inner - (Madeira Drive (1 Mar - 31 Oct) [West of Madeira Lift])**Seafront Inner - Marine Parade [West of Burlington Street]**

1 hour	3.50	3.00
2 hours	6.00	5.00
4 hours	10.00	10.00
8 hours	15.00	delete
11 hours	20.00	15.00

Seafront Inner (Marine Parade [West of Burlington Street])**Seafront Inner - King's Road**

1 hour	3.50	3.00
2 hours	6.00	5.00
4 hours	10.00	10.00
8 hours	15.00	delete
11 hours	20.00	15.00

Seafront Inner (King's Road)

MEDIUM ZONE**Seafront Inner - Kingsway [East of Fourth Avenue]**

1 hour	2.00	2.00
2 hours	4.00	4.00
4 hours	6.00	6.00
11 hours	10.00	10.00

Seafront Inner (Kingsway [East of Fourth Avenue])**Zone Y - Central Brighton North [Cheapside & The Level]**

1 hour	3.50	2.00
2 hours	6.00	4.00
4 hours	10.00	6.00

Zone Y (Central Brighton North [Cheapside & The Level])**Seafront Inner - New Steine**

1 hour	3.50	2.00
2 hours	6.00	4.00
4 hours	10.00	6.00
8 hours	15.00	delete
11 hours	20.00	10.00

Seafront Inner (New Steine)**LOW ZONE****Seafront Outer - Kingsway [West of Hove Street]**

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Seafront Outer (Kingsway [West of Hove Street])**Seafront Outer - Madeira Drive [East of Madeira Lift]**

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	4.00
11 hours	5.00	7.00

Seafront Outer (Madeira Drive [East of Madeira Lift])**Seafront Inner - Madeira Drive (1 Nov - 28/29 Feb) [West of Madeira Lift]**

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	4.00
11 hours	5.00	7.00

Seafront Inner (Madeira Drive (1 Nov - 28/29 Feb) [West of Madeira Lift])**Rottingdean High Street**

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00

Rottingdean High Street

Zone A - Preston Park Station

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone A (Preston Park Station)

Zone C - Queen's Park

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone C (Queen's Park)

Zone H - Kemp Town

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone H (Kemp Town)

Zone J - London Road Station

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone J (London Road Station)

Zone M - Brunswick

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone M (Brunswick)

Zone N - Central Hove

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone N (Central Hove)

Zone O - Goldsmid

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone O (Goldsmid)

Zone Q - Prestonville

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone Q (Prestonville)

Zone R - Westbourne

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone R (Westbourne)

Zone T - Hove Station Area

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone T (Hove Station Area)

Permits

Residents permits

1 year (full scheme)	115.00	120.00
3 months (full scheme)	40.00	40.00
1 year (light touch)	80.00	90.00
6 months (light touch)	50.00	55.00
1 year (full scheme) - low emission	57.50	60.00
3 months (full scheme) - low emission	20.00	20.00
1 year (light touch) - low emission	40.00	45.00
6 months (light touch) - low emission	25.00	27.50
Resident zone change (admin fee)	10.00	10.00
Refunded permit (admin fee)	10.00	10.00
Resident change of vehicle (admin fee)	10.00	10.00
Replacement resident permit (admin fee)	10.00	10.00
Blue Badge resident permit	10.00	10.00
Blue Badge resident permit (light touch)	10.00	10.00

Residents Permits

Visitors Permits

Full scheme - per permit	2.50	2.60
Light touch – per permit	1.50	1.60

Visitors Permits

Hotel Permits

Area C (24 hours)	7.50	7.50
Area N (1 day)	3.00	3.00

Hotel Permits

Traders Permits

One year	600.00	600.00
3 months	160.00	160.00
One year - low emission	600.00	300.00
3 months - low emission	160.00	80.00
Refunded permit (admin fee)	10.00	10.00
Change of vehicle permit (admin fee)	10.00	10.00
Replacement traders permit (admin fee)	10.00	10.00

Traders Permits

Business Permits

One year	300.00	300.00
3 months	85.00	85.00
One year - low emission	300.00	150.00
3 months - low emission	85.00	42.50
Business zone change (admin fee)	10.00	10.00
Refunded permit (admin fee)	10.00	10.00
Change of vehicle permit (admin fee)	10.00	10.00
Replacement business permit (admin fee)	10.00	10.00

Business Permits

School Permits

One year	115.00	120.00
3 months	40.00	40.00

School Permits

Doctors Permits (per bay)	80.00	85.00
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Carers Permits (not Professional)	0.00	0.00
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Suspensions

Suspensions (1st 8 weeks)	40.00	40.00
Suspensions (Over 8 weeks)	20.00	20.00

Suspensions (per bay, per day)

Blue Badge (3 years)	10.00	10.00
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Car Club (1 year)	20.00	20.00
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Waivers (1 day)	10.00	10.00
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Professional Carers (1 year)	25.00	25.00
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Dispensations (1 year)	30.00	30.00
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Appendix 2 - Civil Enforcement Officers Contravention Code of Practice

Traffic Management Act 2004			
Code	Description	Notes	
	On street - Higher level penalty charge parking contraventions		
01	Parked in a restricted street during prescribed hours		5 mins
02	Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force		Instant
12	Parked in a residents' or shared use parking place without clearly displaying either a permit, voucher, or pay and display ticket for that place	This code relates only to resident or shared use bays. This code is used where the driver has made no attempt to park correctly and is either displaying nothing, or something that could never have been valid for that parking place, e.g. a permit for a different zone, no permit or P&D ticket that has been expired for more	5 Mins

		than 24 hours	
14	Parked in an electric vehicles' charging place during restricted hours without charging		5 Mins
16	Parked in a permit space without displaying a valid permit	Not for use in resident or shared use bays. Applies in permit bays designated for specific users such as businesses, ambulance, car club and doctors bays	5 Mins
18	Using a vehicle in a parking place in connection with the sale or offering or exposing for sale of goods when prohibited	This is not used	
20	Parked in a loading gap marked by a yellow line	This is not used	
21	Parked in a suspended bay/space or part of a bay/space		Instant
23	Parked in a parking place or area not designated for that class of vehicle	This depends on the tax class of the vehicle and applies where a vehicle of a different tax class uses a bay, e.g. a car parked in a motorcycle bay or a coach bay, a coach parked in a motorcycle bay. The bay has to be designated for a specific class of vehicle (not a type of vehicle, like a permit bay) and any vehicle of that class can park there, e.g. any coach can park in a coach bay, any motorcycle can park in a motorcycle bay - no permit is needed	5 Mins
25	Parked in a loading place or area not designated for that class of vehicle	On street loading bays	5 for cars 10 for commercial
26	Vehicle parked more than 50 cm from the edge of the carriageway and not within a designated parking place	Double Parking	5 Mins
27	Parked adjacent to a dropped footway	If DYL then issue and remove unless blue badge holder in which case issue and relocate - Issue as a 01 If no yellow lines - providing a complaint from the resident then issue and remove on code 27	5 Mins

40	Parked in a designated disabled persons' parking place without clearly displaying a valid disabled persons badge	If a vehicle is seen parked in a disabled parking bay not displaying a valid Disabled Blue Badge, or displaying a badge the incorrect way this could lead to a PCN being issued and the vehicle being relocated	Instant
41	Parked in a parking place designated for police vehicles		Instant
45	Parked in a taxi rank		
46	Stopped where prohibited (on a red route clearway)	This is not used	
47	Stopped on a restricted bus stop/stand		Instant
48	Stopped in a restricted area outside a school		Instant
49	Parked wholly or partly on a cycle track		Instant
55	A commercial vehicle parked in a restricted street in contravention of the overnight Waiting Ban	This is not used	
56	Parked in contravention of a commercial vehicle waiting restriction	This is not used (no overnight waiting restriction)	
57	Parked in contravention of a coach ban	This is not used (no overnight waiting restriction)	
61	A heavy commercial vehicle wholly or partly parked on a footway, verge or land between two carriageways	This is not used	
62	Parked with one or more wheels on any part of an urban road other than a carriageway (footway parking)	This is not used	
99	Stopped on a pedestrian crossing and/or crossing area marked by zig zags		Instant
On street - Lower level penalty charge parking contraventions			
Code	Description	Notes	
04	Parked in a meter bay when penalty time is indicated	This is not used	
05	Parked after the expiry of paid for time	Parked after the expiry time of the initial paid for ticket from the pay and display machine. If pay and display ticket has a time of 13.00 a PCN	5 Mins

		can be issued at 13.05	
06	Parked without clearly displaying a valid pay and display ticket	If a pay and display ticket has been purchased from the machine, but has not been placed in the vehicle clear to see. Also if no pay and display ticket is purchased, therefore parking with no payment.	5 Mins
07	Parked with payment made to extend the stay beyond initial time	Meter feeding' In pay and display bays after the initial payment to park has been made, then purchasing a further pay and display ticket to extend the time to park without moving the vehicle Providing the time in the bay has not been exceeded then we should issue	5 Mins
08	Parked at an out of order meter during controlled hours	This is not used	
09	Parked displaying multiple pay and display tickets where prohibited	This is not used	
10	Parked without clearly displaying two valid pay and display tickets when required	This is not used	
11	Parked without payment of the parking charge	This is not used	
15	Parked in a residents' parking space without clearly displaying a valid residents' parking permit.	Not for use in England	
19	Parked in a residents' or shared use parking place displaying an invalid permit, an invalid voucher or an invalid pay and display ticket	As for a code 12, this is only for use in resident or shared use bays. It is used where the driver has made some attempt to park correctly and is displaying something which could have been valid or was valid at some time for that bay, for example, a resident permit that has expired (depending on what grace period is given for expired permits, e.g 7 days), or a pay and display ticket that has expired by less than 24 hours, or an incorrectly completed voucher.	5 Mins
22	Re parked in the same parking place or zone within one hour of leaving	On time limited bays (e.g. 3 hour max stay no return 1hour) if the vehicle is parked in the same set of bays even if the vehicle has left and returned 1 hour would have had to lapsed.	Instant

24	Not parked correctly within the marking on the bay or space	If a vehicle is parked not fully within the markings of the bay as marked on the highway. (One third of the vehicle has to be overhanging the bay markings or one third of the connecting bay is obstructed)	Instant
30	Parked for longer than permitted	If there is a time limit to the bay (e.g.2 hours no return in 1 hour) and the vehicle is seen parked for longer than the allowable time then a PCN will be issued	Instant
35	Parked in a disc parking place without clearly displaying a valid disc	This is not used	
36	Parked in a disc parking place for longer than permitted	This is not used	
63	Parked with engine running where prohibited	This is not used	
Off street - Penalty Charge Parking contraventions			
Code	Description	Notes	
80	Exceeded the max Stay - For example Haddington St where the max stay is 3 hours	Lower PCN	Instant
81	In restricted area - Parked in a restricted area of the car park not designated as a parking bay	Higher PCN	Instant
82	Overstaying P&D ticket- Parked after expiry time	Lower PCN	5 Mins
83	No valid P&D ticket	Lower PCN	5 Mins
84	Additional payment made to extend the parking from the first time purchased	Lower PCN	Instant
85	In permit section - parked in permit bay without clearly displaying a valid permit	Higher PCN	Instant
86	Parked beyond the bay markings (outside the marking of the bay)	Higher PCN	Instant
87	Parked in a Disabled Persons parking space without clearly displaying a valid disabled persons badge	Higher PCN	Instant
89	height/weight limit	This is not used	

91	Wrong class of vehicle	Higher PCN	Instant
92	Causing an obstruction -i.e. on ramp or blocking exit points	Higher PCN	Instant

Appendix 3 - Code of Practice for Postal Penalty Charge Notices

CCTV Parking Enforcement

To be undertaken in all locations visible to the static cameras located in North Street / Western Road, London Road, Lewes Road.

CCTV monitoring officers will be BTEC qualified in data protection and all relevant legislation and follow the Code of Practice for CCTV enforcement.

CCTV devices will be approved for parking enforcement by the Vehicle Certification Agency through submission of a technical file prior to enforcement and therefore be 'approved devices' in accordance with the legislation.

Only the following parking contraventions may be enforced by the CCTV cameras

Contravention 02 - Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force.

Contravention 45 - Parked in a taxi rank

Contravention 47 – Parked on a restricted bus stop/stand.

Contravention 99 - Stopped on a pedestrian crossing and/or area marked by zigzags

For all contraventions CCTV monitoring officers will

- Zoom in for close up of vehicle
- Pan out for context shot
- Operator to make notes of any activity carried out by the driver

Regulation ten 'Postal' PCNs on issued foot

Regulation ten PCNs will only be issued Civil Enforcement Officers following relevant training.

They may be issued for the following contravention codes

Contravention 02 - Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force.

Contravention 40 – Parked in a designated disabled person's parking place without displaying a valid disabled person's badge

Contravention 45 - Parked in a taxi rank

Contravention 47 – Parked on a restricted bus stop/stand.

Contravention 48 – Parked in a restricted area outside a school

Contravention 49 – Parked wholly or partially on a cycle track

Contravention 99 - Stopped on a pedestrian crossing and/or area marked by zigzags

Comprehensive pocket book notes will be taken. Good quality photos are required for the contravention to be proved.

Regulation ten PCNs will be spot checked to establish whether sufficient evidence has been gathered for a PCN to be issued. Following enquiries with DVLA PCNs will be issued in accordance with statutory timescales and on notices specifically designed for regulation ten PCNs.

Glossary of Terms

Bikehangar – on-carriageway secure, sheltered cycle parking facility for 6 bicycles TRO specifies use for pedal cycles only, this is the first Bikehangar facility in the city and is managed by a constituted community group.

Bus Lane Enforcement

A bus lane is restricted to buses and is used to speed up the bus service and aide in them running on time. In Brighton & Hove taxis and bicycles can also use bus lanes. The central bus lanes are enforced by the local authority. The police still enforce those outside of central Brighton.

Challenge

An objection made against a Penalty Charge Notice before a Notice To Owner is issued.

Cancellations

A Penalty Charge Notice is cancelled when we believe that it would be unjust to pursue the case of when there is an applicable exemption.

Civil Enforcement Officer – CEO

This is the name given to officers who used to be known as Parking Attendants. They must be employed by the council or through a specialist contractor. In Brighton & Hove they are employed through NSL (formerly NCP).

Civil Parking Enforcement – CPE

This is the name given to the enforcement of parking regulations by Civil Enforcement Officers (CEO) under the Traffic Management Act 2004.

Contravention

Failure of the motorist to comply with traffic or parking regulations as set by local Traffic Regulation Orders (TRO).

Controlled Parking Zone - CPZ

An area where parking is restricted during specified times. This ensures that the needs of all motorists are catered for within the city. Signs are placed at entry points throughout the zone and where the restrictions differ to those on entry. There is no requirement to sign double yellow lines however single yellow lines will be signed.

Decriminalised

This means that it is not illegal to park in contravention of parking regulations. Enforcement of regulations within a Special Parking Area and is the sole responsibility of the Local Authority and not the police. Parking is a civil offence rather than a criminal offence. Unpaid charges are pursued through debt collection agencies and not through the courts.

Decriminalised Parking Enforcement –DPE

This is the name given to the enforcement of parking regulations by Civil Enforcement Officers (CEO) under the Road Traffic Act 1991.

Department for Transport – DfT

This is the Government department responsible for the English transport network and transport matters in Scotland, Wales and Northern Ireland which are not devolved. The department is run by the Secretary Of State for Transport.

Differential Parking Penalties

This is the name for the different levels of charges implemented by the Traffic Management Act 2004. Higher level contraventions are £70 and lower levels are set at £50. The different charges reflect the seriousness of the offence.

Fixed Penalty Notice - FPN

These were introduced in Great Britain in the 1950s to deal with minor parking offences. These can only be issued by the police.

Local Transport Plan – LTP

These are an important part of transport planning within England. We are required to prepare them as plans for the future and present them to the Department for Transport.

NO

Nitrogen Oxide

NO2

Nitrogen Dioxide

Notice To Owner – NtO

This is a statutory notice that is served by the authority to the registered keeper of the vehicle that was issued with the Penalty Charge Notice (PENALTY CHARGE NOTICE (PCN)). This will be served when a PENALTY CHARGE NOTICE (PCN) is unpaid for 28 days. When the registered keeper, or the person the council believed to be the keeper of the vehicle, receives this they can either ;

- make a payment of the full charge
- make representation (an appeal)

NSL – formerly National Car Parks (NCP)

NSL are Brighton & Hove’s parking enforcement service provider working under contract.

Off-street parking

These are facilities provided through car parks

On-street parking

These are facilities provided on the kerbside such as pay and display or permit parking

Pedal Cycle Parking Place (PCPP) – on-carriageway public cycle parking facility usually for a minimum of 10 bicycles (5 stands). TRO specifies use for pedal cycles only, CEOs can enforce against any illegitimate use.

Penalty Charge Notice – (PCN)

This is issued to a vehicle that is believed to be parked in contravention of the local Traffic Regulation Order.

Registered Keeper

The person who is deemed to be legally responsible for the payment of a PCN. These details are obtained from the Driver and Vehicle Licensing Agency (DVLA)

Representation

This is a challenge against the PCN after the Notice To Owner is issued.

Special Parking Area - SPA

An area where on-street parking is subject to Civil Parking Enforcement (CPE). Local Authorities will enforce the regulations through Civil Enforcement Officers.

Traffic Management Act 2004 – TMA

This act was passed by UK government in 2004. This law details street works and parking regulations. The act has been implemented since 31st March 2008.

Traffic Penalty Tribunal –TPT

The Traffic Penalty Tribunal decides appeals against parking penalties issued by Civil Enforcement Authorities in England (outside London) and Wales and against bus lane penalties issued by Civil Enforcement Authorities in England (outside London).

The Traffic Penalty Tribunal is the final stage of appeal for motorists or vehicle owners against a penalty issued by a council in England (outside London) and Wales.

Traffic Regulation Order – TRO

This is the statutory legal document necessary to support any enforceable traffic or highway measures.

Subject:	Bakers Bottom area (Extension to Area U resident parking scheme) TRO consultation.		
Date of Meeting:	7th October 2014		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Charles Field	Tel: 29-3329
	Email:	Charles.field@brighton-hove.gov.uk	
Ward(s) affected:	Queens Park & East Brighton		

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to address comments and objections to the draft traffic regulation orders. The traffic orders outline a proposed extension of the Area U resident parking scheme into the Bakers Bottom area. The proposed extension to the scheme would be Monday to Sunday 10am-11am & 2pm-3pm (Appendix A).
- 1.2 Permission to proceed with the consultation was agreed at the Environment, Transport & Sustainability Cabinet Member meeting on 9th November 2011.

2. RECOMMENDATIONS:

- 2.1 That, having taken account of all duly made representations and objections, the Committee approves as advertised the following orders;
 - (a) Brighton & Hove Various Controlled Parking Zones Consolidation Order 2008 Amendment Order 2008 No.* 201* (Area U extension)
 - (b) Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2013 Amendment No.* 201*
 - (c) Brighton & Hove (Various Roads) (Prohibition of Stopping and Waiting on Verges and Footways) Order 2013 Amendment Order No.* 201*
- 2.2 That any amendments included in the report and subsequent requests deemed appropriate by officers are added to the proposed scheme during implementation and advertised as an amendment Traffic Regulation Order.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 At the Transport Committee Meeting on 15th January 2013 it was agreed to consult residents to determine whether they would like the opportunity to join neighbouring residents parking schemes.
- 3.2 The Council had received a number of complaints and petitions from residents in the Bakers Bottom & Craven Vale area about general difficulties in parking and the belief that this was at least partly caused by displacement from other schemes introduced in the last few years. Therefore it was agreed that consultation on a resident parking

scheme should take place as soon as possible within the timeframe set out in the committee report.

- 3.3 In March / April 2014 a leaflet and questionnaire giving details about proposals for an extension to the Area U resident parking scheme was sent to all property addresses in the two areas outlined.
- 3.4 Plans could also be viewed at staffed exhibitions held at The Vale Community Centre (1pm – 5pm Wednesday, 2 April 2014 and 4pm – 8pm Thursday, 3 April 2014) and an unstaffed exhibition held at the Hove Town Hall Parking Information Centre from 24 March 2014 to 2 May 2014, 9am to 5pm.
- 3.5 182 responses were received giving a response rate of 31.6%.
- 3.6 Of these 182 respondents 61.0% were in favour of an extension to the Residents Parking Scheme and 39.0% of respondents were against the extension of the scheme. The results have been broken down further into the two distinct areas and it was clear that residents in the Bakers Bottom area were in favour of a scheme with 77.8% of respondents in favour of an extension to the Residents Parking Scheme and 22.2% against. Within the Craven Vale area there is a distinct difference with only 31% of respondents in favour of an extension to the Residents Parking Scheme and 69% of respondents against the scheme.
- 3.7 Therefore, the recommendation on 1st July 2014 in the report to the Environment, Transport & Sustainability Committee Meeting was to take forward an extension of the Area U resident parking scheme into the Bakers Bottom area but not to include the Craven Vale area. The Bakers Bottom area (Appendix A) was recommended to be advertised as a traffic order allowing further comments to be made from residents both within and outside the new proposal. Leaflets were also sent directly to residents making them aware of the traffic order and how to make their views known. All comments would be reported back to this Environment, Transport & Sustainability Committee meeting.
- 3.8 Officers also discussed the results with all the Ward Councillors who either voiced their support for this way forward or responded with no concerns with the recommendations being taken forward. East Brighton Ward Councillors did have concerns about possible displacement into the Craven Vale area if the Bakers Bottom scheme proceeds. Therefore, as part of the proposals the Council advertised no verge parking on the east side of Queensway where verges are being damaged and buses have difficulty getting through. Bollards were considered along the verge to prevent overrun but this would require significant funding to implement and maintain and it was felt that the verge parking ban should be monitored to see how it works.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The alternative option is doing nothing or a re-consultation which would mean the proposals would not be taken forward and /or re-consulted on. However, it is the recommendation of officers that these proposals proceed with for the reasons outlined within the report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The draft Traffic Regulation Order (TRO) was advertised on 31st July 2014 with the closing date for comments and objections on 22nd August 2014. The Ward Councillors for the areas were consulted, as were the statutory consultees such as the Emergency Services.
- 5.2 Notices were erected within roads in the scheme for 31st July 2014 which outlined the proposal. The legal notice was also published in The Argus newspaper on 31st July 2014. Detailed plans and the Traffic Regulation Order were available to view at the Customer Service Centres at Bartholomew House and Hove Town Hall. A plan detailing the proposals is shown in Appendix A.
- 5.3 The documents were also available to view and to respond to directly on the Council website.
- 5.4 There were 11 items of correspondence received on the Bakers Bottom area proposal. All 11 items were received from individuals and included support, objections and general comments. The comments / objections are listed in Appendix B.
- 5.5 There were 3 items of correspondence in support of the proposals due to the parking problems in the area. 8 items of correspondence were objections to the proposals.

Support

- 5.6 The 3 representations that supported the scheme contained 3 different sets of reasons to support the resident parking proposals (some residents / businesses outlined more than one type of reason for their objection).
- 5.7 There were 2 representations outlining that the scheme is needed.
- 5.8 There were 2 representations in support as it would improve negotiation and safety due to the current pavement parking.
- 5.9 There was 1 representation outlining support for the proposal but would prefer the restrictions to be longer.

Objections

- 5.10 The 8 representations that objected contained 9 different sets of reasons to object to the proposals (some residents / businesses outlined more than one type of reason for their objection).
- 5.11 There were 5 representations concerned that the parking bays should be on the other side of the road and that this was a change to the original proposals. Particular concerns were made about loss of light during daylight hours.
- 5.12 The parking arrangement changed from the initial design as when further site visits were carried out for the TRO stage officers were able to create more parking bays by switching around the initial design. This helped create a few more parking spaces and by creating a chicane effect with parking on either side it is used as a natural traffic calming measure which was discussed and agreed with the Road Safety Team.

- 5.13 In terms of loss of light it is important to note that the majority of high sided vehicles would not be able to park within resident permit bays as they would not be eligible for a resident permit as there are height restrictions as well as length and weight.
- 5.14 There were 3 representations regarding the consultation process and / or that the process has been undemocratic / inadequate.
- 5.15 The consultation process has been extensive and is clearly outlined in this report and the background papers outlined below. All households that would be eligible for resident permits / visitor permits were included in the result of the consultation.
- 5.16 There were 3 representations objecting to the pedal cycle bay being too long and / or the motorcycle bays.
- 5.17 Pedal cycle parking places (PCPP) are approximately 9 metres in length, this is a standard length which we use in all other parking schemes, the build outs are included within this distance. One of the reasons PCPP are longer than Motorcycle bays (MC bays) is that there is normally only one or two within a scheme, MC bays are normally on each street and do not have to be as long, unless requested by residents.
- 5.18 The Local Transport Plan's package of measures are designed to deliver a number of targets, which are linked to performance related funding from central government. Brighton & Hove City Council has a target to deliver a 5% year-on-year growth in usage on existing sections of the cycle network. Providing good quality, end of trip cycle parking facilities is a core contributing factor to this target. Good quality cycle parking in carefully considered and well planned locations can de-clutter the streetscape and create a good level of cycle security.
- 5.19 Ensuring there is sufficient cycle parking provision in Brighton & Hove forms a key contribution to any cycling level increase through the provision of quality cycle parking in residential areas & at destinations such as shopping parades.
- 5.20 Brighton & Hove characteristically has a high number of narrow pathways and streets in residential areas and the town centre. The lack of opportunities for cycle parking located on the pavement, has highlighted the need for 'on-carriageway' cycle parking provision, officially called 'pedal cycle parking places' (comprising a minimum of 5 cycle stands/capacity for 10 bicycles).
- 5.21 A new area will set aside some roadside for motorcycle parking on every road if possible and this provision is important to ensure adequate space for motorcycle users as they cannot park within other bays in a Controlled Parking Zone under current Council policy.
- 5.22 There was 1 representation received not content at the reduction of resident parking spaces available due to double yellow lines at junctions.
- 5.23 The length of the double yellow lines at junctions is 6 metres in length which is to increase visibility at junctions and allow vehicles room to manoeuvre and turn into roads with ease with no parked vehicles.
- 5.24 There was 1 representation objecting as they did not know the previous results.

- 5.25 The results of the previous consultation were reported to the Environment, Transport & Sustainability Committee on 1st July 2014. Leaflets were also sent directly to residents making them aware of the committee report, the upcoming traffic order and how to make their views known.
- 5.26 There was 1 representation outlining that the area should be within Area C and not Area U.
- 5.27 When putting together the detailed design officers took into account the pros and cons of different options. An extension to Area U was felt the most appropriate proposal as it allowed residents to park within a larger zone where resident permits were currently underutilised.
- 5.28 The Bakers Bottom is being proposed as an extension to Area U as it adjoins this parking scheme area and it would be confusing to extend it to another zone such as Area C. We would have to re-consult residents in other roads within Area U to become part of Area C instead and this is unlikely to be popular as there are not currently any issues within this zone.
- 5.29 There was 1 representation concerned about displacement into the Craven Vale area.
- 5.30 There was 1 representation concerned about the verge parking proposal in Sutherland Road and would prefer the verge to be “tarmaced”.
- 5.31 There was 1 representation due to no parking problem being perceived in the area and no scheme was needed.
- 5.32 Several residents in this area have been requesting parking controls to the Council and that is the why the Council agreed to include this area in the resident parking scheme priority timetable. Permission to proceed with the consultation was agreed at the Environment, Transport & Sustainability Cabinet Member meeting on 9th November 2011.

6. CONCLUSION

- 6.1 The recommendation is that this parking scheme proposal and the verge parking proposal be progressed due to the reasons outlined within the relevant background and following the consideration of all the consultation responses.
- 6.2 Any additional amendments to the approved schemes deemed necessary through the formal consultation will be introduced during the implementation stage and advertised through a traffic regulation amendment order.
- 6.3 As part of the consultation undertaken in the scheme regard has been given to the free movement of traffic and access to premises since traffic flow and access are issues that have generated requests from residents and in part a need for the measures being proposed. The provision of alternative off-street parking spaces has been considered by officers when designing the schemes but there are no opportunities to go forward with any off street spaces due to the existing geographical layout of the areas and existing parking provisions in the areas.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The capital costs associated to the creation and extension of controlled parking schemes are funded by unsupported borrowing, with appropriate repayments made over a seven year period funded from the revenue income generated. It is anticipated that the capital costs of the scheme will be approximately £25,000 in the current financial year. Annual income generated from the scheme is expected to be approximately £2,500, which after the recurring costs of managing the scheme would not generate sufficient surplus income to fund the borrowing repayments. The deficit between borrowing repayment costs and income generated is expected to be between £2,000 and £3,000 annually and will be managed within existing revenue budgets.
- 7.2 Revenue income generated from on-street parking schemes is first defrayed against relevant costs with any surplus used for qualifying transport and highways related expenditure such as supported bus services, concessionary fares and Local Transport Plan projects.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Loan Repayment	588	4,674	4,514	4,342	4,171	4,000	3,828	3,657
Revenue Income	-1,042	-2,500	-2,550	-2,601	-2,653	-2,706	-2,760	-2,815
Revenue Expenditure	401	962	981	1,000	1,020	1,041	1,062	1,083
Net (surplus)/ deficit	-53	3,136	2,945	2,742	2,539	2,335	2,130	1,925
Total (surplus) / deficit								17,698

Finance Officer Consulted: Steven Bedford

Date: 03/09/14

Legal Implications:

- 7.3 The Council's powers and duties under the Road Traffic Regulation Act 1984 ("the Act") must be exercised to secure the expeditious, convenient and safe movement of all types of traffic including cyclists and pedestrians.
- 7.4 As far as is practicable, the Council should have regard to any implications in relation to:- access to premises; the effect on amenities; the Council's air quality strategy; facilitating the passage of public services vehicles; securing the safety and convenience of users; and any other matters that appear relevant to the Council.
- 7.5 The Council has to follow the rules on consultation set out by the government and the courts. The Council must ensure that the consultation process is carried out at a time when proposals are still at their formative stage, that sufficient reasons and adequate time must be given to allow intelligent consideration and responses and that results are properly taken into account in finalising the proposals.
- 7.6 Where there are unresolved objections to the traffic orders, then the matter is required to return to the Transport Committee for a decision.
- 7.7 There are no human rights implications to draw to Members' attention

Equalities Implications:

- 7.8 The proposed measures will be of benefit to many road users.
- 7.9 The legal disabled bays will provide parking for the holders of blue badges wanting to use the local facilities

Sustainability Implications:

- 7.10 The new motorcycle bays and pedal cycle parking bay will encourage more sustainable methods of transport.
- 7.11 Managing parking will increase turnover and parking opportunities for all.

Any Other Significant Implications:

- 7.12 None identified

SUPPORTING DOCUMENTATION

Appendices:

- 1. Appendix A – Bakers Bottom area Plan
- 2. Appendix B – List of Objections / Comments

Background Documents

- 1. Item 43 - Environment Cabinet Member Meeting Report – 9th November 2011
- 2. Item 19 – Environment, Transport & Sustainability Committee Meeting Report – 1st July 2014.



KEY	
	Permit Holder Only bay (Monday - Sunday 10am-11am 2pm-3pm)
	Motorcycle bay
	Disabled Parking Bay
	Loading only bay
	Boundary line
	Pedal cycle parking space

Client	CITY INFRASTRUCTURE
	PARKING INFRASTRUCTURE
Job title	Parking Proposals

Drawing Title	Bakers Bottom TRO - 23 - 2014
	Appendix A



Scale	NTS	Original drg. size	A1	Date	July/ August 2014
Drawn	RM	Checked	-	Approved	-
Drawing status	-	Drawing Number	B&H 001	Rev	-

APPENDIX B – Items of correspondence

Who	Road / Ward	Object / Support	Contents
Resident	Bute Street	Support	Will improve the situation for residents and improve safety.
Residents	Rochester Street	Support	Support proposals but would prefer longer restrictions.
Resident	Rochester Street	Support	Will improve the situation for residents and improve safety.
Resident	Bute Street	Object	Object to the pedal cycle bay and double yellow lines at junctions should be reduced in size. Parking should also be on the other side of the road and this proposal differs from the original consultation
Resident	Not stated	Object	Object as doesn't know previous results.
Resident	Craven Road	Object	Concerned about displacement into the Craven Vale area
Resident	Bute Street	Object	Parking should be on the other side of the road and this proposal differs from the original consultation. The consultation process is undemocratic.
Resident	Hendon Street	Object	Two objections – Firstly that the scheme should be part of Area C and not U and secondly the verge parking proposal as the Council should tarmac the grass instead.
Resident	Bute Street	Object	Parking should be on the other side of the road and this proposal differs from the original consultation. The consultation process is undemocratic.
Resident	Bute Street	Object	Objects as the Parking should be on the other side of the road and this proposal differs from the original consultation. Also object to the pedal cycle bays / motorcycle bays. The consultation process is undemocratic. No parking problem so scheme isn't needed.
Resident	Bute Street	Object	Supports overall proposal but objects as the Parking should be on the other side of the road and this proposal differs from the original consultation. Also object to the pedal cycle bays / motorcycle bays.

Subject:	Lewes Road Triangle – Extension to Area J resident parking scheme.		
Date of Meeting:	7th October 2014		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Charles Field	Tel: 29-3329
	Email:	Charles.field@brighton-hove.gov.uk	
Ward(s) affected:	St Peters & North Laine		

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to address comments and objections to the draft traffic regulation orders. The traffic orders outline a proposed extension of the Area J resident parking scheme into the Lewes Road Triangle area. The proposed extension to the scheme would be Monday to Sunday 9am-8pm (Appendix A).
- 1.2 Permission to proceed with the consultation for the Lewes Road Triangle area parking scheme was agreed at the Environment, Transport & Sustainability Cabinet Member meeting on 9th November 2011.

2. RECOMMENDATIONS:

- 2.1 That, having taken account of all duly made representations and objections, the Committee approves as advertised the following orders;
 - a) Brighton & Hove Various Controlled Parking Zones Consolidation Order 2008 Amendment Order 2008 No.* 201* (Area J extensions)
 - b) Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2013 Amendment No.* 201*
- 2.2 That any amendments included in the report and subsequent requests deemed appropriate by officers are added to the proposed scheme during implementation and advertised as an amendment Traffic Regulation Order.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 At the Transport Committee Meeting on 15th January 2013 it was agreed to consult residents to determine whether they would like the opportunity to join neighbouring residents parking schemes.
- 3.2 The Council had received a number of complaints and petitions from residents in the Lewes Road Triangle area about general difficulties in parking and the belief that this was at least partly caused by displacement from other schemes introduced in the last few years. Therefore it was agreed that consultation on a resident parking scheme should take place as soon as possible within the

timeframe set out in the committee report. A number of requests have been received from this area and it is supported by Ward Councillors. Problems have recently been experienced with access by emergency services in these streets due to congestion and parking on the footways.

- 3.3 In April 2014 a leaflet and questionnaire giving details about proposals for an extension to the Area J resident parking scheme was sent to all property addresses in the area outlined (1247 Property addresses)
- 3.4 Plans could also be viewed at staffed exhibitions held at Calvary Evangelical Church (Wednesday 23rd April 1pm-5pm and Thursday 24th April 4pm - 8pm), and at The Salvation Army (Monday 28th April). An unstaffed exhibition was held at Hove Town Hall parking shop from Monday 31st March to Friday 9th May, 9am to 5pm.
- 3.5 287 responses were received giving a response rate of 23.0%.
- 3.6 61.0% of respondents were in favour of an extension to the Residents Parking Scheme and 39.0% of respondents were against the extension of the scheme. 11 roads are in favour of a scheme while 6 roads are against (including Lewes Road where residents / businesses would be eligible for a permit as part of the scheme but the road itself wouldn't be included in the controlled parking area).
- 3.7 Therefore, the recommendation on 1st July 2014 in the report to the Environment, Transport & Sustainability Cabinet Member Meeting was that this proposal is recommended to be advertised as a traffic order allowing further comments to be made from residents both within and outside the new proposal (Appendix A). Leaflets were also sent directly to residents making them aware of the traffic order and how to make their views known. All comments would be reported back to this Environment, Transport & Sustainability Committee meeting.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The alternative option is doing nothing or a re-consultation which would mean the proposals would not be taken forward and /or re-consulted on. However, it is the recommendation of officers that proposals put forward proceed with for the reasons outlined within the report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The draft Traffic Regulation Order (TRO) was advertised on 16th July 2014 with the closing date for comments and objections on 7th August 2014. The Ward Councillors for the areas were consulted, as were the statutory consultees such as the Emergency Services.
- 5.2 Notices with information about the proposal were erected within roads of the parking scheme for 16th July 2014. The notice was also published in The Argus newspaper on 16th July 2014. Detailed plans and the Traffic Regulation Order were available to view at the Customer Service centres at Bartholomew House and Hove Town Hall. A plan detailing the proposals is shown in Appendix A.

- 5.3 The documents were also available to view and to respond to directly on the Council website.
- 5.4 There were 51 items of correspondence received on the proposals. All 51 items were received from individuals and included support, objections and general comments. The comments / objections are listed in Appendix B.
- 5.5 There were 25 items of correspondence in support of the proposals due to the parking problems in the area. 23 items of correspondence were objections to the proposals and a further 3 were general detailed comments.

Support

- 5.6 The 25 representations that supported the scheme contained 5 different types of reasons to support the resident parking proposals (some residents / businesses outlined more than one type of reason for their objection).
- 5.7 There were 11 representations in support as there are not enough parking spaces for local residents due to the competition with other types of parking.
- 5.8 There were 10 representations in general support for the resident parking scheme.
- 5.9 There were 5 representations outlining that the scheme is needed.
- 5.10 There were 5 representations in support as it would improve negotiation and safety due to the current pavement parking.
- 5.11 There were 2 representations in support subject to checking the validity of all dropped kerbs (see Para 5.22)

Objections

- 5.12 The 23 representations that objected contained 13 different types of reasons to object to the resident parking scheme proposals (some residents / businesses outlined more than one type of reason for their objection).
- 5.13 There were 16 representations that this is a waste of money for the Council, they do not want to pay to park and this will impose several restrictions.
- 5.14 When introducing new residents parking schemes the Council must demonstrate that these would be self financing. This is why charges have to be made for On-street parking through permits and pay & display. The Council do have to charge residents for permits for the schemes as the schemes have ongoing costs i.e. Civil enforcement officers, maintenance of signage and lining, etc. Any surplus from the revenue received from the proposed parking schemes goes back into transport and environmental improvements throughout the City.
- 5.15 There were 4 representations due to no parking problem being perceived in the area and no scheme was needed.

- 5.16 Several residents in this area have been requesting parking controls to the Council and that is the why the Council agreed to include this area in the resident parking scheme priority timetable. Permission to proceed with the consultation was agreed at the Environment, Transport & Sustainability Cabinet Member meeting on 9th November 2011.
- 5.17 There were 4 representations regarding the consultation process and / or that the process has been undemocratic / inadequate.
- 5.18 The consultation process has been extensive and is clearly outlined in this report and the background papers outlined below. All households that would be eligible for resident permits / visitor permits were included in the result of the consultation.
- 5.19 There were 4 representations concerned that the proposals would affect local facilities and businesses due to the charges.
- 5.20 It is the opinion of council officers that the parking needs and comments on the design have been considered. In some cases alterations have been made to bays in the area such as more pay & display bays for visitors. There were also a number of parking policy issues which do not come under the remit of this consultation; however, comments have been passed onto the relevant department to take into consideration. As with all the parking schemes introduced into Brighton and Hove the objective is to find the right balance of residents, business and daily parking for a local area. The introduction of a scheme will require that all day parkers and visitors using parking places will pay for their use. The consultation on the parking scheme is reflecting the fact that too many vehicles are trying to use this area or may park in certain roads if a scheme is introduced in other roads and a system for managing this situation has been requested by local residents.
- 5.21 There were 3 representations received unhappy at the reduction of resident parking spaces available due to various reasons such as double yellow lines across driveways and at junctions.
- 5.22 Double yellow line restrictions will apply across all vehicle accesses. Whilst this means that residents or their guests will not be able to park across a garage or drive access, it will ensure that these remain unblocked and enforceable by the Civil Enforcement Officers at all times. Double yellow lines are also placed on junctions for safety reasons. If the scheme is approved Council officers will review the dropped kerbs and if there is clear evidence that no off-street parking is occurring then we will investigate each individual issue.
- 5.23 There were 3 representations regarding Traffic management issues and parking space locations.
- 5.24 Each individual request outlined in the objections will be considered although there may be valid reasons for the design of certain bays or traffic management. As outlined in the recommendations any amendments included in the report and subsequent requests deemed appropriate by officers are proposed to be added to any agreed scheme during implementation and advertised as an amendment Traffic Regulation Order.

- 5.25 There were 3 representations concerned that the scheme would reduce the amount of parking spaces available.
- 5.26 The amount of parking bays would be slightly reduced due to the requirement for double yellow lines at junctions and across driveways. However, we are proposing more parking in Upper Lewes Road and also transferring Union Road from Area Y to Area J to allow more spaces for Area J resident permit holders and visitors to park.
- 5.27 There were 3 representations that further reviews of different transport related matters were required e.g. Public Transport provision, Vogue Gyrotory work, low emission energy savings, cycle lanes, etc., alongside the parking scheme consultation.
- 5.28 The Transport department work closely together to ensure that different proposals and policies are connected and also liaise closely with private companies such as the Brighton & Hove Bus Company. Many of these policies and projects are reviewed as part of the Local Transport Plan which is presented to the members of the Environment, Transport & Sustainability Committee.
- 5.29 There were 2 representations received who were not content about the hours / days of the scheme or requested that a Light Touch parking scheme should be considered.
- 5.30 In the Citywide Parking Review report that was presented to Transport Committee on 15th January 2013 it was approved that no new further stand alone light touch schemes are proposed. This is due to a number of issues outlined in the report including increased displacement and lack of flexibility for visitors. The hours proposed during the week are in line with the current Area J resident parking scheme and also nearby schemes such as Area Y to prevent displacement from that scheme particularly in the early evenings.
- 5.31 There were 2 representations requested both sides of Lewes Road to be part of the scheme.
- 5.32 The proposals for the Lewes Road Triangle area do not include any physical changes to Lewes Road itself apart from a small section of a loading ban near the Elm Grove junction. However, as part of the proposals it has been agreed to allow residents and businesses living on the west side of Lewes Road to be eligible for permits as they do not have the ability to park in Lewes Road itself and may need to use the side roads within the scheme.
- 5.33 There were 2 representations outlining that the area should be a separate zone while another representation was concerned there was no guarantee of getting a permit.
- 5.34 When putting together the detailed design officers took into account the pros and cons of different options. An extension to Area J was felt the most appropriate proposal as it allowed residents to park within a larger zone where resident permits were currently underutilised. This would mean that most residents should be able to get two or more resident permits whilst a new separate scheme would

possibly mean that residents would not be guaranteed getting more than one resident permit.

- 5.35 There was 1 representation concerned about the new parking arrangement on Upper Lewes Road as it would prevent the free flow of traffic.
- 5.36 Parking proposals within Upper Lewes Road were investigated as a part of the Lewes Road Triangle consultation process with assistance from colleagues within Road Safety and utilising Department for Transport guidelines regarding recommended carriageway widths for various parking arrangements. Site visits took place where carriageway widths were measured to ensure they met the recommendations within the guidelines and with the recent introduction of a 20mph speed limit and relocation of existing north side communal refuse bin it is felt that the proposals are viable.

General comments

- 5.37 A further Petition was received with 103 signatures from residents and businesses in the area requesting an additional half hour tariff within the pay & display bays.
- 5.38 This is a proposal that would need to be considered as part of the annual fees & charges review as it would be a change to the current tariff structure within Brighton & Hove Council policy.

6. CONCLUSION

- 6.1 The recommendation is that this parking scheme proposal including a small section of loading ban on Lewes Road be progressed due to the reasons outlined within the relevant background and following the consideration of all the consultation responses.
- 6.2 Any additional amendments to the approved schemes deemed necessary through the formal consultation will be introduced during the implementation stage and advertised through a traffic regulation amendment order.
- 6.3 As part of the consultation undertaken in the scheme regard has been given to the free movement of traffic and access to premises since traffic flow and access are issues that have generated requests from residents and in part a need for the measures being proposed. The provision of alternative off-street parking spaces has been considered by officers when designing the schemes but there are no opportunities to go forward with any off street spaces due to the existing geographical layout of the areas and existing parking provisions in the areas.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The capital costs associated to the creation and extension of controlled parking schemes are funded by unsupported borrowing, with appropriate repayments made over a seven year period funded from the revenue income generated. It is

anticipated that the capital costs of the scheme will be approximately £185,000 in the current financial year. Annual income generated from the scheme is expected to be approximately £220,000, which after the recurring costs of managing the scheme would generate sufficient surplus income to fund the borrowing repayments.

- 7.2 Revenue income generated from on-street parking schemes is first defrayed against relevant costs with any surplus used for qualifying transport and highways related expenditure such as supported bus services, concessionary fares and Local Transport Plan projects.

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
Loan Repayment	4,348	34,589	33,406	32,138	30,869	29,600	28,332	27,063
Revenue Income	109,000	217,325	221,672	226,105	230,627	235,240	239,944	244,743
Revenue Expenditure	41,923	83,587	85,258	86,963	88,703	90,477	92,286	94,132
Net (surplus)/ deficit	-62,729	-99,150	103,008	107,004	111,056	115,163	119,326	123,549
Total (surplus) / deficit								840,985

Finance Officer Consulted: Steven Bedford

Date: 03/09/14

Legal Implications:

- 7.1 The Council's powers and duties under the Road Traffic Regulation Act 1984 ("the Act") must be exercised to secure the expeditious, convenient and safe movement of all types of traffic including cyclists and pedestrians.
- 7.2 As far as is practicable, the Council should have regard to any implications in relation to:- access to premises; the effect on amenities; the Council's air quality strategy; facilitating the passage of public services vehicles; securing the safety and convenience of users; and any other matters that appear relevant to the Council.
- 7.3 The Council has to follow the rules on consultation set out by the government and the courts. The Council must ensure that the consultation process is carried out at a time when proposals are still at their formative stage, that sufficient reasons and adequate time must be given to allow intelligent consideration and responses and that results are properly taken into account in finalising the proposals.
- 7.4 Where there are unresolved objections to the traffic orders, then the matter is required to return to the Transport Committee for a decision.
- 7.5 There are no human rights implications to draw to Members' attention

Equalities Implications:

- 7.6 The proposed measures will be of benefit to many road users.
- 7.7 The legal disabled bays will provide parking for the holders of blue badges wanting to use the local facilities

Sustainability Implications:

- 7.8 The new motorcycle bays and pedal cycle parking bays will encourage more sustainable methods of transport.
- 7.9 Managing parking will increase turnover and parking opportunities for all.

Any Other Significant Implications:

- 7.10 None identified

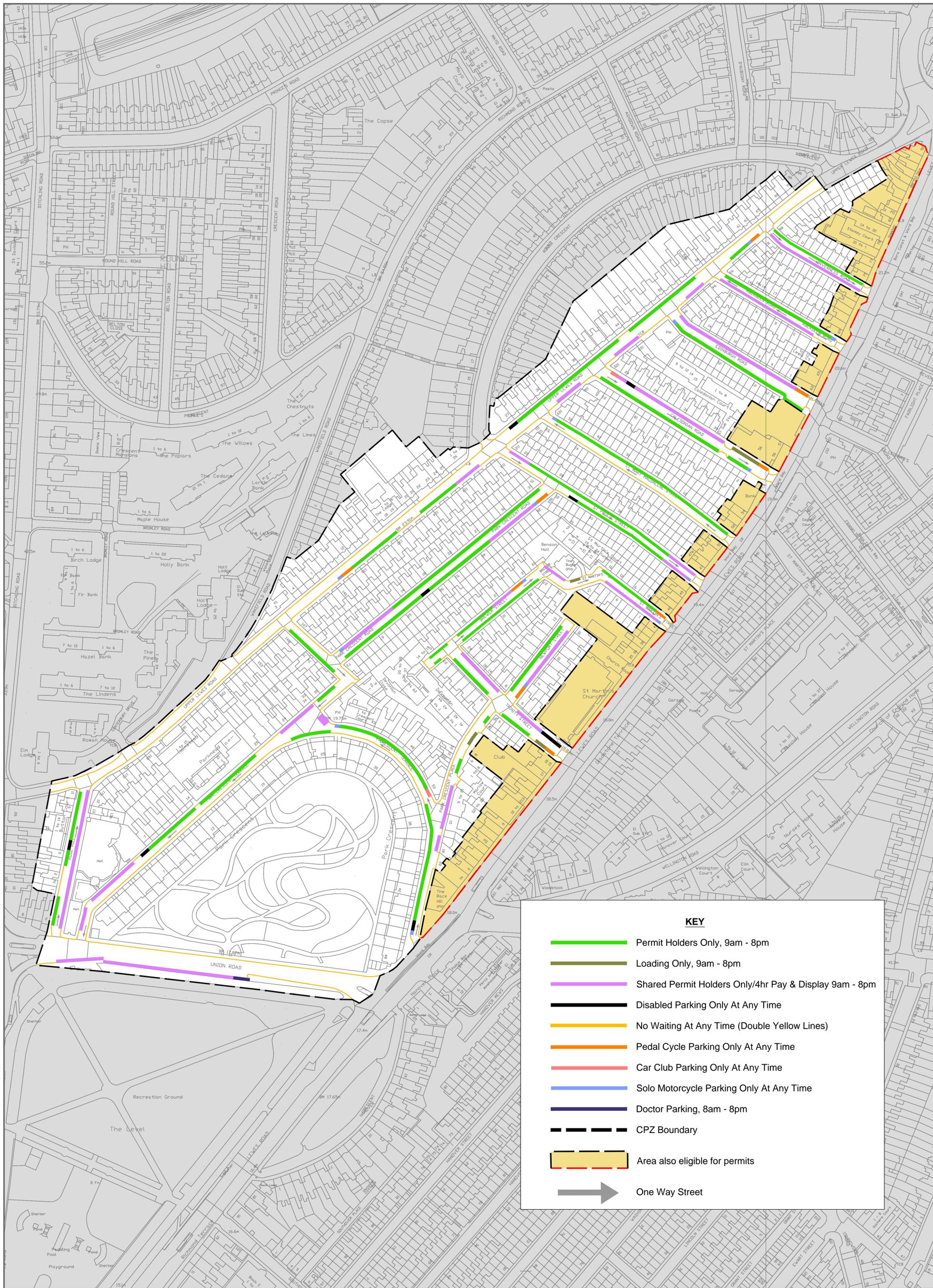
SUPPORTING DOCUMENTATION

Appendices:

- Appendix A – Lewes Road Triangle area Plan
- Appendix B – List of Objections / Comments

Background Documents

- 1. Item 43 - Environment Cabinet Member Meeting Report – 9th November 2011
- 2. Item 17 – Environment, Transport & Sustainability Committee Meeting Report – 1st July 2014.



KEY

- Permit Holders Only, 9am - 8pm
- Loading Only, 9am - 8pm
- Shared Permit Holders Only/4hr Pay & Display 9am - 8pm
- Disabled Parking Only At Any Time
- No Waiting At Any Time (Double Yellow Lines)
- Pedal Cycle Parking Only At Any Time
- Car Club Parking Only At Any Time
- Solo Motorcycle Parking Only At Any Time
- Doctor Parking, 8am - 8pm
- CPZ Boundary
- Area also eligible for permits
- One Way Street

Rev.	Date	Revision detail	Drawn	Checked	Approved

CITY INFRASTRUCTURE	
PARKING INFRASTRUCTURE	
Job title	

Drawing Title	Lewes Road Triangle Scheme
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Scale	NTS	Original drg. size	A1	Date	09 July 2014
Drawn	CL	Checked	--	Approved	--
Drawing status	TRO01	Drawing Number	BH_	Rev	-

APPENDIX B – Items of correspondence

Who	Road / Ward	Object / Support	Contents
Resident	St Paul's Street	Support	Scheme is needed, General Support and not enough current parking spaces for local residents.
Residents	Park Crescent Road	Support	General Support as not enough current parking spaces for local residents.
Resident	Aberdeen Road	Support	Not enough current parking spaces for local residents.
Resident	Park Crescent	Support	General support as not enough current parking spaces for local residents.
Resident	Park Crescent	Support	Scheme is needed as not enough current parking spaces for local residents and will improve negotiation and safety of pavement users.
Resident	Park Crescent	Support	General Support
Resident	Park Crescent	Support	General support as not enough current parking spaces for local residents.
Resident	Park Crescent	Support	General Support
Resident	Park Crescent	Support	Will improve negotiation and safety of pavement users.
Resident	Park Crescent	Support	General support as not enough current parking spaces for local residents.
Resident	Park Crescent	Support	Will improve negotiation and safety of pavement users.
Resident	Park Crescent	Support	Not enough current parking spaces for local residents.
Resident	Park Crescent	Support	Scheme is needed
Resident	Park Crescent	Support	Scheme is needed
Resident	Park Crescent	Support	Not enough current parking spaces for local residents.
Resident	Park Crescent	Support	Will improve negotiation and safety of pavement users.
Resident	Park Crescent	Support	Not enough current parking spaces for local residents.
Resident	Park Crescent	Support	Will improve negotiation and safety of pavement users.
Resident	Park Crescent	Support	Support subject to checking the validity of all dropped kerbs

Resident	Park Crescent	Support	Support subject to checking the validity of all dropped kerbs
Resident	Park Crescent	Support	General Support
Resident	Park Crescent	Support	
Resident	Park Crescent	Support	Not enough current parking spaces for local residents.
Resident	Rose Hill	Support	General Support and scheme is needed.
Resident	Not stated.	Support	General Support
Resident	Edinburgh Road	Object	Further reviews of different transport related matters are required and require separate zone. Dropped kerbs need to be reviews, will impose several restrictions and inadequate consultation.
Resident	Aberdeen Road	Object	Do not want to pay to park
Resident	Park Crescent Terrace	Object	Dropped kerbs need to be reviewed
Resident	Caledonian Road	Object	Do not want to pay to park
Resident	Upper Lewes Road	Object	New parking on Upper Lewes Road will prevent free flow of traffic.
Resident	Park Crescent	Object	Dropped kerbs need to be reviewed.
Resident	Devonian Court	Object	Will impose restrictions
Resident	St Mary Magdalene Court	Object	Will reduce amount of parking and do not want to pay to park. Inadequate consultation.
Resident	Park Crescent Road	Object	Will impose restrictions and do not want to pay to park.
Resident	Park Crescent Road	Object	Scheme not needed and businesses will suffer
Resident	St Mary Magdalene Street	Object	Businesses will suffer and further reviews of public transport costs are needed
Resident	Queens Park Road	Object	Further reviews of different transport related matters are required. Traffic management issues.
Resident	Brewer Street	Object	Do not want to pay to park.
Business	Lewes Road	Object	Businesses will suffer and will impose restrictions. Do not want to pay to park.
Resident	Upper Lewes Road	Object	Will reduce amount of parking and further expense.
Resident	St Paul's Street	Object	Will reduce amount of parking and further expense.

Resident	Park Crescent Road	Object	Do not want to pay to park and no guarantee of a permit. Traffic Management issues. Hours of enforcement are excessive.
Resident	St Paul's Street	Object	Inadequate / Undemocratic Consultation, hours of enforcement are excessive and scheme is not needed.
Resident	St Martins' Street	Object	Traffic Management issues.
Resident	Not stated	Object	Both sides of Lewes road should be part of the scheme and scheme is not needed.
Community Group	N/A	Object	Businesses will suffer, require separate zone, inadequate consultation, both sides of Lewes Road should be included.
Resident	Not stated	Object	Do not want to pay to park.
Resident	Aberdeen Road	Object	Do not want to pay to park

Subject:	Wish Park area and Bolsover Road resident parking scheme consultation		
Date of Meeting:	7th October 2014		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Charles Field	Tel: 29-3329
	Email:	Charles.field@brighton-hove.gov.uk	
Ward(s) affected:	Queens Park & East Brighton		

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to consider the outcome of the recent public consultation undertaken within the Wish Park area and Bolsover Road. Permission to proceed with the consultation was originally agreed at the Transport Committee meeting on 15th January 2013.

2. RECOMMENDATIONS:

- 2.1 That the Committee approves:

- (a) That an extension of the Area U light touch resident parking scheme be considered within the Wish park area and that this proposal be progressed to the final design with the Traffic Order advertised to allow further comment (Appendix A).
- (b) That an extension of the Area R resident parking scheme be considered within Bolsover Road and that this proposal be progressed to the final design with the Traffic Order advertised to allow further comment (Appendix B).
- (c) That an order should be placed for any required pay and display equipment to ensure implementation of the new proposed parking schemes (if agreed at a further committee meeting) are undertaken as programmed.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 As part of the Citywide Parking Review report presented to the Transport Committee Meeting on 15th January 2013 it was agreed to consult residents in the Wish Ward not currently within a resident parking scheme (excluding Boundary Road) to determine whether they would like to be consulted on a full detailed design for a resident parking scheme.
- 3.2 In November 2013 a leaflet, map and questionnaire was sent to all property addresses in the Wish Ward area excluding residents currently in a resident parking scheme and Boundary Road.
- 3.3 The results of the consultation were reported to the Environment, Transport & Sustainability Committee on 4th March 2014 and it was recommended to take into

account the responses received and a new proposal for a resident parking scheme be consulted upon in the Wish Park / Aldrington Recreation Ground area.

- 3.4 It was also recommended to take forward Bolsover Road as part of further consultation and to take forward an option to create parking lay-bys on the west side of the road to maximise parking.
- 3.5 At the meeting on 4th March 2014 it was also agreed to consult residents to determine whether they would like the opportunity to join a neighbouring residents parking scheme or in the case of the Wish Park area they were also given the option of a new separate scheme.
- 3.6 In July / August 2014 a leaflet and questionnaire giving details about the proposals was sent to all property addresses in the area outlined.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The alternative option is doing nothing or a re-consultation which would mean the proposals would not be taken forward and /or re-consulted on. However, it is the recommendation of officers that proposals proceed for the reasons outlined within the report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

Wish Park Area

- 5.1 Brighton & Hove City Council Land and Property Gazetteer was used to provide 395 addresses in the Wish Park Area. An information leaflet, detailed maps, a questionnaire and a prepaid envelope for reply was sent to each address. Respondents were invited to complete the survey online via the council's Consultation Portal should they wish to: 11 respondents (6.3%) chose this method.
- 5.2 Plans could also be viewed at a staffed exhibition held at Wish Road Pavilion (Wednesday 6th August 3.30pm - 8.15pm). An unstaffed exhibition was also held at the Hove Town Hall Customer Service Centre from 21st July to 29th August, 9am to 5pm.
- 5.3 174 responses were received giving a response rate of 44%.The following 6 responses were not included - 2 from outside the area, 1 with no address given, and 3 duplicates.
- 5.4 Of the 174 respondents 75% were in favour of a residents parking scheme in the Wish Park Area, and 25% were opposed. All eight roads were in favour of a resident parking scheme.
- 5.5 Of the respondents who were in favour of the introduction of a scheme, 71.2% wanted to see Option 1- A Light Touch Extension to Area W introduced. The remaining 28.8% supported a full Residents Parking Scheme instead. The full results and analysis of the consultation is outlined in Appendix C.

- 5.6 In addition to those responses for and against the proposed scheme there were a number of specific comments (full details in Appendix C). The highest amount of comments (20) were in favour of the scheme because of parking difficulties or made positive comments. There were 17 comments made about non resident long term parking and that a Light Touch scheme was best for dealing with this issue. There were comments from respondents who did not want to pay to park (12) and further comments indicating there was no need for a scheme (15) . There were also comments unhappy about the hours of operation (9) and general negative comments (8), further comments there wouldn't be sufficient spaces or permits (8) and any potential scheme would need enforcement due to the current illegal parking (9).
- 5.7 Therefore, taking account of these results officers are recommending an extension of the Area W Light Touch resident parking scheme into the Wish Park area.
- 5.8 Officers have discussed the results with all Ward Councillors who have voiced their support for this way forward.
- 5.9 These proposals are recommended to be advertised as traffic orders allowing further comments to be made from residents both within and outside the new proposal. All comments will be reported back to a future Environment, Transport & Sustainability Committee meeting.

Bolsover Road

- 5.10 Brighton & Hove City Council Land and Property Gazetteer was used to provide 79 addresses in Bolsover Road. An information leaflet, detailed maps, a questionnaire and a prepaid envelope for reply was sent to each address. Respondents were invited to complete the survey online via the council's Consultation Portal should they wish to: 8 respondents (15.1%) chose this method.
- 5.11 Plans could also be viewed at a staffed exhibition held at Wish Road Pavilion (Wednesday 6th August 3.30pm - 8.15pm). An unstaffed exhibition was also held at the Hove Town Hall Customer Service Centre from 21st July to 29th August, 9am to 5pm.
- 5.12 53 responses were received giving a response rate of 67.1%. The following 4 responses were not included - 3 from outside the area and 1 duplicate.
- 5.13 Of the 53 respondents 92.5% were in favour of the extension of the Area R residents parking scheme and 7.5% were against. The full results analysis of the consultation is outlined in Appendix D.
- 5.14 In addition to those responses for and against the proposed scheme there were a number of specific comments (full details in Appendix D). The highest amount of comments (12) were in favour of the scheme because of parking difficulties or made positive comments. There were comments from respondents who wanted other traffic calming / more creative options / speed humps (2) and further comments indicating they wanted more double yellow lines due to visibility issues on dangerous corners (2). Further comments outlined there wouldn't be

sufficient spaces or permits (4), they did not want to pay to park (4) and finally 2 comments outlined a scheme is needed as soon as possible.

- 5.15 Therefore, taking account of these results officers are recommending an extension of the Area R resident parking scheme into Bolsover Road.
- 5.16 Officers have discussed the results with all Ward Councillors who have voiced their support for this way forward.
- 5.17 These proposals are recommended to be advertised as traffic orders allowing further comments to be made from residents both within and outside the new proposal. All comments will be reported back to a future Environment, Transport & Sustainability Committee meeting.

6. CONCLUSIONS

- 6.1 It has been recommended to take into account the results and proceed with the Traffic Order for an extension to the Area W Light Touch resident parking scheme in the Wish Park area and an extension of the Area R resident parking scheme into Bolsover Road.
- 6.2 As part of the consultation process, due regard has been given to the free movement of traffic and access to premises since traffic flow and access are issues that have generated requests from residents and in part a need for the measures being proposed. The provision of alternative off-street parking spaces has been considered by officers when designing the schemes but there are no opportunities to go forward with any off street spaces due to the existing geographical layout of the area and existing parking provisions in the area.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The capital costs associated with the creation and extension of controlled parking schemes are funded by unsupported borrowing, with appropriate repayments made over a seven year period funded from the revenue income generated.
- 7.2 Revenue income generated from on-street parking schemes is first defrayed against relevant costs with any surplus used for qualifying transport and highways related expenditure such as supported bus services, concessionary fares and Local Transport Plan projects.
- 7.3 As the design of these two schemes is still being developed it is not possible at this stage to provide an estimate of costs. This information will be included in a report to Committee once the designs have been finalised.

Finance Officer Consulted: Jeff Coates

Date: 08/09/2014

Legal Implications:

- 7.4 The Council regulates traffic by means of orders made under the Road Traffic Regulation Act 1984. Procedural regulations require public notice of orders to be given and any person may object to the making of an order.
- 7.5 The Council is under a duty to exercise its powers under the Act to secure the safe and convenient movement of traffic and the provision of adequate on and off-street parking facilities. It must also take into account any implications that orders would have for access to premises, local amenity, air quality, public transport provision and any other relevant matters.
- 7.6 The Council has to follow the rules on consultation set out by the government and the courts. The Council must ensure that the consultation process is carried out at a time when proposals are still at their formative stage, that sufficient reasons and adequate time must be given to allow intelligent consideration and responses and that results are properly taken into account in finalising the proposals
- 7.7 Any unresolved objections to an order must be considered by the Transport Committee before it can be made.
- 7.8 There are no human rights implications to draw to Members' attention

Lawyer Consulted: Katie Matthews Date: 05/09/14

Equalities Implications:

- 7.9 The proposed measures will be of benefit to many road users.
- 7.10 The legal disabled bays will provide parking for the holders of blue badges wanting to use the local facilities

Sustainability Implications:

- 7.11 The new motorcycle bays and pedal cycle parking bays (within Wish Park Area) will encourage more sustainable methods of transport.
- 7.12 Managing parking will increase turnover and parking opportunities for all.

Any Other Significant Implications:

- 7.13 None identified

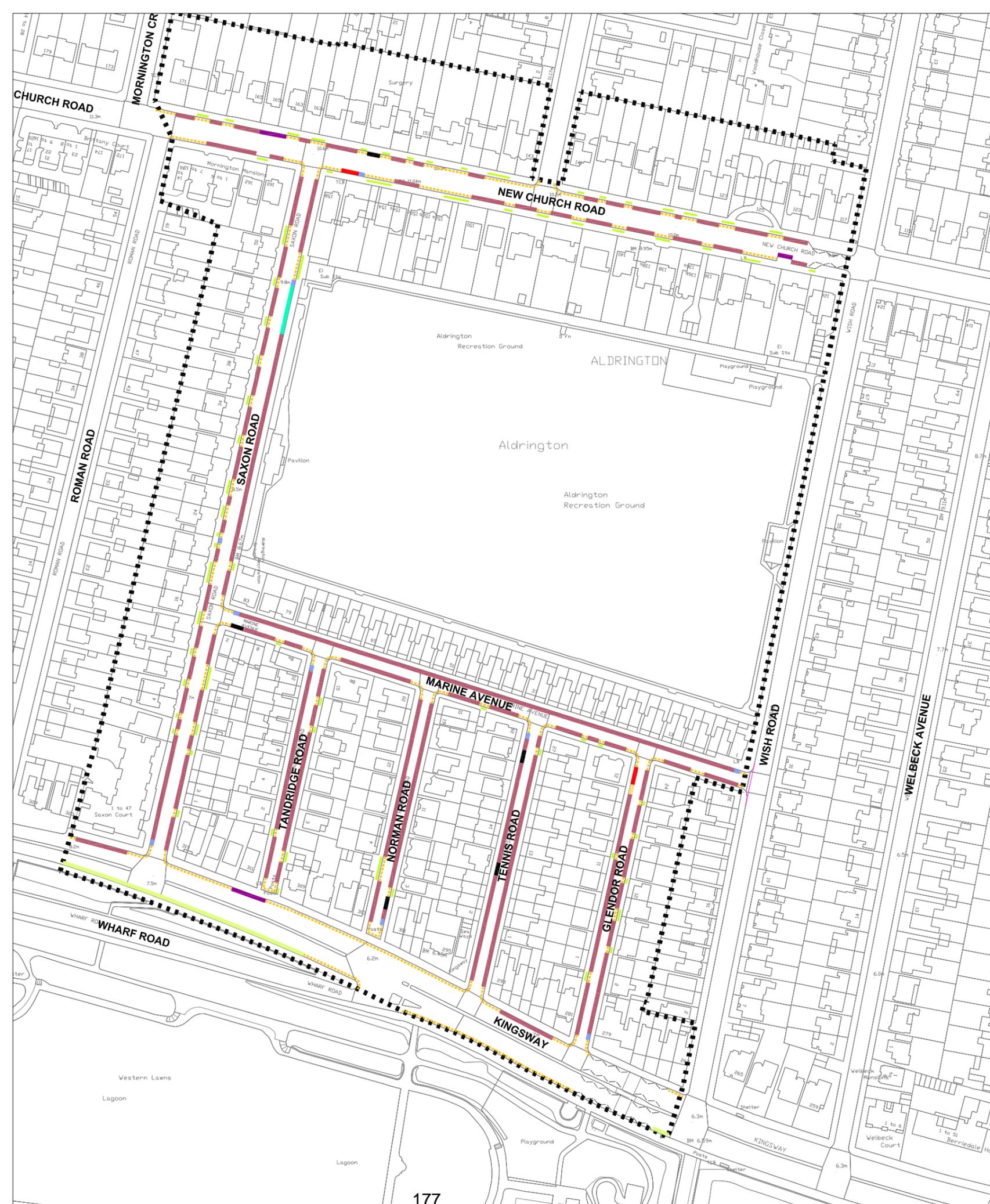
SUPPORTING DOCUMENTATION

Appendices:

1. Appendix A – Wish Park area Plan
2. Appendix B - Bolsover Road Plan
3. Appendix C – Wish Park area Consultation report
4. Appendix D – Bolsover Road Consultation report

Background Documents

1. Item 53 - Transport Committee Meeting Report – 15th January 2013
2. Item 92 – Environment, Transport & Sustainability Committee Meeting Report – 4th March 2014.

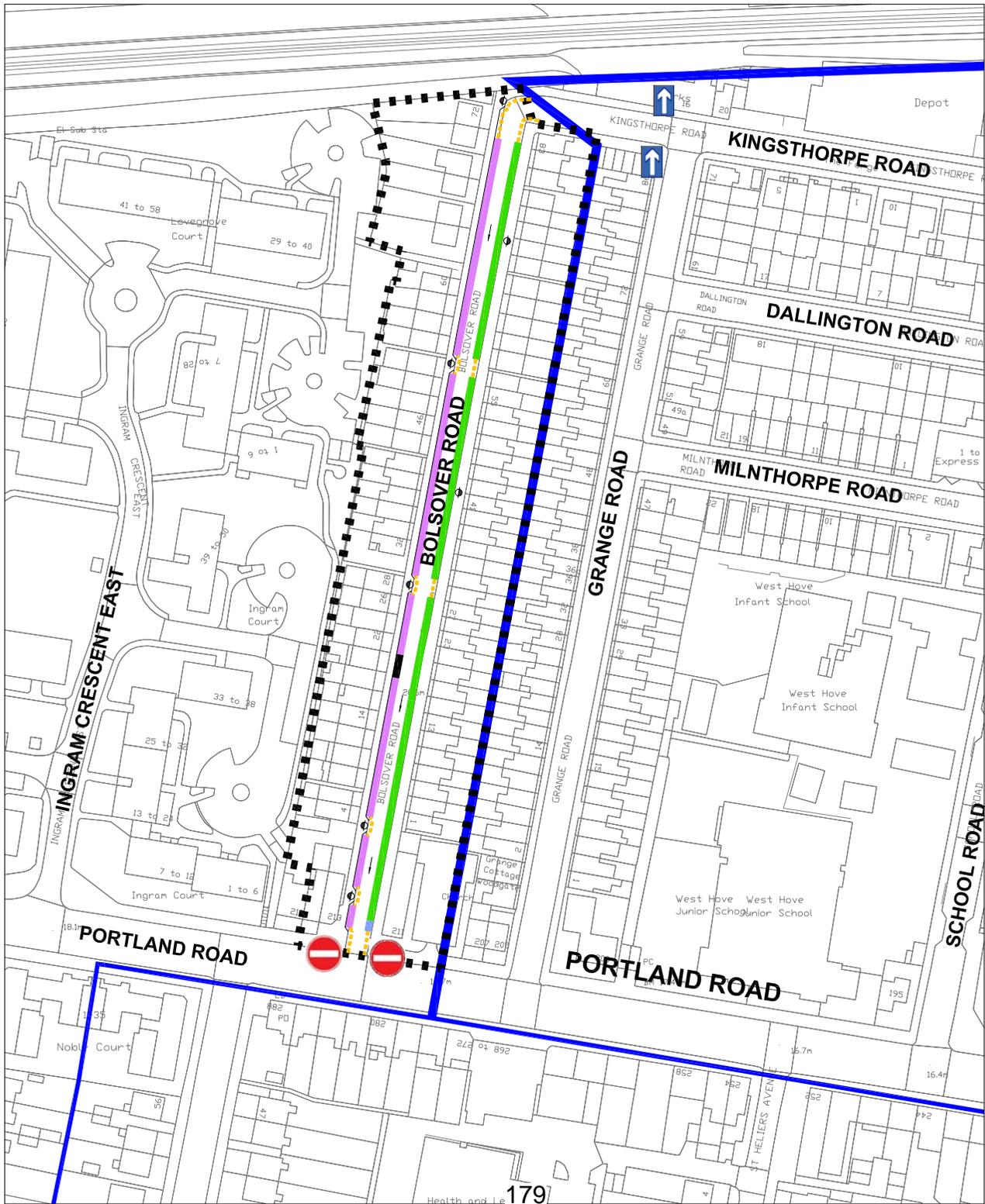


KEY:

- CONSULTATION BOUNDARY
- Crossover
- - - - NO WAITING AT ANY TIME (DOUBLE YELLOW LINES)
- PERMIT HOLDERS ONLY (Monday - Sunday, 10am - 11am and 7pm - 8pm)
- Light touch exclusive P&D, (Monday - Sunday 9am - 8pm) (up to 4 hours)
- Exclusive P&D (Monday - Sunday 9am - 8pm)
- CAR CLUB SPACE
- DISABLED BAY
- BUS STOP
- MOTORCYCLE BAY
- PEDAL CYCLE PARKING PLACE

Light Touch Extension to Area W

Appendix A



KEY:

- CONSULTATION BOUNDARY
- NO WAITING AT ANY TIME (DOUBLE YELLOW LINES)
- PERMIT HOLDERS ONLY (Monday - Sunday, 9am - 8pm)
- SHARED PERMIT HOLDERS & MEDIUM TERM PARKING (up to 4 hours) (Monday to Sunday, 9am - 8pm)
- DISABLED BAY
- MOTORCYCLE BAY

**Bolsover Road
Extension to Area R**

Appendix B

Wish Park Area Residents Parking Scheme Consultation Consultation Report September 2014

Background

As part of the city wide parking review, the council received comments and complaints from members of the public about parking problems in the Wish Park area. Following an initial letter sent out in November 2013 asking whether or not residents would like to be consulted on a scheme, the area around Wish Park indicated to us they would like to see a proposal for residents parking. Environment, Transport and Sustainability approved consultation on 4th March 2014.

Headline Findings

The consultation achieved a response rate of 44%.

75% of respondents were in favour of a residents parking scheme in the Wish Park Area, and 25% were opposed to a scheme.

Of the respondents who were in favour of the introduction of a scheme, 71.2% wanted to see Option 1- A Light Tough Extension to Area W introduced. 28.8% supported a full Residents Parking Scheme instead.

Methodology

Brighton & Hove City Council Land and Property Gazeteer was used to provide 395 addresses in the Wish Park Area. An information leaflet, detailed maps, a questionnaire and a prepaid envelope for reply was sent to each address. Respondents were invited to complete the survey online via the council's Consultation Portal should they wish to: 11 respondents (6.3%) chose this method.

Plans could also be viewed at a staffed exhibition held at Wish Road Pavilion (6th August 3.30pm - 8.15pm). An unstaffed exhibition was held at Hove Town Hall Customer service centre from 21st July to 29th August, 9am to 5pm.

174 responses¹ were received giving a response rate of 44%.

¹ 6 responses were not included: 2 from outside the area, 1 with no address given, and 3 duplicates. (see appendix)

Results

Q1 Are you in favour of a residents parking scheme extension into your road?

Yes		No		Total
Number	%	Number	%	
126	75.0	42	25.0	168 ²

Results on a street by street basis were as follows:

Street	No. properties mailed	No. responses	Response rate %	Yes		No	
				No.	%	No.	%
Glendor Road	29	20	69.0	16	80.0	4	20.0
Kingsway	94	27	28.7	16	59.3	11	40.7
Marine Avenue	58	28	48.3	23	82.1	5	17.9
New Church Road	84	28	33.3	21	75.0	7	25.0
Norman Road	42	14	33.3	9	64.3	5	35.7
Saxon Road	38	22	57.9	18	81.8	4	18.2
Tandridge Road	19	10	52.6	8	80.0	2	20.0
Tennis Road	31	19	61.3	15	79.0	4	21.0
Total	395	168	42.5	126	75.0	42	25.0

Q2 Which of the following options would you like to see in your area?

	Number	%
Option 1 – Light Touch extension to Area W	89	71.2
Option 2 – Full Residents Parking Scheme	36	28.8
Total	125³	100

² 6 people did not answer this question

³ 1 respondent who supported a scheme did not make a choice between option 1 or 2.

Q3 Respondents were asked whether they are a resident, a business owner or manager or work in the area.

Respondents could tick more than one option.

	Number of responses
Resident	169
Business owner or manager	8
Work in the area	7
Other	1

Q4a How many cars in your household?

No. of cars	Number of responses	Total number of cars
0	18	0
1	84	84
2	56	112
3	4	12
4 or more	2	≥8
Total	164	≥216

164 respondents have 216 cars (1.3 cars per household).

Q4b Do you have access to off-street car parking?

Yes		No		Total
Number	%	Number	%	
69	41.3	98	58.7	167

Q4c How many motorcycles in your household?

No. of Motorcycles	Number of responses	Total number of motorcycles
0	150	0
1	7	7
2	0	0
3	0	0
4 or more	0	0
Total	157	7

Q4d How many pedal cycles in your household?

No. of Pedal Cycles	Number of responses	Total number of pedal cycles
0	62	0
1	24	24
2	38	76
3	14	42
4 or more	21	≥84
Total	159	≥226

Q5a What type of business do you own or manage in the area?

What type of business?	Number of responses
Retail outlet	1
Office-based	5
Other includes: preschool, rest home, interior designer, builder, childminder	6
Total responses	12

Q5b How many vehicles are directly associated with your business?

No. of vehicles	Number of responses	Total number of Vehicles
1	8	8
2	2	4
3	0	0
4 or more	1	4
Total	11	≥16

11 respondents had at least 16 vehicles associated with their business (= 1.4 vehicles per business).

Q6 Any other comments?

An open text box enabled respondents to add comments. Although expressed in residents' own words analysis of the open text shows common themes emerged and have been grouped as follows.

Comments	Number of times made
In favour because of current parking difficulties/ general positive comments	20
Main problem is non-residents long-term parking, lorries/caravans/cars left behind, Light Touch best for dealing with these issues	17
No need for a scheme/ Unnecessary	15
Don't want to pay for parking	12
Needs enforcement of current illegal parking	9
Unhappy about hours of scheme operation	9
General negative comments	8
Not enough residents parking spaces in this scheme/ will need more than one permit	8
This is purely a money making exercise	7
Need other traffic calming/ more creative options/ speed humps	5
Don't want double yellow lines across driveways/ don't want more double yellow lines	5
Want more double yellow lines/ lots of dangerous corners/ bad sighting	4
Concerns that the scheme will adversely affect businesses in the area	3
Concerned about the cost of visitor parking	3

Demographic Information

Some respondents preferred not to answer some, or all, of these questions.

Age	Number	%
25-34	6	5.7
35-44	24	22.6
45-54	26	24.5
55-64	16	15.1
65-74	13	12.3
75+	21	19.8
Total	106	100

Gender	Number	%
Male	54	45.0
Female	66	55.0
Total	120	100

Do you identify as the gender you were assigned at birth?	Number	%
Yes	110	98.2
No	2	1.8
Total	112	100

Ethnicity	Number	%	
White	White English/ Welsh/ Scottish/ Northern Irish/ British	113	92.6
	White Irish	1	0.8
	Gypsy or Irish Traveller	0	0.0
	Any other white background	3	2.5
Asian or Asian British	Bangladeshi	0	0.0
	Indian	0	0.0
	Pakistani	0	0.0
	Chinese	0	0.0
	Any other Asian background	2	1.6
Black or Black British	African	1	0.8
	Caribbean	0	0.0
	Any other Black background	1	0.8
Mixed	Asian & White	1	0.8
	Black African & White	0	0.0
	Black Caribbean & White	0	0.0
	Any other mixed background	0	0.0
Any other ethnic group	Arab	0	0.0
	Any other ethnic group	0	0.0
Total	122	100	

Sexual orientation	Number	%
Heterosexual/ straight	106	94.6
Lesbian/ Gay woman	2	1.8
Gay man	3	2.7
Bisexual	1	0.9
Other	0	0.0
Total	112	100

Religion or Belief	Number	%
I have no particular religion	46	41.1
Buddhist	2	1.8
Christian	49	43.7
Hindu	2	1.8
Jain	0	0.0
Jewish	4	3.6
Muslim	3	2.7
Pagan	0	0.0
Sikh	1	0.9
Agnostic	2	1.8
Atheist	1	0.9
Other	2	1.8
Other philosophical belief	0	0.0
Total	112	100

Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 month?	Number	%
Yes, a little	5	4.3
Yes, a lot	15	12.8
No	97	82.9
Total	117	100

Of those who answered “yes”, disabilities were as follows:

Please state the type of impairment which applies to you	Number	%⁴
Physical impairment	9	50.0
Sensory impairment	1	5.6
Learning disability/ difficulty	1	5.6
Long-standing illness	5	27.8
Mental health condition	2	11.1
Development condition	0	0.0
Other	0	0.0
Total	18	-

Are you a carer?	Number	%
Yes	7	6.1
No	108	93.9
Total	115	100

If yes to carer, do you care for	Number	%⁵
Parent	3	42.9
Child with special needs	0	0.0
Other family member	1	14.3
Partner/ spouse	1	14.3
Friend	0	0.0
Other	1	14.3
Total	6	-

⁴ % of those who answered yes to the disability question above. Respondents could choose more than one option so percentages will not add to 100%.

⁵ % of those who answered yes to the carer question above

Armed Forces Service	Yes	No
Are you currently serving in the UK Armed Forces (this includes reservists or part-time service, eg Territorial Army)?	0	108
Have you ever served in the UK Armed Forces?	8	99
Are you a member of a current or former serviceman or woman's immediate family/ household?	3	105

Appendix

6 responses were removed from reporting as they fell into the following categories:

- Duplicates (only one responses per household was included)
- Responses from residents outside the area
- No address given

33.3% of these responses were against the introduction of a parking scheme in the Wish Park area as show in the table below:

Why removed from main report	In favour of parking scheme		Not in favour of parking scheme		Total
	Number	%	Number	%	
Duplicates	2	66.7	1	33.3	3
No address given	0	0.0	1	100.0	1
Outside area	2	5.0	0	0.0	2
Total	4	66.7	2	33.3	6

Bolsover Road Area Extension to Area R Residents Parking Consultation Consultation Report September 2014

Background

Bolsover Road is to the West of the Area R parking scheme which covers addresses surrounding Portland Road and Church Road. As part of the citywide parking review the council received comments and complaints from members of the public about parking problems on Bolsover Road. Environment, Transport and Sustainability approved consultation on 4th March 2014.

Headline Findings

The consultation achieved a 67.1% response rate.

92.5% of respondents were in favour of the extension of the Area R residents parking scheme and 7.5% were against joining the scheme.

Methodology

Brighton & Hove City Council Land and Property Gazeteer was used to provide 79 addresses in Bolsover Road. An information leaflet, detailed maps, a questionnaire and a prepaid envelope for reply was sent to each address. Respondents were invited to complete the survey online via the council's Consultation Portal should they wish to: 8 respondents (15.1%) chose this method.

Plans could also be viewed at a staffed exhibition held at Wish Road Pavilion (6th August 3.30pm - 8.15pm). An unstaffed exhibition was held at Hove Town Hall Customer service centre from 21st July to 29th August, 9am to 5pm.

53 responses¹ were received giving a response rate of 67.1%.

¹ 4 responses were not included: 3 from outside the area and 1 duplicate. (see appendix)

Results

Q1 Are you in favour of a residents parking scheme extension into your road?

Yes		No		Total
Number	%	Number	%	
49	92.5	4	7.5	53

Q2 Respondents were asked whether they are a resident, a business owner or manager or work in the area.

Respondents could tick more than one option.

	Number of responses
Resident	53
Business owner or manager	4
Work in the area	2
Other	1

Q3a How many cars in your household?

No. of cars	Number of responses	Total number of cars
0	13	0
1	26	26
2	13	26
3	1	3
4 or more	0	0
Total	53	55

53 respondents have 55 cars (= 1.0 cars per household).

Q3b Do you have access to off-street car parking?

Yes		No		Total
Number	%	Number	%	
0	0.0	47	100.0	47

Q3c How many motorcycles in your household?

No. of Motorcycles	Number of responses	Total number of motorcycles
0	46	0
1	1	1
2	1	2
3	0	0
4 or more	0	0
Total	48	3

Q3d How many pedal cycles in your household?

No. of Pedal Cycles	Number of responses	Total number of pedal cycles
0	17	0
1	7	7
2	15	30
3	5	15
4 or more	4	≥16
Total	48	≥68

Q4a What type of business do you own or manage in the area?

What type of business?	Number of responses
Office-based	1
Other included: Odd job/maintenance and home based pet care business	2
Total responses	3

Q4b How many vehicles are directly associated with your business?

No. of vehicles	Number of responses	Total number of Vehicles
1	2	2
2	0	0
3	0	0
4 or more	0	0
Total	2	2

2 respondents had 2 vehicles associated with their business (= 1 vehicle per business).

Q5 Any other comments?

An open text box enabled respondents to add comments. Although expressed in residents' own words, analysis of the open text shows common themes emerged and have been grouped as follows.

Comments	Number of times made
In favour because of current parking difficulties/ general positive comments	12
Don't want to pay for parking	4
Not enough residents parking spaces in this scheme/ will need more than one permit	4
Need other traffic calming/ more creative options/ speed humps	2
Want more double yellow lines/ bad sighting/ lots of dangerous corners	2
Need a scheme asap/ too long to wait	2

Demographic Information

Some respondents preferred not to answer some, or all, of these questions.

Age	Number	%
25-34	3	9.7
35-44	9	29.0
45-54	7	22.6
55-64	5	16.1
65-74	4	12.9
75+	3	9.7
Total	31	100

Gender	Number	%
Male	15	42.9
Female	20	57.1
Total	35	100

Do you identify as the gender you were assigned at birth?	Number	%
Yes	31	96.9
No	1	3.1
Total	32	100

Ethnicity		Number	%
White	White English/ Welsh/ Scottish/ Northern Irish/ British	32	94.1
	White Irish	0	0.0
	Gypsy or Irish Traveller	1	2.9
	Any other white background	0	0.0
Asian or Asian British	Bangladeshi	0	0.0
	Indian	1	2.9
	Pakistani	0	0.0
	Chinese	0	0.0
	Any other Asian background	0	0.0
Black or Black British	African	0	0.0
	Caribbean	0	0.0
	Any other Black background	0	0.0
Mixed	Asian & White	0	0.0
	Black African & White	0	0.0
	Black Caribbean & White	0	0.0
	Any other mixed background	0	0.0
Any other	Arab	0	0.0

ethnic group	Any other ethnic group	0	0.0
Total		34	100

Sexual orientation	Number	%
Heterosexual/ straight	29	93.6
Lesbian/ Gay woman	1	3.2
Gay man	1	3.2
Bisexual	0	0.0
Other	0	0.0
Total	31	100

Religion or Belief	Number	%
I have no particular religion	12	37.5
Buddhist	0	0.0
Christian	14	43.8
Hindu	0	0.0
Jain	1	3.1
Jewish	1	3.1
Muslim	0	0.0
Pagan	0	0.0
Sikh	0	0.0
Agnostic	0	0.0
Atheist	4	12.5
Other	0	0.0
Other philosophical belief	0	0.0
Total	32	100

Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 month?	Number	%
Yes, a little	5	15.6
Yes, a lot	4	12.5
No	23	71.9
Total	32	100

Of those who answered “yes”, disabilities were as follows:

Please state the type of impairment which applies to you	Number	%²
Physical impairment	2	22.2
Sensory impairment	2	22.2
Learning disability/ difficulty	0	0.0
Long-standing illness	4	44.4
Mental health condition	1	11.1
Development condition	0	0.0
Other	0	0.0
Total	9	-

Are you a carer?	Number	%
Yes	2	6.3
No	30	93.7
Total	32	100

If yes to carer, do you care for	Number	%³
Parent	1	50.0
Child with special needs	1	50.0
Other family member	0	0.0
Partner/ spouse	0	0.0
Friend	0	0.0
Other	0	0.0
Total	2	100

² % of those who answered yes to the disability question above. Respondents could choose more than one option so percentages will not add to 100%.

³ % of those who answered yes to the carer question above

Armed Forces Service	Yes	No
Are you currently serving in the UK Armed Forces (this includes reservists or part-time service, eg Territorial Army)?	0	31
Have you ever served in the UK Armed Forces?	2	28
Are you a member of a current or former serviceman or woman's immediate family/ household?	2	38

Appendix

4 responses were removed from reporting as they fell into the following categories:

- Duplicates (only one responses per household was included)
- Responses from residents outside the area

25% of these responses were against the extension of the parking scheme into Bolsover Road as shown in the table below:

Why removed from main report	In favour of parking scheme		Not in favour of parking scheme		Total
	Number	%	Number	%	
Duplicates	1	100.0	0	0.0	1
Outside area	2	66.7	1	33.3	3
Total	3	75.0	1	25.0	4

Subject:	Amendment Traffic Order		
Date of Meeting:	7th October 2014		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Charles Field	Tel: 29-3329
	Email:	charles.field@brighton-hove.gov.uk	
Ward(s) affected:	Brunswick & Adelaide, Central Hove, East Brighton, Goldsmid, Hangleton & Knoll, Hanover & Elm Grove, Hollingdean & Stanmer, Hove Park, Moulsecoomb & Bevendean, North Portslade, Patcham, Preston Park, Queens Park, Regency, Rottingdean Coastal, St Peter's & North Laine, South Portslade, Westbourne, Wish, Withdean, Woodingdean.		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 The Parking Infrastructure Team receives a number of requests for alterations to parking restrictions within the Controlled Parking Zones. These requests are most often from residents, but can also be from businesses, local members, or other teams within the Council such as Road Safety. After investigation, if it is decided that the request is justified then it is advertised on a Traffic Regulation Order. These amendments often help to improve sustainable transport, for example by providing additional motorcycle bays or improved accessibility for disabled people by providing disabled parking bays.
- 1.2 This report considers the comments, support and objections received to an amendment Traffic Regulation Order, which contains proposals for overall 100 roads.

2. RECOMMENDATIONS:

- 2.1 The Committee is recommended to (having taken into account of all the duly made representations and objections):

Approve the Various Controlled Parking Zones Consolidation Order 2008 Amendment Order No.* 201* and Brighton & Hove (Waiting & Loading/Unloading Restrictions and Parking Places) Consolidation Order 2008 amendment Order No.* 201* with the following amendments:

- a) The proposed removal of a disabled parking bay in Valley Road, Portslade is to be removed from the Traffic Order as this bay is still required by a local resident.

- b) The proposed disabled parking bays in Grange Road, Granville Road, Parkmore Terrace and Pembroke Crescent are to be removed from the Traffic Order as they are no longer required by the original applicants.
- c) The proposed no loading Monday to Saturday 9am to 6pm in Camelford Street is to be amended on this Traffic Order due to the reasons outlined in section 3.4
- d) The proposed car club bays in Second Avenue are to be amended on this Traffic Order due to the reasons outlined in section 3.11
- e) The proposed changing of single yellow lines to double yellow lines in Medina Place is to be removed from the Traffic Order due to the reasons outlined in section 3.6
- f) The proposed loading bay in Lorna Road is to be amended on this Traffic Order due to the reasons outlined in section 3.12

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 This Combined Traffic Order includes proposed restrictions for over 100 roads and a number of objections were received to the advertised Traffic Regulation Orders. The comments, support and objections are summarised and explained in detail in Appendix A and plans showing the proposals which have received comments/objections are shown in Appendix B. Also a summary of proposals to be put forward where no objections were received during the consultation period are detailed in Appendix D.
- 3.2 In particular objections were received in relation to the following proposals:
 - a) Camelford Street (Queens Park – Controlled Parking Zone C) – proposed no loading Monday to Saturday 9am to 6pm.
 - b) Clyde Road (St Peter’s and North Laine – Controlled Parking J) – proposing to change shared parking to permit parking only.
 - c) Medina Place (Central Hove – Controlled Parking Zone N) – proposing to change single yellow lines to double yellow lines.
 - d) Wordsworth Street (Westbourne – Controlled Parking Zone R) – proposed disabled parking bay.
 - e) Sutherland Road (Queen’s Park – Controlled Parking Zone U) – proposed removal of disabled parking bay
 - f) Trafalgar Street (St Peter’s and North Laine – Controlled Parking Zone Y) – proposed no loading/unloading Monday to Sunday 7am to 10pm and 4pm to 7pm Carden Avenue (Patcham) – proposed double yellow lines.
- 3.3 Letters of support were received in relation to the following proposals:

- a) Medina Place (Central Hove – Controlled Parking Zone N) – Proposing to change single yellow lines to double yellows.

Summary of Objections

- 3.4 **Camelford Street** - there has been 1 objection to the proposed No Loading - Monday to Saturday 9am to 6pm. This was originally requested by a resident as large vehicles were parking outside their property on the pavement causing obstruction to the entrance. The proposal would prevent vehicles loading/unloading and parking on the pavement causing obstruction and damage. We have had discussions with both the business and the resident about this issue. It has been agreed that the No Loading would not be put outside the public house to allow deliveries and only outside of the residential properties. Therefore it is proposed to proceed with an amended proposal as shown in Appendix C.
- 3.5 **Clyde Road** – there has been 1 objection to the proposed changing of shared parking bays to permit only bays. This was requested by a Ward Councillor after feedback from local residents. Changing these shared parking spaces would provide more parking for residents in the vicinity therefore it is proposed to proceed with changing the shared parking to permit parking only.
- 3.6 **Medina Place** – there have been 24 objections and 3 items of support for the proposed changing of single yellow to double yellow lines. This was requested by a resident as they were having difficulties manoeuvring in out of their driveway when vehicles were parked on the single yellow lines opposite. However, following consultation many residents felt that this would take away valuable parking spaces during the evening as there are only a few parking bays in this road. Therefore, we are recommending not to take forward this proposal.
- 3.7 **Wordsworth Street** - there has been 1 objection to the proposed disabled parking bay. A resident in the vicinity applied for this bay and met all the requirements of the application. Therefore, it is proposed to proceed with this disabled parking bay.
- 3.8 **Sutherland Road**- there has been 1 objection to the proposed removal of a disabled parking bay. This bay was no longer required by the original applicant and no other resident in the vicinity has made an application for the bay. Therefore, it is proposed to proceed with the removal of the disabled parking bay.
- 3.9 **Trafalgar Street** - there have been 2 objections to the proposed no loading/unloading Monday to Sunday 7am to 10am and 4pm to 7pm. This was requested by a Public Transport Officer due to the obstruction of vehicles loading/unloading in this road at peak times. Therefore, we are recommending to proceed with this proposal.
- 3.10 **Carden Avenue** – there has been 1 objection to the proposed double yellow lines. The lines were requested by the Road Safety Team as the double yellow lines are to prevent obstruction when a new central pedestrian refuge is installed outside Mayfield Manor Care Home. Therefore, we are recommending to proceed with this proposal.
- 3.11 **Second Avenue** – We recently received a request from a resident asking if we could rearrange the proposed car club bays and existing motorcycle bay in this road so that

the motorcycle bay would be north of the car club bays instead of its existing location south of the proposed car club bays. This was requested at it would protect motorcycle parking in this space from the wind element and vehicles parking in the bays. Therefore, we recommend proceeding with the new proposed layout as shown in Appendix C.

- 3.12 **Lorna Road** – We recently received objections a month after the deadline to the proposed loading bay in Lorna Road, but have taken their comments into consideration regarding the loading bay being time restricted rather than 24 hours. After contacting the business requesting the loading bay we have agreed to the loading bay being Monday to Friday 8am to 6pm during their working hours. Therefore, we are recommending to proceed with this amended proposal as shown in Appendix C.

4. ANALYSIS / EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 4.1 For the majority of the proposals the only alternative option is doing nothing which would mean the proposals would not be taken forward. However, it is the recommendation of officers that these proposals proceed for the reasons outlined within the report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The Traffic Regulation Order was advertised between the 20th June 2014 and 11th July 2014. The Ward Councillors for the areas were consulted, as were the statutory consultees such as the Emergency Services.
- 5.2 Notices were erected at each location for the 20th June 2014; these comprised of the official notice as well as a plan showing information about the proposal. The notice was also published in The Argus newspaper on the 20th June 2014. Detailed plans and the order were available to view at Customer Service Centres at Bartholomew House and Hove Town Hall.
- 5.3 The documents were also available to view and to respond to directly on the Council website.

6. CONCLUSION

- 6.1 It is the recommendation of officers that these proposals are proceeded with for the reasons outlined within the report.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial implications:

- 7.1 The full cost of advertising the order and having the lining and signing amended will be covered from the existing traffic revenue budget.

Finance officer consulted: Jeff Coates

Date: 18/08/2014

Legal Implications:

- 7.2 The Council's powers and duties under the Highways Act 1980 and the Road Traffic Regulation Act 1984 must be exercised to secure the expeditious, convenient and safe movement of all types of traffic including cyclists and pedestrians. As far as is practicable, the Council should have regard to any implications in relation to:- access to premises; the effect on amenities; the Council's air quality strategy; facilitating the passage of public services vehicles; securing the safety and convenience of users; any other matters that appear relevant to the Council.
- 7.3 The Council has to follow the rules on consultation promulgated by the government and the courts. The Council must ensure that the consultation process is carried out at a time when proposals are still at their formative stage, that sufficient reasons and adequate time must be given to allow intelligent consideration and responses and that results are conscientiously taken into account in finalising the proposals.
- 7.4 After the proposals are formally advertised, the Council can, in the light of objections / representations received, decide to re-consult either widely or specifically when it believes that it would be appropriate before deciding the final composition of any associated orders. Where there are unresolved objections to the Traffic Orders, then the matter is required to return to Environment, Transport & Sustainability Committee for a decision.
- 7.5 Relevant Human Rights Act rights to which the council should have regard in exercising its traffic management powers are the right to respect for family and private life and the right to protection of property. These are qualified rights and therefore there can be interference with them in appropriate circumstances.
- 7.6 There are no human rights implications to draw to Members' attention at this stage.

Lawyer consulted: Katie Matthews

Date: 14 August 2014

Equalities Implications:

- 7.3 The proposed measures will be of benefit to many road users.

Sustainability Implications:

- 7.4 The new motorcycle bays will encourage more sustainable methods of transport.

Crime & Disorder Implications:

- 7.5 The proposed amendments to restrictions will not have any implication on the prevention of crime and disorder.

Risk and Opportunity Management Implications:

- 7.6 Any risks will be monitored as part of the overall project management, but none have been identified.

Corporate / Citywide Implications:

- 7.7 The legal disabled bays will provide parking for the holders of blue badges wanting to use the local facilities.

SUPPORTING DOCUMENTATION

Appendices:

1. Appendix A – Summary of representations received
2. Appendix B - Plans showing the proposals
3. Appendix C – Plans showing amended proposals
4. Appendix D – Summary of proposals put forward

Documents in Members' Rooms

1. None

Background Documents

1. None

APPENDIX A

Who	Road / Ward	Object / Support	Contents	Comments
Business	Camelford Street - Controlled Zone C – Queens Park	Objection	<u>Proposed No Loading Monday to Saturday 9am to 6pm</u> – Objects to this proposal as it would restrict deliveries to the local public house and would negatively impact on the street environment. Deliveries would only be able to be made either in the evening, early morning and on a Sunday, which would impede upon the residential neighbourhood and cause additional disruption whilst these deliveries are transported along the street.	<u>No Loading Monday to Saturday 9am to 6pm</u> – This was requested by a resident as heavy goods vehicles were parking outside their property causing an obstruction to their entrance and damage to their property. No loading outside this property would prevent obstruction.
Business	Clyde Road - Controlled Parking Zone J – St Peter’s and North Laine	Objection	<u>Proposed Changing of Shared Parking to Permit Parking</u> Objects to the proposed change of shared parking to permit parking during business hours, as carrying equipment requires frequent access to trade vehicles in this area and requires long term on-street parking. Two hour parking is insufficient and off-street parking is too far away to access tools etc. During the day there are always free residents parking. If the Council continues to fail to recognise the problems caused by exclusive use of residents parking, the cost to customers who need the services of local business will simply increase. Would suggest that there is shared parking during normal business hours.	<u>Changing Shared Parking to Permit Parking</u> – This was requested by a Ward Councillor after receiving feedback from local residents stating the pressure on this area increases as the zone expands and it is important that we do what we can to minimise the impact on local residents.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Support	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Support the proposed changing of single yellow lines to double yellow lines. Currently the layout in Medina Place makes garages on properties virtually unusable if they have single yellow lines opposite and	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the

			these are always obstructed in particular during the hours when access is most either prior to 9am or after 6pm and also on Sunday. Due to the uncertainty over access, residents with garages are forced to park their vehicles either in Osborne Villas or Medina Place depriving the other residents of the already limited parking on the street while garages remain empty.	single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Support	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Support the proposed changing of single yellow lines to double yellow lines. As residents who live in Osborne Villas and have either driveways or garages in Medina Place have difficulties using them, as parking is allowed on single yellow lines between 6pm to 9am and all day Sunday thus allowing obstruction. The present situation has often led to aggravation between residents. The ability for the residents to use their driveways/garages would free up the corresponding number of on-street spaces so everyone benefits.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Support	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Support the proposed changing of single yellow lines to double yellow lines. It is impossible at times to use the driveways/garages due to people parking directly opposite them. The presence of a single yellow line presumably acknowledges this to some degree. The problem is that the single yellow line is only effective before 6pm. Double yellow lines seem like a possible solution.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the

				residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines as parking around this area is very limited, particularly as there are not very many permit holder only zones. Most are pay and display or permit holders. Given the proximity to the beach and the pubs nearby, it is frequently difficult to find anywhere to park within a distance of resident’s properties. Between the hours of 6pm and 8pm when the parking restrictions stop the few places to park up in Medina Place are really helpful. It is very frustrating given the amount residents pay for parking permits every year, when they have to spend significant amount of time trying to find a parking space and having to park a long way from their homes. The single yellow lines should be marked out as parking spaces, where there is no obstruction to access and the Council should consider increasing permit parking spaces in this area.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. There are only a few resident parking bays in this road and although this is a little restrictive it seems to be manageable. Any reduction of parking would put pressure on the surrounding roads, particularly Osborne Villas and will prove counterproductive in the short and medium term.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines

				would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. Currently there are only a few residents parking bays and introducing double yellow lines means residents will not be able to park. There have been no problems with the current arrangement so would be unhappy for it to change.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.

			proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few resident’s bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few resident’s bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines

			streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few resident’s bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines .The current allowance for 24 hour parking in this road is a few	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to

	Hove		<p>residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.</p>	<p>vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.</p>
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<p><u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a</p>	<p><u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.</p>

			detrimental effect on the wider community.	
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few resident’s bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the

			there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the

			<p>Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.</p>	<p>single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.</p>
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<p><u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.</p>	<p><u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.</p>

Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.

			at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre

			are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was

	Parking Zone N – Central Hove		single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.

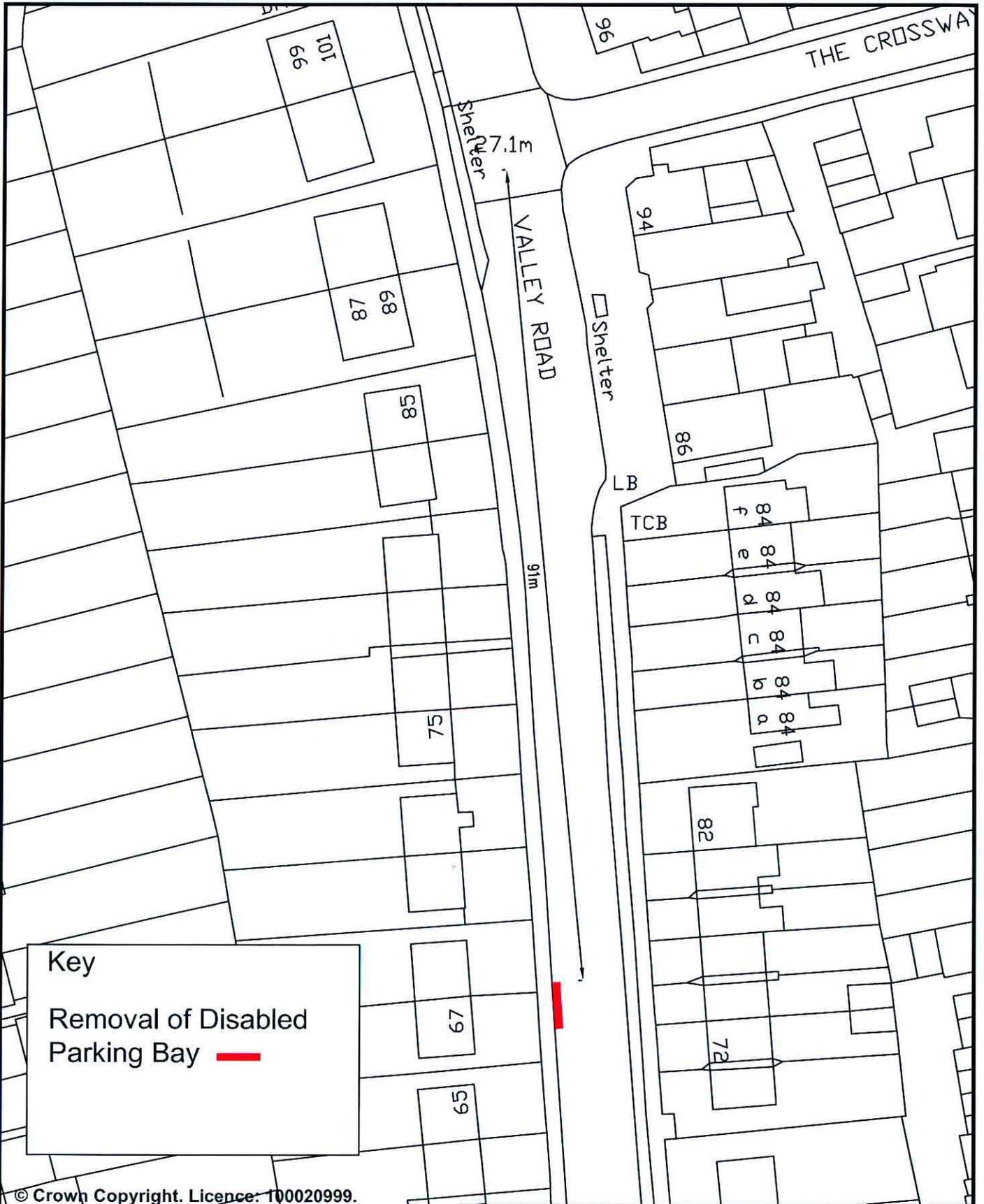
			proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines

			streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central Hove	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.
Resident	Medina Place - Controlled Parking Zone N – Central	Objection	<u>Proposed changing of Single Yellow Lines to Double Yellow Lines</u> – Objects to the proposed changing of single yellow lines to double yellow lines. The current allowance for 24 hour parking in this road is a few	<u>Changing Single Yellow Lines to Double Yellow Lines</u> – This was requested by a resident who was unable to use their garage due to

	Hove		<p>residents bays which is already totally inadequate. Additional parking for approximately 3-4 vehicles is available after 6pm and all day Sunday. Often these bays are unavailable for residents as they are used by others not living in this road. Parking is only available some 3-4 streets away which is totally unacceptable. Although there are garages and forecourts in Medina Place, only 2 are in use. The other 2 at the top have not been used for at least 10 years thus no obstruction caused. The space outside Parnell Court does not obstruct anyone. If these proposals are allowed, valuable parking to Medina Place residents will be severely restricted and will have a detrimental effect on the wider community.</p>	<p>vehicles parking opposite on the single yellow lines after 6pm and the road being too narrow to manoeuvre a vehicle. Changing the current restriction to double yellow lines would stop this obstruction for the residents that have driveways/garages in Medina Place.</p>
Resident	Wordsworth Street - Controlled Parking Zone R – Westbourne	Objection	<p><u>Proposed Disabled Parking Bay outside 105 Wordsworth Street</u> – Objects to the position of the proposed disabled bay as there is a lamp post positioned on the boundary of 107 & 109 and when someone parks to the west of the new proposed bay they will have the lamp post encroaching on their back doors of the car. If they have young children in the car this will either mean lifting children out into the road which causes a great safety issue or parking further up the road, which will then misuse the limited space available for parking as half a car space will be left. It could also cause damage to cars who are trying to park near to the pavement so not to overhang the lines and park into the road, as they will have to manoeuvre close to the lamp post, which sits right on the outside edge of the pavement.</p>	<p><u>Disabled Parking Bay outside 105 Wordsworth Street</u> – This was requested by a resident who has a blue badge and met all the application requirements. Disabled parking bays are positioned near to the resident's property and where there are no obstructions on entering or exiting the vehicle.</p>

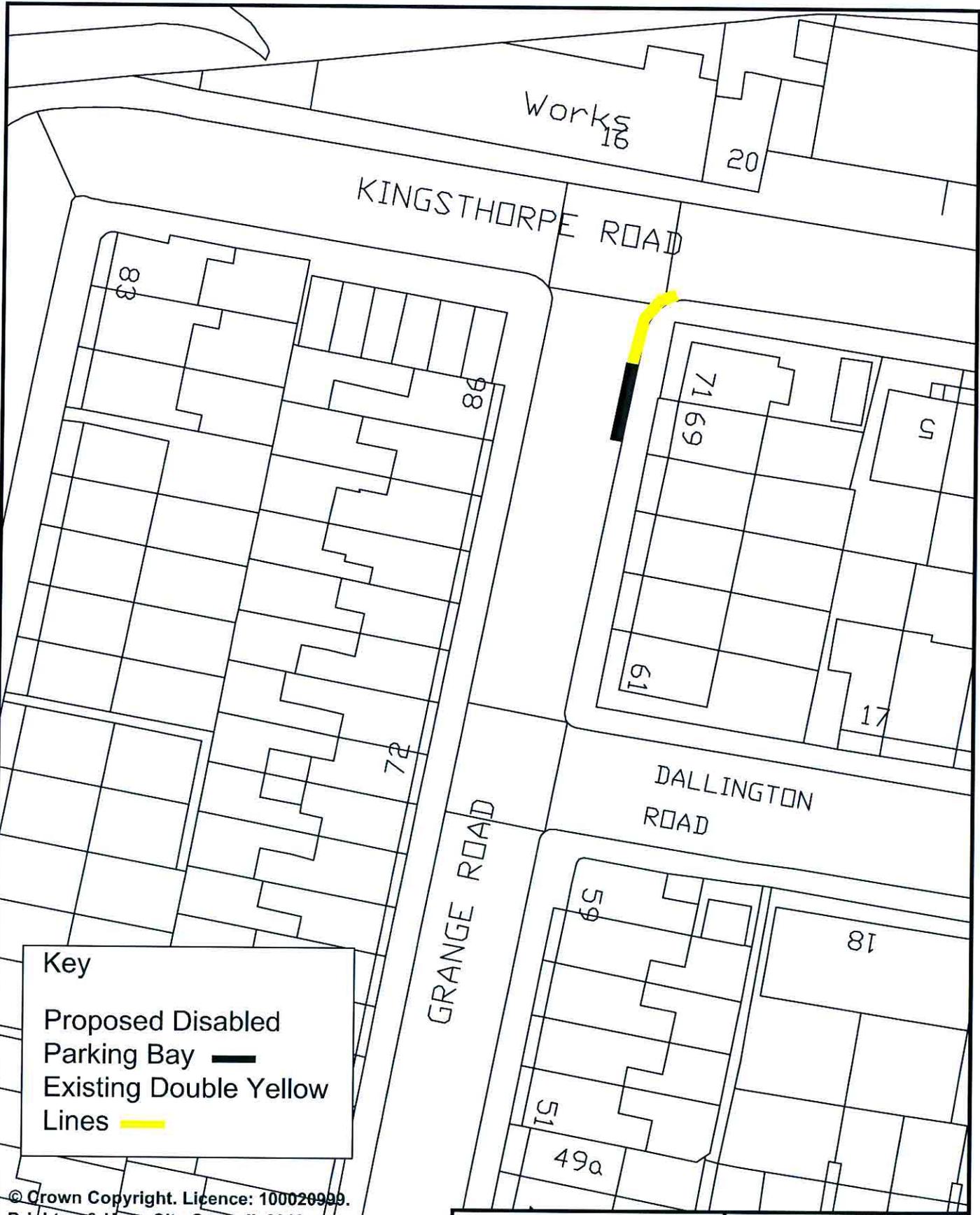
Resident	Sutherland Road - Controlled Parking Zone U – Queen’s Park	Objection	<u>Proposed Removal of Disabled Parking Bay outside 41 Sutherland Road</u> – Objects to this proposal as this bay is still needed even though the applicant may no longer require it. Other local residents still require it and there is currently a consultation for an extension of Zone U into Bakers Bottom and it is highly likely that such an extension will generate more parking pressure and it is premature to remove the bay until the situation is stabilised after the summer.	<u>Removal of Disabled Parking Bay outside 41 Sutherland Road</u> –This bay is no longer required by the original applicant and we have not been contacted by any other resident who wishes to apply for this bay. Removing this bay will provide an extra permit parking space in this controlled parking zone for residents.
Resident	Trafalgar Street - Controlled Zone Y – St Peters & North Laine	Objection	<u>Proposed No Loading/Unloading Monday to Sunday 7am to 10am and 4pm to 7pm</u> – Objects to this proposal. It is the loss of a right to load/unload in Trafalgar Street between the hours of 7am and 10 am and 4pm to 7pm. This introduction of this order would have significant impact on business and would request that it is not introduced.	<u>No Loading/Unloading Monday to Sunday 7am to 10am and 4pm to 7pm</u> A request for these restrictions was made by the Public Transport Officer due to new commercial service in this street. This restriction would prevent obstruction to all road users at peak times.
Resident	Trafalgar Street Controlled Zone Y – St Peters & North Laine	Objection	<u>Proposed No Loading/Unloading Monday to Sunday 7am to 10am and 4pm to 7pm</u> – Objects to the proposal. Shops need deliveries and also customers may need to load/unload during the hours that the shops are open. Customers or delivery drivers should not be expected to carry items to/ from an adjacent road.	<u>No Loading/Unloading Monday to Sunday 7am to 10am and 4pm to 7pm</u> A request for these restrictions was made by the Public Transport Officer due to new commercial service in this street. This restriction would prevent obstruction to all road users at peak times.

Resident	Carden Avenue - Patcham	Object	<u>Proposed Double Yellow Lines in Carden Avenue</u> - Objects to the proposed double yellow lines as this is going to cause more problems and misery for the already over-burdened, over-parked opposite side of the road. This will not solve the worst of the traffic problems.	<u>Double Yellow Lines in Carden Avenue</u> - This was requested by the Road Safety Department to ensure that obstruction to the road does not occur when a new central pedestrian refuge is installed outside Mayfield Manor Care Home. The pedestrian refuge is being constructed using money secured as part of a planning application for the care home and is intended to help the many elderly people in the area access two local bus stops as well as providing a crossing facility on this busy local distributor road.
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	TRANSPORT	PARKING INFRASTRUCTURE
Address: 67 Valley Road, Portslade	Scale : N.T.S.	 Brighton & Hove
	Date : March 2014	
Reason: Bay being removed as no longer required	Drawn : DLA	
	Drawing Number : B&H-DPB-RVK-032	



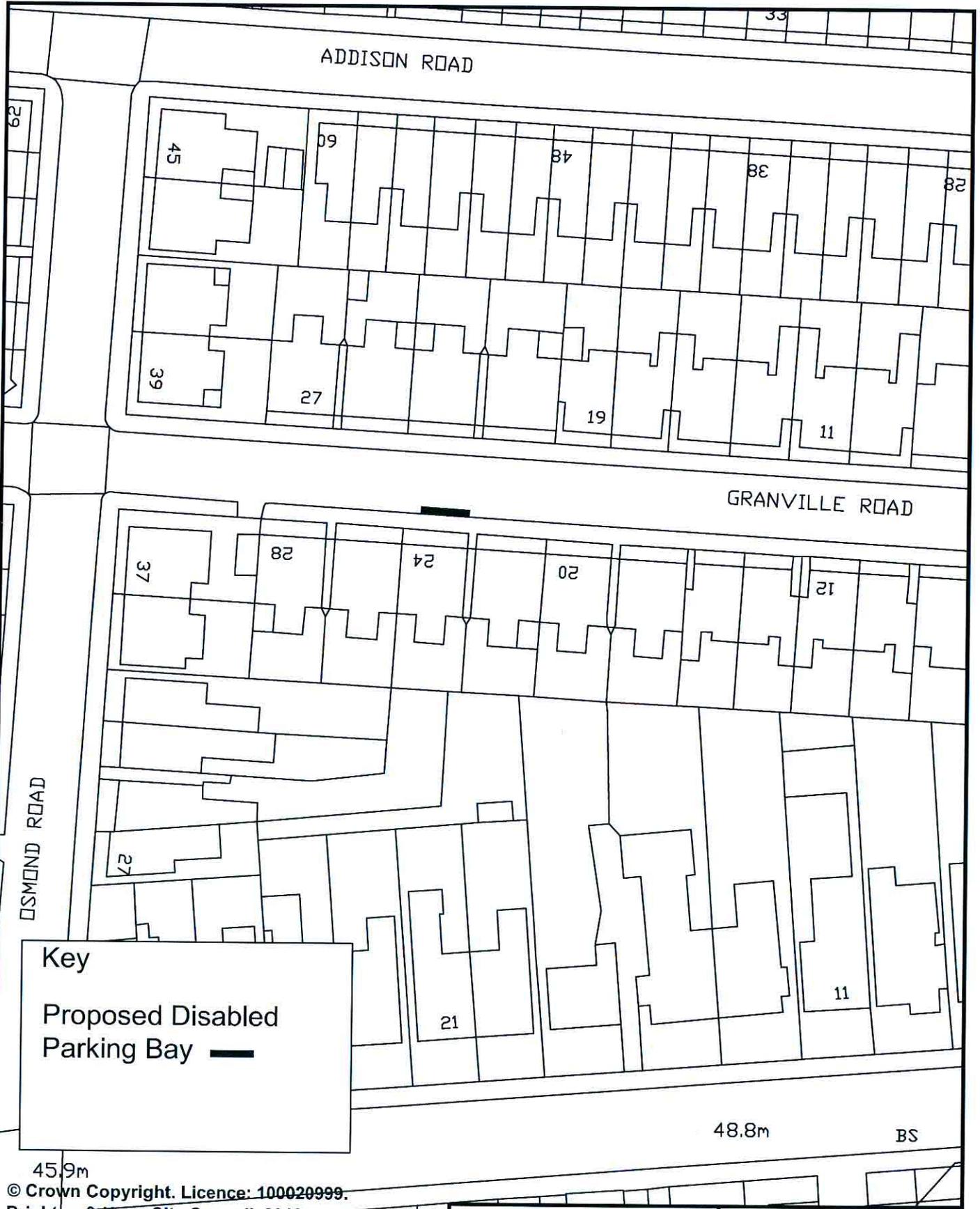
Key
 Proposed Disabled Parking Bay —
 Existing Double Yellow Lines —

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Address: 69 Grange Road,
 Hove

Reason: To provide a bay for a
 resident in the vicinity

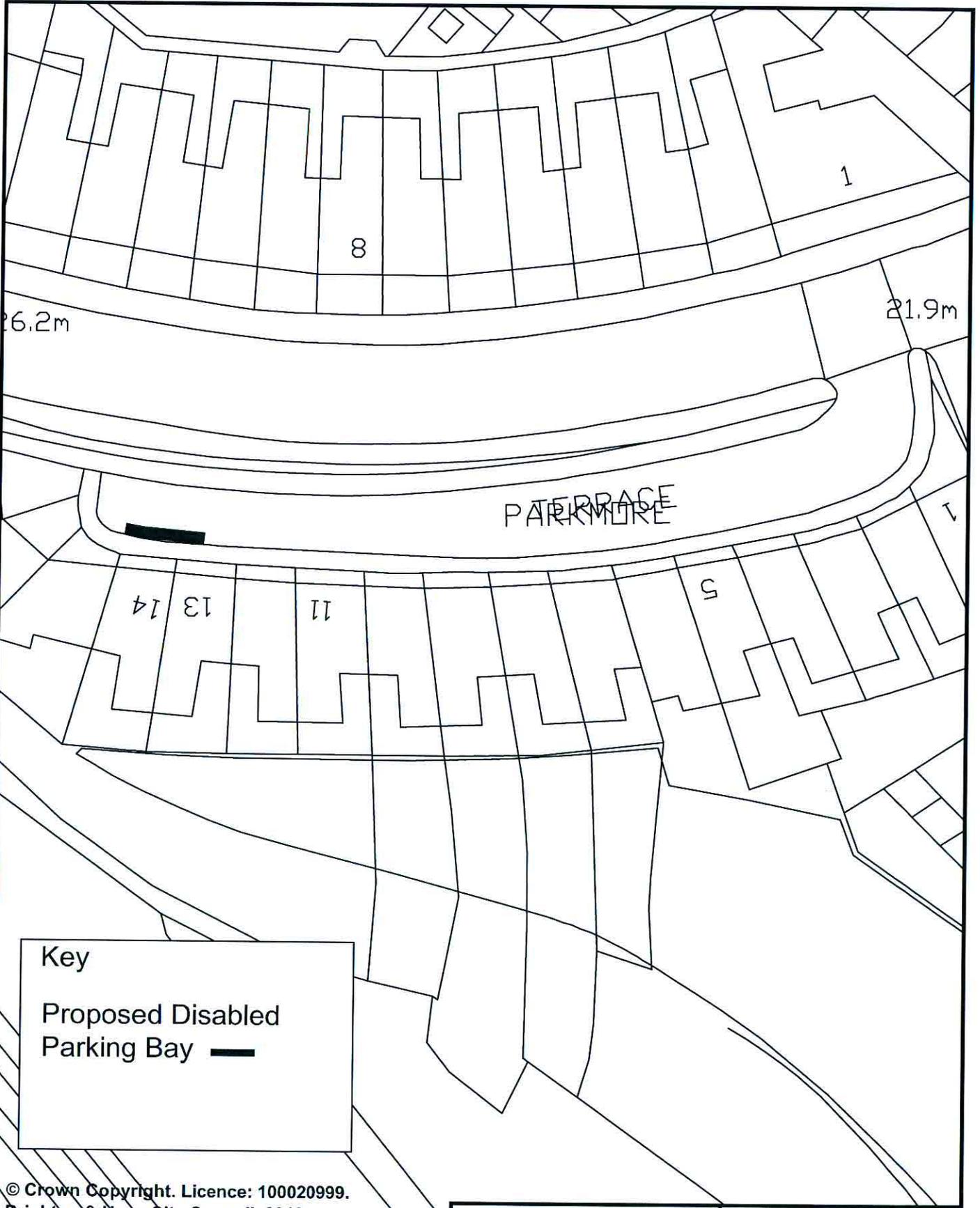
TRANSPORT		PARKING INFRASTRUCTURE	
Scale : N.T.S.		 Brighton & Hove	
Date : May 2014			
Drawn : D.A.			
Drawing Number : B&H-DPB-051			



Key
 Proposed Disabled Parking Bay —

45.9m
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	TRANSPORT	PARKING INFRASTRUCTURE
Address: 24 Granville Road, Hove	Scale : N.T.S.	 Brighton & Hove
	Date : May 2014	
Reason: To provide a bay for a resident in the vicinity	Drawn : D.A.	
	Drawing Number : B&H-DPB-048	



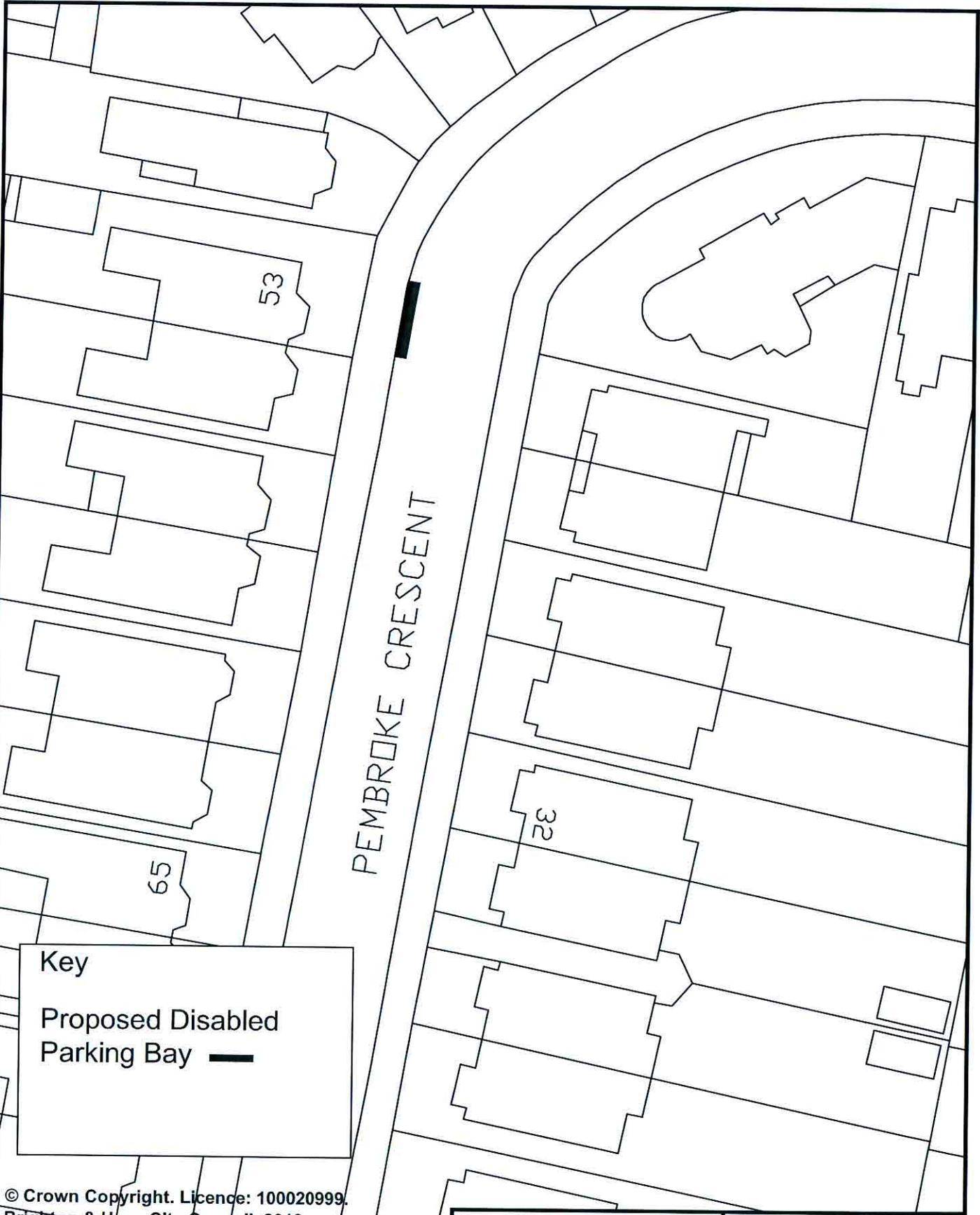
230

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Brighton & Hove City Council, 2012.

Address: 14 Parkmore Terrace,
Brighton

Reason: To provide a bay for a
resident in the vicinity

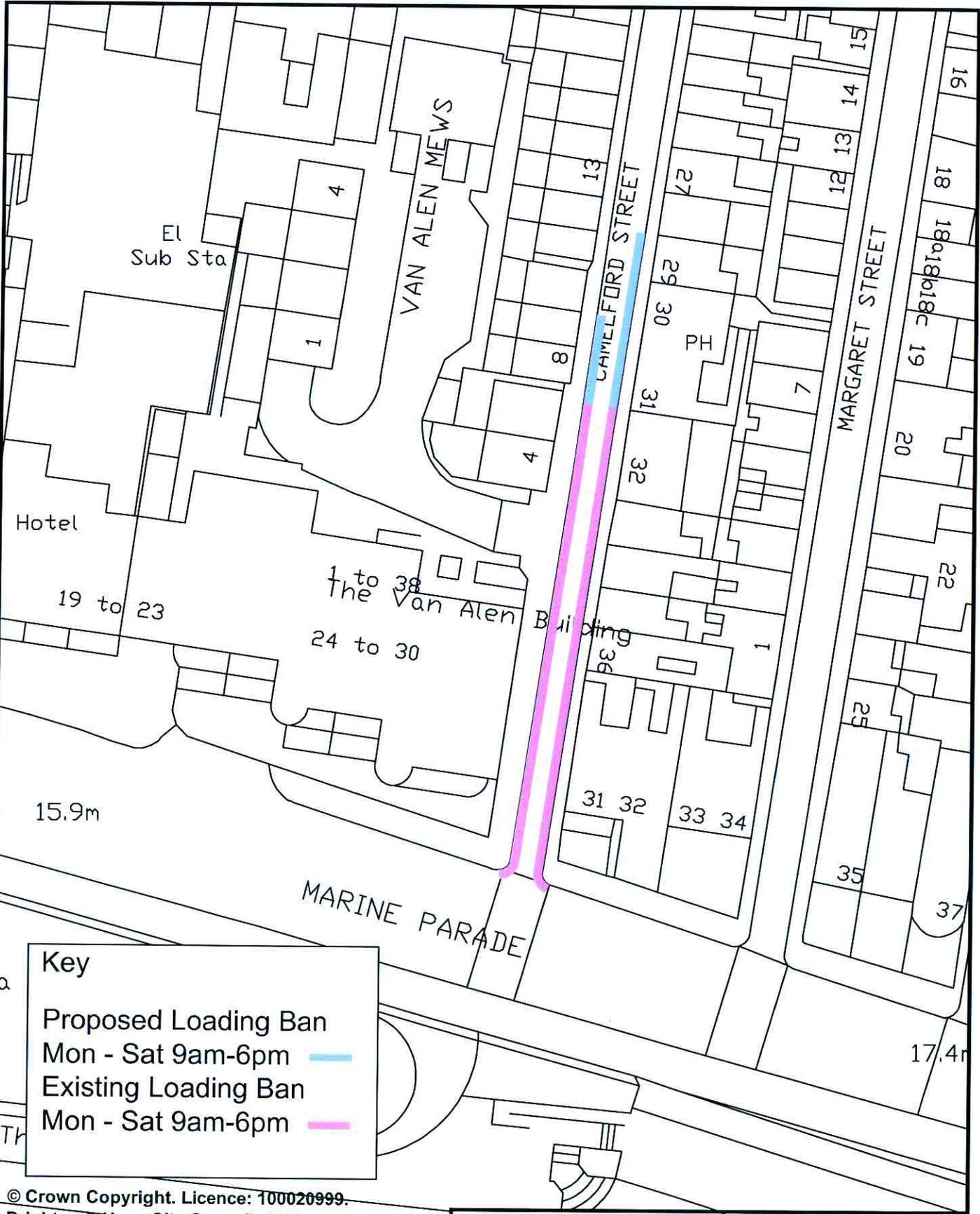
TRANSPORT	PARKING INFRASTRUCTURE
Scale : N.T.S.	 Brighton & Hove
Date : May 2014	
Drawn : D.A.	
Drawing Number : B&H-DPB-050	



Key
 Proposed Disabled Parking Bay **—**

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 Brighton & Hove City Council, 2012.

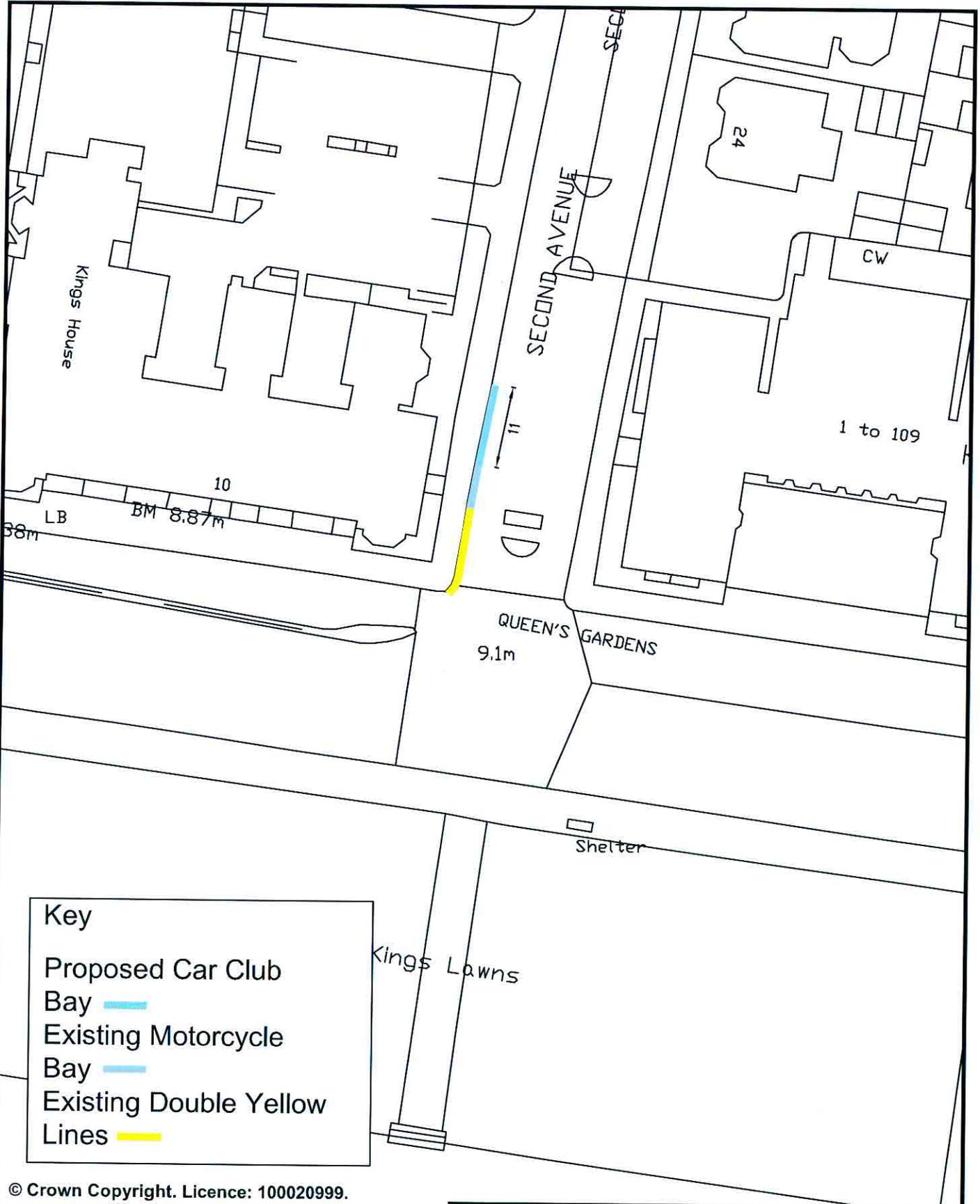
	TRANSPORT	PARKING INFRASTRUCTURE
Address: 53 Pembroke Crescent, Hove	Scale : N.T.S.	 Brighton & Hove
Reason: To provide a bay for a resident in the vicinity	Date : May 2014	
	Drawn : D.A.	
	Drawing Number : B&H-DPB-053	



232

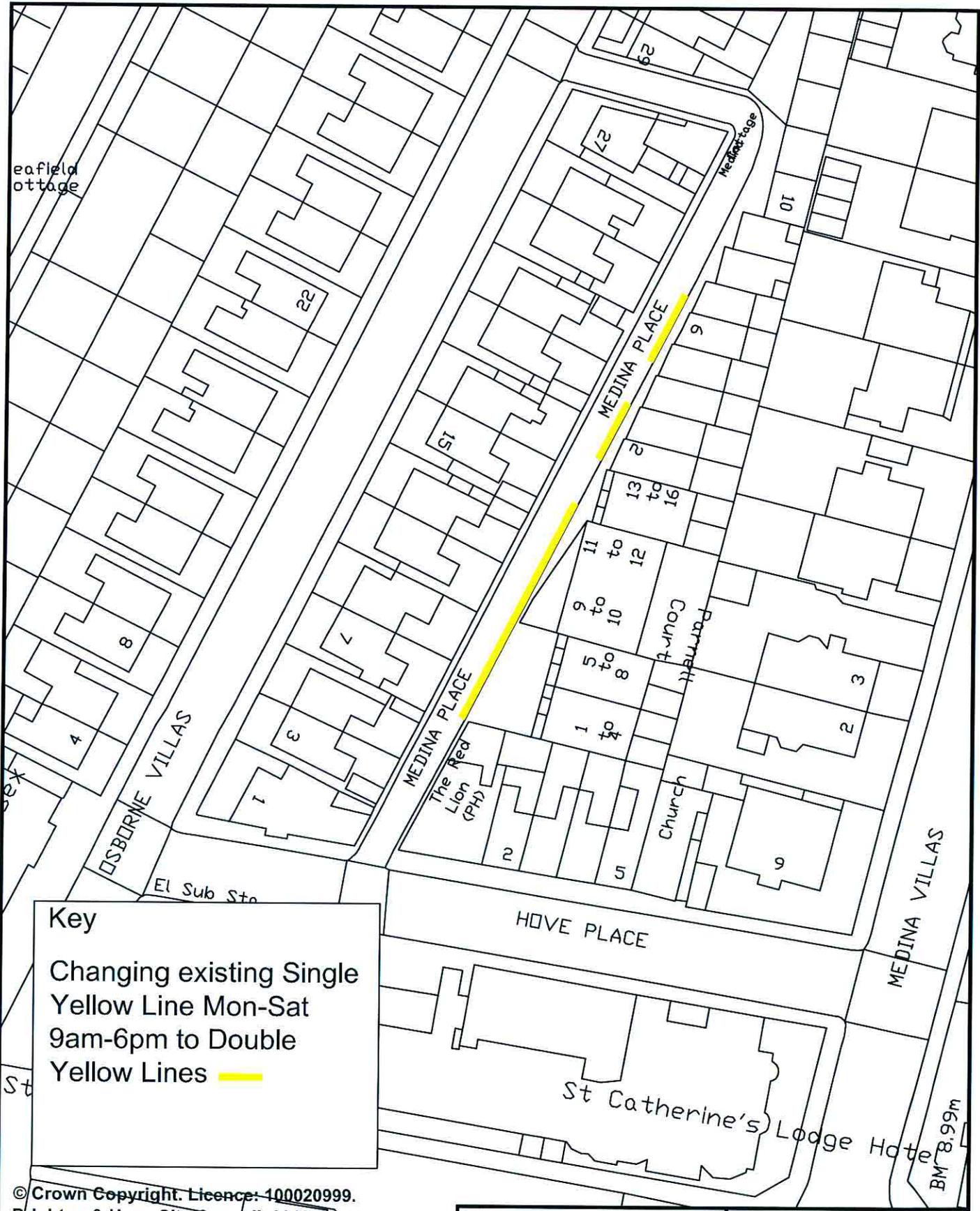
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Brighton & Hove City Council, 2012.

	TRANSPORT	PARKING INFRASTRUCTURE
Address: Camelford Street, Brighton	Scale : N.T.S.	 Brighton & Hove
	Date : May 2014	
Reason: To prevent heavy goods causing damage	Drawn : D.A.	
	Drawing Number : B&H-CPZ C-LB-01	



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	TRANSPORT	PARKING INFRASTRUCTURE
Address: Second Avenue, Hove	Scale : N.T.S.	 Brighton & Hove
	Date : May 2014	
Reason: To provide designated bays for Car Club Operator	Drawn : D.A.	
	Drawing Number : B&H-CPZ N-CC-01	



Key
 Changing existing Single Yellow Line Mon-Sat 9am-6pm to Double Yellow Lines

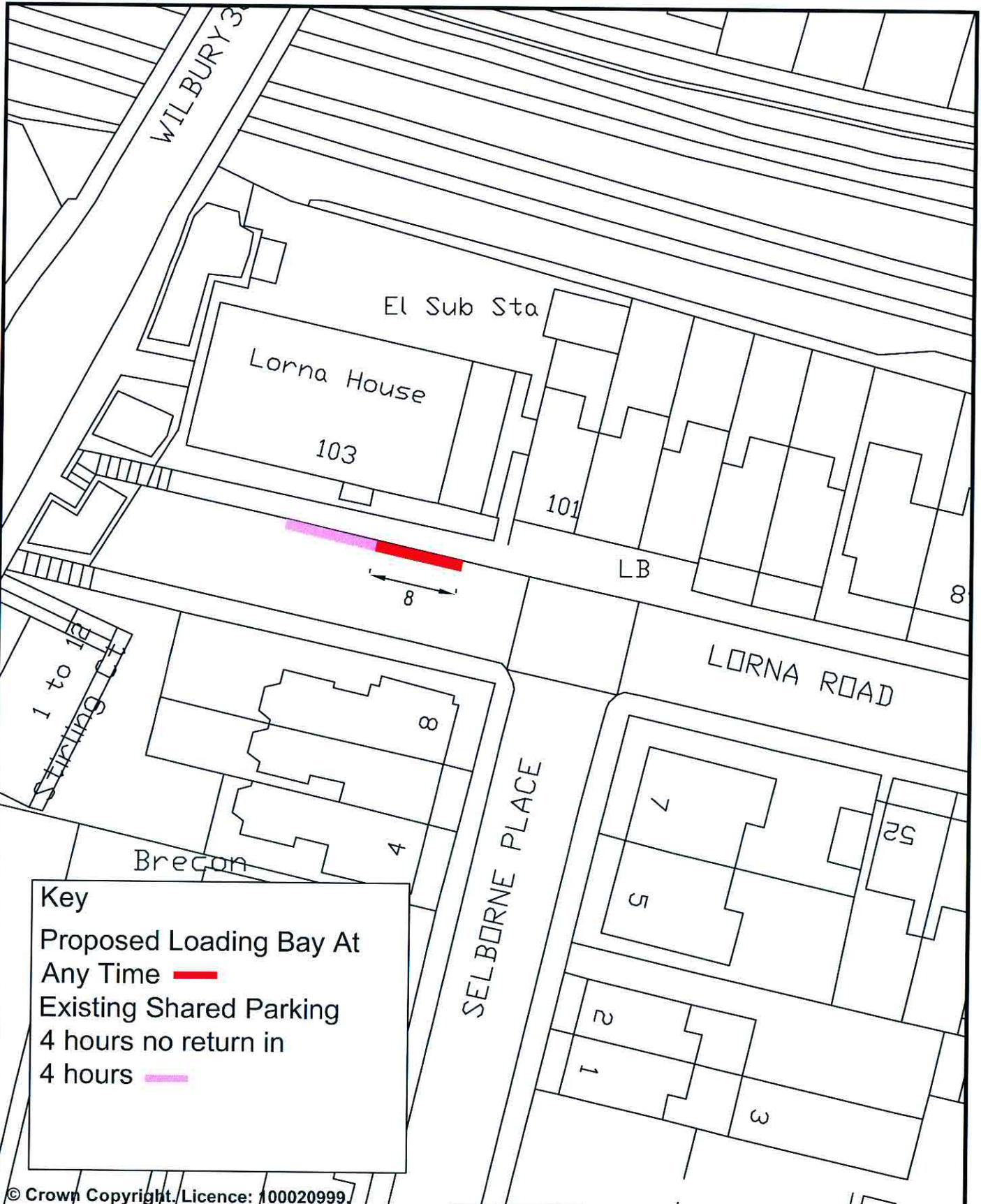
© Crown Copyright. Licence: 100020999.
 Brighton & Hove City Council, 2012.

Address: Media Place, Hove

Reason: To prevent obstruction

TRANSPORT	PARKING INFRASTRUCTURE
Scale : N.T.S.	 Brighton & Hove
Date : May 2014	
Drawn : D.A.	
Drawing Number : B&H-CPZ N-DYLS-01	

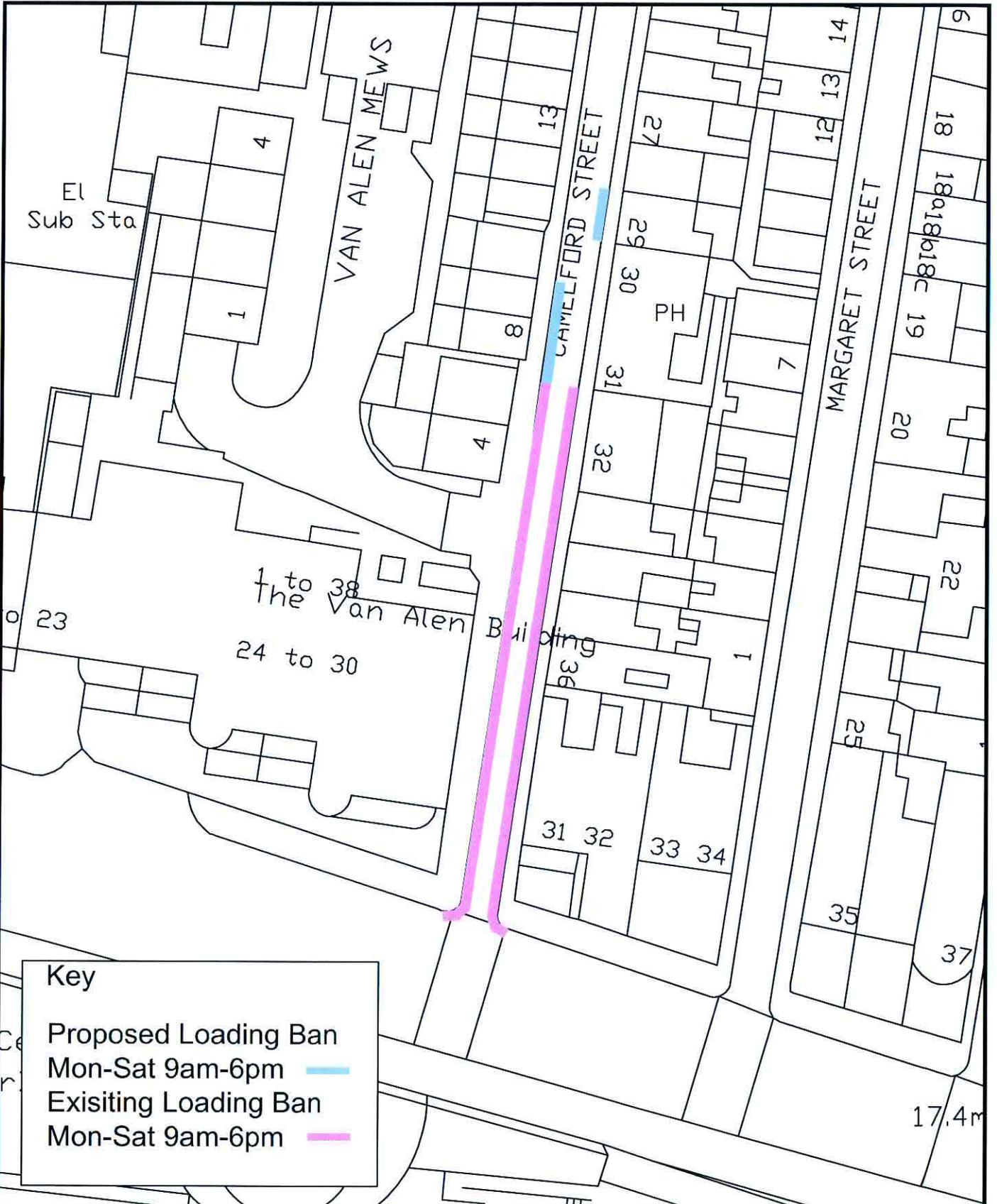
234



Key
 Proposed Loading Bay At Any Time ———
 Existing Shared Parking 4 hours no return in 4 hours ———

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 Brighton & Hove City Council, 2012.

	TRANSPORT	PARKING INFRASTRUCTURE
Address: Lorna Road, Hove	Scale : N.T.S.	 Brighton & Hove
	Date : June 2014	
Reason: To provide loading bay for nearby facility	Drawn : D.A.	
	Drawing Number : B&H-CPZ O -LB-01	



Key

Proposed Loading Ban
Mon-Sat 9am-6pm —

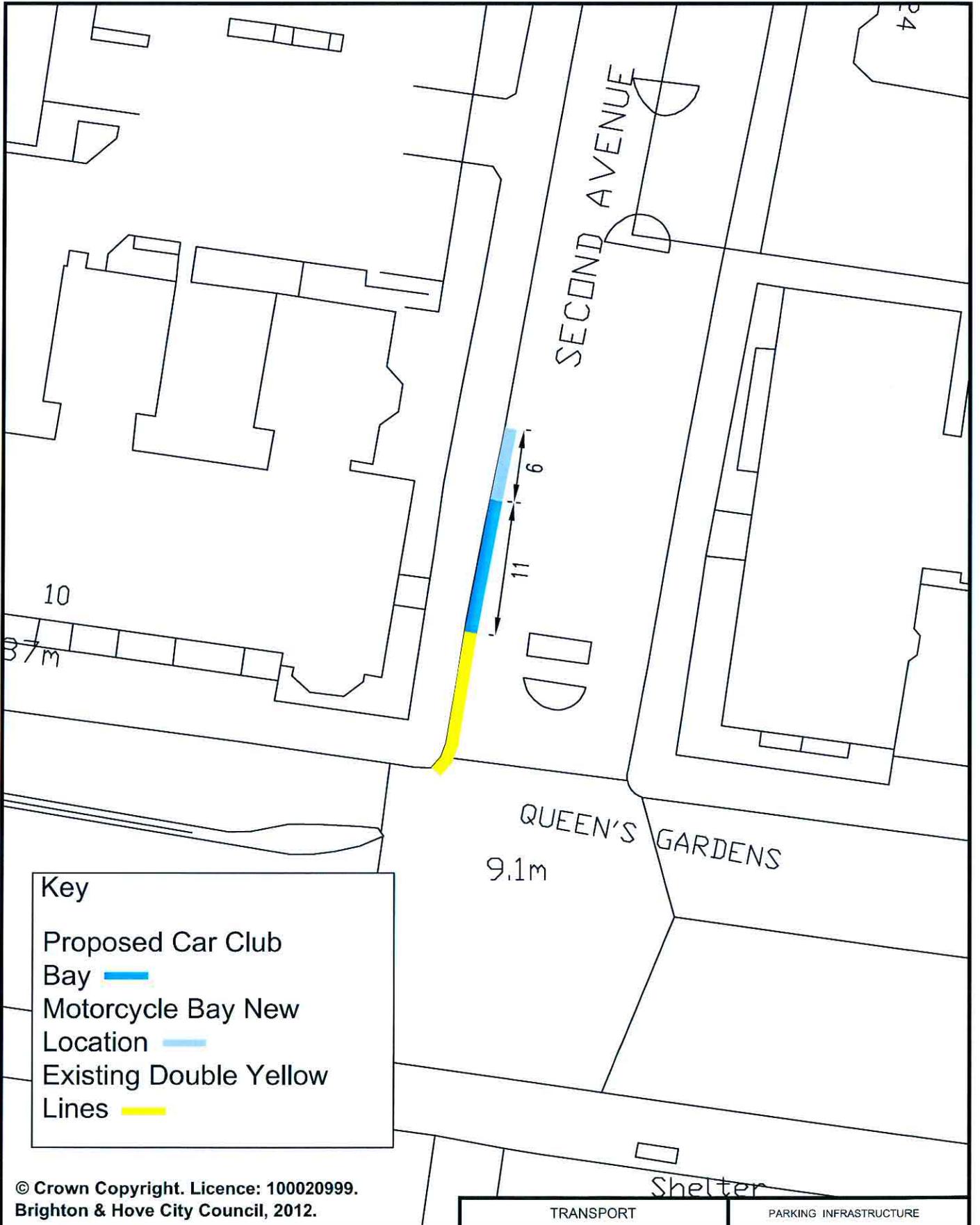
Existing Loading Ban
Mon-Sat 9am-6pm —

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Brighton & Hove City Council, 2012.

Address: Camelford Street,
Brighton

Reason: To prevent parking on the
pavement causing an obstruction

TRANSPORT	PARKING INFRASTRUCTURE
Scale : N.T.S.	 Brighton & Hove
Date : July 2014	
Drawn : D.A.	
Drawing Number : B&H-CPZ C-LB-01a	

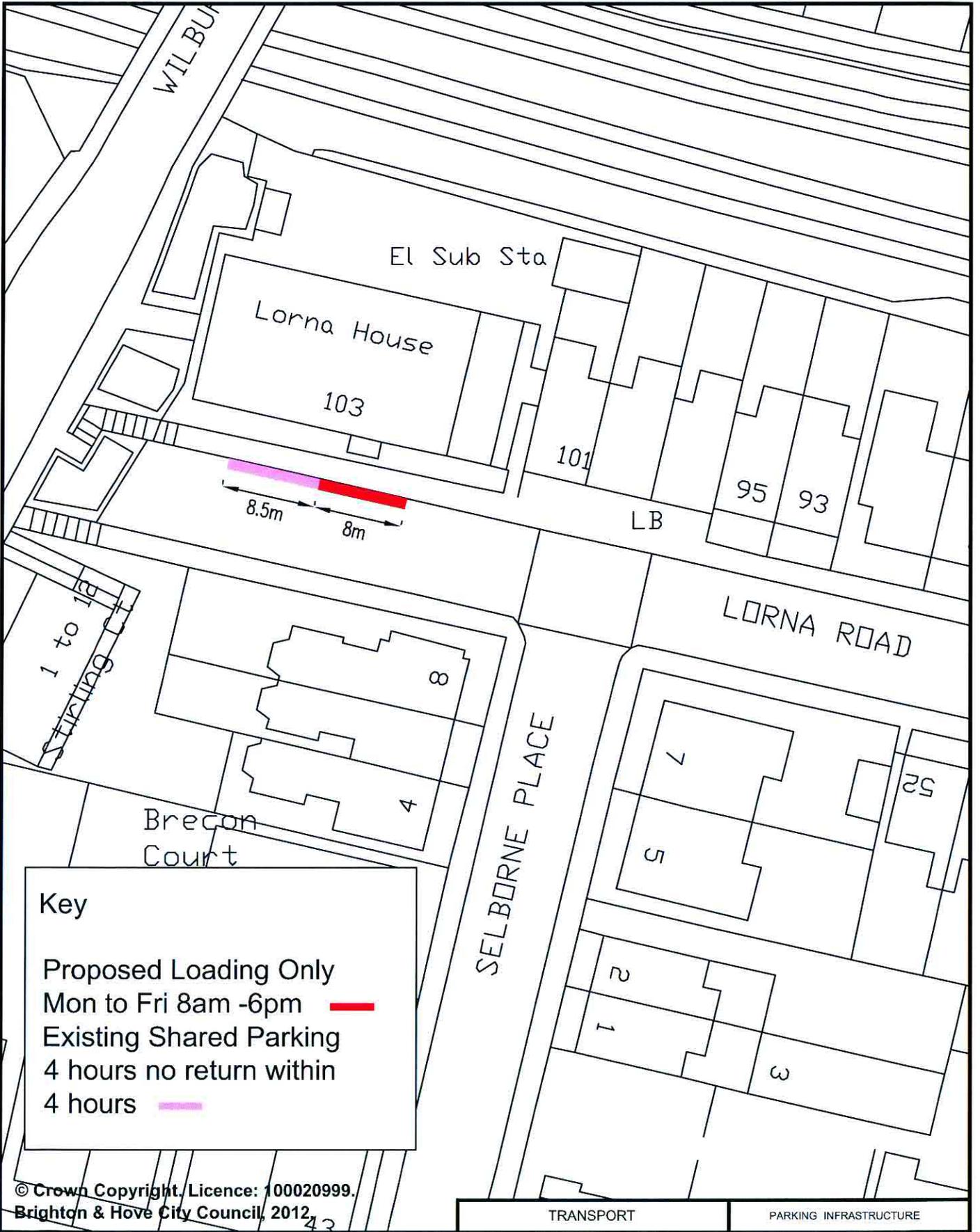


238

Address: Second Avenue, Hove

Reason: To provide designated bays for Car Club Operator

TRANSPORT	PARKING INFRASTRUCTURE
Scale : N.T.S.	 Brighton & Hove
Date : July 2014	
Drawn : D.A.	
Drawing Number : B&H-CPZ N-CC-01A	



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Address: Lorna Road, Hove

Reason: To provide loading bay for nearby businesses

TRANSPORT	PARKING INFRASTRUCTURE
Scale : N.T.S.	 Brighton & Hove
Date : Aug 2014	
Drawn : D.A.	Brighton & Hove Drawing Number : B&H-CPZO-LB-01A
Drawing Number : B&H-CPZO-LB-01A	

APPENDIX D – PROPOSALS PUT FORWARD

Proposal	CPZ/Ward	Support	Objections
Proposed Removal of Disabled Bay outside 117 Compton Road, Brighton	Controlled Parking Zone A – St Peter’s & North Laine	0	0
Proposed No Loading Monday to Saturday 9am to 6pm in Camelford Street, Brighton	Controlled Parking Zone C – Queens Park	0	1
Proposed No Loading Monday to Saturday 9am to 6pm Veronica Way, Brighton	Controlled Parking Zone C – Queens Park	0	0
Proposed Disabled Parking Bay outside 13 Evelyn Terrace, Brighton	Controlled Parking Zone C – Queens Park	0	0
Proposed time change to Loading Bay from Monday to Sunday 9am to 6pm to Monday to Sunday 7am to 6pm in St James’s Street, Brighton	Controlled Parking Zone C – Queens Park	0	0
Proposed Car Club Bay in Belle Vue Gardens, Brighton	Controlled Parking Zone H – East Brighton	0	0
Proposed Car Club Bay in Chesham Road, Brighton	Controlled Parking Zone H – East Brighton	0	0
Proposed Disabled Parking Bay in Bowring Way, Brighton	Controlled Parking Zone H – East Brighton	0	0
Proposed Disabled Parking Bay outside 8 Chichester Place, Brighton	Controlled Parking Zone H – East Brighton	0	0
Proposed Removal of Disabled Parking Bay outside 4 Arundel Road, Brighton	Controlled Parking Zone H – Rottingdean Coastal	0	0
Proposed Removal of Disabled Parking Bay outside 18 Arundel Road, Brighton	Controlled Parking Zone H – Rottingdean Coastal	0	0

Proposed Removal of Motorcycle Bay in Cowfold Road, Brighton	Controlled Parking Zone H – East Brighton	0	0
Proposed Motorcycle Bay in Sudeley Place, Brighton	Controlled Parking Zone H – East Brighton	0	0
Proposing to change Shared Parking to Permit Parking Only in Clyde Road, Brighton	Controlled Parking Zone J – St Peter’s & North Laine	0	1
Proposing to change Pay and Display to Permit Parking Only in Stanley Road, Brighton	Controlled Parking Zone J – Stanley Road	0	0
Proposing to Change Pay and Display Parking to Shared Parking in Grantham Road, Brighton	Controlled Parking Zone J – Preston Park	0	0
Proposed Disabled Parking Bay outside 62 Richmond Road, Brighton	Controlled Parking Zone J – St Peter’s & North Laine	0	0
Proposed Removal of Disabled Parking Bay outside 154 Springfield Road, Brighton	Controlled Parking Zone J – Preston Park	0	0
Proposed Extension to Motorcycle Bay in Beaconsfield Road, Brighton	Controlled Parking Zone J – Preston Park	0	0
Proposed removal of single yellow lines in Medina Place, Hove	Controlled Parking Zone N – Central Hove	3	24
Proposing to Change Taxi Rank to Permit Parking in the Kingsway, Hove	Controlled Parking Zone N – Central Hove	0	0
Proposed Extension to Permit Parking in Stirling Place, Hove	Controlled Parking Zone N – Central Hove	0	0
Proposed Car Club Bays in Second Avenue, Hove	Controlled Parking Zone N – Central Hove	0	0
Proposed disabled parking bay outside 2 Connaught Road,	Controlled Parking Zone	0	0

Hove	N – Central Hove		
Proposed disabled parking bay outside 8 King’s Gardens, Hove	Controlled Parking Zone N – Central Hove	0	0
Proposed extension to permit parking in Montefiore Road, Hove	Controlled Parking Zone O – Goldsmid	0	0
Proposed disabled parking bay outside 24 Granville Road, Hove	Controlled Parking Zone O – Goldsmid	0	0
Proposed removal of disabled parking bay outside 29 The Martlet, Hove	Controlled Parking Zone O – Hove Park	0	0
Proposed disabled parking bay outside 42 Wilbury Villas, Hove	Controlled Parking Zone O – Goldsmid	0	0
Proposed removal of motorcycle bay in Goldsmid Road, Hove	Controlled Parking Zone O - Goldsmid	0	0
Proposed loading only at any time in Lorna Road, Hove	Controlled Parking Zone O – Goldsmid	0	0
Proposing to change shared parking to permit parking only in Belmont, Brighton	Controlled Parking Zone Q – Preston Park	0	0
Proposed car club bay in Exeter Street, Brighton	Controlled Parking Zone Q – Preston Park	0	0
Proposed disabled parking bay outside 14 Parkmore Terrace, Brighton	Controlled Parking Zone Q – Preston Park	0	0
Proposed removal of disabled parking bay outside 80 Grange Road, Hove	Controlled Parking Zone R – Wish	0	0
Proposed disabled parking bay outside 69 Grange Road, Hove	Controlled Parking Zone R – Wish	0	0
Proposed disabled parking bay outside 2 The Forge, Kingsthorpe Road, Hove	Controlled Parking Zone R – Wish	0	0

Proposed removal of disabled parking bay outside 72 Marmion Road, Hove	Controlled Parking Zone R – Wish	0	0
Proposed disabled parking bay outside 53 Pembroke Crescent, Hove	Controlled Parking Zone R – Westbourne	0	0
Proposed removal of disabled parking bay outside 51 Rutland Road, Hove	Controlled Parking Zone R – Westbourne	0	0
Proposed disabled parking bay outside 15 Sackville Road, Hove	Controlled Parking Zone R – Central Hove	0	0
Proposed disabled parking bay outside 25 Westbourne Gardens , Hove	Controlled Parking Zone R – Westbourne	0	0
Proposed removal of disabled parking bay outside 6 Westbourne Place, Hove	Controlled Parking Zone R – Westbourne	0	0
Proposed disabled parking bay outside 105 Wordsworth Street, Hove	Controlled Parking Zone R – Westbourne	0	1
Proposed personal disabled parking bay outside 72 Marmion Road, Hove	Controlled Parking Zone R – Wish	0	0
Proposed loading bay Monday to Sunday 9am to 8pm in Hove Street	Controlled Parking Zone R – Central Hove	0	0
Proposed car club bay in St Luke’s Terrace, Brighton	Controlled Parking Zone U – Queen’s Park	0	0
Proposed removal of disabled parking bay outside 41 Sutherland Road, Brighton	Controlled Parking Zone U – Queen’s Park	0	1
Proposed removal of motorcycle bay in St Luke’s Road	Controlled Parking Zone U – Queen’s Park	0	0
Proposed removal of disabled parking bay outside 18 Lawrence Road, Hove	Controlled Parking Zone W – Westbourne	0	0
Proposed no loading/unloading Monday to Sunday 7am to 10am and 4pm to 7pm in Trafalgar Street, Brighton	Controlled Parking Zone Y – St Peter’s & North Laine	0	2

Extension to permit parking only in Kingsbury Street, Brighton	Controlled Parking Zone Y – St Peter’s & North Laine	0	0
Proposed removal of disabled parking bay outside 7 Kingsbury Street, Brighton	Controlled Parking Zone Y – St Peter’s & North Laine	0	0
Proposed personal disabled parking bay outside 5 Tidy Street, Brighton	Controlled Parking Zone Y – St Peter’s & North Laine	0	0
Proposed car club bay in Western Street, Brighton	Controlled Parking Zone Z – Regency	0	0
Proposed personal disabled parking bay in Regent Street, Brighton	Controlled Parking Zone Y – St Peter’s & North Laine	0	0
Proposed disabled parking bay outside 9 Alfriston Close, Brighton	East Brighton	0	0
Proposed disabled parking bay outside 138 Craven Road, Brighton	East Brighton	0	0
Proposed disabled parking bay outside 17 Playden Close, Brighton	East Brighton	0	0
Proposed removal of disabled parking bay outside 15 Beeding Avenue, Hove	Hangleton & Knoll	0	0
Proposed disabled parking bay outside 27 Beeding Avenue, Hove	Hangleton & Knoll	0	0
Proposed removal of disabled parking bay outside Nevill Avenue, Hove	Hangleton & Knoll	0	0
Proposed disabled parking bay outside 43-44 Sherbourne Close, Hove	Hangleton & Knoll	0	0

Proposed disabled parking bay outside 43 Wilfrid Road, Hove	Hangleton & Knoll	0	0
Proposed time limited disabled parking bay in Applesham Avenue, Hove	Hangleton & Knoll	0	0
Proposed time limited disabled parking bay in The Crestway, Hove	Hangleton & Knoll	0	0
Proposed disabled parking bay outside 72 Bernard Road, Brighton	Hanover & Elm Grove	0	0
Proposed disabled parking bay (adjoining 137 Elm Grove), Bonchurch Road, Brighton	Hanover & Elm Grove	0	0
Proposed disabled parking bay outside 255 Elm Grove, Brighton	Hanover & Elm Grove	0	0
Proposed disabled parking bay outside 273 Elm Grove, Brighton	Hanover & Elm Grove	0	0
Proposed removal of disabled parking bay outside 1 Franklin Street, Brighton	Hanover & Elm Grove	0	0
Proposed removal of disabled parking bay outside 5 Pankhurst Avenue, Brighton	Hanover & Elm Grove	0	0
Proposed disabled parking bay outside 5 St Helen's Road, Brighton	Hanover & Elm Grove	0	0
Proposed disabled parking bay outside 57 Washington Street, Brighton	Hanover & Elm Grove	0	0
Proposed disabled parking bay outside 50 Beatty Avenue, Brighton	Hollingdean & Stanmer	0	0
Proposed removal of disabled parking bay outside 23 Haig Avenue, Brighton	Hollingdean & Stanmer	0	0
Proposed disabled parking bay (opposite rear of 78 Burstead Close) in Hutton Road, Brighton	Hollingdean & Stanmer	0	0

Proposed disabled parking bay (opposite rear of 79 Burstead Close) in Hutton Road, Brighton	Hollingdean & Stanmer	0	0
Proposed removal of disabled parking bay (opposite 1-59 Laburnham Grove) in Hutton Road, Brighton	Hollingdean & Stanmer	0	0
Proposed disabled parking bay outside 61-63 Roedale Road, Brighton	Hollingdean & Stanmer	0	0
Proposed disabled parking bay outside 71 Stanmer Park Road, Brighton	Hollingdean & Stanmer	0	0
Proposed disabled parking bay outside 127 Stanmer Park Road, Brighton	Hollingdean & Stanmer	0	0
Proposed removal of disabled parking bay outside 42 Cobton Drive, Hove	Hove Park	0	0
Proposed removal of disabled parking bay outside 103 Auckland Drive, Brighton	Moulsecoomb & Bevendean	0	0
Proposed disabled parking bay outside 51-53 Baden Road, Brighton	Moulsecoomb & Bevendean	0	0
Proposed disabled parking bay outside 98 Bevendean Crescent, Brighton	Moulsecoomb & Bevendean	0	0
Proposed disabled parking bay outside 53 Hillside, Brighton	Moulsecoomb & Bevendean	0	0
Proposed disabled parking bay opposite 95 Norwich Drive, Brighton	Moulsecoomb & Bevendean	0	0
Proposed disabled parking bay outside 51 Plymouth Avenue, Brighton	Moulsecoomb & Bevendean	0	0
Proposed removal of disabled parking bay opposite 44 Staplefield Drive, Brighton	Moulsecoomb & Bevendean	0	0
Proposed removal of disabled parking bay outside 67 Staplefield Drive, Brighton	Moulsecoomb & Bevendean	0	0

Proposed disabled parking bay outside 131 Staplefield Drive, Brighton	Moulsecoomb & Bevendean	0	0
Proposed disabled parking bay outside 21 Broomfield Drive, Portslade	North Portslade	0	0
Proposed removal of disabled parking bay outside 8 Chalky Road, Portslade	North Portslade	0	0
Proposed removal of disabled parking bay outside 67 Valley Road, Portslade	North Portslade	0	0
Proposed double yellow lines in Carden Avenue, Brighton	Patcham	0	0
Proposed removal of disabled parking bay outside 155 Cuckmere Way, Brighton	Patcham	0	0
Proposed disabled parking bay outside 14 Beaconsfield Villas, Brighton	Preston Park	0	0
Proposed removal of disabled parking bay outside 7 Beaconsfield Villas, Brighton	Preston Park	0	0
Proposed removal of disabled parking bay outside 60 Beaconsfield Villas, Brighton	Preston Park	0	0
Proposed removal of disabled parking bay outside 95 Beaconsfield Villas, Brighton	Preston Park	0	0
Proposed removal of disabled parking bay outside 80 Chester Terrace, Brighton	Preston Park	0	0
Proposed disabled parking bay outside 14 Dover Road, Brighton	Preston Park	0	0
Proposed disabled parking bay outside 22 Hythe Road, Brighton	Preston Park	0	0
Proposed disabled parking bay outside 3 Sandgate Road, Brighton	Preston Park	0	0

Proposed removal of disabled parking bay outside 22 Waldegrave Road, Brighton	Preston Park	0	0
Proposed personal disabled parking bay outside 7 Beaconsfield Villas	Preston Park	0	0
Proposed removal of disabled parking bay outside 23 Freshfield Street, Brighton	Queens Park	0	0
Proposed removal of disabled parking bay outside 57 Freshfield Street, Brighton	Queens Park	0	0
Proposed disabled parking bay outside 34 Albion Street, Portslade	South Portslade	0	0
Proposed removal of disabled parking bay outside 12 Gladstone Road, Portslade	South Portslade	0	0
Proposed removal of disabled parking bay outside 14 Lincoln Road, Portslade	South Portslade	0	0
Proposed removal of disabled parking bay outside 70 Vale Road, Portslade	South Portslade	0	0
Proposed removal of disabled parking bay outside 31 Caledonian Road, Brighton	St Peter's & North Laine	0	0
Proposed disabled parking bay outside 26 Caledonian Road, Brighton	St Peter's & North Laine	0	0
Proposed disabled parking bay outside 37 Caledonian Road, Brighton	St Peter's & North Laine	0	0
Proposed removal disabled parking bay outside 17 Edinburgh Road, Brighton	St Peter's & North Laine	0	0
Proposed removal of disabled parking bay outside 5 Park Crescent Terrace, Brighton	St Peter's & North Laine	0	0
Proposed disabled parking bay (opposite 7 Park Crescent) Park Crescent Terrace, Brighton	St Peter's & North Laine	0	0

Proposed removal of disabled parking bay opposite 21 Park Crescent, Brighton	St Peter's & North Laine	0	0
Proposed removal of disabled parking bay outside 38 Upper Lewes Road, Brighton	St Peter's & North Laine	0	0
Proposed removal of disabled parking bay outside 54 Upper Lewes Road, Brighton	St Peter's & North Laine	0	0
Proposed removal of disabled parking bay outside 7-28 Lovegrove Court, Ingram Crescent East, Hove	Wish	0	0
Proposed disabled parking bay (adjoining Cranley Court, Aldrington Close) in New Church Road, Hove	Wish	0	0
Proposed disabled parking bay outside 410 Portland Road, Hove	Wish	0	0
Proposed removal of disabled parking bay 16 St Leonard's Gardens	Wish	0	0
Proposed disabled parking bay outside 36 Worcester Villas, Hove	Wish	0	0
Proposed disabled parking bay outside 74-86 Bates Road, Brighton	Withdean	0	0
Proposed disabled parking bay outside 31 Bramble Rise, Brighton	Withdean	0	0
Proposed disabled parking bay outside 14 Clermont Road, Brighton	Withdean	0	0
Proposed disabled parking bay outside 40 Harrington Road, Brighton	Withdean	0	0
Proposed removal of disabled parking bay outside 18 Catherine Vale , Brighton	Woodingdean	0	0
Proposed disabled parking bay outside 8 Heronsdale Road, Brighton	Woodingdean	0	0

Proposed removal of disabled parking bay outside 3 Laughton Road, Brighton	Woodingdean	0	0
Proposed removal of disabled parking bay outside 11 Netherfield Green, Brighton	Woodingdean	0	0
Proposed disabled parking bay outside 48 Sandhurst Avenue, Brighton	Woodingdean	0	0

Subject:	Double Yellow lines in Tongdean Lane outside the Withdean Sports complex.		
Date of Meeting:	7th October 2014		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Charles Field	Tel: 29-3329
	Email:	charles.field@brighton-hove.gov.uk	
Ward(s) affected:	Withdean		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 This report addresses comments and objections to a draft traffic regulation order. The traffic order outlines a proposal to extend the double yellow lines in Tongdean Lane as part of the Withdean Sports Complex development (planning application BH2013/03998).

2. RECOMMENDATIONS:

- 2.1 The Committee is recommended to (having taken into account of all the duly made representations and objections):

Approve the Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycles Lanes Consolidation Order 2013 amendment Order No.* 201*.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 As part of the planning application BH2013/03998 for the Withdean Sports Complex an extension of double yellow lines in Tongdean Lane was required. Therefore, a Traffic Regulation Order was advertised by the Parking Infrastructure Team on behalf of the Sports Facilities Team.
- 3.2 The proposed extension of the existing yellow lines as shown in Appendix B will greatly improve the visibility splay of the entrance to the north-west car park at Withdean Sports Complex. Currently, visibility when exiting the car park is severely restricted by vehicles parked on both sides of the entrance but particularly the side to the east. This restricted view is compounded by the crest of the hill on Tongdean Lane, also to the east of the entrance.

4. ANALYSIS / EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 4.1 For the majority of the proposals the only alternative option is doing nothing which would mean the proposals would not be taken forward. However, it is the recommendation of officers that these proposals proceed for the reasons outlined within the report.

5. CONSULTATION

- 5.1 The Traffic Regulation Order was advertised between the 15th May 2014 and 5th June 2014.
- 5.2 The Ward Councillors were consulted, as were the statutory consultees such as the Emergency Services.
- 5.3 Notices were also erected in Tongdean Lane for the 15th May 2014; these comprised of the official notice as well as a plan showing information about the proposal. The notice was also published in The Argus newspaper on the 15th May 2014. Detailed plans and the Traffic Order were available to view at the Customer Service Centres at Bartholomew House and Hove Town Hall.
- 5.4 The documents were also available to view and to respond to directly on the Council website.
- 5.5 The comments, support and objections are summarised and explained in detail in Appendix A and plans showing the proposals are in Appendix B.
- 5.6 There were 3 items of correspondence received to the proposal which included 2 items of support and 1 objection. The comments / objections are listed in Appendix A.
- 5.7 The first representation that supported the scheme was from the Brighton & Hove Bus and Coach company who outlined the proposal would help the reliability of the No.27 bus route using that road.
- 5.8 The second item of support was from two Ward Councillors who outlined there should be enough spaces within the two car parks plus the overflow car park for most events taking place at the stadium. It was also outlined that there had been a lot of complaints regarding the van hire vehicles parking in the area.
- 5.9 The one objection was due to the general removal of free parking throughout the City. Although the Council appreciates concerns regarding the loss of free parking in this case there are visibility and resultant safety issues for other road users and pedestrians which need to be considered as a result of the development proposals. There is also plenty of parking available in adjacent roads and within the car parks close by.

6. CONCLUSION

- 6.1 It is proposed to take forward the extension of the double yellow lines in Tongdean lane due to the reasons outlined in the report.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial implications:

- 7.1 The full cost of advertising the order and having the lining and signing amended will be covered from a fee of £2,000 paid for by the Sport Facilities team.

Finance officer consulted: Jeff Coates

Date: 12/08/2014

Legal Implications:

- 7.2 The Council regulates traffic by means of orders made under the Road Traffic Regulation Act 1984. Procedural regulations require public notice of orders to be given and any person may object to the making of an order. Any unresolved objections to an order must be considered by the Transport Committee before it can be made.
- 7.3 This Traffic Regulation Order has been advertised in accordance with the Road Traffic Regulation Act 1984 and the relevant procedure regulations.
- 7.4 As there are unresolved objections and representations they are now referred to this meeting for resolution.
- 7.5 There are no human rights implications to draw to Members' attention

Lawyer consulted: Katie Matthews

Date: 13.08.2014

Equalities Implications:

- 7.3 The proposed measures will be of benefit to many road users.

Sustainability Implications:

- 7.4 No Sustainability implications identified.

Crime & Disorder Implications:

- 7.5 The proposed amendments to restrictions will not have any implication on the prevention of crime and disorder.

Risk and Opportunity Management Implications:

- 7.6 No risks identified.

Corporate / Citywide Implications:

- 7.7 No implications identified

SUPPORTING DOCUMENTATION

Appendices

- 1. Appendix A – summary of representations received
- 2. Appendix B - Plans showing the proposals

Documents in Members' Rooms

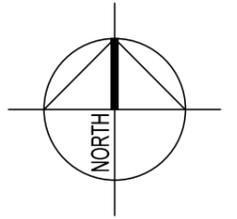
- 1. None

Background Documents

- 1. None

APPENDIX A – Items of correspondence

Who	Road / Ward	Object / Support	Contents
Bus Company	N/A	Support	Support for the proposals as it will improve the reliability of the No.27 bus service on this road.
Ward Councillors	N/A	Support	General support as parking available nearby and there are issues regarding the Van Hire company.
Resident	Howard Road	Object	General Objection about the loss of free parking throughout the City



- Proposed extension to yellow lines
- Approximate extent of existing yellow lines

REV	DATE	DESCRIPTION

Drawing Status



BRIGHTON & HOVE CITY COUNCIL
PROPERTY & DESIGN
KINGS HOUSE, GRAND AVENUE,
HOVE, EAST SUSSEX, BN3 2LS
Telephone. (01273) 290000 Fax No. (01273) 291467

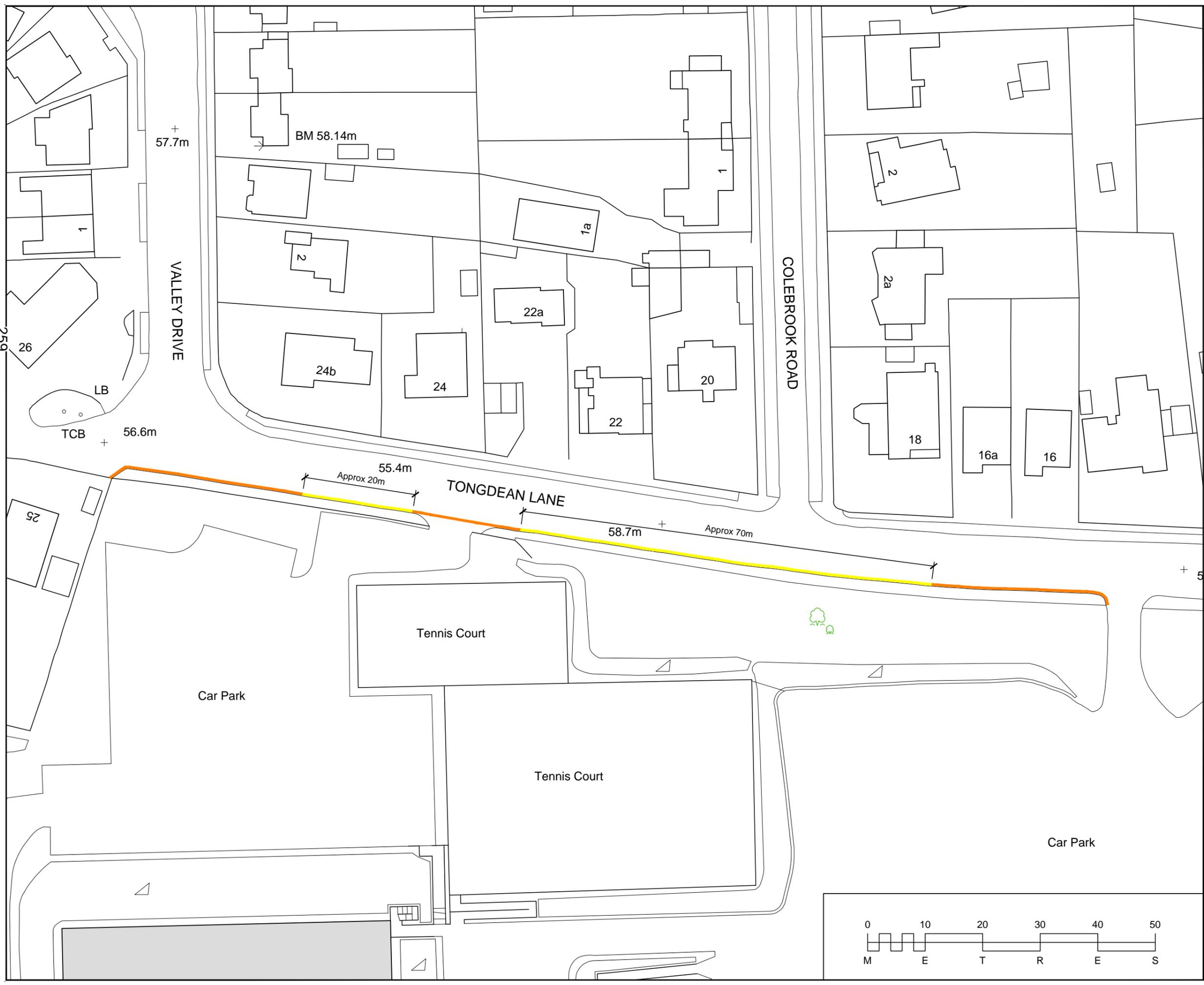
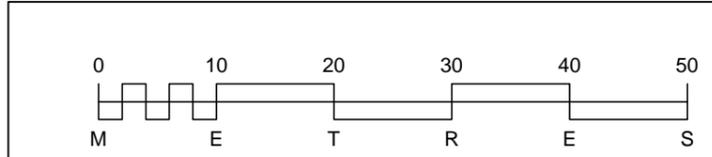
Project
Withdean Leisure Centre

Title
Extent of Double Yellow Lines

Drawn By MS	Checked NM	Date Oct 2013
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Project No. GEN 219	Scale 1:600 @ A3
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Drawing No. 020	Revision A
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**ENVIRONMENT, TRANSPORT
&SUSTAINABILITY COMMITTEE
MEETING**

Agenda Item 40

Brighton & Hove City Council

Subject: Area E (Preston Park Station North) Traffic Order Amendments
Date of Meeting: 7th October 2014
Report of: Executive Director Environment, Development & Housing
Contact Officer: Name: Charles Field Tel: 29-3329
E-mail: charles.field@brighton-hove.gov.uk
Wards Affected: Withdean

1. SUMMARY AND POLICY CONTEXT:

- 1.1 This report addresses comments and objections to a draft traffic regulation order. The traffic order outlines a number of changes that were made during the implementation of the Area E parking scheme (Preston Park Station North).

2. RECOMMENDATIONS:

- 2.1 The Committee is recommended to (having taken into account of all the duly made representations and objections):

Approve the Brighton & Hove Various Controlled Parking Zones Consolidation order 2008 amendment Order No.* 201* with the following amendment;

That 6 bays (Two sections of 20m and 8m on either side of Matlock Road are changed from exclusive / shared pay & display bays into free limited waiting parking bays Monday to Friday for up to one hour with no return within one hour (Appendix C).

3. CONTEXT/ BACKGROUND INFORMATION:

- 3.1 As part of the implementation of the Area E resident parking scheme which began operation in April 2014 a number of alterations were made on site. This amendment traffic order covers all these changes which have already been made on site.

4. ANALYSIS / EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 4.1 For the majority of the proposals the only alternative option is doing nothing which would mean the proposals would not be taken forward. However, it is the recommendation of officers that these proposals proceed for the reasons outlined within the report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The Traffic Regulation Order was advertised between the 2nd June 2014 and 24th June 2014.
- 5.2 The Ward Councillors were consulted, as were the statutory consultees such as the Emergency Services.
- 5.3 Notices were also erected in the affected roads for the 2nd June 2014; these comprised of the official notice as well as a plan with information about the proposal. The notice was also published in the Argus newspaper on the 2nd June 2014. Detailed plans and the order were available to view at the Customer Service Centres at Bartholomew House and Hove Town Hall.
- 5.4 The documents were also available to view and to respond to directly on the Council's website.
- 5.5 The comments, support and objections are summarised and explained in detail in Appendix A and plans showing the new detailed design layout are in Appendix B.
- 5.6 There were 4 items of correspondence received on the proposal which were all objections as listed in Appendix A.
- 5.7 The first representation objected to the placement of the Car Club bay and the pedal cycle parking bay which they felt was inappropriate and was different to the original plans.
- 5.8 A second objector had similar issues and they were also not happy with the requirement for a pedal cycle parking bay. They believed it was implemented to satisfy the Council's cycle strategy rather than for the benefit of local residents.
- 5.9 Previously the car club bay was placed outside a business who complained about the suitability of the position. As a result, when marking and implementing the scheme the car club bay was moved slightly up the road on the other side to a location where it was not outside any specific property. To "fill the gap" left in the car club bays previous space we would usually extend the adjacent bay into this space, however this was a pedal cycle parking place. Therefore, an officer decision was made on site to also move this next to the new car club location, in order to extend the residents parking and create a new shared space (outside of the business).
- 5.10 The new location for the car club and pedal cycle spaces is not immediately outside of any property and therefore it is felt that as changes were necessary on site during implementation that the new location was the least likely place

where someone might object to having it there i.e. it was not outside someone's house or business.

- 5.11 The Local Transport Plan's package of measures are designed to deliver a number of targets, which are linked to performance related funding from central government. Brighton & Hove City Council has a target to deliver a 5% year-on-year growth in usage on existing sections of the cycle network. Providing good quality, end of trip cycle parking facilities is a core contributing factor to this target. Good quality cycle parking in carefully considered and well planned locations can de-clutter the streetscape and create a good level of cycle security.
- 5.12 Ensuring there is sufficient cycle parking provision in Brighton & Hove forms a key contribution to any cycling level increase through the provision of quality cycle parking in residential areas and at destinations such as shopping parades.
- 5.13 Characteristically Brighton & Hove has a high number of narrow pathways and streets in residential areas and the town centre. The lack of opportunities for cycle parking located on the pavement, has highlighted the need for 'on-carriageway' cycle parking provision, officially called 'pedal cycle parking places' (comprising a minimum of 5 cycle stands/capacity for 10 bicycles).
- 5.14 The third objection was regarding the issues of Withdean Road as a number of consequences have occurred due to the displacement of vehicles. This has included a number of parked cars causing visibility and congestion issues.
- 5.15 This is being considered in a separate traffic order where single yellow lines are being proposed to improve the congestion issues.
- 5.16 The final objection was from the the GMB Brighton & Hove Taxi section due to the lack of consultation by the Transport Department on a number of transport related projects.
- 5.17 As part of the TRO process the following taxi companies were consulted; Brighton & Hove City Cabs, Brighton & Hove Radio Cabs and Brighton Streamline. In response to the concerns outlined in future a representative from the GMB Brighton & Hove Taxi section will also be added to the list and sent a copy of all the traffic orders.
- 5.18 During the consultation period a number of discussions took place with residents, businesses and Ward Councillors regarding paid parking in Matlock Road. They were very keen for free parking as trade was being affected by the changes.
- 5.19 Officers do have concerns about the ability to enforce free limited waiting bays, however, the concerns about visitor parking are appreciated. The Council have also taken into consideration that this is a small retail area within a scheme that is not connected to the Central Brighton / Hove schemes – i.e there is a scheme in between Central Brighton and this parking scheme. Therefore, it is proposed

to allow a small amount of bays to be free limited waiting Monday to Friday for one hour (not return within one hour) as shown in Appendix C.

6. CONCLUSION

- 6.1 It is the recommendation of officers that these proposals proceed for the reasons outlined within the report.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial implications:

- 7.1 The cost of making the TRO has been met from within existing budgets. The removal of six bays is likely to lead to a loss of income of approximately £2k per annum.

Finance officer consulted: Jeff Coates

Date: 18/08/2014

Legal Implications:

- 7.2 The Council's powers and duties under the Road Traffic Regulation Act 1984 ("the Act") must be exercised to secure the expeditious, convenient and safe movement of all types of traffic including cyclists and pedestrians.
- 7.3 As far as is practicable, the Council should have regard to any implications in relation to:- access to premises; the effect on amenities; the Council's air quality strategy; facilitating the passage of public services vehicles; securing the safety and convenience of users; and any other matters that appear relevant to the Council.
- 7.4 The Council has to follow the rules on consultation set out by the government and the courts. The Council must ensure that the consultation process is carried out at a time when proposals are still at their formative stage, that sufficient reasons and adequate time must be given to allow intelligent consideration and responses and that results are properly taken into account in finalising the proposals.
- 7.5 Where there are unresolved objections to the traffic orders, then the matter is required to return to the Transport Committee for a decision.
- 7.6 There are no human rights implications to draw to Members' attention

Lawyer consulted: Katie Matthews

Date: 14 August 2014

Equalities Implications:

- 7.3 The proposed measures will be of benefit to many road users.

Sustainability Implications:

- 7.4 The motorcycle bays and the pedal cycle bay will encourage more sustainable methods of transport.

Crime & Disorder Implications:

- 7.5 The proposed amendments to restrictions will not have any implication on the prevention of crime and disorder.

Risk and Opportunity Management Implications:

- 7.6 Any risks will be monitored as part of the overall project management, but none have been identified.

Corporate / Citywide Implications:

- 7.7 The legal disabled bays will provide parking for the holders of blue badges wanting to use the local facilities.

SUPPORTING DOCUMENTATION

Appendices

1. Appendix A – summary of representations received
2. Appendix B - Plans showing the proposals
3. Appendix C – Plans showing amended proposal.

Documents in Members' Rooms

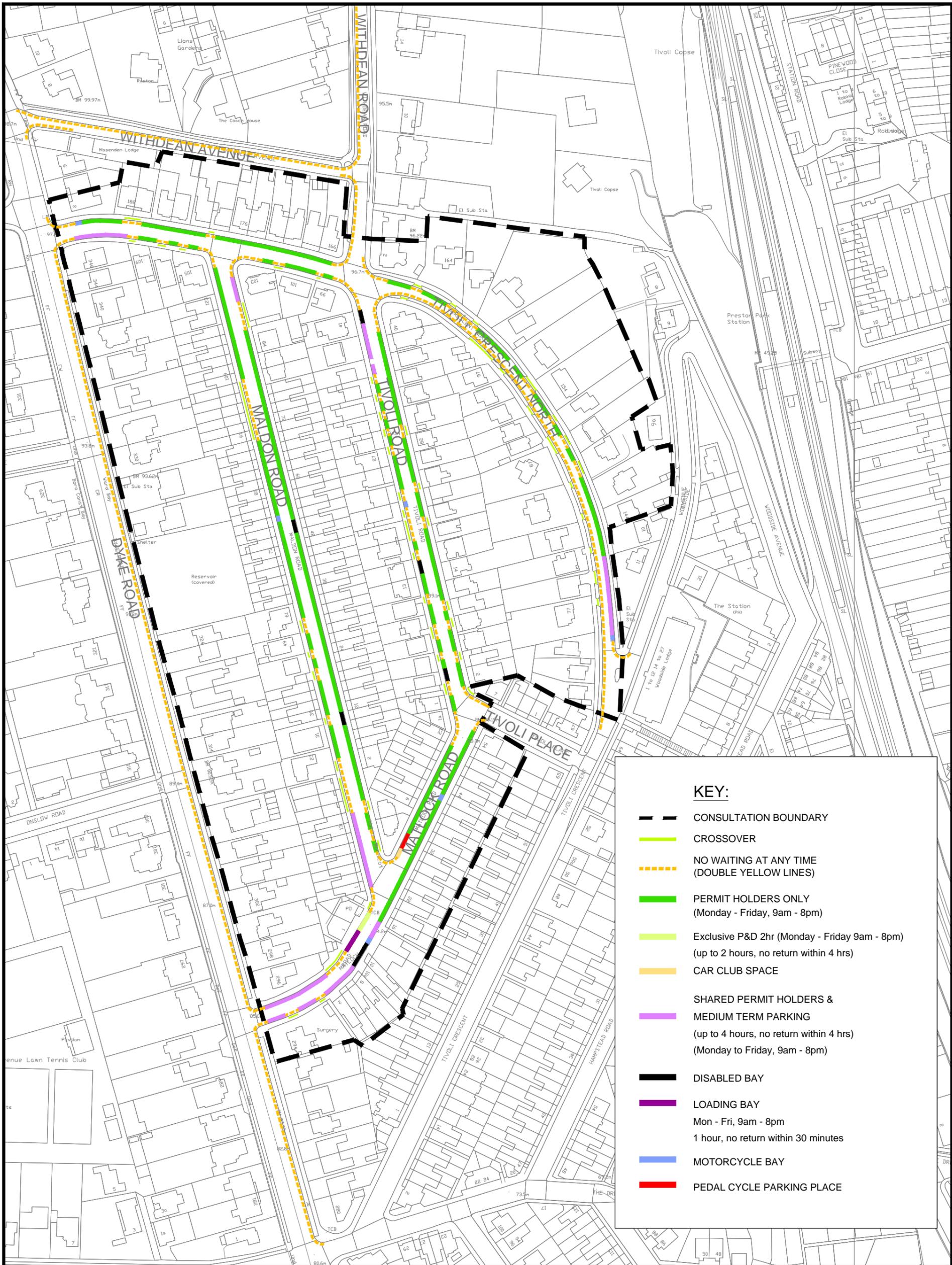
1. None

Background Documents

1. None

APPENDIX A – Items of correspondence

Who	Road / Ward	Object / Support	Contents
Resident	Matlock Road	Object	Object to the pedal cycle bay as it is different from the original plans.
Residents	Withdean Road	Object	Concerns about the current displacement of parking into Withdean Road following scheme implementation.
Resident	Matlock Road	Object	Object to the pedal cycle bay and also argues it is different from the original plans.
GMB Brighton & Hove taxi section	N/A	Object	General Objection about lack of consultation with taxi trade on transport projects.



KEY:

-  CONSULTATION BOUNDARY
-  CROSSOVER
-  NO WAITING AT ANY TIME (DOUBLE YELLOW LINES)
-  PERMIT HOLDERS ONLY (Monday - Friday, 9am - 8pm)
-  Exclusive P&D 2hr (Monday - Friday 9am - 8pm) (up to 2 hours, no return within 4 hrs)
-  CAR CLUB SPACE
-  SHARED PERMIT HOLDERS & MEDIUM TERM PARKING (up to 4 hours, no return within 4 hrs) (Monday to Friday, 9am - 8pm)
-  DISABLED BAY
-  LOADING BAY (Mon - Fri, 9am - 8pm) 1 hour, no return within 30 minutes
-  MOTORCYCLE BAY
-  PEDAL CYCLE PARKING PLACE

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Project : Zone E
 Title : Amendment Order

Scale : NTS
 Date : May '14
 Drawn : P.T.
 Drawing Number : B&H/Zone-E/002

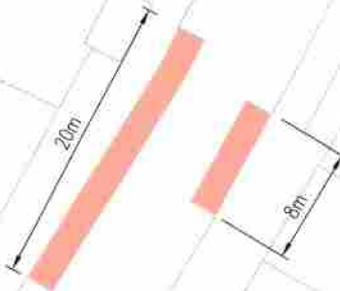


KEY:



Parking restricted to 1 hour
no return within 1 hour, Monday to Friday

MATLOCK ROAD



271

CITY INFRASTRUCTURE	PARKING INFRASTRUCTURE
Scale : NTS	 Brighton & Hove City Council
Date : AUG '14	
Drawn : P.T.	
Drawing Number : B&H/ZoneE-AM/001	

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Council, 2014.

Project : Matlock Road - Area E
Title : Appendix C -
Free parking bay proposals

Subject:	Valley Gardens Governance & Southern Section Update		
Date of Meeting:	7th October 2014		
Report of:	Executive Director Environment Development & Housing		
Contact Officer:	Name:	Jim Mayor	Tel: 294164
	Email:	Jim.mayor@brighton-hove.gov.uk	
Ward(s) affected:	All [If not All, insert affected wards]		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 At July ETS Committee, members agreed that a Business Case should be submitted to the Local Enterprise Partnership for Local Growth Fund funding that would enable delivery of the northern section (Phases 1+2) of Valley Gardens.
- 1.2 At the same Committee, members agreed that “***A report in relation to future project management will be brought to the next Committee***” and the Senior Project Manager confirmed that whilst the proposed scheme arrangement necessitated the loss of 16 trees, work was ongoing to reduce this impact as scheme detail was refined.
- 1.3 Following Committee, on July 7th the Government announced that an additional funding allocation of £6m was being made available for Valley Gardens Phase 3 (the southern section), subject to a robust business case being submitted to and approved by the Local Enterprise Partnership.
- 1.4 This report proposes a Project Management Board structure, suggests a design amendment that would minimise impact on open space and trees and seeks Committee approval to commence work on a Business Case that could enable the council to access funding for Valley Gardens Phase 3.

2. RECOMMENDATIONS:

- 2.1 That Committee agrees a Project Management Board arrangement to enable cross party involvement in project delivery through to implementation.
- 2.2 That Committee agrees that a Business Case should be prepared that could enable the council to access approximately £6million Local Growth Fund funding to enable delivery of the Southern section of Valley Gardens.
- 2.3 That Committee agrees amendments to the preferred option previously presented at Committee to enable delivery of the Northern Section of Valley Gardens with reduced impact on open space and trees.

3. CONTEXT/ BACKGROUND INFORMATION

Project Management Board

- 3.1 Should the Business Case for Valley Gardens Phases 1 & 2 be successful, funding will be available to enable implementation of improvements between 2015 and 2017.
- 3.2 Whilst the principles of the scheme presented in the Business Case will remain unchanged, it is likely that details will develop and change as designs continue to be refined. Examples are the specific arrangement of junctions, or choice of plants.
- 3.3 It is not practical to deliver the project within funding timescales if all decisions relating to potential project amendments are made at Committee. At the same time it is important that members from all parties have an opportunity to maintain regular engagement with the project proposal as it develops. For this reason it is recommended that members from each political group should sit on a Project Management Board, which will make decisions relating to scheme progression and delivery. A suggested structure for the Project Management Board is attached as Appendix 1.
- 3.4 Under the proposed arrangement, members would have the opportunity to refer any project related matters to ETS Committee for a decision if considered necessary by at least two of the three political representatives.
- 3.5 In addition, the Senior Project Manager will bring regular update reports to ETS Committee.

Valley Gardens Phase 3

- 3.6 On July 7th the Government confirmed availability of £8m funding for Valley Gardens Phase 1&2 (the northern section) subject to the Local Enterprise Board approving the Business Case submitted by the council in line with ETS Committee recommendations on 1st July 2014.
- 3.7 At the same time, the Government announced its intention to allocate an additional £6m in funding to enable the southern section (Phase 3) of Valley Gardens (from Pavilion Parade to Aquarium Roundabout) to be delivered from 2017, subject to production, submission and approval of a robust business case to the Local Enterprise Partnership.
- 3.8 To date no further work has been undertaken to develop this section of the concept scheme (included as Appendix 2) since its approval by Transport Committee in March 2013. It is therefore difficult to accurately forecast the actual cost of physical improvements and so the extent of any council contributions required as match funding to unlock the Government's proposed contribution (generally a local contribution of 20% of total scheme cost is required, including preparation costs).

- 3.9 The estimated cost of developing a business case (which would incorporate accurate scheme costings) is £75,000. This money would come from the Local Transport Plan. Money invested in preparing the business case would count towards the necessary 20% local contribution to unlock the additional funding should members decide to pursue the project to implementation.

Reducing Impact on Trees and Open Space

- 3.10 Design decisions relating to the northern section of Valley Gardens have sought to balance a desire to maximise public space, minimise impact on trees (specifically Elms) and maintain existing vehicular movement capacity.
- 3.11 The preferred option approved by Committee incorporates a two lane bus / taxi / access route along the west side of the Gardens, and two northbound and two southbound vehicular routes on the east side.
- 3.12 The simplified arrangement reduces the barrier effect currently created by vehicular infrastructure. Approximately 30% of redundant carriageway can be reclaimed under the arrangement without reducing vehicle capacity, providing enhanced footway space around and a small increase in public open space within the garden areas.
- 3.13 However, the proposal currently necessitates the loss of 16 trees (albeit of relatively modest value). Most of these trees are impacted by new sections of road built within Victoria Gardens in order to maintain two northbound and two southbound lanes along the length of Valley Gardens, within the constraints of the existing eastern building line and significant Elm trees.
- 3.14 The option assumes a northbound and southbound lane is required along the entire length of Valley Gardens for each of the A23 and A27 in order to maintain existing capacity. However, since July Committee, further detailed, independent modelling work shows that because double lanes are only required for finite distances on approaches to signalised junctions (to hold traffic queuing at lights), it is possible to deliver a traffic neutral scheme without building new sections of road in Victoria Gardens.
- 3.15 The revised approach would still enable existing traffic capacity to be maintained through Valley Gardens, but because the refined proposal can be built within existing kerb-lines, impact on trees is significantly reduced and public spaces are maximised. The scheme would also be cheaper as new road do not need to be built (the exact saving would be determined as design detail progresses), with some of that saving benefitting the council (given that 20% of total scheme costs comprise local contributions).
- 3.16 Conversely, moving northbound traffic out of Victoria Gardens would result in a reduction in air quality along the building edge between Richmond Parade and Edward Street. The precise extent of the impact on Air Quality is unknown without further modelling (and would also be impacted by wider measures such as freight management), but overall, either proposal offers Air Quality benefits on the existing situation.

- 3.17 A further comparison / explanation of the currently agreed scheme and suggested refinement is attached as appendix 3.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 Referring all project decisions to committee would prevent Valley Gardens Phases 1&2 from being delivered within the funding window. The proposed project management board arrangement enables members from each party to engage with the project decision making process, and refer any items for a decision at Committee as and when considered necessary.
- 4.2 The provisional Government funding for Valley Gardens Phase 3 is not transferable to another scheme in the city. As such the only decision is whether Committee wishes to invest £75,000 in the short term and an additional local contribution of up to £1.425m in the longer term to secure up to £6m external funding for improvements to the environment between and including Pavilion Parade and the Aquarium Roundabout.
- 4.3 Committee has the choice of either progressing Valley Gardens Phases 1&2 in the form previously agreed, or agree that the refined proposal should be pursued. Agreeing the revision would not impact on the Local Enterprise Partnership's consideration of the submitted business case as the scheme benefits are maintained under the revision. There would also be an opportunity to test the arrangement ahead of construction, so that the additional lanes could be re-added if proven necessary. Pursuing the previously agreed arrangement would result in lost opportunities to maximise open space, reduce impact on trees and reduce project costs, although Air Quality along the eastern façade between Richmond Parade and Edward Street would be better under the existing preferred scheme. It is not possible to progress landscaping details until the carriageway arrangement is fixed. Therefore, if a decision on a preferred approach is delayed, ability to deliver the project within the funding window will be compromised.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The Valley Gardens proposals have been informed by a detailed consultation process, as described in Section 11 of the draft Business Case agreed by Committee in July 2014. At Transport Committee in March 2013, members considered messages of support for the scheme from a wide range of city stakeholders, demonstrating the many benefits that can be realised through the improvements. Consultation and dialogue with the community will continue as the project progresses through further design refinement, trials and implementation.

6. CONCLUSION

- 6.1 Improving Valley Gardens is a longstanding objective of the council. If Committee does not pursue the opportunity of accessing Government funding for the southern section of Valley Gardens, a similar opportunity may not arise to improve this area of Valley Gardens and realise associated benefits.
- 6.2 It is not practical to deliver the northern section of Valley Gardens within funding timescales if all decisions relating to potential project amendments are made at

Committee. At the same time it is important that members from all parties have an opportunity to maintain regular engagement with, and make decisions about, the project proposal as it develops. The suggested Project Management Board arrangement provides a means to maintain member involvement in all aspects of project delivery and decision making whilst enabling the project to progress as quickly as possible, whilst maintaining opportunities for key decisions to be referred to Committee where members deem appropriate.

- 6.3 The recommended highway refinements enable the scheme to be delivered in a way that maintains vehicle capacity whilst minimising impact on open space and trees, at reduced cost to the proposal previously agreed. Although the revisions create some localised worsening of Air Quality, the overall scheme retains Air Quality benefits for the Valley Gardens area.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The total capital cost of the (Phase 1&2) scheme is estimated at £10.006m. Of this £0.370m has already been funded from existing allocations for Valley Gardens within the Local Transport Plan budgets for 2013/14 and 2014/15. This leaves £9.636m planned to be spent over 2015/16 and 2016/17. It is expected that £8.000m will be funded from the Local Growth Fund and £1.636m will be provided from local resources as matched funding. This matched funding element consists of £1.345m from the Local Transport Plan (LTP) allocations and £0.291m from Section 106 contributions and other sources.
- 7.2 If funding is agreed by the LEP and the scheme goes ahead then the project will need Policy & Resources Committee approval to be added to the capital programme. This can be done through the budget monitoring (TBM) reports.
- 7.3 It is possible that the enhanced public space will result in increased maintenance liabilities. If this is the case the cross-sector Management Group will need to be tasked with identifying ways of containing these within existing budgets.
- 7.4 The cost of preparing a business case for Phase 3 funding is estimated at £75k and it is planned to fund this from the LTP allocation for 2015/16. It is expected that this could be funded by the lower costs resulting from the design changes to Phases 1 and 2 (paragraph 3.15).
- 7.5 The matched funding contribution required for Phase 3 is expected to be in the region of £1.425m and this would need to be identified as part of preparing the business case. At this stage it is expected that most of this will be funded from within LTP allocations for 2017/18 and 2018/19 although there is no certainty about the level of LTP funding available from Government for 2015/16 and beyond. So far though, the allocations have been substantial.
- 7.6 The costs of the Project Management Board will be from within existing revenue budgets.

Finance Officer Consulted: Jeff Coates

Date: 09/09/2014

Legal Implications:

- 7.7 There are no legal implications arising from this report

Lawyer Consulted:

Elizabeth Culbert

Date: 10/09/14

Equalities Implications:

- 7.8 An Equalities Impact Assessment is planned but has yet to be completed. The overall aim of the Valley Gardens proposal is to make the movement and place functions of Valley Gardens as inclusive as possible by redressing current environmental conditions that discourage use by all groups, and is arguably especially unpleasant for older and younger people.

Sustainability Implications:

- 7.9 The (Valley Gardens northern and southern) proposals improve Air Quality, Noise Quality and introduce Sustainable Urban Drainage System features that enable the area to better accommodate future flash flooding events. The proposals provide an enhanced environment for the National Elm Collection and create an Arboretum to protect that heritage into the future, whilst additional planting and reduction in severance created by current transport infrastructure will enhance the area's biodiversity. Achieving a better balance of space between different movement modes also encourages sustainable transport choice. Overall the scheme objectives support those of Biosphere, as explained further in the full Business Case previously agreed by Committee.

Any Other Significant Implications:

- 7.10 Corporate / Citywide Implications: The project directly supports objectives of the Local Enterprise Partnership's Strategic Economic Plan, the City Plan, Local Transport Plan, Conservation Area and Enhancement Plan, Biosphere, Air Quality Management Area, Seafront Strategy, One Planet Living, Public Space Public Life, the London Road SPD and the LR2 Study.

SUPPORTING DOCUMENTATION

Appendices:

1. Project Management Board structure.
2. Valley Gardens south concept scheme
3. Comparison between the currently agreed Valley Gardens North scheme and the suggested refinement.

Documents in Members' Rooms

1. n/a

Background Documents

1. Valley Gardens Public Realm Analysis October 2011
2. Valley Gardens Concept Scheme Delivery Plan July 2013
3. Valley Gardens (northern section) Local Growth Fund Business Case

Valley Gardens Appendix 1: Suggested Project Board Structure

Objectives:

The Valley Gardens Project Management Board needs to:

- Provide Governance (Projects / Corporate / Political)
- Offer Openness / Transparency
- Make Design / Process Decisions
- Maintain the Valley Gardens vision
- Ensure synergy with the LSTF project

Links with wider consultation / engagement

The Project Management Board will share and be informed by information shared through five channels:

1: General Communications: A city wide communication strategy overseen by Adrian Ashwell

2: Expert workshops: Focus groups will continue to meet to discuss specific scheme details or areas of interest – such as Sustainable Urban Drainage or conservation matters.

3: Open Workshops: Open Workshops will be held to share project details amongst, and allow input from, the wider community. These workshops will be open to all (members, partnerships, stakeholders, members of the community) and advertised through the wider consultation / engagement strategy. These workshops will be instead of, rather than as well as, individual workshops with established stakeholder groups.

4: Officer workshops: Where necessary these will be held to enable coordination of internal processes and operations

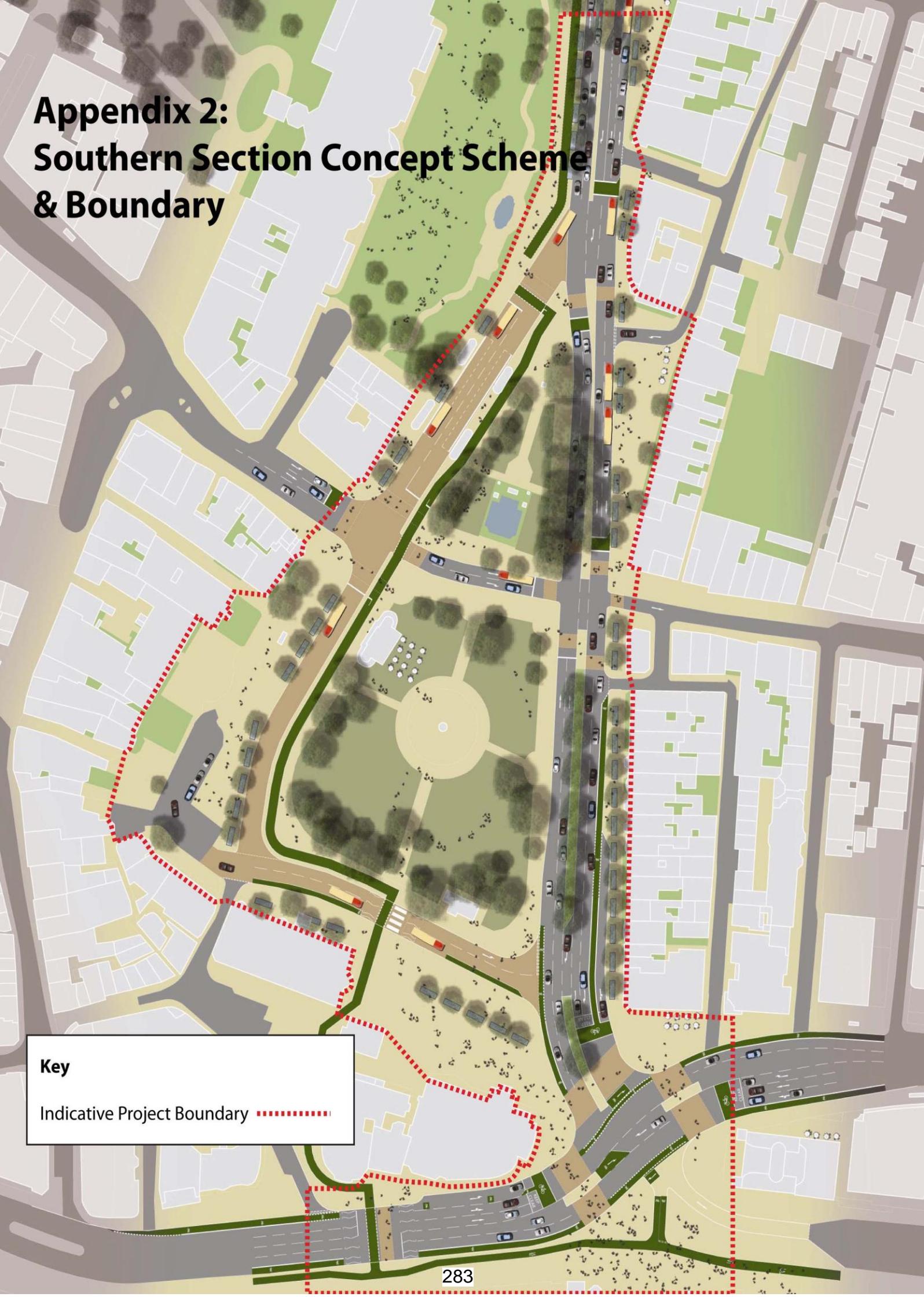
5: Management & Maintenance: A separate multi agency structure will be established to oversee long term management & maintenance arrangements for Valley Gardens.

Structure & Responsibilities

The Project Management Board (PMB) will comprise:

Role	Who	Explanation
Corporate Governance	Andy Renaut	Andy will ensure dissemination of project information amongst senior management and make relevant strategic links with wider corporate objectives.
Political Governance	Ian Davey (Green) Alan Robins (Lab) Tony Janio (Cons) (tbc)	A member from each political party will sit on the Board to ensure political / community representation in the project management process. The Board will be chaired by the Administration's Lead Member for Transport. Any items discussed by the Board can be referred to ETS Committee for a decision if considered necessary by at least two of the three political representatives. The project manager will provide quarterly updates to ETS Committee.
Project Governance	Jim Mayor	The Project Manager will be responsible for reporting project progress to the PMB to enable decision making, and administrating the PMB process. The Project Manager will also sit on the LSTF project as observer to ensure synergy between the two projects where appropriate.
Openness / Transparency	Chair of the Biosphere Partnership	Given synergy between Biosphere and Valley Gardens objectives, and to ensure the decision making process is open and transparent, the Chair of the Biosphere Partnership will be invited to attend the PMB (or suggest a substitute).
Design Decisions	All	All members of the Board will make design decisions, based on information presented by the Project Manager
Design advice	Urban Movement / Engineer (tbc)	The project's independent design advisors Urban Movement will sit on the PMB to help ensure the overall Valley Gardens vision remains consistent with the principles established to date as the project moves towards and through implementation. The project's engineer (tbc) will also sit on the Board for the same reason.
LSTF Synergy	LSTF Officer (tbc)	A member of the LST project team (tbc) will sit on the Board as observer to ensure synergy between the two projects where appropriate.
Communications	Adrian Ashwell	Adrian will advise on communication strategy to accompany project progress
Parks Representation	Paul Campbell	Given that a large proportion of Valley Gardens comprises open space, the Parks Contract & Project Manager will sit on the Board

Appendix 2: Southern Section Concept Scheme & Boundary



Key
Indicative Project Boundary

Appendix 3 – Comparison between the currently agreed Valley Gardens North scheme and the suggested refinement.

1. Context

This note explains a proposed variation in the Valley Gardens scheme. The variation applies to the proposed simplified eastern carriageway that will carry private vehicles north to south between St Peters Place and Pavilion Parade.

2. Summary of differing approaches

The preferred scheme currently approved by Committee sees two northbound and two southbound lanes running between St Peters Place and Pavilion Parade.

The revised proposal only provides a second northbound and southbound lane where required to maintain existing capacity. These second lanes are provided on the approach to and exit from signalised junctions to enable stacking traffic to queue and merge on entry and exit from each junction.

3. Key Principles

The Valley Gardens proposals seek to maintain existing traffic capacity whilst enhancing the wider environment.

During development of the concept scheme, it has been assumed that two southbound and two northbound lanes are required for private vehicles in order to maintain existing capacity (effectively providing a lane in each direction for each of the A23 and A27).

Double lanes are only required to accommodate existing capacity on approaches to signalised junctions and for a short distance on exiting a signalised junction (to enable merging). The 'second lane' is effectively a holding lane for waiting traffic.

The proposed refinement is possible partly because the simplified carriageway layout reduces the number of signalised junctions and so stop start conditions in Valley Gardens (Richmond Parade no longer needs to be signalised, nor does the northbound turn from North Road), and partly because detailed junction modelling has shown that additional lanes on approach / exit from retained signalised junctions can be accommodated within existing kerb-lines.

When modelling junction arrangements, the target capacity is 90% (this meaning that the junction can accommodate peak traffic flows with a 10% tolerance). In reality due to existing traffic levels in the city exceeding available capacity, many junctions theoretically operate at a capacity of over 100%.

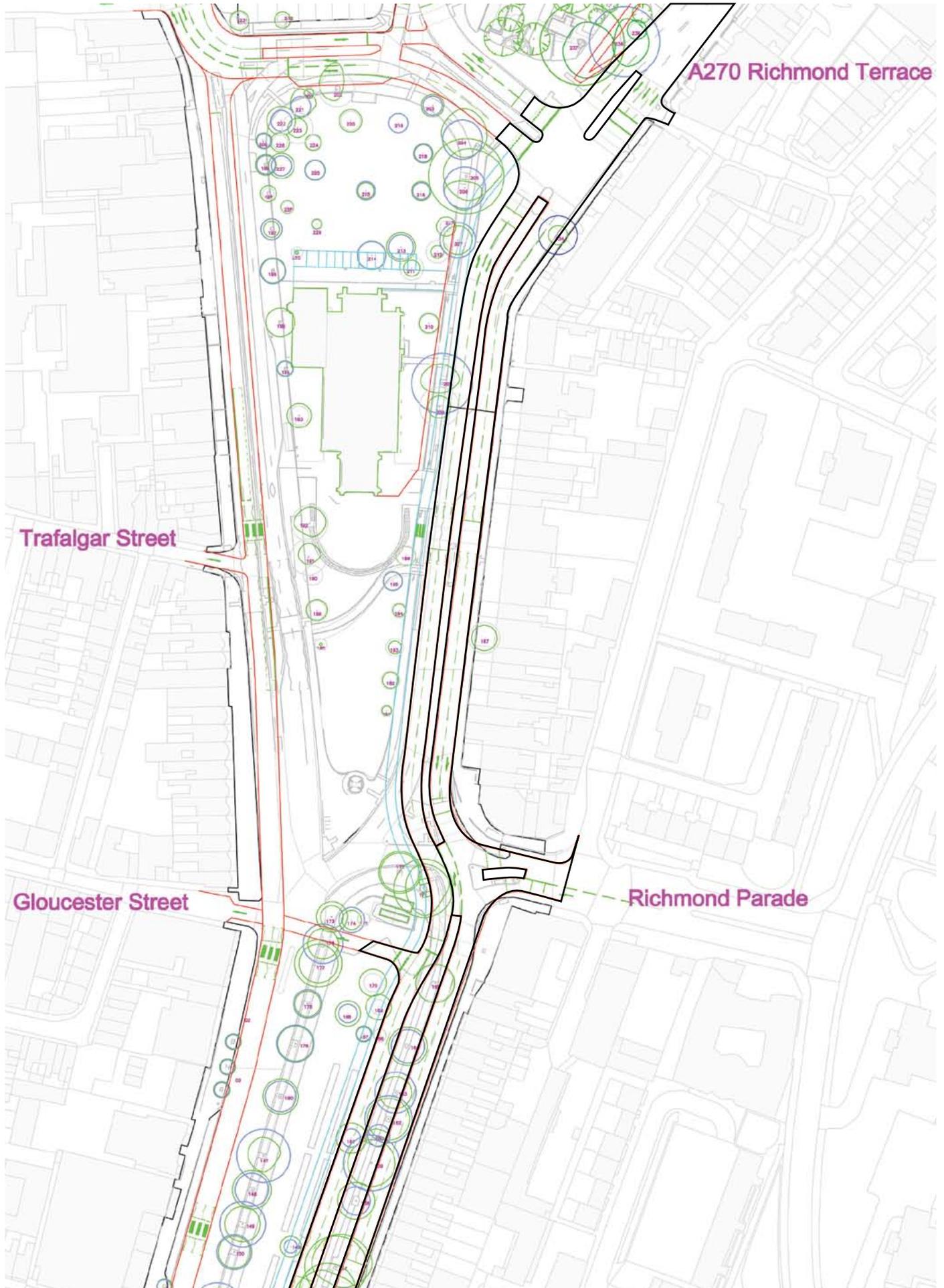
4. Layout Comparison

Section	Preferred Scheme	Revised Proposal
St Peters Place to Richmond Parade	Two northbound and two southbound lanes are provided within existing kerblines.	Two northbound lanes are required between Richmond Parade and St Peters Place to accommodate traffic accessing London Road / Cheapside and Lewes Road. Only one southbound lane is required, as there is no signalised junction necessitating queuing traffic until the North Road junction.
Richmond Parade to North Road	Two northbound and two southbound lanes are provided. Due to spatial constraints between the building line and Elm trees to the east of Victoria Gardens, the approach requires a new section of two lane (northbound) carriageway to be built within Victoria Gardens north.	Only one southbound lane is required until the approach to the North Road junction. Following a short length of merging lane for vehicles travelling north from the North Road junction, only one lane is required as far as Richmond Parade (which will not be signalised in future). This means that private vehicle capacity can be maintained within existing kerblines, and therefore the need to build new carriageway with Victoria Gardens north is avoided. Note: In order to operate at the target 90% capacity, a 30m (or 5 vehicle) approach lane is required on the southbound approach to the North Road junction. Due to spatial constraints between the building line and trees, this cannot be accommodated within available space. If the revised proposal is pursued, the options are to remove two Early Mature Elms. Alternatively the approach could be reduced to 18m (or 3 vehicles) within existing space, which would see the junction operate at 92% rather than 90% capacity. The latter approach is recommended.
North Road to Church Street	Two northbound and two southbound lanes are provided. Due to spatial constraints between the building line and Elm trees to the east of Victoria Gardens, the approach requires a new section of two lane (northbound) carriageway to be built within Victoria Gardens south.	Second north and south bound lanes are only required on the approaches to / exits from the North Street and Church Street junctions (the latter operating at 76% am and 85% pm capacity). For the rest of this section, only one northbound and one southbound lane is required, meaning that private vehicle capacity can be maintained within existing kerb-lines. Therefore the need to build new carriageway with Victoria Gardens south is avoided. Note: In order to accommodate 5 lanes to the immediate north of the Church Street junction (a third southbound lane is required to enable right turns into Church Street) within available space, lane widths are reduced to 2.5m for a short length to the immediate north of Church Street junction. This is narrower than the norm, but the same approach is used elsewhere in the city (on the A259). An alternative approach of re-routing Church Street bound traffic via Kingswood / William and Edward St was considered but discounted due to impact on journey times and the streets / junctions impacted by the re-routing.

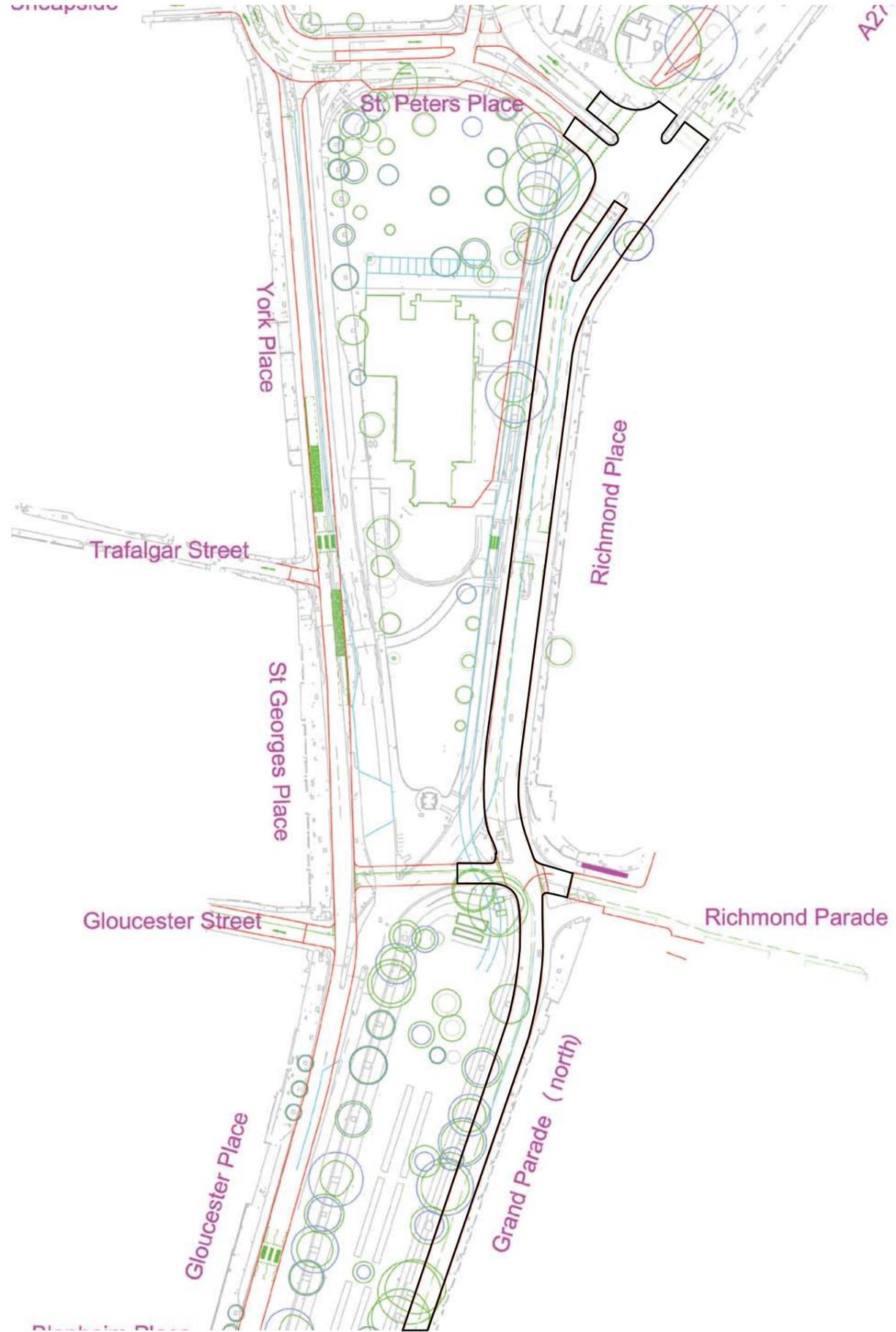
5. Relative Option Strength Comparison

Existing Preferred Scheme	Proposed Revision
<p data-bbox="185 312 309 336">Strengths</p> <ol data-bbox="185 384 1059 520" style="list-style-type: none"> <li data-bbox="185 384 1059 448">1. Northbound traffic is further away from frontages between Richmond Parade and Church Street, providing localised air quality benefits. <li data-bbox="185 456 1059 520">2. Does not limit opportunities for footway extensions in the immediate vicinity of the Church Street and North Road junctions. 	<p data-bbox="1126 312 1249 336">Strengths</p> <ol data-bbox="1126 384 2047 1054" style="list-style-type: none"> <li data-bbox="1126 384 2047 448">1. The trees that would need to be relocated / removed if new roads are built in Victoria Gardens will be unaffected under the revised proposal. <li data-bbox="1126 456 2047 592">2. Most work can be undertaken within existing kerb lines, reducing the amount of work that would need to be undertaken within or in proximity to root protection areas of retained trees, reducing cost, construction time and risk to trees. <li data-bbox="1126 600 2047 663">3. The amount of open space will be greater if new roads do not need to be built in Victoria Gardens. <li data-bbox="1126 671 2047 807">4. Southbound traffic is further away from frontages between St Peters Place and Richmond Parade, providing localised air quality benefits (although air quality is not currently as great a problem here as between Richmond Parade and Church Street). <li data-bbox="1126 815 2047 847">5. Larger open spaces means Air Quality will be better in open spaces. <li data-bbox="1126 855 2047 991">6. The scheme will be cheaper for not needing new roads to be constructed (and reducing the need for work within root protection areas): a proportion of the (currently unknown) saving will benefit Brighton & Hove City Council. <li data-bbox="1126 999 2047 1054">7. Wider footways (or more open space) can be provided between St Peters Place and Richmond Parade.

Phase 1&2 - Agreed Arrangement (St Peters)



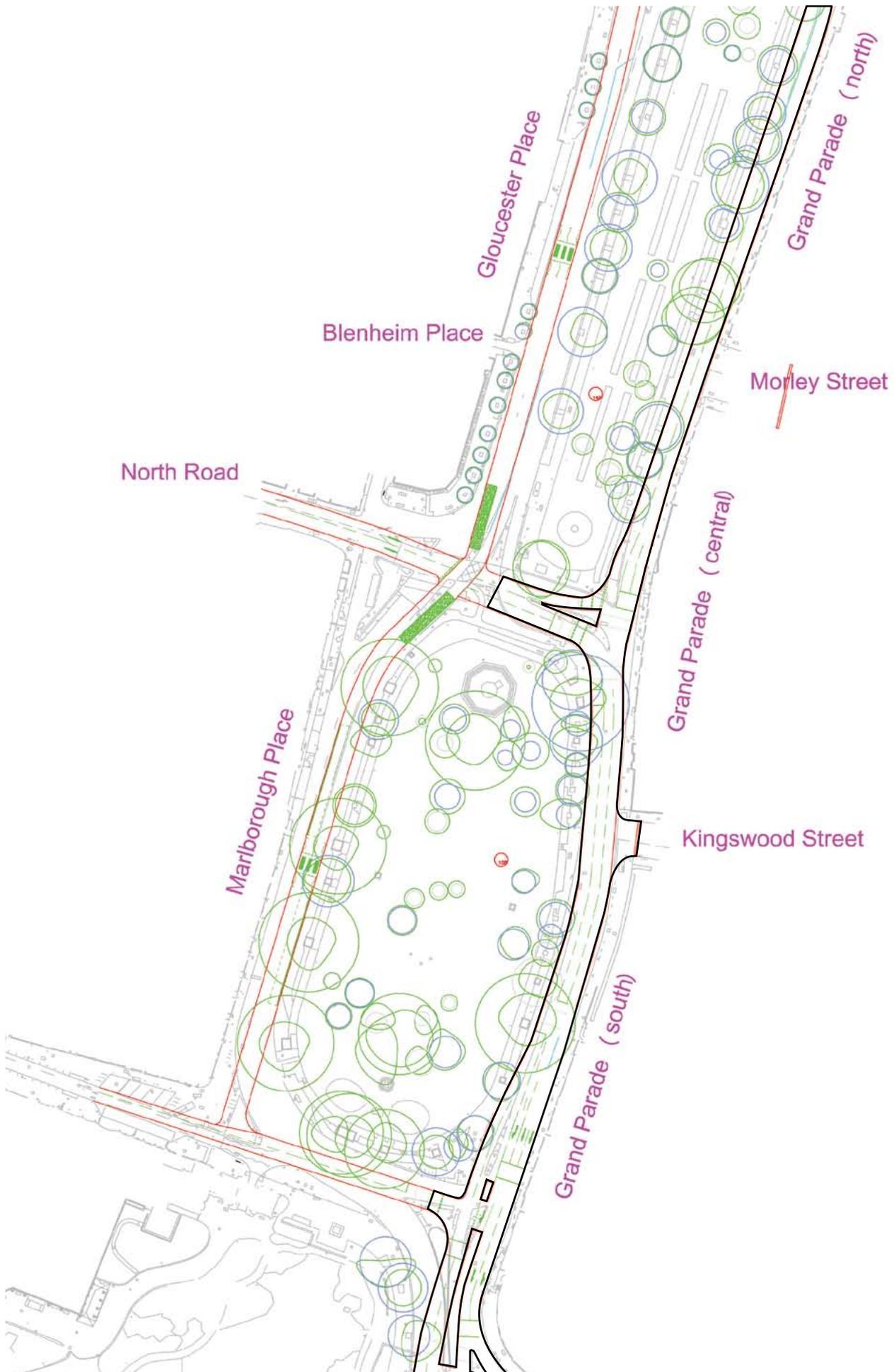
Phase 1&2 - Possible Refinement (St Peters)



Phase 1&2 - Agreed Arrangement (Victoria Gdns)



Phase 1&2 - Possible Refinement (Victoria Gdns)



Subject:	Pedestrian Crossing Assessment and Priority List		
Date of Meeting:	7th October 2014		
Report of:	Executive Director – Environment, Development & Housing		
Contact Officer:	Name:	Tracy Beverley	Tel: 29- 3813
	Email:	Tracy.beverley@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 On the 21st June 2010 The Environment & Community Safety review Scrutiny Committee (ECSOSC), as part of its annual work plan, requested officers to provide information on pedestrian crossings and how requests from members of the public are prioritised. Following the initial ECSOSC review, officers have developed a more robust and up to date prioritisation procedure that takes into account Members' concerns such as residents fear of crossing busy roads and the public perception of dangerous roads.
- 1.2 At its meeting of 25th January 2011, ECSOSC resolved to welcome the new methodology and agreed that it should be put forward for approval at a future Cabinet Member Meeting. At the 26th May 2011 Environment Cabinet Member Meeting the revised methodology was explained including case studies. A revised pedestrian crossing assessment methodology was approved and permission granted to carry out assessments of all sites on the pedestrian crossing request list in the financial year 2011/12. Assessments have been carried out annually since and funding allocated to make necessary improvements at priority locations.
- 1.3 Since 2011/12, 33 of the priority crossing locations identified have been improved through either LTP, Safer Route to Schools funding or other external funding sources such as Local Sustainable Transport Fund & Better Bus Area. The full list can be seen in Appendix 2, Table C.
- 1.4 This report presents the findings of the pedestrian crossing assessments of locations requested up to May 2013 and identifies priority crossing points to be delivered over the next 12 months, subject to the availability of funds.

2. RECOMMENDATIONS:

- 2.1 That the Environment Transport & Sustainability Committee approves the priority crossing list and grants permission for officers to begin implementing the prioritised pedestrian crossing locations where funding has been identified.

Where crossing points require higher funding levels these should be acknowledged and identified as part of future work plans

- 3 That the Environment Transport & Sustainability Committee authorises officers to construct the prioritised pedestrian crossings for which funding has been identified within the financial year 2013/14, subject to Traffic Regulation Orders (TROs) being advertised prior to implementation of crossing points.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Requests for new pedestrian crossings are received regularly from members of the public and local Ward Members. Subject to the availability of funding, potential crossing locations were previously prioritised based on the number of pedestrian accidents in the immediate vicinity. At the Environment & Community Safety Overview Scrutiny Committee (ECSOSC) meeting on 21st July 2010, Members requested a review of this process. It was felt that the existing methodology did not consider the social issues associated with a lack of safe crossing points, nor did it consider the perceived danger of crossing the road.
- 3.2 Following the initial 21st July 2010 ECSOSC meeting officers undertook an investigation of pedestrian crossing assessment procedures used by other authorities in the South East region and proposed a point scoring system to enable a more wide ranging assessment to take place, taking into account the social factors in addition to collision history. Following this investigation a new robust pedestrian crossing methodology was proposed to assess crossing requests. This improved new methodology considers a range of important social factors which effect pedestrian movement such as public perception of danger, the impact of crossings on community cohesion, access to key services and green space and improvements for mobility impaired people.
- 3.3 In publishing the results of the crossing assessments on an annual basis the new methodology enables a more transparent approach to assessing pedestrian crossings and a more proactive approach to responding to requests from Ward Members and the public
- 3.4 At its meeting of 25th January 2011, ECSOSC resolved to welcome the new methodology and this was approved at the 26th May 2011 Cabinet Member Meeting. At this meeting approval was granted to apply the new methodology to crossing requests received up until May 2013 and funding was allocated to install those crossings identified as a priority.

The Assessment Process

- 3.5 The approved methodology as set out in Appendix 1 for pedestrian crossing requests considers 14 different categories including; pedestrian collisions, access to services, pedestrian movements and vehicle counts at each location.
- 3.6 Ward Members were invited to request crossing locations for inclusion in this assessment process, in addition to the requests received by residents until the end of May 2013. In total 22 locations were assessed.

- 3.7 Each crossing request was subject to a pre-qualification assessment (see appendix 1). Those crossing points with a recorded pedestrian casualty in the last 3 years within 50 metres of the request location, and / or where a sample one hour vehicle and pedestrian count at peak time exceeded the threshold, were then subject to a full assessment.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 From the most recent 22 requested crossing points, 11 locations did not meet the pre-qualification criteria so were removed from the priority list. Appendix 2 (Tables B, C & D) lists all crossing points removed from the priority list.
- 4.2 The remaining 11 crossing requests were subject to a full assessment and have been ranked in priority order and listed in Appendix 2 (Table A).
- 4.3 The Church Road, Portslade Crossing point missed the assessment process deadline but is being investigated separately by the Councils Road Safety Manager, Martin Heath
- 4.4 Table 1 lists the top 10 scoring pedestrian crossing points. For each crossing point proposed actions have been listed along with funding sources.
- 4.5 Those crossing locations achieving a ranking within the top 10 will be prioritised for funding but this does not automatically qualify a particular location for implementation. For example, the cost of a crossing facility at a particular location may be prohibitive or upon closer investigation it may become apparent that suitable pedestrian provision already exists in a particular location and therefore further investment would not represent good value for money.
- 4.6 At crossing points where actions are proposed this is subject to further design work, associated TROs and Road Safety Assessments. The type of crossing facility proposed is considered on a case-by-case basis in accordance with Department for Transport guidance and determined by the existing road network, pedestrian and vehicle volumes and funding availability.
- 4.7 Where priority crossings require significant capital funding such as Sackville Road, Old Shoreham Road & Hangleton Link Road (A293) near Fox Way they are recommended for inclusion within future LTP works programmes, subject to the availability of funding
- 4.8 As part of the Better Bus Areas Project, funding has been allocated to implement crossing facilities at two of the priority crossing locations Pavilion Parade, Edward Street & Upper Rock Gardens/ Edward Street Junction West Arm.
- 4.9 Suitable provision for pedestrians crossing Preston Drive, opposite Blakers Park already exists where a pedestrian refuge serves pedestrians adequately. As there have been no recent related collisions it is suggested that no further improvements should be made to this existing pedestrian crossing facility.
- 4.10 The assessment of new requests will be carried out once annually, and a new priority list established accordingly. The amended priority list will be proposed for

approval at the relevant Cabinet Member Council Meeting. Identified priority crossing points will then be implemented within that financial year, subject to funding.

Table 1 - Top ten identified priority crossings

Crossing Number	Crossing Location	Priority Score	Proposed Actions	Proposed Crossing Facility	Funding Source 2011/2012	Future funding required
1	Pavilion Parade, Edward Street,	68	Implement as part of BBA project scheduled implementation 2014/15	Signalised Crossing Point	*BBA	none
2	Church Road Hove near Hova Villas	30.2	Design & implement within the financial year 2014/15	Pedestrian island	LTP	none
3	Sackville Rd, Old Shoreham Road	21.9	To be considered as future LTP/ Section 106 schemes	Full signalised junction with pedestrian facilities on all arms	none	Section 106 contributions & LTP
4	Hangleton Link Road (A293) NR Fox Way	20.1	To be considered as a future LTP project	Possible speed table/ surfacing & treatment	none	Proposed for inclusion in future LTP programmes
5	Cromwell Road East of Selbourne Place	18.2	Design & implement within the financial year 2014/15	Pedestrian island	LTP	none
6	Dyke Rd / The Drove	17.7	Design & implement in next 6-12 months	Pedestrian refuge or junction improvement	LTP	LTP
7	Old Shoreham Rd near Olive Road	15.5	To be considered as a future LTP project	Possible corridor treatment or signalised junction	none	LTP
8	Goldstone Villas/Station Approach	14.1	Design & implement in next 6-12 months	corridor treatment & resurfacing	LTP	none
9	Preston Drove, opposite Blakers Park	13.4	No further action due to existing pedestrian refuge	none	none	none

10	Upper Rock Gardens/ Edward Street Junction West Arm	12.8	Improvements made, no further action	Formal pedestrian phase introduced on west arm	BBA	none
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*Better Bus Areas

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The proposed assessment methodology has been considered and approved by Members of ECSOSC and furthermore has been approved at the Cabinet Member Meeting on the 26th May 2011.
- 5.2 Works Notifications will be distributed at each location once feasibility and design work is completed, prior to implementation. In locations where Traffic Regulation Orders are required these will be advertised accordingly.

6. CONCLUSION

- 6.1 The adopted pedestrian crossing methodology was applied to crossing requests previously received and the list of priorities has now been identified. The report asks for approval to continue to prioritise new requests and to implement those recommended priorities.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The capital costs associated to the recommendations in the report will be funded from a mixture of Local Transport Plan (LTP) capital funding, Section 106 receipts and identified grant funding.
- 7.2 The total LTP budget allocation for pedestrian crossings in the 2014-15 financial year is £0.143m as approved at Policy and Resources Committee; which includes £0.080m of 2014-15 LTP allocation and a £0.063m reprofile from previous financial years.

Finance Officer Consulted: Name Steven Bedford Date: 12/09/14

Legal Implications:

- 7.3 The Council must comply with the requirements of section 23 of the Road Traffic Regulation Act 1984. Before establishing, altering or removing a pedestrian crossing the Council must:

- A consult the chief officer of police about the proposal
- B give public notice of the proposal; and
- C inform the Secretary of State in writing.

Adequate time must be given for responses to be made to the public notice and any responses must be taken into account in finalising proposals.

Lawyer Consulted: Katie Matthews

Date: 10/09/14

Equalities Implications:

- 7.4 None identified directly in relation to this report

Sustainability Implications:

- 7.5 Improving the pedestrian environment will increase the number of people choosing to walk. Walking is the most sustainable form of all transport modes as it produces zero emissions and also improves public health through increased physical activity.

Any Other Significant Implications:

- 7.6 None relating to this report

SUPPORTING DOCUMENTATION

Appendices:

1. Pedestrian Crossing Priority Methodology
2. 2014/15 Pedestrian Priority List

Documents in Members' Rooms

1. None

Background Documents

1. None

ASSESSMENT AND PROVISION OF PEDESTRIAN CROSSING FACILITIES

PURPOSE OF POLICY

To ensure that pedestrian crossings are provided on the basis of impartially assessed need

POLICY

1. When a request for a pedestrian crossing facility is received, an initial assessment will be undertaken to determine if the site meets the agreed pre-qualification criteria, as follows:

Pre-qualification criteria

- Where a pedestrian casualty has been recorded that site will be deemed to have met the criteria and will go on to be fully assessed.
 - Where there is no pedestrian casualty record, a sample one hour count of pedestrians and vehicles will be undertaken during the busiest time and only sites with a sample PV^2 value of greater than 0.2×10^8 will be put forward for full assessment.
2. All sites meeting the pre-qualification criteria set out in (1) will be assessed in detail and prioritised using an approved assessment procedure that takes into account factors such as pedestrian casualties, speed limits, severance, access to schools and existing conditions (See Overleaf).
 3. The type of facility constructed will be determined by site assessment bearing in mind the site characteristics including casualty history, vehicle speeds and difficulty of crossing.

NOTE ON PV^2

PV^2 gives an impartial measure of the need for a pedestrian facility at any site by determining the number of vehicles and pedestrians using the area; it is nationally accepted and has been tried and tested over many years. Using a pre-qualification criteria ensures that detailed assessment is only undertaken for those sites with a proven need and reduces the impact on limited resources.

CROSSING TYPES

Traffic light controlled crossings can cost up to 5 times the cost of a zebra or a central island and, therefore, will only be provided where there is a clear identified need.

PEDESTRIAN CROSSINGS ASSESSMENT SCORING

Factor	Options	Score
1	Improvements for Mobility Impaired Score 2 for crossings specifically requested to improve conditions for mobility impaired	
2	Safer Routes to School Score 3 for sites specifically identified as an issue in a School Travel Plan	
3	Access to Public Transport Score 2 for sites which will improve access to public transport	
4	Reduction of Severance Score 2 for sites which reduce severance (e.g. to serve sole local store / shopping area or where a residential area is severed by a heavily trafficked A or B class road)	
5	Pedestrian Casualties Score 3 for each pedestrian fatality Score 2 for each serious pedestrian casualty Score 1 for each slight pedestrian casualty	
6	Child Pedestrian Casualties Score 3 for each child pedestrian fatality Score 2 for each child serious pedestrian casualty Score 1 for each child slight pedestrian casualty	
7	Road Width Score 2 for roads over 9m Score 1 for roads between 7 and 9m	
8	Speed Limit Score 3 for roads subject to National Speed Limit Score 2 for roads subject to 50mph limit Score 1 for roads subject to 40mph limit	
9	Existing Pedestrian Facilities Score -3 for sites with an existing bridge or subway Score -2 for sites with existing traffic signals with no specific pedestrian facility Score -1 for sites with an existing traffic island	
10	Footpaths and Cycle Routes Score 1 for sites which serve an existing designated cycling or walking route such as the National Cycle Network, bridle path or footpath.	
11	Street Lighting Score 1 for sites with no street lighting Score 0.5 for sites with existing but sub-standard street lighting	
12	Walkability Score 1 for sites that will clearly improve the 'walkability' and urban environment, thereby resulting in additional pedestrian movements	
13	Links to South Downs Score 1 for sites that create a new link to the South Downs National Park	
14	Average PV squared value (busiest four hours) Score equals average PV squared x 10 (e.g. PV2 of 0.25 becomes score of 2.5)	
	Overall Score	

Table A. 2013/14 Pedestrian Priority List

Number	Crossing Location	Crossing Ref	Assessment Year	Priority Score
1	Pavilion Parade, Edward Street,	20/11	2011/12	68
2	Church Road Hove near Hova Villas	18/13	2013/14	30.2
3	Sackville Rd, Old Shoreham Road	67/11	2011/12	21.9
4	Hangleton Link Road (A293) NR Fox Way	10/13	2013/14	20.1
5	Cromwell Road East of Selbourne Place	11/13	2013/14	18.2
6	Dyke Rd / The Droveway	20/12	2012/13	17.7
7	Old Shoreham Rd near Olive Road	12/13	2013/14	15.5
8	Goldstone Villas/Station Approach	27/11	2011/12	14.1
9	Preston Drove, opposite Blakers Park	39/11	2011/12	13.4
10	Upper Rock Gardens/ Edward Street Junction West Arm	17/12 (W)	2012/13	12.8
11	Millers Road/ Highcroft Villas	8/13	2013/14	12.5
12	The Drive, near Eaton Rd arm (south)	53/11	2011/12	12.4
13	Denmark Villas, Opposite Tesco's	17/11	2011/12	12.3
14	Hollingbury Dip	30/11	2011/12	12.2
15	Hangleton / OSR (north)	28/11	2011/12	12.1
16	Old Shoreham Rd/ Shirley Drive (Arm 3)	44/11	2011/12	11.8
17	Davigdor Road / Montifore Road	5/13	2013/14	11.5
18	New Church Rd	2/11	2011/12	11
19	Whitehawk Road near Marlow Road	3/13	2013/14	11
20	Old Shoreham Rd/ Shirley Drive (Arm 4)	44/11	2011/12	10.4
21	Olive Road, near Hallyburton Rd	35/11	2011/12	10
22	The Drive Cromwell Rd Arm (east arm)	52/11	2011/12	9.7
23	Goldstone Cres/ The Droveway	25/11	2011/12	9.5
24	Preston Road north of Rookery Close	2/13	2013/14	9.2
25	Sackville Rd, ne Connaught Rd infants	43/11	2011/12	8.7

26	Holland Rd/ Lansdowne Road, Southern arm	29/11	2011/12	8.6
27	Locks Hill north of St Nicolas School	22/13	2013/14	8.5
28	Trafalgar Rd (OSR)	59/11	2011/12	8.2
29	Upper Rock Gardens/ St James Street Junction North arm	1/12 (N)	2012/13	8.1
30	Hangleton Link	3/11	2011/12	7.7
31	Warren Hill near Hill View Rd	13/13	2013/14	7.7
32	Upper Lewes Rd, nr Wakefield Rd	61/11	2011/12	7.6
33	Shirley Drive, north of the Droveaway	45/11	2011/12	7.5
34	Wilson Avenue, near Henley Rd	63/11	2011/12	7.3
35	Hangleton / OSR (south)	28/11	2011/12	6.4
36	Upper Rock Gardens/ St James Street Junction South arm	21/12 (S)	2012/13	5.5
37	Freshfield Road/ Near Elm Grove Junction	8/12	2012/13	5.4
38	Freshfield Road (between Queens park and Cuthbert Road)	11/12	2012/13	5.3
39	Winfield Avenue north of Jasmine Court	15/13	2013/14	4.8
40	The Drive, near Eaton Rd arm (north)	53/11	2011/12	4.5
41	Ditchling Rd/ Upper Lewes Rd Junction North arm	10/12 (N)	2012/13	3.5
42	Fonthill Rd / Newtown Rd	18/12	2012/13	3
43	Carden Avenue nr Warmdean Rd	4/12	2012/13	1.3
44	Ditchling Rd/ Upper Lewes Rd Junction East arm	10/12 (E)	2012/13	1.2

Church road, Portslade is being looked at separately by the head of Road Safety

Table B Locations Removed From the Priority List

Number	Crossing Location	Crossing Reference	Priority Score
1	Eastern Rd near College Rd	18/11	63.4
2	Warren Rd, near McWilliam Rd	64/11	37.9
3	Marine Drive / Rifle Butt Rd	32/11	21.6
4	Carden Avenue/ Braybon Avenue	9/11	18.1

Table C Priority Crossing Points Installed

Number	Crossing Location	Installation year	Funding Stream
1	Lewes Rd/ nr. Queensdown School Road	2011/12	LSTF
2	Goldstone Villas/ Blatchington Rd	2011/12	LTP
3	Portland Rd/ Rutland Gardens	2011/12	LTP

4	Coldean Lane, nr, Park Rd	2011/12	LSTF
5	Trafalgar Rd/ Victoria Rd near mini about	2011/12	SRTS
6	Trafalgar Rd/ Shelldale mini roundabout	2011/12	SRTS
7	Nevill Road, opposite passenger entrance to car park	2011/12	LTP
8	Carlton Terrace north of level crossing	2011/12	SRTS
9	Channel View Road Warren Rd- near cemetery bus stop	2011/12	LTP
10	Old Shoreham Rd/ Shirley Drive	2011/12	Section 106
11	Old Shoreham Rd/ Shirley Drive (Arm 2)	2011/12	Section 106
12	The Drive Cromwell Rd junction South Arm	2012/13	LTP
13	The Drive, near Wilbury Ave	2012/13	LTP
14	Goldstone Villas / Clarendon Rd	2012/13	LTP
15	Carden Avenue, near Sainsbury's	2012/13	LTP
16	The Drive Cromwell Rd Arm 4 (west arm)	2012/13	LTP
17	Sackville Rd, north of Livingstone Rd	2012/13	LTP
18	Surrenden Rd / Harrington Rd	2013/14	LTP
19	Surrenden, opp Ioder Rd	2013/14	LTP
20	Surrenden Road opp Vardean Rd	2013/14	LTP
21	Blatchington Road junction with Belfast Street	2013/14	SRTS
22	Eaton Gardens junction with Eaton Road	2013/14	STRS
23	Eaton Villas/ Denmark Villas junction	2013/14	SRTS
24	Somerhill Ave/ Holland Road junction	2013/14	SR TS
25	Holland Road	2013/14	SRTS
26	Locks Hill Portslade	2013/14	SRTS
27	Manor Road/ Easthill Way Portslade	2013/14	SRTS
28	Boundary Road / Seaford Road Portslade	2013/14	SRTS
29	Ashton Rise/ Sussex Street	2013/14	Section 106
30	Preston Drove/ Preston Park Ave	2012/13	SRTS
31	Ditchling Road/ Friar Road	2012/13	SRTS
32	Hangelton Road/ Clarke Avenue	2014/15	LTP
33	Carden Avenue Nr London Road	2014/15	Section 106

Table D Requested Crossing points where Initial Criteria was not met

Number	Crossing Request Location
1	Davey Drive, near The Crossway
2	Upper Lewes Road, nr Roundhill Crescent
3	Ethel St, near Clarendon Rd

4	Cleveland / Stanford Rd
5	Nizells Avenue
6	Old Shoreham Road/ Near Radinden Manor Rd
7	Bear Road nr cemetery / Tenantry Road
8	Port Hall Avenue
9	Southdown Road, by ped entrance to Blakers Park (number 8)
10	Conway St, Off Clarendon Road
11	Balfour north of Loder
12	Carden Avenue Outside Elwyn Court
13	Dyke Road Avenue / Tongdean Lane
14	Hollingbury Road / Hollingbury Crescent
15	Balfour Road, Opp Varndean
16	Ditchling Road north of Ashford Road
17	Old Shoreham Road (Silverdale Road Hove/Ferndale Road)
18	Mile Oak Road / The High street
19	Queens Park Terrace, Queens Park Rise and East Drive.
20	Hawkhurst Road / Junction Beatty Avenue
21	Eaton Gardens, Southern end
22	Freshfield Road/ junction with Pankhurst Av
23	Stroudley Road
24	Hangleton Way Nr Downland Drive
25	The Crestway near Tavistock Down
26	Brentwood Road / Lynchet Close
27	Lansdowne Road, bottom of York Rd
28	Ditchling Rd/ Oxford Street
29	Upper Rock Gardens/ Edward Street Junction North Arm
30	Upper Rock Gardens/ St James Street Junction East arm
31	Braybon Avenue / Junction with carden Av
32	King George VI Avenue near the roundabout at the A27 interchange
33	Carden Hill / Nr Carden Park
34	Manor Hill north of Maresfield Road
35	Saltdean Vale south of Lustrells Vale
36	Falmer road near Court ord Road
37	Pelham Street opposite City College
38	Mill Rise near Acsession Church

39	Mill Road to link with the A27 bridge cross over
40	Hangleton Way between Hardwick Way and Hardwick Road
41	Bexhill Road south of Balsdean Road junction

Subject:	Church Road, South Portslade – Traffic & Road Safety Issues		
Date of Meeting:	07th October 2014		
Report of:	Executive Director Environment Development & Housing		
Contact Officer:	Name:	Martin Heath	Tel: 29-38705
	E-mail:	martin.heath@brighton-hove.gcsx.gov.uk	
Wards Affected:	South Portslade		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 Parents and local residents in the South Portslade area have previously submitted a Deputation (October 2013) and a formal Petition (December 2013) to this Committee seeking action on the provision of measures to overcome traffic and road safety concerns and specifically requesting the implementation of a formal pedestrian crossing facility in Church Road.
- 1.2 Chair of the ETS Committee has noted these submissions and in response instructed that further assessment work be carried out, along with further consultation of parents and residents to determine the factors giving rise to their concerns and to identify the needs of a broader group of parents and residents to ensure that any measures reflected the needs of the wider South Portslade community.
- 1.3 Since that time further surveys of pedestrian crossing activities have been undertaken and a more detailed analysis undertaken, of the crossing behaviour of pedestrians in Church Road, south of St Andrew's Road and north of North Street. In addition, officers and the Chair of the Committee have met with parents and residents individually and the Road Safety Manager has attended two public meetings to present the results of ongoing investigations and to gather feedback and additional information.
- 1.4 Officers have also met with technical officers of Adur Borough Council's Planning Department to discuss the proposed growth of the Shoreham Harbour Development as published in its latest development master-plan and have jointly agreed to ensure that any future development of the port facility does not adversely impact upon the traffic and road safety conditions in Church Road.

- 1.5 This report summarises the results of the additional surveys, analysis and public consultation carried out by officers and seeks the Committee's decision on the action to be taken in order to overcome the concerns of parents and residents using Church Road, South Portslade.

2. RECOMMENDATIONS:

- 2.1 That the Environment, Transport & Sustainability Committee notes the growing concerns of parents and local residents and the results of the additional analysis of crossing behaviour undertaken by officers, as described in this report.
- 2.2 That, in acknowledgement that the technical criteria for a formal Zebra crossing facility is met in the section of road immediately south of St Andrew's Road, the Environment, Transport & Sustainability Committee authorises officers to include this site in the Pedestrian Crossing Assessment & Priority Listing for 2014/15 and recommends that the site should be closely monitored.
- 2.3 That the Environment, Transport & Sustainability Committee approves the interim provision of a School Crossing Patrol in the section of Church Road between St Michael's Road and St Peter's Road, subject to appropriate Health & Safety at Work requirements being met.
- 2.4 That the Environment, Transport & Sustainability Committee approves the implementation of traffic signs, road markings and road surface materials to support the interim School Crossing Patrol facility.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Engineering measures to improve the quality and safety of walking routes to St Peter's Community Primary School in South Portslade were introduced in 2011, as part of the Council's Safe Routes to Schools Programme.
- 3.2 Those measures were identified following the evaluation of road casualty data for the South Portslade area and resulted in the creation of a series of central pedestrian refuges in Church Road, road marking improvements and dropped kerbs at several junctions on surrounding residential streets, to make it easier for pedestrians to walk to the primary school from the surrounding community.
- 3.3 The value of the measures introduced in the vicinity of St Peter's Community Primary School is approximately £85,000. In addition, in

2011, a trial 20mph speed limit was introduced in Church Road, South Portslade and this remains in place throughout the section of Church Road being assessed. Speed surveys undertaken in May 2014 indicate average traffic speeds of 26mph northbound and 24mph southbound.

- 3.4 Following the first phase of expansion of the St Peter's Community Primary School in South Portslade, in September 2012 a request was made by the Headteacher for additional safety measures to be implemented to assist parents and children crossing Church Road, near to the North Street junction, following concerns raised by parents.
- 3.5 An assessment of the location identified was undertaken using the Council's approved pedestrian crossing methodology, which determined that there was insufficient crossing activity to support the request for a formal crossing facility. Further enforcement of the 20mph speed limit and improvements to road markings and traffic signs were undertaken.
- 3.6 In June 2013, a further pedestrian crossing survey was undertaken in the section of Church Road north of its junction with North Street and the Council's approved assessment process was used to evaluate the demand for a formal crossing facility and to determine the justification for its consideration within the list of priority crossings. The results of this assessment showed that a formal crossing facility could not be supported at that time.
- 3.7 In July 2013, a further survey of school-time only pedestrian crossing activity was carried out in the same section of Church Road, north of its junction with North Street, to determine whether a School Crossing Patrol site could be established for operation during school assembly and dispersal times. The results of this survey indicated that there was insufficient pedestrian crossing activity to support a School Crossing Patrol facility at that time.
- 3.8 In October 2013, a Deputation from parents and residents was accepted at the Environment, Sustainability & Transport (ETS) Committee and a response from the Chair was reported.
- 3.9 In December 2013, a Petition from parents and residents containing over 800 signatures was accepted by the Chair of ETS Committee and a response from the Chair was reported.
- 3.10 Between January and April 2014 a series of meetings were held between officers and local residents and parents, some of which were attended by the Chair of the ETS Committee and some by local elected Members, during which further views and concerns of parents and residents were noted by officers.

Further Crossing Surveys and Site Assessments

- 3.11 In May 2014, a further pedestrian crossing survey and crossing assessment was undertaken covering the entire section of Church Road between St Andrews Road and North Street. This survey indicated that the number of pedestrians crossing in the 100m section of road between the existing pedestrian refuge immediately north of St Andrew's Road and the junction with St Michael's Road was high enough to justify further assessment and consideration of a formal crossing facility, in line with the Council's adopted assessment criteria.
- 3.12 An outline design for a formal crossing facility was prepared to determine whether any location could be found, that met with the minimum technical criteria for a Zebra Crossing facility. One site was identified, located between St Nicolas Road and Church Street that could potentially accommodate a crossing. This would have an impact on the access and loading requirements for the ATS Tyre Centre, located on the west side of Church Road and officers noted that formal consultation would be required with the operator of the tyre centre.
- 3.13 However, whilst this location was welcomed by some parents and residents, not all were in favour of a formal crossing in this location when the matter was discussed at two public meetings held during the summer 2014. Concern was raised by some parents in reference to the limited width of footways leading to the potential crossing point on the eastern side of Church Road and about the absence of measures to address pedestrian safety concerns further south and closer to the junction with North Street, where some parents and children would prefer to cross.
- 3.14 Officers therefore undertook further detailed analysis of the May 2014 survey data to determine whether a crossing could be justified further south. In addition, an outline design for a formal crossing facility was also prepared to determine whether technical criteria for a Zebra Crossing facility could be met further south and this was confirmed for a location outside no.37 Church Road.
- 3.15 However, within the 100m section of Church Road south of Church Street, the number of pedestrians crossing the road reduces significantly and an assessment of this section using the Council's approved assessment methodology showed that a formal crossing could not be justified. Officers also noted that similar issues of limited footway width also exist for pedestrians on both sides of Church Road at this location.
- 3.16 Furthermore, not all parents and residents who attended the public meetings were supportive of a formal crossing in this location, due to the site constraints described above and continued concerns about pedestrian safety closer to the junction with North Street where some parents and children prefer to cross
- 3.17 In the 100m section immediately north of North Street, pedestrian crossing volumes recorded in May 2014 are at roughly the same levels indicated by surveys undertaken in June 2013 and therefore insufficient

to support a formal crossing facility under the current adopted assessment criteria.

- 3.18 However, some parents and residents have maintained their preference for a formal crossing facility to be located between North Street and St Peter's Road, despite similar issues with the limited width of footways at this location, especially on the eastern side of Church Road, north of North Street and assert that if a crossing is provided, more pedestrians will choose to use it to access the school.
- 3.19 Technical assessments indicate that it would not be possible to locate a formal Zebra crossing facility between North Street and St Peter's Road that meets the stated locational preference of parents/residents and the minimum technical criteria set out in current national design standards (see references) without restricting the vehicular access or egress from North Street in order to create sufficient kerbside space for a formal crossing and prevent turning movements across the facility.
- 3.20 In order to determine the impact and potential cost of a facility in this location, officers have identified two options for achieving these objectives including;
- Prevention of entry into North Street from Church Road by partial closure of North Street and the restriction of exit movements to permit left turn out only. Entry into North Street for southbound vehicles in Church Road would be achieved via the A259 Wellington Road and Middle Street;
 - Prevention of exit movements from North Street by partial closure and restriction of entry to permit right turn entry only from Church Road. Vehicles from North Street wishing to travel north in Church Road would access Church Road via Middle Street and A259 Wellington Road.
- 3.21 At this stage, neither of these options has been developed in detail or formally consulted upon, since the assessment criteria for a formal crossing in this location is not currently met.

The Pedestrian Crossing Assessment Process

- 3.22 Requests for new pedestrian crossings are received regularly from members of the public and local Ward Members. At its 26th May 2011 Cabinet Member Meeting, approval was granted to apply a new methodology to all new crossing assessment for requests received and funding was allocated to install those crossings subsequently identified as a priority.
- 3.23 At crossing points where action is approved, this is subject to further design work, assessment of the need for associated Traffic Regulation Orders, consultation and formal road safety audits. The type of crossing facility that may be proposed is considered on a case-by-case basis in accordance with Department for Transport design guidance

and determined by the existing road environment, pedestrian and vehicle volumes relevant social factors and the availability of funding.

- 3.24 Funding for pedestrian crossing facilities is currently limited annually to the sum of £143,000 allocated from the current LTP Capital budget specifically to fund the construction of pedestrian crossings. Where priority crossings are approved that require significant capital funding they may be recommended for inclusion within future LTP works programmes, instead of the pedestrian crossing programme, subject to the availability of funding.
- 3.25 The assessment of new requests is usually carried out once annually and a new priority list established accordingly. In this instance case, crossing assessment for parents and children attending St Peter's Community Primary School and crossing in the vicinity of North Street has been undertaken four times within the past 14 month period.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 **Do Nothing:** the continued growth of the school roll St Peter's Community Primary School following expansion and the increased patronage expected from residents located on the eastern side of Church Road is expected to increase pedestrian crossing demand in this section of Church Road. With existing traffic levels and the potential for increased HGV traffic serving the Shoreham Harbour development, a Do Nothing Option is considered untenable.
- 4.2 **Do Minimum:** Officer have determined that there are further traffic speed management measures that could be brought forward to improve the pedestrian environment and crossing opportunity for pedestrians in Church Road, especially on route to St Peter's Community Primary School. These measures would aim to improve pedestrian safety and convenience whilst crossing at any point along Church Road and would seek to reduce excessive traffic speeds, increase driver awareness of the presence of the school at assembly dispersal times and increase the conspicuity of existing pedestrian refuges in Church Road.
- 4.3 The measures would also be expected to increase drivers awareness of the presence of pedestrian crossing activity, but would be unlikely to affect the volumes of HGV traffic which causes much public concern. An outline set of proposals including central hatched road markings, coloured road surfacing and traffic signs has been prepared and would cost approximately £28,000.
- 4.4 Since the request by parents and residents, for improvements to the traffic and road safety conditions present in Church Road, South Portslade has centred on their request for a formal crossing facility, officers have therefore focused attention on the analysis of viable solutions to achieve that requirement.

- 4.5 In order to overcome the concerns of an increased number of parents, especially those with children attending St Peter's Community Primary School for the first time as a result of the expansion of the school, officers have also given consideration to the provision of an interim School Crossing Patrol facility, in a location approximately 50m north of St Peter's Road, subject to availability of staff to fill the position. This position was advertised in August 2014 in line with normal Council employment procedures.
- 4.6 **Recommended Option:** The adopted assessment criteria, indicates that a formal pedestrian crossing is justified in the section of Church Road, south of St Michael's Road. It is recommended that this crossing is incorporated into the Council's Priority listing for 2014/15 and that crossing activity is continually monitored, with a further report being brought to this Committee in the event of any change to current conditions.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 A number of meetings with the Head Teacher, local elected Members and individual parents were held during May 2013 and the early part of 2014 and attended by the Council's School Travel Advisors, Engineers and the Road Safety Manager.
- 5.2 The Chair of the Environment, Sustainability & Transport (ETS) Committee and the Road Safety Manager have also accompanied parents on walking routes to schools. At two formal public meetings organised locally by parents on 24th June and 25th July 2014, the results of surveys, site and operational constraints were presented to parents and residents by the Road Safety Manager and their observations and concerns recorded.
- 5.3 It is not considered prudent to undertake formal internal and external engagement and community consultation in relation to specific proposals for a formal crossing facility at any location in Church Road, until such a location has been formally agreed. At that stage, the Council's [Community Engagement Framework and Standards](#) will be used and feedback and results will be incorporated into any proposals.

6. CONCLUSION

- 6.1 The increased expansion of the school roll at St Peter's Community Primary School is expected to attract higher numbers of parents and pupils who are resident in the area on the east side of Church Road. The short home-to-school distances involved also increases the likelihood of higher volumes of walking trips, which the Council is actively encouraging through its sustainable transport policy and in

which the school and parents are actively engaging through the School travel planning process.

- 6.2 The recommendations of this report aim to overcome existing public concern and reduce the potential for road safety issues to arise as the school continues to grow.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 **Do Nothing** : There are no budgetary financial implications.
- 7.2 **Do Minimum**: The financial implications arising from the introduction of additional traffic speed management measures as described in paragraph 4.2 above is £26,000 which would be funded from the Transport Capital Budget for road safety measures. There also would be an annual cost of approximately £4,900 associated with the provision and operation of an interim School Crossing Patrol which will be funded from existing revenue budget within the Transport service. The cost of implementation of traffic signs, road marking and road surface to support the interim School Crossing Patrol facility is expected to cost approximately £4,500 to be funded from the Transport Capital Budget for road safety measures.
- 7.3 **Recommended Option**: The costs associated with creating a formal crossing facility in the vicinity of St Michael's Road are estimated to be £48,000 including civil engineering works to accommodate access and loading requirements for the tyre centre. If approved, the site will be included in the Pedestrian Crossing Assessment & Priority Listing for 2014/15 funded from the Local Transport Plan (LTP) capital programme. The total 2014/15 LTP budget allocation to fund the Pedestrian Crossing Assessment & Priority Listing is £0.143m as approved at Policy and Resources Committee; which includes £0.080m of 2014-15 LTP allocation and a £0.063m reprofile from previous financial years.
- 7.4 The estimated costs involved in constructing either of the two alternative options identified for the North Street location and summarised in para. 3.20 above are £65,000, excluding any costs for public consultation, which would be expected to be higher than those required for the Recommended Option due to the wider community affected by measures at the North Street junction. There is currently no specific budget allocation to support this expenditure.

Finance Officer Consulted: Steven Bedford

Date: 25/09/2014

Legal Implications:

- 7.5 The Council must comply with the requirements of Section 23 of the Road Traffic Regulation Act 1984, which states that before establishing, altering or removing a pedestrian crossing the Council must:
- a) Consult the chief officer of police about the proposal
 - b) Give public notice of the proposal; and
 - c) Inform the Secretary of State in writing.
- 7.6 Adequate time must be given for responses to be made to the public notice and any responses must be taken into account in finalising proposals.
- 7.7 There are no human rights implications to draw to members' attention.

Lawyer Consulted: Katie Matthews

Date: 19 September 2014

Equalities Implications:

- 7.8 There are no direct equality issues associated with the delivery of capital measures recommended in this report. The Council's Equality Policy would apply to the recruitment and employment processes associated with the provision of an interim School Crossing Patrol

Sustainability Implications:

- 7.9 The improvement of traffic and road safety conditions in Church Road supports the Council's objectives for delivering sustainable transport and conforming with its statutory duty to promote sustainable travel to school as embodied in the Education Act 1996.
- 7.10 The encouragement and support of walking, scooting and cycling to school reduces reliance upon high carbon modes of transport and reduces emissions.

Any Other Significant Implications:

- 7.11 None of relevance to this report.

SUPPORTING DOCUMENTATION

Documents in Members' Rooms

1. Site Plan

Background Documents

1. ETS Deputation – October 2013
2. ETS Petition – December 2013
3. LTN 1/95 The Assessment of Pedestrian Crossings (DfT)
4. LTN 2/95 The Design of Pedestrian Crossings (DfT)

Subject:	Dyke Road – Cycle and Pedestrian Scheme		
Date of Meeting:	7th October 2014		
Report of:	Executive Director – Environment, Development & Housing		
Contact Officer:	Name:	Tracy Beverley	Tel: 29-3813
	Email:	Tracy.beverley@brighton-hove.gov.uk	
Ward(s) affected:	Hove Park, Preston Park and Withdean		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The proposal to provide cycle facilities along Dyke Road corridor will form another important link in the creation of the strategic Cycle Network, building on the success of The Old Shoreham Road Cycle Lane and improvements recently carried out at Seven Dials. The scheme will also contribute to the aims and objectives of the City Council's Local Transport Plan by encouraging people to choose more sustainable modes of travel.
- 1.2 Dyke Road is a key transport corridor with a number of important local trip generators including BHASVIC and Cardinal Newman School and the new open air theatre development. Conditions for cycling in particular, are poor on this stretch of road but demand on the transport network is due to increase significantly as a result of expanding educational establishments in the vicinity.
- 1.3 A previous consultation on cycling proposals in 2013 showed that 65% of those respondents were in favour of the introduction of a cycle facility. At Environment, Transport & Sustainability Committee (ETS) in March 2014 officers were asked to look at options following a number of stakeholder concerns regarding specific elements of the scheme. Officers have since undertaken work to identify an optimum design proposal.

2. RECOMMENDATIONS:

- 2.1 That the Environment, Transport & Sustainability Committee approve the Dyke Road Cycle and Pedestrian Proposal, as set out in Appendix 1 and authorise the Executive Director to advertise any associated Traffic Regulation Orders.
- 2.2 That the Environment, Transport & Sustainability Committee support the inclusion of a £250,000 commitment in the Council's Local Transport Plan (LTP) capital programme budget 2015/16 – 2017/18 as funding towards implementation of this scheme. .

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Dyke Road is one of Brighton & Hove's key transport corridors with limited cycle facilities. Between Highcroft Villas and The Upper Drive junction and The Old Shoreham Road there is currently no formal cycle. This limits transport options particularly for young people considering access to their schools. The area is surrounded by a number of schools including BHASVIC, Windlesham School and close by is Stanford Infants and Junior School & Cardinal Newman School.
- 3.2 Recent improvements to the pedestrian & cycle network have been made in the vicinity of Dyke Road to improve conditions for active travel including at Old Shoreham Road and Seven Dials. The proposals to create a supportive, safe and encouraging environment for active, sustainable travel along this section of Dyke Road are key to addressing pressure on the transport network and building on the success of these previously constructed schemes.
- 3.3 As part of the 2006-2011 LTP 2 the Dyke Road Cycle & Pedestrian Improvement Scheme was identified to make improvements to the City's cycle network. At ETS Committee on the 8th October 2013 permission was granted to consult on proposals for the scheme. The consultation results were reported at ETS Committee on 26th November 2013 showing that 65% of those who responded to the consultation were in favour of the proposals overall and that 64% supported the introduction of cycle facilities.
- 3.4 Officers reported to ETS Committee on the 4th March 2014 addressing comments and objections to the draft Traffic Regulation Orders (TRO) associated with the introduction of cycle and pedestrian facilities at Dyke Road between the junctions of The Upper Drive and Old Shoreham Road. At this Committee officers were asked to look at alternative options for the delivery of the scheme and to report back to a future ETS Committee.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 Officers have looked at options for the Cycle and Pedestrian facility and have taken members and stakeholders comments into account. The Officer's recommended optimal design proposal is attached in Appendix 1 with an associated conceptual drawing in Appendix 2.
- 4.2 The proposal in Appendix 1 provides a north and southbound facility on the carriageway between Old Shoreham Road and The Upper Drive. The proposal removes large sections of shared-space previously included and does not require a change in the type of pedestrian crossing points or significant removal of guard railing. Adjacent to the park it is proposed that parking bays are inset into the existing footway & the footway is extended into the grass verge to accommodate this. A total loss of approximately 20.5 parking spaces over the total length of the route will be removed as a result of the introduction of this scheme.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Previous consultation events have been carried out with relevant stakeholders demonstrating majority support. Additional consultation on the revised drawings has been carried out with other council officers. This consultation will continue throughout the design and implementation phase
- 5.2 Briefings with lead members of the Green, Labour and Conservative Groups have been carried out. Ward councillors in Withdean and Hove Park have been contacted and have been given the opportunity to discuss plans with officers. We have also contacted other community representatives who have previously expressed an interest in the scheme and attended a Friends of Dyke Road Park meeting on the 2nd September. Officers will continue to work with interested stakeholders throughout the design & implementation phase.

6. CONCLUSION

- 6.1 The identified scheme proposal is considered to address concerns and issues that have previously been raised through consultation and Committee. Approval for the Dyke Road Cycle and Pedestrian scheme proposal is being requested & funding allocated to enable scheme development & implementation. The proposal has taken into account stakeholders concerns and provides a solution to enhance the City's Cycle Network.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The estimated construction cost for the identified scheme is approximately £350,000. A total of £250,000 funding provision should be made available from the LTP capital programme from 2015/16. The remainder will be funded by Section 106 contributions from the extension of the BHASVIC sixth form college, to the value of £95,700. If the recommendations in this report are approved then the project funding will require Policy and Resources Committee approval to be added to the capital programme.
- 7.2 Parking surveys indicate sufficient parking capacity to accommodate a proportion of the changes and loss of approximately 20 parking spaces. Therefore we expect limited impact on the existing Parking revenue budget within the Transport service.

Finance Officer Consulted: Steve Bedford

Date: 12/09/14

Legal Implications:

- 7.3 The Council regulates traffic by means of orders made under the Road Traffic Regulation Act 1984. Procedural regulations require public notice of orders to be given and any person may object to the making of an order. Any unresolved objections to an Order must be considered by the ETS Committee before it can be made.
- 7.4 The Council is under a legal duty as a public authority to consider the human rights implications of its actions. Parking and traffic restrictions have the potential

to affect the right to respect for family and private life and the right to protection of property. These are qualified rights and therefore there can be interference with them where this is necessary, proportionate and for a legitimate aim.

- 7.5 There are no human rights issues to bring to Members attention.

Lawyer Consulted: Katie Matthews

Date: 10/09/14

Equalities Implications:

- 7.6 The scheme will be designed in line with industry best practice and guidance to ensure all facilities are fully accessible to all members of society.

Sustainability Implications:

- 7.7 The measures outlined in this report will promote and encourage greater use of sustainable transport, and particularly overcome current barriers to walking, cycling, and bus use. It is predicted that reductions in travel by private car would result from implementation of the scheme, with people instead choosing to travel by walking, cycling or bus due to their increased attractiveness and viability made possible through the improvements identified. The scheme will seek to enhance health by encouraging active travel amongst local people.

Any Other Significant Implications:

- 7.8 There are no other significant implications relating to this report

SUPPORTING DOCUMENTATION

Appendices:

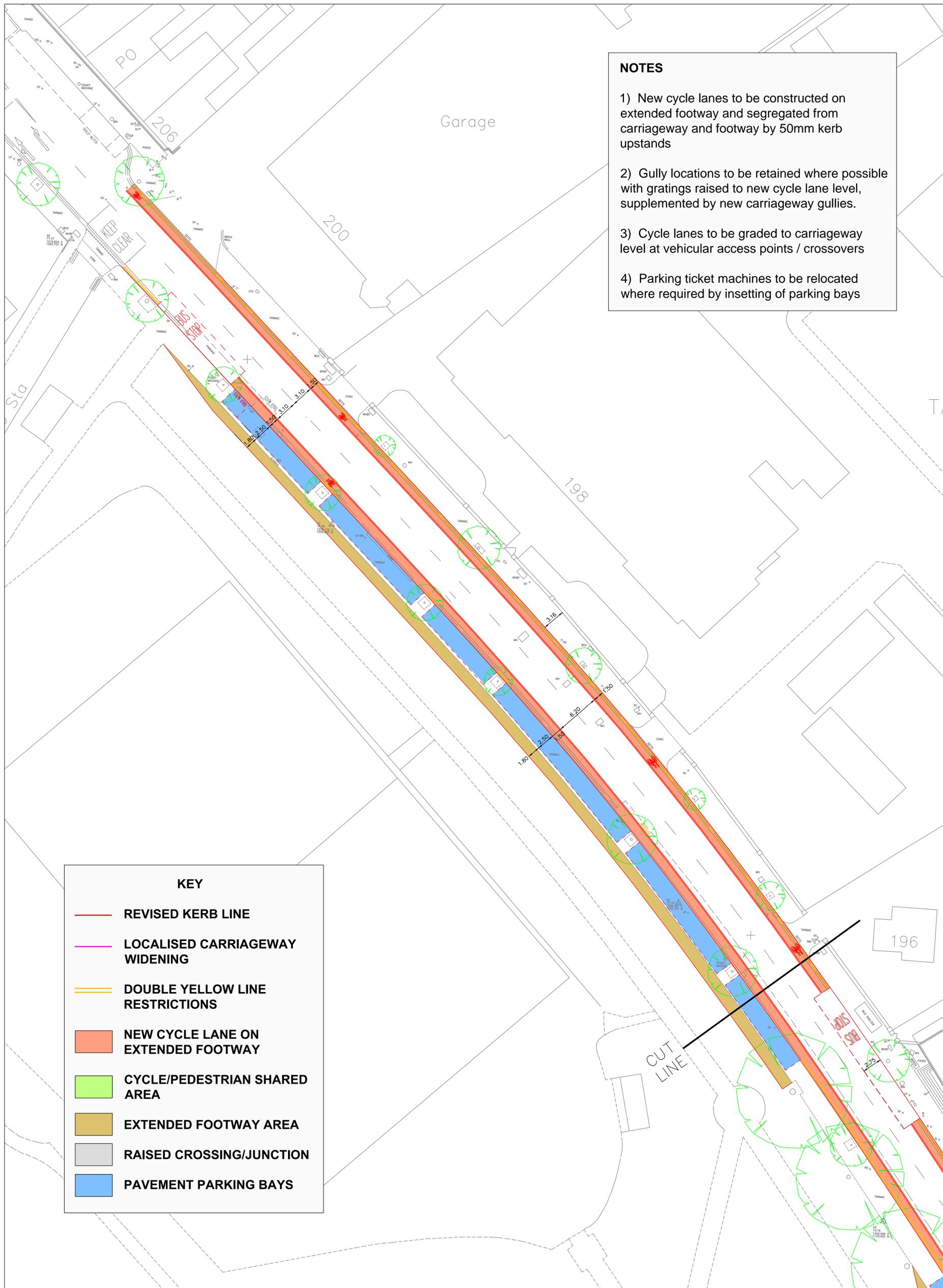
1. Dyke Road Pedestrian & Cycle Proposal
2. Conceptual Design Drawing

Documents in Members' Rooms

1. None

Background Documents

1. Local Transport Plan 2011 – Brighton & Hove City Council
2. Dyke Road ETS Committee Report 8th October 2013
3. Dyke Road ETS Committee Report 26th November 2013
4. Dyke Road ETS Committee Report 4th March 2014



- NOTES**
- 1) New cycle lanes to be constructed on extended footway and segregated from carriageway and footway by 50mm kerb upstands
 - 2) Gully locations to be retained where possible with gratings raised to new cycle lane level, supplemented by new carriageway gullies.
 - 3) Cycle lanes to be graded to carriageway level at vehicular access points / crossovers
 - 4) Parking ticket machines to be relocated where required by inseting of parking bays

KEY

- REVISED KERB LINE
- LOCALISED CARRIAGEWAY WIDENING
- = DOUBLE YELLOW LINE RESTRICTIONS
- NEW CYCLE LANE ON EXTENDED FOOTWAY
- CYCLE/PEDESTRIAN SHARED AREA
- EXTENDED FOOTWAY AREA
- RAISED CROSSING/JUNCTION
- PAVEMENT PARKING BAYS

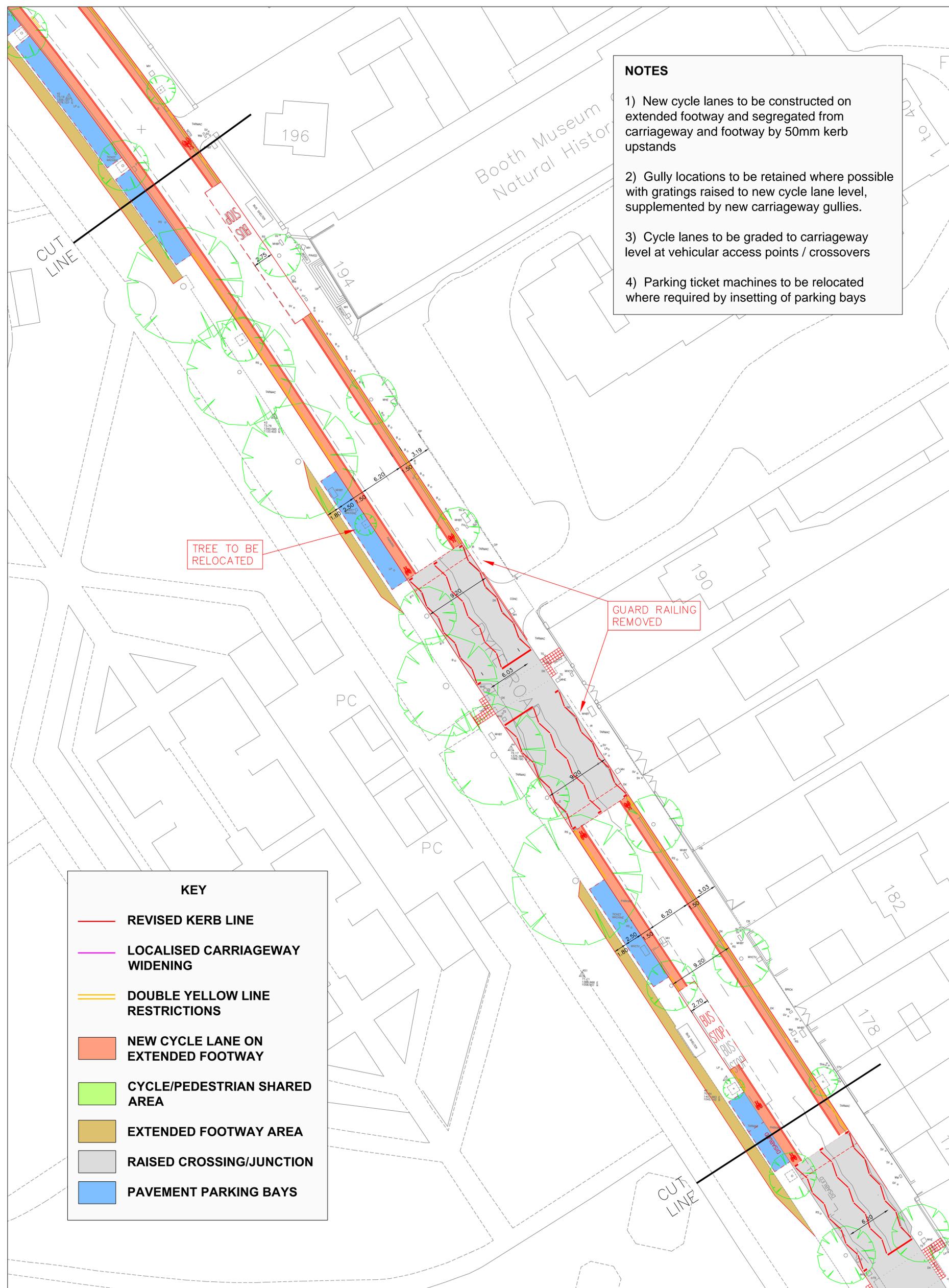
REV.	DATE	DESCRIPTION	DRAWN	CHKD.	APPR.
B	10/09/14	Shared-use footway areas removed	MH	GH	GH
A	12/06/14	Parking bays inset by an additional 0.5m	MH	GH	GH



Dukes Court
 Duke Street
 WOKING
 GU21 5BH
 Tel: +44 (0)1483 728051
 Fax: +44 (0)1483 755207

DRAWN :	MH	STATUS:	Draft	PROJECT:	Dyke Road Pedestrian and Cycle Improvements	
CHECKED :	GH	SCALE:	1:250@A1	DATE:	May 2014	
APPROVED :	GH	FORMAT:	AutoCAD	FILE NAME :	-	
PROJECT MANAGER :	MH	This drawing must not be either loaned, copied or otherwise reproduced in whole or in part or used for any purpose without the prior written permission of SYSTRA.			DRAWING NO.	102470/005
					REV.	B

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A	28/05/14	Proposed zebra crossing removed	MH	GH	GH

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DRAWING NO. 102470/006		REV. C

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GUARD RAILING REMOVED

CYCLE GATING ON CROCODILE WALK

Brighton, Hove and Sussex Sixth Form College

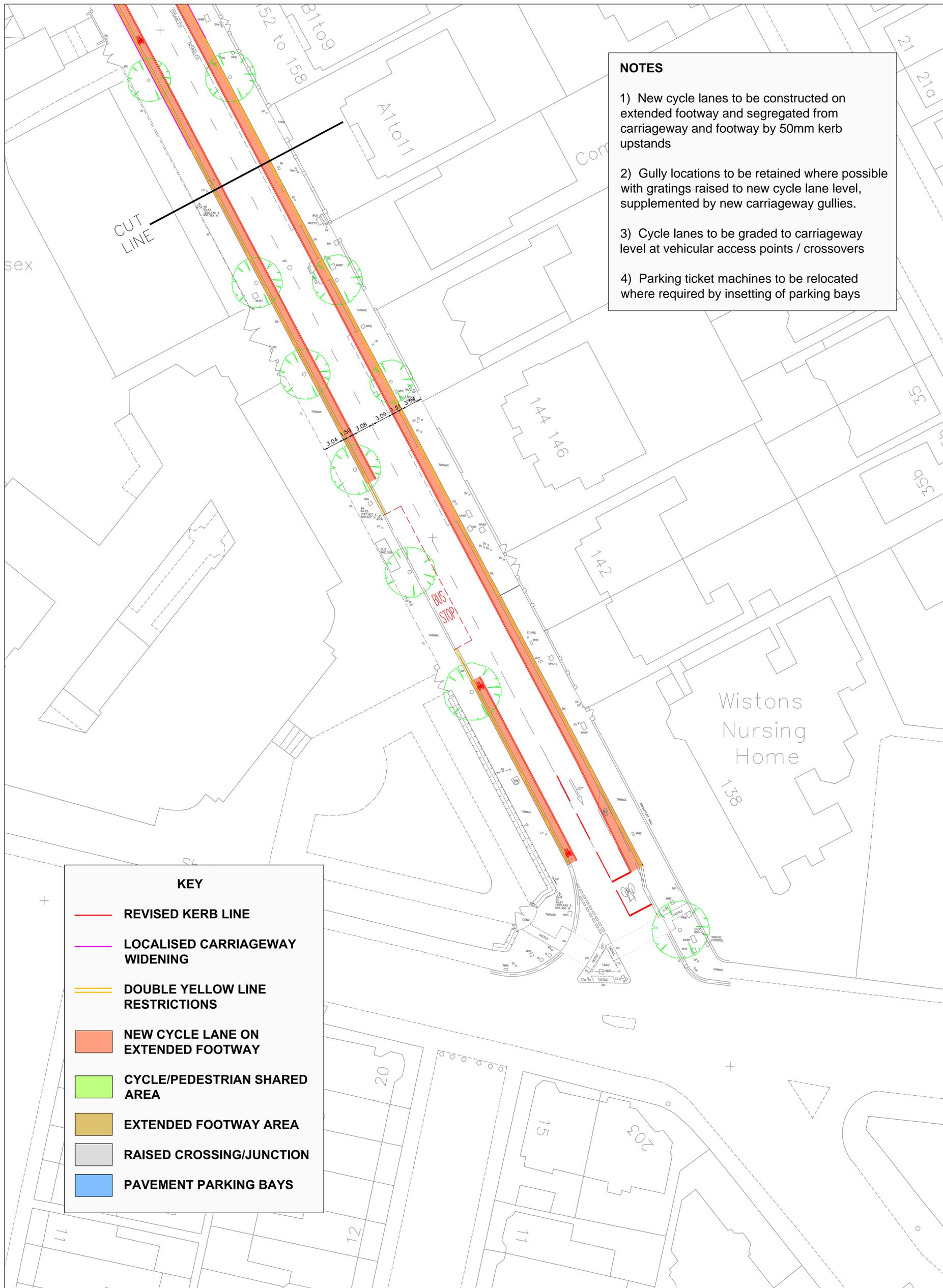
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PROJECT MANAGER :	MH	This drawing must not be either loaned, copied or otherwise reproduced in whole or in part or used for any purpose without the prior written permission of SYSTRA.			DRAWING NO.	102470/007
					REV.	C



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CHECKED : GH	SCALE: 1:250@A1	DATE: May 2014
APPROVED : GH	FORMAT: AutoCAD	FILE NAME : -
PROJECT MANAGER : MH	DRAWING NO. 102470/008	
<small>This drawing must not be either loaned, copied or otherwise reproduced in whole or in part or used for any purpose without the prior written permission of SYSTRA.</small>		REV. A



Dyke Road Cycle Lanes - On-street provision in both directions with pavement parking



Example of segregated cycle lane

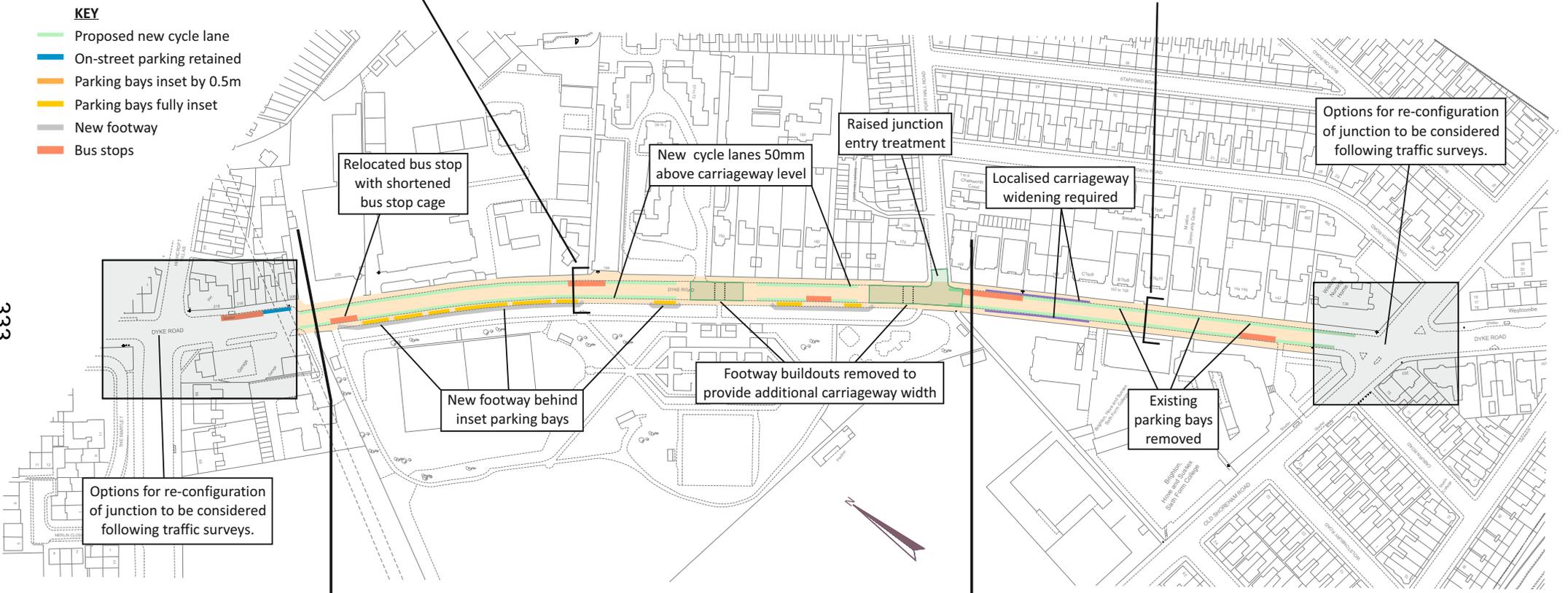


Area 2 Proposed Section

Area 3 Proposed Section

- KEY**
- Proposed new cycle lane
 - On-street parking retained
 - Parking bays inset by 0.5m
 - Parking bays fully inset
 - New footway
 - Bus stops

333



Character Area 1 | Character Area 2 | Character Area 3

- POSSIBLE MEASURES**
- Revisions to junction geometry
 - Extend cycle lanes to junction
 - Bus stop moved away from junction
 - Revised traffic signal timings
 - Priority signals for cyclists
 - Parking provision amended
 - Loading facilities on Highcroft Villas

- PROPOSALS**
- 1.5m wide on-street cycle lane between footway and traffic lanes along full length of corridor in both directions
 - Buildouts at pedestrian crossings removed to provide carriageway width for cycle lane
 - Carriageway at existing pelican crossing areas raised to provide level crossing surface for pedestrians
 - New junction entry treatment at junction of Port Hall Road
 - Pavement parking on footway with 0.5m buffer zone between cycle lane and parked cars
 - Northernmost northbound bus stop relocated closer to The Upper Drive junction

- PROPOSALS**
- Existing parking bays removed with users displaced to adjacent streets
 - New cycle lanes between footway and traffic lanes raised above carriageway level
 - Localised carriageway widening required to provide 1.5m cycle lanes and minimum 3.05m traffic lanes
 - Southbound bus stop relocated closer to Port Hall Road



Subject:	Old Town Transport Plan (East Street) TRO		
Date of Meeting:	7 October 2014		
Report of:	Executive Director, Environment Development & Housing		
Contact Officer:	Name:	Tom Campbell	Tel: 29-3328
	Email:	Tom.Campbell@brighton-hove.gov.uk	
Ward(s) affected:	Regency		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 To consider objections received to the advertising of Traffic Regulation Orders (see Appendix 1) in relation to closing a portion of East Street to traffic between 11am and 7pm each day.
- 1.2 The Public Space Public Life Study was adopted as council policy in 2007 and is a long term Public Realm vision for the city. It says “East Street is an example of a *heavily used street* [by pedestrians], *whose quality and character drastically deteriorate when moving south, resulting in a poor connection between lively areas in The Lanes and the Seafront.*”
- 1.3 East Street is used by over 20,000 people a day at peak times and acts as a showcase for the city but, although it is the major pedestrian road in the Old Town, it is currently dominated by vehicles with poor facilities for pedestrians. This Order will create a pedestrianised route for 8 hours a day along one of the city’s key walking network links, connecting the seafront, the Lanes and the Pavilion.

2. RECOMMENDATIONS:

- 2.1 That, having taken account of all duly made objections and representations, the Committee approves the following orders:
 - Brighton & Hove (East Street) (Prohibition of Driving) Order 20** (TRO-21c-2012)
 - Approve the Brighton & Hove Various Controlled Parking Zones Consolidation Order 2008 Amendment Order No.** 20** (TRO-21g-2014) with the following amendments:
 - a) The proposed conversion of an existing pay and display bay to a shared permit and pay and display bay will be removed for the reasons set out at paragraph 3.17 of the report.

- 2.2 That, in response to requests received during the consultation process, that the Committee agrees to the advertisement of a further two Traffic orders:
- A Traffic Regulation Order seeking to ban the right turn movement from King's Road on to the seafront.
 - A Traffic Regulation Order seeking to convert the turning head on Bartholomews to a Pay & Display parking space.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Old Town Transport Plan is a continuation of the Council's Walking Network programme. The proposal for a Walking Network was initially agreed by Policy & Resources Committee as part of a package of capital schemes in the previous Local Transport Plan 2006/7-2010/11.
- 3.2 On 2 October 2012 Transport Committee approved the Old Town Transport Plan in principle and authorised officers to advertise the relevant Traffic Regulation Orders.
- 3.3 Due to the nature of the proposals it was necessary to hold a Public Inquiry following a number of unresolved objections to the Orders. The Public Inquiry was held in May 2013 and the Inspector's report received in October 2013 (see Appendix 2).
- 3.4 On 14 Jan 2014 ETS Committee approved the Ship Street closure element of the scheme and this element has now been implemented.
- 3.5 At the same Committee meeting the HGV ban (after 11am each day) was formally approved. Implementation of the HGV ban requires a non-standard road sign and therefore DfT authorisation for the wording of the sign is currently being sought. Implementation will occur once the wording has been approved.
- 3.6 This report details how the Council can progress with the East Street element of the scheme in compliance with the findings of the Public Inquiry.
- 3.7 The purpose of the East Street Traffic Order is to prevent vehicles accessing East Street (north of King's Road) between 11am and 7pm each day and to remove the existing access prohibition in Little East Street.
- 3.6 The Public Inquiry findings (East Street element)
Following the Inquiry the Inspector recommended that the East Street Order should not be made in its current format. The reasons he gave for his recommendation were exclusively directed to the implications of redirecting the traffic along Little East Street. Specifically, the issues relating to Little East Street raised by the Inspector concerned:
- Pedestrian / vehicle conflict
 - Possible reduction in the outside amenity area of the Northern Lights bar
 - Lack of formal loading facility for Little East Street businesses

- Recommendation to carry out a formal safety review looking specifically at the impact on Little East Street.
- 3.7 The entire East Street element of the scheme was reviewed by the Public Inquiry and the Inspector did not raise any issues about the wider scheme.
- 3.8 The Council has sought independent legal advice on the way forward. Counsel has advised that in order to satisfy the ruling of the Inspector the Council should take the actions bullet-pointed below.
- Ensure that the design is assessed via a full Road Safety Audit.
 - Re-design the scheme where necessary and ensure, through the Road Safety Audit, that none of the concerns raised by the inspector are present in the re-design.
 - Consult with local businesses on the re-design
- 3.9 Completion of these actions would '*show sufficient compliance under Regulation 13 of the 1996 Regulations*' and allow the Council to proceed with the East Street element of the scheme:
- 3.10 Safety Issues
Following the Public Inquiry, further vehicle counts, speed surveys, visibility analysis, and an internal safety review were undertaken. These informed a revised plan for the area (see Appendix 3), which added safety features (guard railing at the car park exit and a speed cushion for vehicles), and a new loading bay. The plan was submitted for independent safety audit (see Appendix 4).
- 3.11 The independent safety auditor found that all elements of the scheme were low risk.
- 3.12 The safety auditor was asked to pay particular attention to the risk to pedestrians emerging from frontages (particularly the disabled entrance at Dr Brighton's pub) and the car park exit. The auditor (using analysis of visibility splays, speed surveys, traffic counts and professional expertise) found that the safety risk at these locations was low.
- 3.12 There were four issues identified in the risk assessment and these are outlined in Appendix 5 with the design team response.
- 3.13 In light of the 'low risk' conclusion of the independent safety review it is considered that the current proposal complies with the specific safety issues highlighted by the Inspector.
- 3.16 Loading Provision
The Inspector noted that '*the scheme does not include provision for a loading bay offset from the main alignment of the street.*' Therefore the new proposal includes a loading bay at the point where Little East Street meets Bartholomews.
- 3.17 The original plan proposed removing a Pay & Display bay in order to accommodate the loading bay. However in consultation local businesses have expressed a desire to retain the parking space. Therefore to accommodate the loading bay it is now recommended that a shared residents / pay and display bay

is relocated to the turning head space in Bartholomews, which would be redundant once the access restriction on Little East Street is lifted.

3.18 Dr Brighton's pub currently receives a beer delivery once a week to its hatch at the southern end of Little East Street. Northern Lights also receives a beer delivery to the passageway adjacent to the property. The delivery vehicle parks on the carriageway and this does not currently cause congestion problems but local businesses have raised concerns that this could cause a problem in the future. The scheme therefore includes the creation of passing points adjacent to the loading locations to ensure the beer deliveries do not cause congestion. The passing points will be created in areas of footway that lead to dead-ends and are off the pedestrian desire line.

3.19 Northern Lights

The Inspector expressed concern that the proposals would decrease the area licensed to Northern Lights for tables and chairs. Further vehicle tracking analysis has been carried out in this area and has confirmed that passing vehicles will clear the licensed area by a minimum of 1.4 metres. This Order will therefore not require a reduction in the area licensed to Northern Lights for tables and chairs.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 The proposals have been extensively examined at a Public Inquiry. Therefore the only realistic option available to the Council if it wishes to progress these plans is to follow the recommendations of the Inspector's Report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

5.1 The Old Town project has been through extensive public consultation over the last 2 years. A consultation history is attached as Appendix 6. At the Public Inquiry the Inspector confirmed he was satisfied with the quality and quantity of consultation for the scheme.

5.2 In Summer 2012 a public consultation was held in which 3,500 people were given information and 580 responses received.

5.3 Following consultation a recommended scheme based on consultation was presented to Transport Committee on 2 October 2012. The inclusion of the East Street closure element was prompted partially by a petition received from a number of businesses on East Street requesting the measure.

5.4 The proposed Traffic Regulation Order was advertised on 20 August 2014 with the closing date for comments and objections on 10 September 2014.

5.5 Detailed plans and the draft traffic Regulation Orders were available to view at Bartholomew House, Hove Town Hall, Brighton Jubilee library and Hove Central Library.

- 5.6 The documents were also available to view and to respond to directly on the Council's website.
- 5.7 The Brighton Lanes Traders were sent details of the Order at the start of the consultation period and were invited to meet with Officers to discuss the scheme in person. The group accepted the invitation and a consultation meeting was held on 5 September 2014.
- 5.8 Every address on Little East Street was written to individually inviting them to meet with Officers to discuss the scheme. 3 businesses have accepted this offer.
- 5.9 During the consultation period officers held 3 meetings with Northern Lights bar. 2 meetings were held with Dr Brighton's pub, and two meetings were held with Into You Tattoo shop.
- 5.10 30 responses were received. 26 were objections and 4 in support.
- 5.11 The predominant issues raised in objections are listed below in order of number of times mentioned (highest first):
- The effect on Little East Street businesses / ambiance
 - Safety
 - The effect on business deliveries
 - Level of consultation
 - Congestion
 - Impact on East Street pedestrians
 - Lack of 2-way cycling
- 5.12 A summary of the consultation and a detailed response is contained in Appendix 7.
- 5.13 As a result of consultation the following amendments have been made:
- 5.14 Passing points
Dr Brighton's and Northern Lights receive a weekly beer delivery every Tuesday. Currently this causes little disruption but there was concern that the forecast additional traffic may cause congestion at delivery times. Following discussions with the businesses Officers have amended the plan to include passing points adjacent to the delivery locations.
- 5.15 Safety railing
Safety railing was included in the proposal to increase safety for pedestrians exiting the Lanes Car park. The independent Safety Auditor noted that the risk to pedestrians in this area was currently 'very low' and that the introduction of guard railing may not alter risk levels. Consideration was given to removing this proposal from the plan, however local businesses (particularly Into You, whose shop is immediately opposite the car park exit) have expressed a preference for keeping the railing and it therefore will remain in the plan.
- 5.16 Speed Hump
As above, the safety auditor noted that existing speeds in the street were very low and the introduction of the speed hump may not alter risk levels. However

both Northern Lights and Into You indicated that they felt the speed hump would reduce speed (particularly of the occasional very fast vehicle) and should be installed. It has therefore been retained in the plan.

5.17 Right turn ban on to seafront

During consultation Little East Street businesses reported that congestion was sometimes being caused by vehicles waiting to turn right on to the seafront, causing a queue behind them. This manoeuvre is also considered to be a potential safety risk. Therefore a recommendation of this report is that Officers are authorised to pursue a Traffic Order to ban right turns in this location.

5.18 One-Way enforcement

The issue of drivers occasionally ignoring the one-way designation of Little East Street was raised by Northern Lights. In response it has been agreed to renew the No Entry markings and raise the issue with the police for targeted enforcement.

5.19 Install Double Yellow Lines and repeater signs

Into You expressed concern that drivers will not be aware of the parking restrictions and will cause congestion in the street by parking in potential loading locations. Officers agreed to enhance the standard double yellow line markings with repeater signage to discourage illegal parking. Parking enforcement will also be increased during the early weeks of the scheme to ensure drivers are aware of the restrictions from the beginning.

6. CONCLUSION

6.1 This Order will create a pedestrianised route along one of the city's key walking network links. East Street is used by hundreds of thousands of visitors every year and acts as a showcase for the city but, although it is the major pedestrian road in the Old Town, it is currently dominated by vehicles with poor facilities for pedestrians.

6.2 On a typical summer weekend over 17,500 pedestrians use East Street over a 12 hour period (1,479 per hour). The city's Public Space Public Life Study has recommended that East Street, as a street that experiences much higher pedestrian than vehicular traffic, should be made pedestrian priority.

6.3 The closure of East Street has been consulted on twice through the Traffic Regulation Order process, and once via a Public Inquiry. It has very strong support of businesses on the road.

6.4 The Public Inquiry recommended the effect on Little East Street was looked into in more detail and the council has now done this. An independent safety audit has confirmed that road safety is a low risk, increased loading provision has been provided to help businesses and ensure no congestion is caused, and it has been confirmed that existing tables and chairs areas will not be affected.

6.5 During the hours of closure Little East Street will experience higher volumes of traffic as a result of the closure. However overall traffic volumes will remain very low and before 11am and after 7pm there will be little or no increase in traffic.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The capital costs associated to the recommendations in the report will be funded from the Local Transport Plan (LTP) capital programme. The total budget allocation for the Old Town Transport Plan project in the 2014-15 financial year is £33,000.

Any potential loss of parking income associated with the removal of on-street Pay and Display spaces will impact on the existing Parking revenue budget within the Transport service. It is difficult to estimate the potential loss of income as it is not possible to predict whether vehicles will be displaced elsewhere, migrate to off-street parking or be discouraged from parking.

Finance Officer Consulted: Steven Bedford

Date: 18/09/14

Legal Implications:

- 7.2 The Council has powers to implement controlled parking zones pursuant to the Road Traffic Regulation Act 1984 (the Act), sections 6, 9, 45, 46, 49 and 124, in particular. The Council has powers to implement the prohibition of driving pursuant to Sections 1(1), 2, 3 and 4 and Part IV of Schedule 9 of the Act.
- 7.3 In addition Section 122 of the Act imposes a duty on the Council to have regard (so far as practicable) to securing the “expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway”.
- 7.4 There are minimum requirements for consultation, publication and consideration of objections that must be met before any Traffic Order can be made and which are set out in the Road Traffic Regulation Act 1984 and in the Local Authorities’ Traffic Orders (Procedure) (England and Wales) Regulations 1996.
- 7.5 The Council must ensure that the consultation process is carried out at a time when proposals are still at their formative stage, that sufficient reasons and adequate time must be given to allow intelligent consideration and responses and that results are properly taken into account in finalising the proposals.
- 7.6 After the proposals are formally advertised, the Council can, in the light of objections and other representations received, decide to re-consult either widely or specifically when it believes that it would be appropriate before deciding the final composition of any associated orders. Where there are unresolved objections to the Orders, then the matter is required to return to Environment, Transport & Sustainability Committee for a decision.
- 7.7 There are no Human Rights implications to bring to Members attention.

Lawyer Consulted: Katie Matthews

Date: 09.09.14

Equalities Implications:

- 7.8 The scheme has been independently safety audited to ensure that it is safe for disabled (and able-bodied) people. In particular the disabled exit to Dr Brighton's has been examined by the auditor who has concluded it is a low safety risk.
- 7.9 Local disability groups have been consulted throughout the project. The provision of dropped kerbs in the Old Town currently is poor. The Federation of Disabled, through its Get Involved Group, have worked with officers to produce a report listing locations within the Old Town, including East Street and Little East Street, that require accessibility improvements and the majority of these have been implemented. Officers are continuing to work with the group to ensure that disability issues that occur during implementation are addressed.

Sustainability Implications:

- 7.10 The Old Town Transport Plan is part of the Council's sustainable transport strategy and will help to encourage the use of sustainable transport and reduce the negative effects of vehicles within the old Town area.

SUPPORTING DOCUMENTATION

Appendices:

1. Traffic Regulation Orders
2. Extract from Public Inquiry report relating to East Street / Little East Street
3. Scheme Plan
4. Safety Audit
5. Response to Safety Audit
6. Consultation History
7. Consultation summary and response

Documents in Members' Rooms

1. Copy of TRO responses

**BRIGHTON & HOVE CITY COUNCIL
ROAD TRAFFIC REGULATION ACT 1984**

Brighton & Hove (East Street) (Prohibition of Driving) Order 20 (TRO-21c-2012)
Notice of Proposed Modification**

Brighton & Hove City Council (“the Council”) published on 5 December 2012 a notice of proposals to make the Order named below under the relevant Sections of the Road Traffic Regulation Act 1984 as amended which if it comes into force would introduce the changes described.

Notice is hereby given that in accordance with paragraph 14 of the Local Authorities Traffic Orders (Procedure) England and Wales Regulations 1996 the Council proposes to make the Order with modifications in consequence of the recommendations made in the report of Mr Ian D Jenkins, Inspector, following the Public Inquiry into the proposals. The Inspector’s report may be viewed on the Council’s website at www.brighton-hove.gov.uk/oldtown.

Brighton & Hove (East Street) (Prohibition of Driving) Order 20 (TRO-21c-2012)**

- Prohibition of driving between 11am and 7pm with an access only restriction at all other times (from existing taxi rank southwards to Kings Road).
- Removal of driving prohibition in Little East Street.

In consequence of the Inspector’s report, the following actions have been taken:

- Redesign of Little East Street and completion of Road Safety Audit

A copy of the notice of proposals, the modified Order, plans showing the lengths of road affected and a statement of the Council's reasons for proposing to make the modified Order may be seen online at www.brighton-hove.gov.uk/tro-proposals. These documents and a copy of the existing Orders to be amended may also be examined at:

- Customer Service Centres at Bartholomew House, Bartholomew Square, Brighton (Monday to Friday 8.45am-4.30pm) and Hove Town Hall, Ground Floor, Norton Road, Hove, (Monday to Friday 8.45am-5.00pm).

All objections and other representations relating to the proposed Order as modified must be made in writing and all objections must specify the grounds on which they are made and should be sent to the Executive Director Environment, Development & Housing, Brighton & Hove City Council, Hove Town Hall (Parking Infrastructure, Room 323), Norton Road, Hove, BN3 3BQ quoting the TRO reference number(s) shown above or by e-mail to parking.consultation@brighton-hove.gov.uk or online (see details above) no later than 10th September 2014

Dated: 20th August 2014

Executive Director Environment, Development & Housing
Brighton & Hove City Council
Hove Town Hall
Norton Road
HOVE BN3 3BQ

**BRIGHTON & HOVE CITY COUNCIL
ROAD TRAFFIC REGULATION ACT 1984**

Brighton & Hove (East Street) (Prohibition of Driving) Order 20**

Brighton & Hove City Council (“the Council”) in exercise of its powers under Sections 1(1), 2, 3 and 4 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 (“the Act”) and of all other enabling powers after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the Act hereby makes the above named Order.

The provisions of this Order which will come into operation on the ** day of ***** 20** are as follows:

1. In this Order:
 - “Pedal Cycle” has the same meaning as in Regulation 4 of the Traffic Signs Regulations and General Directions 2002;
 - “Taxi” has the same meaning as in Regulation 4 of the Traffic Signs Regulations and General Directions 2002;
 - “Undertaker” has the same meaning as in Section 48 (4) of the New Roads and Street Works Act 1991;
2. Any reference in this Order to a numbered Article or a numbered Schedule is a reference to the Article or Schedule bearing that number in this Order unless specified otherwise.
3. No person shall except upon the direction or with the permission of a police officer in uniform or person authorized by the Council cause or permit any vehicle other than a Pedal Cycle to enter or proceed in the length of road specified in column 2 of Schedule 1 during the hours of 11am to 7pm other than:
 - (1) a vehicle being used in the course of an emergency for fire service, ambulance service or police purposes.
 - (2) a vehicle in the service of a local authority being used in pursuance of its statutory powers or duties and if that vehicle cannot reasonably be used for the same purpose in any other length of road.
 - (3) to enable the vehicle in an emergency (if it cannot reasonably be used for the same purpose in any other length of road) to be used in connection with any of the following operations: building works; the removal of any obstruction to traffic; the maintenance, improvement or reconstruction of the length of road; the laying, erection, alteration or repair in or adjacent to the length of road by an Undertaker of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or any telecommunications apparatus as defined in Schedule 2 to the Telecommunications Act 1984.
4. No person shall except upon the direction or with the permission of a police officer in uniform or person authorized by the Council cause or permit any vehicle other than a Pedal Cycle to enter or proceed in the length of road specified in column 2 of Schedule 1 during the hours of midnight to 11am and 7pm to midnight other than:

- (1) a vehicle being used in accordance with Articles 3 (1), (2) or (3).
 - (2) a vehicle being used in accordance with Article 3 (3) for non-emergency purposes.
 - (3) for the purposes of accessing an on-street parking or loading bay.
 - (4) a vehicle which is being used in the service of a universal service provider to deliver or collect postal packets as defined in section 125(1) of the Postal Services Act 2000 to premises adjoining that length of road.
 - (5) a vehicle being used for the purpose of delivering or collecting goods including cash or other valuable securities or for loading or unloading at premises adjoining that length of road.
 - (6) a vehicle being used in connection with the posting or removing of advertising material in the form of posters on or from, or the cleaning of windows or chimneys in, premises situated in that length of road and that cannot reasonably be used for such purposes in any other length of road.
 - (7) a vehicle requiring access to premises situated on or adjacent to that length of road or off-street parking facilities which in either case are only accessible from that length of road.
 - (8) a Taxi.
5. The provisions of the Orders or parts of Orders identified below are hereby revoked:
- (1) The Brighton (Various Roads) (Prohibition of Driving) Order 1984.
 - (2) Paragraph (d) of Schedule 2 of the East Sussex (Old Town Area) (Prohibition of Driving) Order 1989 as amended.
6. In so far as any provision of this Order conflicts with a provision which is contained in an Order made or having effect as if made under the Act, and existing when this Order comes into operation, and which imposes a restriction or prohibition on movement by vehicles or grants an exemption from such restriction or prohibition, the provisions of this Order shall prevail.

SCHEDULE I
Prohibition of Driving - 11am to 7pm
Prohibition of Driving except for access at all other times

1	2
Item No.	Length of Road
1	East Street from a point 13 metres south of the southern kerbline of Steine Lane to its junction with Kings Road.

**MADE UNDER THE COMMON SEAL OF
 BRIGHTON & HOVE CITY COUNCIL**

this day of 20

**THE COMMON SEAL OF BRIGHTON & HOVE CITY
 COUNCIL** was affixed to this Order in the presence of

.....
 Authorised Officer

**BRIGHTON & HOVE CITY COUNCIL
ROAD TRAFFIC REGULATION ACT 1984**

**Brighton & Hove Various Controlled Parking Zones Consolidation Order 2008
Amendment Order No.** 20** (TRO-21g-2012)**

NOTICE is hereby given that Brighton & Hove City Council (“the Council”) proposes to make the Order named above under the relevant Sections of the Road Traffic Regulation Act 1984 as amended which if it comes into force will introduce the following changes:

- Removal of pay & display parking bays and motorcycle bay in East Street and replacement by an extended loading only bay (between Bartholomews and King’s Road).
- Removal of pay & display parking bays in King’s Road and replacement by an extended loading only bay (between East Street and Little East Street)
- New disabled person’s parking bay in King’s Road (to replace disused bus stop west of Little East Street)
- Removal of shared permit and pay and display bays in Bartholomews and replacement by a loading only bay. In addition to this an existing pay and display bay will become a shared permit and pay and display bay.

NOTICE is also given that the Council, pursuant to powers contained in Section 90A (1) of the Highways Act 1980 as amended, proposes to construct a flat topped road hump with a plateau length of 4m and a maximum height of 75mm in Little East Street, Brighton, centred around a point 8m south of the southern boundary of No. 8, Bartholomews.

A copy of this Notice, the proposed Order, plans showing the lengths of road affected and a statement of the Council’s reasons for proposing to make the Order, and construct the road hump may be seen online at www.brighton-hove.gov.uk/tro-proposals. These documents together with a copy of the existing Order to be amended may also be examined at the Customer Service Centres at Bartholomew House, Bartholomew Square, Brighton (Monday to Friday 8.45am-4.30pm) and Hove Town Hall, Ground Floor, Norton Road, Hove, (Monday to Friday 8.45am-5.00pm).

All objections and other representations relating to the proposed Order, the proposed road hump must be made in writing and all objections must specify the grounds on which they are made and should be sent to the Executive Director Environment, Development & Housing, Brighton & Hove City Council, Hove Town Hall (Parking Infrastructure, Room 323), Norton Road, Hove, BN3 3BQ quoting the TRO reference number(s) shown above or by e-mail to parking.consultation@brighton-hove.gov.uk or online (see details above) no later than 10th September 2014. For legal reasons, only correspondence including a full name and address will be considered.

Dated: 20th August 2014
Executive Director Environment, Development & Housing
Brighton & Hove City Council
c/o Parking Infrastructure
Hove Town Hall
Norton Road
HOVE BN3 3BQ

**BRIGHTON & HOVE CITY COUNCIL
ROAD TRAFFIC REGULATION ACT 1984**

**BRIGHTON & HOVE VARIOUS CONTROLLED PARKING ZONES
CONSOLIDATION ORDER 2008 AMENDMENT ORDER NO.** 20****

Brighton & Hove City Council in exercise of its powers under Sections 1, 2, 3, 4, 19, 32, 35, 35A, 43, 44, 45, 46, 46A, 47, 49, 51, 53, 55, 61, 63, 63A, 66, 117 and 124 (1) (c) & (d) of the Road Traffic Regulation Act 1984 (“the 1984 Act”) as amended and Part 6 of the Traffic Management Act 2004 and of all other enabling powers after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the 1984 Act hereby makes the above named Order.

The provisions of this Order will come into operation on the day of 2014 and amend the Brighton & Hove Various Controlled Parking Zones Consolidation Order 2008 as follows:

SCHEDULE I AMENDMENTS:

Controlled Parking Zone Z

Part 5.18 Shared Permit Holders and High Tariff Short Term Pay & Display parking (for a period of up to 2 hours no return within 4 hours) from Monday to Sunday between 9am to 8pm inclusive

Delete the existing description for Item No.1 (Bartholomews - east) and substitute the following:

“From a point 12.3 metres south of the southern kerblines of Bartholomews (northern arm) southwards for a distance of 25 metres.”

Insert new item as follows:

Item No	Street Name	Side of Road	Description	CPZ
1a	Bartholomews	West	From a point adjacent to the northern property boundary of the Town Hall, southwards for a distance of 2 metres.	Z

Part 6.4 Exclusive High Tariff Short Term Pay & Display parking (for a period of up to 2 hours no return within 4 hours) from Monday to Sunday between 9am and 6pm inclusive

Delete the existing description for Item No.2 (Bartholomews – west) and substitute the following:

“From a point 2 metres south of the northern property boundary of the Town Hall, southwards for a distance of 9.5 metres”

Delete the following Items:-

Item 7: East Street (west)

Item 11: King’s Road (south)

Part 9.1 Disabled Badge Holders Parking At Any Time

Insert new Items as follows:

Item No	Street Name	Side of Road	Description	CPZ
11a	King's Road	North	From a point 67 metres west of the prolongation of the western kerbline of East Street westwards for a distance of 11 metres	Z
20a	Prince Albert Street	South	From a point opposite the boundary between Nos. 11 and 12 Prince Albert Street south-eastwards for a distance of 5.5 metres	Z

Part 11.1 Motorcycles only At Any Time

Delete the following Item:-

Item 12: East Street (west)

Part 12.1 Loading Only At Any Time

Renumber item 1a Bedford Place to item 1b

Insert new item as follows:

Item No	Street Name	Side of Road	Description	CPZ
1a	Bartholomews	East Side	From a point 37.3 metres south of the southern kerbline of Bartholomews (northern arm) southwards for a distance of 7 metres.	Z

Delete the following Items:-

Item 11: East Street (west)

Delete the existing description for Item No.10 (East Street - west) and substitute the following:
 "From a point 7.3 metres north of the northern kerbline of King's Road northwards for a distance of 76.3 metres"

Delete the existing description for Item No.16 (King's Road - south) and substitute the following:

"From a point 26 metres west of the western kerbline of East Street westwards for a distance of 26 metres".

**MADE UNDER THE COMMON SEAL OF
 BRIGHTON & HOVE CITY COUNCIL**

this day of 20

**THE COMMON SEAL OF BRIGHTON & HOVE CITY
COUNCIL** was affixed to this Order in the presence of

.....

Authorised Officer

**BRIGHTON & HOVE (EAST STREET)(PROHIBITION OF DRIVING)
ORDER 20** (TRO21c)**

- 8.19 This Order would prohibit motorised vehicles, with a few exceptions, such as emergency vehicles, from using a section of East Street between 1100 hrs and 1900 hrs each day. There would be an access only restriction at all other times. [4.10]

¹⁸ ID34.

¹⁹ Everyone has a right to respect for his private and family life, his home and his correspondence.

²⁰ Every Natural or legal person is entitled to the peaceful enjoyment of his possessions.

- 8.20 The published draft Order indicates that the prohibition would apply on East Street from a point 13 metres south of the southern kerblines of Steine Lane to its junction with King's Road. However, at the Inquiry the Council identified that this description did not properly reflect its intentions, which were to extend the restriction in East Street beyond the junction with King's Road to the junction with Grand Junction Road. The Council has proposed a modification to the Order, TRO21c(1), to reflect its intention and considers that it would amount to a minor amendment [4.11].
- 8.21 Notwithstanding the admission by a number of residents of CM that they had assumed the scope of the Order was intended to extend to Grand Junction Road, I do not share the Council's optimism that its intentions would have been understood by all [4.11]. In my judgement, there can be no certainty that others would have interpreted it in the same way. The advertisements used to publicise the draft Order and the public Inquiry indicated that the proposed restrictions would extend southwards to King's Road. The plan that was published alongside the draft Orders identifies King's Road and it is apparent that East Street extends beyond it to meet Grand Junction Road. On the face of it, this information clearly indicates that the restrictions would stop at the junction of East Street with King's Road.²¹
- 8.22 Furthermore, I consider that the inclusion of the additional length of East Street as proposed by the Council would amount to a substantial modification to the Order. I cannot be sure that it would not prejudice the interests of someone if the Order were to be modified in accordance with TRO21c(1) without publication first [4.46]. I conclude that it would not be expedient to make the Order in the modified form proposed. I will proceed to consider the Order as originally drafted.
- 8.23 East Street, which is predominantly characterised by buildings of a historic appearance, with a mixture of shops, restaurants, cafes and other commercial units at ground floor level, is the most intensively used pedestrian route within the Old Town. Whilst pedestrian movements far outnumber vehicle movements, the current highway layout does not reflect this balance [4.12].
- 8.24 The Council has indicated, with reference to PSPL guidelines and a pedestrian survey undertaken on Saturday 30 June 2012, that at peak times East Street's footways are overcrowded [4.13]. However, based on the PSPL guideline of maximum pavement volume for comfortable pedestrian movement of 13 people per minute per metre width of footpath and with reference to the survey²², it appears to me that the periods over which that was the case were relatively short lived. Furthermore, PSPL indicates that pedestrian levels tend to be significantly lower during the week than at weekends²³. A comparison between the pedestrian volumes recorded in the Council's surveys on Saturday 30

²¹ ID2, ID16 and ID35.

²² BHCC.E1-Proof of Evidence Tom Campbell.

²³ BHCC.D4. I consider that the findings of PSPL remain relevant insofar as they relate to daytime conditions in the Old Town [6.46].

June 2012 and Wednesday 27 June 2012 add further weight to that view²⁴. The weekday pedestrian flow being around a third of the level of that recorded at the weekend. Based on this evidence, it appears likely to me that the periods during which East Street footways are overcrowded are limited and closure of the street for a period every day to address this particular matter would not be justified.

- 8.25 BHLSEG have provided evidence which indicates that pedestrians tend to use East Street as a shared surface, walking along the carriageway²⁵ and I saw this myself. I have had regard to the view of TOC that accidents involving pedestrians and vehicles are commonplace close to the junction of East Street with King's Road and I acknowledge that the scheme would reduce the risk of pedestrians coming into conflict with pedestrians [5.17]. However, the Council has confirmed that it has no evidence of accidents occurring at the location referred to by TOC [7.2]. Under these circumstances, I give TOC's unsupported assertion little weight. I give only moderate weight to the benefits of the Order in terms of improved highway safety along the section of East Street to which the restrictions would apply.
- 8.26 Nonetheless, the proposed limitations on vehicular movements would allow pedestrians to use the full width of the section of East Street the subject of the Order unimpeded by vehicular traffic between 1100 hrs and 1900 hrs and outside those hours the interference of traffic would be less than at present, due to the proposed access only restriction. In this way the scheme would ease the manner in which pedestrians move along East Street to some degree and it would be likely to improve the visibility of shopfronts and enhance the shopping environment for pedestrians. A reduction in vehicular traffic would reduce the environmental impacts of traffic to some extent and the scheme would increase the potential for other amenity improvements such as further use of outside seating for cafes. I consider that the Order would be likely to fulfil qualifying purposes (c), (d) and (f) set out in section 1(1) of the RTRA [4.30].
- 8.27 I give no weight to the Council's *Design Guidelines for Conservation Areas*, which are no longer extant [4.30]. However, the scheme would accord with the aims of LP Policy TR9 insofar as it gives encouragement to the introduction of pedestrian priority measures in the Old Town. This includes pedestrianisation, providing that freight deliveries can still be made and the scheme reflects the needs of people with disabilities who may rely on the use of the car. [4.3]
- 8.28 Whilst the proposal would limit the period when deliveries could be made along the restricted section of East Street, I understand that a number of businesses have alternative accesses and there is no evidence before me to show that this would pose insurmountable difficulties. On the contrary, the submissions of ESBP indicate that a significant number of the affected businesses support the scheme [5.4]. The closure of the road to traffic between 1100 hrs and 1900 hrs may cause some inconvenience for people with mobility issues, as they would be unable to

²⁴ BHCC.E1-Proof of Evidence Tom Campbell.

²⁵ D11-page 1.

reach destinations along the restricted length of road by car or taxi [4.68, 6.31]. However, it would be possible for people to be dropped off reasonably close to East Street from where destinations are only likely to be a short walk away [6.32, 6.48]. Furthermore, I consider that any disadvantages in this respect would be offset by the benefits of not being impeded by vehicles when moving through East Street [4.67].

- 8.29 I consider it likely that, in keeping with the findings of the Ecolane Ltd report entitled '*The impact of pedestrianisation on retail economic activity-a review of the evidence*', the proposed scheme would be likely to have a positive effect on businesses along the restricted section of East Street [4.40]. No more applicable or up to date study has been drawn to my attention [6.38, 7.11].
- 8.30 However, due to the proposed restrictions on the use of East Street it would be necessary to provide an alternative exit route from the Old Town. For this purpose the prohibition against driving along Little East Street, which is currently designated as a pedestrian zone with access for loading only, would be lifted [4.14]. Consequently, all traffic that has entered the Old Town along Black Lion Street which wishes to exit between 1100 hrs and 1900 hrs would have to use Little East Street. The Council has estimated that during that period the additional traffic flow would be around 85 vehicles per hour [4.43]. Outside that period other vehicles may also choose to exit that way and this could include HGVs which have serviced businesses between the start of Black Lion Street and Bartholomews Square. The Council has indicated that whilst swept path analysis indicates that large vehicles would be able to negotiate Little East Street, they may encroach onto footway areas [4.14].
- 8.31 Little East Street is not laid out as a traditional highway with a central carriageway bounded by raised kerbs with footways beyond. Instead, the main area of carriageway is separated from the margin of the highway on its eastern side by a shallow drainage channel. Travelling in a southerly direction along the street, I saw that a pedestrian exit from a car park leads onto the western side of the highway [6.41]. To the east outside Northern Lights although the margin of the highway is relatively wide, it is used for the most part to site tables and chairs that provide an outside eating area [6.69]. Beyond Northern Lights there is a sharp right hand bend in the street followed shortly after by a sharp left hand bend around the rear corner of Dr Brightons. A rear door of these premises, which is signed as disabled access, and a side door open onto Little East Street at points where the adjacent margin of the highway is relatively narrow [6.11].
- 8.32 In my judgement, the proposed increase in traffic would increase the risk to pedestrians emerging from the neighbouring car park and may also reduce the area where tables and chairs can be sited outside Northern Lights [6.41]. However, of greater concern is the prospect that people may emerge from Dr Brightons onto the highway with little to protect them from passing traffic and little warning that traffic is approaching as intervisibility is limited by the bends in the road. The Council has not carried out a formal safety review to consider the potential for conflict between the new traffic and existing activity associated with businesses

and pedestrians that use the street. Under these circumstances, I give little weight to the view of the Council that the additional traffic resulting from the scheme could be accommodated without difficulty [4.43].

I consider that the scheme would be likely to have a material adverse effect on highway safety in Little East Street.

- 8.33 The Council has indicated that at present vehicles loading and unloading in Little East Street do so from the main area of carriageway [4.14]. The scheme does not include any provision for a loading bay offset from the main alignment of the street. Under these circumstances, there would be a significant risk that loading vehicles would interrupt the free flow of traffic out of the Old Town.
- 8.34 I give little weight to concerns raised about the access requirements of possible future construction projects within the Old Town, as there appears to be no certainty at this stage that they will proceed [6.42].
- 8.35 Nevertheless, I consider on balance that the advantages of the Order would be likely to be outweighed by the disadvantages, with particular reference to the likely adverse affects in Little East Street. The modification suggested by the Council would not address the disadvantages likely to result from the Order. I conclude that it would not be expedient for the qualifying purposes set out in section 1(1) of the RTRA to make TRO21c.

Project:	Little East Street, Brighton	Job No:	1000001826
Subject:	Road Safety Assessment	Issue:	02
Author:	Kevin Seymour	Date:	11/09/2014
Checked:	Elaine Bingham	Date:	11/09/2014
Authorised:	Ben Meekings	Date:	11/09/2014

1 Introduction

Brighton & Hove City Council (BHCC) have drawn up proposals to revise traffic movements in the Old Town area of Brighton which were subject to a public inquiry in July 2013. The Inspector supported a number of the proposals including the closure of the northern section of Ship Street and the restriction of Heavy Goods Vehicle (HGV) movements into the area between 11am and 7pm.

During the public inquiry the Inspector highlighted a number of potential safety issues which may result from the proposed diversion of traffic along Little East Street. These were as follows:

- The increased use of Little East Street by HGV traffic;
- The anticipated speeds of vehicles using Little East Street;
- The safety of pedestrians within the shared space area of Little East Street;
- The safety of pedestrians emerging into Little East Street from frontages and the car park footpath.

BHCC officers have subsequently reviewed the proposals and developed a number of measures designed to mitigate the issues raised by the Inspector. This report provides an independent assessment of the extent to which the revised proposals address these issues from a road safety perspective.

The assessment is based upon the following information provided by BHCC:

- Sketch Drawing 001, providing details of an initial design proposal; namely, guard rail and a speed reducing feature (thought to be detailed as a speed cushion)
- Speed Survey Data
- Peter Brett Associates (2013) Proposed Traffic Regulation Orders Impacts Technical Note (Draft)
- BHCC Little East Street Road User Safety Assessment
- Public Inquiry Inspector's Report Extract

2. Risk Assessments on Identified Issues

Based upon the issues identified by the Inspector noted in Section 1 above, specific risk assessments have been carried out to attempt to quantify the likely effect of the revised proposals. The Risk Assessment process is outlined in Appendix A and used within this section. It should be borne in mind that these risk assessments are based upon engineering judgement in the absence of any reliable collision control data.

2.1 The increased use of Little East Street by HGV traffic

Existing Layout

- Likelihood of conflict – Very Low (very low pedestrian movement and low traffic volumes) – Score 1
- Consequence of conflict – Low (very low speed of vehicles) – Score 2
- Risk Score – 2 – Low

Proposed Layout

- Likelihood of conflict – Low (very low pedestrian movement and slightly increased traffic volumes associated with the removal of restrictions) - Score 2
- Consequence of conflict – Low (very low speed of vehicles) - Score 2
- Risk Score – 4 – Low

There is an increase in risk associated with the project, although the realisation of that increased risk may not be observable or measured by evidence of collisions. However it is noted that HGVs (over 7.5 tonnes) will only be able to enter the Old Town (via Black Lion Street) before 11am. As East Street will be open at this time, it could be expected that they would continue to use this route and not Little East Street (albeit the restriction is removed). It is likely that more vehicles up to 7.5 tonnes will use Little East Street between 11am and midnight but these will be the only vehicles which can enter the Old Town at this time.

Conclusions

The introduction of a speed reducing feature is unlikely to materially alter risk levels as observed speeds are very low and any speed hump may not directly reduce vehicle speeds. The consequence of any collision may still be medium / low due to the vehicle mass of HGVs.

2.2 The anticipated speeds of vehicles using Little East Street (based on small vehicles)

Existing Layout

- Likelihood of conflict – Very Low (very low pedestrian movement and low traffic volumes) – Score 1
- Consequence of conflict – Very Low (very low speed of vehicles) – Score 1
- Risk Score – 1 – Very Low

Proposed Layout

- Likelihood of conflict –Low (very low pedestrian movement and slightly increased traffic volumes associated with the removal of restrictions) - Score 2
- Consequence of conflict – Low (very low speed of vehicles) - Score 1
- Risk Score – 2 – Low

There is a slightly increased risk associated with the project, although the realisation of that increased risk may not be observable or measured by evidence of collisions.

Conclusions

The introduction of a speed reducing feature is unlikely to materially alter risk levels as observed speeds are very low and any speed hump may not directly reduce speeds of small vehicles. The consequence of any collision will be low due to continuing low speeds.

2.3 The safety of pedestrians within the shared surface area of Little East Street

Existing Layout

- Likelihood of conflict – Very Low (very low pedestrian movement and low traffic volumes) – Score 1
- Consequence of conflict – Very Low (very low speed of vehicles) – Score 1
- Risk Score – 1 – Very Low

Proposed Layout

- Likelihood of conflict –Low (very low pedestrian movement and slightly increased traffic volumes associated with the removal of restrictions) - Score 2
- Consequence of conflict – Very Low (very low speed of vehicles) - Score 1
- Risk Score – 2 – Low

There is a slightly increased risk associated with the project, although the realisation of that increased risk may not be observable or measured by evidence of collisions.

Conclusions

The introduction of a speed reducing feature is unlikely to materially alter risk levels as observed speeds are very low and any speed hump may not directly reduce speeds of small vehicles. The consequence of any collision will be low due to continuing low speeds.

2.4 The safety of pedestrians emerging into Little East Street from frontages and the car park footpath

Existing Layout

- Likelihood of conflict – Very Low (very low pedestrian movement and low traffic volumes) – Score 1
- Consequence of conflict – Very Low (very low speed of vehicles) – Score 1
- Risk Score – 1 – Very Low

Proposed Layout

- Likelihood of conflict –Low (very low pedestrian movement and slightly increased traffic volumes associated with the removal of restrictions) - Score 2
- Consequence of conflict – Very Low (very low speed of vehicles) - Score 1
- Risk Score – 2 – Low

There is a slightly increased risk associated with the project, although the realisation of that increased risk may not be observable or measured by evidence of collisions.

Conclusions

The introduction of the guardrail feature is unlikely to materially alter risk levels as observed speeds are very low and pedestrians have a notional footway area delineated by colour contrasted surface and the guardrail is unlikely to materially alter pedestrian behaviour at this location. The consequence of any collision will be low due to continuing low speeds.

2 Conclusions

To establish what affect the proposed remedial measures will have on road safety a formal Risk Assessment process has been undertaken, in the absence of any reliable collision control data.

The major influence in any increased risk, associated with removal of the restrictions to traffic movements along Little East Street, will be increased traffic volumes. Increased volumes will increase the 'exposure to risk' of any vulnerable user, particularly pedestrians. Traffic volumes are predicted to rise by 683 vehicles (PBA, 2013), over an eight hour period, from an estimated baseline figure of 123 vehicles – representing a 555% increase. Whilst this increase is substantial in percentage terms, it still means that traffic volumes along Little East Street are still low in absolute terms; indeed it has been estimated that the peak hourly traffic flow along Little East Street will be in the region of 85 vehicles per hour – this can be classified as very low flow.

The Risk Assessments carried out in Section 2 of this report do indicate marginal increases in risk scores, in line with increased traffic volumes associated with the removal of traffic restrictions, although the risk increases are minimal and may not be associated with increased collision rates.

The introduction of traffic calming measures and improved pedestrian protection features are unlikely to have a significant (or measurable) benefit on risk score levels, as traffic volumes will remain low (in absolute terms) and traffic speeds will be low regardless of the introduction of speed reducing features (vehicle speeds directly over the features may not be altered).

Overall, whilst it is likely that there will be an increased risk associated with greater traffic flows, the absolute traffic flow volume through Little East Street will remain very low and so absolute risk increases are unlikely to be apparent to users. The existing nature of Little East Street is one of a shared surface and this appears to operate effectively. With the proposed revisions to the traffic orders, vehicular flow will remain low in absolute terms and the shared surface principle has been shown to be a valid measure in managing potential conflict between road user groups.

Whilst it is acknowledged that some user groups, such as blind and partially sighted pedestrians, can feel vulnerable on shared surfaces there are measures that can ameliorate issues and these revolve around better delineation of routes for these users, with the strategic location of street furniture such as seating and bollards, along with strong contrast colour differentiation between notional vehicle paths and pedestrian areas. There may be a need to locally increase such delineation, particularly at the major pedestrian attractor of the car park access.

3 Recommendations

In terms of increased risk for vulnerable users it is recommended that the relocation of street furniture that is likely to be necessary should guide more vulnerable users away from potential conflict with vehicular traffic, whilst retaining suitable areas for large vehicles to manoeuvre. In conjunction with street furniture redesign it is considered appropriate to review the need for improved delineation (by contrast colour / texture) between nominal footway and carriageway areas whilst a similar approach would be appropriate for the drainage channel. It is recommended that local disability groups are consulted on these issues.

Appendix A: Evaluating Risks

To assess the costs and benefits associated with improving road infrastructure it is necessary to identify hazards and the relative risks associated with colliding with them. A prioritisation of features or locations can then be carried out to rank action by means of the findings of a Risk Assessment process. Identifying costs associated with remedial measures will then allow cost / benefit analyses to be carried out and ensure a 'value for money' approach to taking action.

The section below describes the process of risk assessment and provides definitions of terms associated with this method.

Risk Assessment Processes

To accurately assess the cost and benefits of carrying out remedial measures the likely risk of collisions should be understood. A formal Risk Assessment Process can be carried out within the context of road safety.

In brief, Risk Assessments assess both the *likelihood* of an event occurring along with the potential *consequence* of such an event. The combination of these two elements establishes the risk associated with an event. Such assessments are comparative in nature, but bring some limited objectivity to an otherwise subjective area of concern.

Factors affecting the *likelihood* of a collision on Little East Street can be summarised as being associated with traffic volume and vulnerable user volume (and the interaction of the two).

The probable *consequences* of injury resulting from a collision will depend on vehicle speed and the vulnerability of the road user to injury (e.g. a pedestrian). In a formal Risk Assessment a matrix of *Likelihood* versus *Consequence* gives us risks that can be defined as High, Medium or Low. Acceptable risk is one that is considered to be As Low As Reasonably Practicable (ALARP) and this should, ideally, be defined with the use of control collision data and based on Cost- Benefit Criteria.

The risk assessments reported in the previous section are based on a 4 X 4 matrix. The layout of this 4 X 4 matrix is shown below (a score of 4 is considered high, whilst 1 is low). When combining scores a relative risk score can be used to identify High (Red), Medium (Yellow) and Low (Green) risk features.

		Consequence			
		4	3	2	1
Likelihood	4	16	12	8	4
	3	12	9	6	3
	2	8	6	4	2
	1	4	3	2	1

High Risk – is unacceptable and requires immediate action to reduce risk

Medium Risk - is undesirable and requires some action to reduce risk

Low Risk – is considered acceptable and no action may be required

When remedial action is proposed the risk assessment process can be used again to establish the reduction in risk associated with the measures implemented.

BHCC Response to Little East Street Safety Audit

Risk Assessment Processes

To accurately assess the cost and benefits of carrying out remedial measures the likely risk of collisions should be understood. A formal Risk Assessment Process can be carried out within the context of road safety.

In brief, Risk Assessments assess both the likelihood of an event occurring along with the potential consequence of such an event. The combination of these two elements establishes the risk associated with an event. Such assessments are comparative in nature, but bring some limited objectivity to an otherwise subjective area of concern.

Factors affecting the likelihood of a collision on Little East Street can be summarised as being associated with traffic volume and vulnerable user volume (and the interaction of the two).

The probable consequences of injury resulting from a collision will depend on vehicle speed and the vulnerability of the road user to injury (e.g. a pedestrian). In a formal Risk Assessment a matrix of Likelihood versus Consequence gives us risks that can be defined as High, Medium or Low. Acceptable risk is one that is considered to be As Low As Reasonably Practicable (ALARP) and this should, ideally, be defined with the use of control collision data and based on Cost- Benefit Criteria.

The risk assessments reported in the previous section are based on a 4 X 4 matrix. The layout of this 4 X 4 matrix is shown below (a score of 4 is considered high, whilst 1 is low). When combining scores a relative risk score can be used to identify High (Red), Medium (Yellow) and Low (Green) risk features.

		Consequence			
		4	3	2	1
Likelihood	4	16	12	8	4
	3	12	9	6	3
	2	8	6	4	2
	1	4	3	2	1

The Risk Assessment identified four areas of interest. All 4 were rated as 'low risk' under the existing conditions and 'low risk' under the proposed conditions. Each area is outlined below, with the designer's response to each:

2.1 The increased use of Little East Street by HGV traffic

Existing Layout

- Likelihood of conflict – Very Low (very low pedestrian movement and low traffic volumes) – Score 1
- Consequence of conflict – Low (very low speed of vehicles) – Score 2
- Risk Score – 2 –Low

Proposed Layout

- Likelihood of conflict –Low (very low pedestrian movement and slightly increased traffic volumes associated with the removal of restrictions) - Score 2
- Consequence of conflict – Low (very low speed of vehicles) - Score 2
- Risk Score – 4 – Low

There is an increase in risk associated with the project, although the realisation of that increased risk may not be observable or measured by evidence of collisions. However it is noted that HGVs (over 7.5 tonnes) will only be able to enter the Old Town (via Black Lion Street) before 11am. As East Street will be open at this time, it could be expected that they would continue to use this route and not Little East Street (albeit the restriction is removed). It is likely that more vehicles up to 7.5 tonnes will use Little East Street between 11am and midnight but these will be the only vehicles which can enter the Old Town at this time.

Conclusions

The introduction of a speed reducing feature is unlikely to materially alter risk levels as observed speeds are very low and any speed hump may not directly reduce vehicle speeds. The consequence of any collision may still be medium / low due to the vehicle mass of HGVs.

Note: The original report contained a typo whereby the proposed layout's risk score of 4 was classified by the auditor as 'medium' when in fact according to the Risk Assessment Matrix a score of 4 is classified as 'low'. The auditor has confirmed this was an error and the classification has been corrected.

Designer Response:

There is not forecast to be a significant reduction in HGVs using Little East Street as HGVs are banned from the Old Town after 11am each day and will therefore be able to use East Street to exit the area.

For the large vehicles using the street swept path analysis shows that HGVs can manoeuvre safely through the street. This is regularly demonstrated in practice by the two dray lorries that currently make weekly deliveries.

It is necessary for HGVs to overrun the footway in places in order to manoeuvre through Little East Street. This currently happens in Little East Street and in several locations throughout the Old Town at no safety risk due to the low speeds of vehicles.

The proposal for Little East Street will involve relocating bollards to minimise footway overrun and so the proposed situation will be an improvement on the existing.

2.2 The anticipated speeds of vehicles using Little East Street (based on small vehicles)

Existing Layout

- Likelihood of conflict – Very Low (very low pedestrian movement and low traffic volumes) – Score 1
- Consequence of conflict – Very Low (very low speed of vehicles) – Score 1
- Risk Score – 1 – Very Low

Proposed Layout

- Likelihood of conflict –Low (very low pedestrian movement and slightly increased traffic volumes associated with the removal of restrictions) - Score 2
- Consequence of conflict – Low (very low speed of vehicles) - Score 1
- Risk Score – 2 – Low

There is a slightly increased risk associated with the project, although the realisation of that increased risk may not be observable or measured by evidence of collisions.

Conclusions

The introduction of a speed reducing feature is unlikely to materially alter risk levels as observed speeds are very low and any speed hump may not directly reduce speeds of small vehicles. The consequence of any collision will be low due to continuing low speeds.

Designer Response:

The Independent auditor regards the current situation regarding speed as low risk and the proposed scheme to be low risk too. Notwithstanding this the scheme will reduce speeds further through mitigation measures.

2.3 The safety of pedestrians within the shared surface area of Little East Street

Existing Layout

- Likelihood of conflict – Very Low (very low pedestrian movement and low traffic volumes) – Score 1
- Consequence of conflict – Very Low (very low speed of vehicles) – Score 1
- Risk Score – 1 – Very Low

Proposed Layout

- Likelihood of conflict –Low (very low pedestrian movement and slightly increased traffic volumes associated with the removal of restrictions) - Score 2
- Consequence of conflict – Very Low (very low speed of vehicles) - Score 1
- Risk Score – 2 – Low

There is a slightly increased risk associated with the project, although the realisation of that increased risk may not be observable or measured by evidence of collisions. 4

Conclusions

The introduction of a speed reducing feature is unlikely to materially alter risk levels as observed speeds are very low and any speed hump may not directly reduce speeds of small vehicles. The consequence of any collision will be low due to continuing low speeds.

Designer Response:

In the 5 years to March 2012 there were no accidents in Little East Street.

Pedestrian safety in the area is primarily achieved through low speeds and good intervisibility. The proposal will not affect either of these factors and as such the safety risk will remain low.

Pedestrians currently dominate the space in Little East Street, creating a safe environment in which drivers have a heightened awareness of pedestrians. In the proposed scheme the 'pedestrian zone' restriction will be removed and there will be an increase in vehicle flow, however the dominance of the space by pedestrians will continue due to the nature of the road and the slow speeds of vehicles. This situation currently occurs in other roads in the Old Town with similar levels of traffic flow to those forecast.

2.4 The safety of pedestrians emerging into Little East Street from frontages and the car park footpath

Existing Layout

- Likelihood of conflict – Very Low (very low pedestrian movement and low traffic volumes) – Score 1
- Consequence of conflict – Very Low (very low speed of vehicles) – Score 1
- Risk Score – 1 – Very Low

Proposed Layout

- Likelihood of conflict – Low (very low pedestrian movement and slightly increased traffic volumes associated with the removal of restrictions) - Score 2
- Consequence of conflict – Very Low (very low speed of vehicles) - Score 1
- Risk Score – 2 – Low

There is a slightly increased risk associated with the project, although the realisation of that increased risk may not be observable or measured by evidence of collisions.

Conclusions

The introduction of the guardrail feature is unlikely to materially alter risk levels as observed speeds are very low and pedestrians have a notional footway area delineated by colour contrasted surface and the guardrail is unlikely to materially alter pedestrian behaviour at this location. The consequence of any collision will be low due to continuing low speeds.

Designer Response:

Analysis of speeds and visibility lines at exit points has shown that the existing risk of conflict is low.

At the exit point of Dr Brighton's pedestrians / wheelchair users exit on to the footway before crossing the drainage channel on to the carriageway. This situation is similar to many points in the surrounding area and the low speeds and visibility distance mean this is not a safety risk for able-bodied or disabled users. The proposed scheme will result in an increase in vehicles, however this is still assessed as a low risk.

In addition to the existing situation speeds will be lowered by the speed cushion and additional carriageway width will be provided by moving bollards on the opposite side of the carriageway to Dr Brighton's.

The pedestrian exit to the car park is not assessed in its current situation as a safety risk due to low vehicle speeds and visibility distances. In the proposed scheme guard railing will be installed to deflect pedestrians and increase safety.

The independent auditor felt that safety would be low risk with or without the safety railing, however local businesses have indicated during consultation they would prefer the railing to be installed.

Recommendations

In terms of increased risk for vulnerable users it is recommended that the relocation of street furniture that is likely to be necessary should guide more vulnerable users away from potential conflict with vehicular traffic, whilst retaining suitable areas for large vehicles to manoeuvre. In conjunction with street furniture redesign it is considered appropriate to review the need for improved delineation (by contrast colour / texture) between nominal footway and carriageway areas whilst a similar approach would be appropriate for the drainage channel. It is recommended that local disability groups are consulted on these issues.

Designer Response: Agreed that street furniture should be relocated to aid pedestrian movement. This will be done near to the car park exit and at the southern end of the street. The design has been assessed through swept path analysis and shows that traffic can pass a stationary dray lorry without encroaching onto the footway.

Delineation between the footway and carriageway areas is currently very good. Consultation with local disability groups has occurred and will be on-going throughout development.

Old Town (East Street) TRO Consultation History

<p>June/July 2012</p>	<p><u>Large Scale Public Consultation</u> A public consultation on the Old Town plans was carried out from 14th June until 27th July 2012. 3400 information packs mailed out to local people and businesses, specific stakeholder invitations issued, stakeholder meetings held, 2 public exhibitions held. 565 public responses received and 15 detailed responses from stakeholder groups.</p>
<p>2 October 2012</p>	<p><u>Committee Decision</u> Transport Committee considered public consultation responses and approved the Old Town scheme and gave consent to advertise TROs.</p>
<p>December 2012</p>	<p><u>TRO Consultation</u> Traffic Regulation Order consultation undertaken.</p>
<p>15 Jan 2013</p>	<p><u>Committee Decision</u> Transport Committee considered TRO consultation responses and authorised Officers to request a Public Inquiry to progress the Traffic Order.</p>
<p>July 2013</p>	<p><u>Public Inquiry</u> 3 day hearing. Planning Inspector examined all available evidence for all aspects of the East Street and Little East Street scheme (as well as the wider Old Town proposals). The Council and a number of stakeholders (including businesses from East Street, Little East Street and the Lanes Traders) presented evidence to the Inquiry.</p> <p>The Inquiry report concluded there were no issues with the proposed closure of East Street itself but there were a number of issues with Little East Street that should be overcome in order to progress with the Order.</p>
<p>14 January 2014</p>	<p><u>Committee Decision</u> ETS Committee considered findings of the Public Inquiry and authorised the re-advertising of the amended East Street Order.</p>
<p>August / September 2014</p>	<p><u>TRO Consultation</u> Traffic Regulation Order consultation on the amended design undertaken. Individual consultation meetings held with local businesses including Lanes traders, Dr Brighton's and Northern Lights.</p>

Consultation Summary and Response

11 responses were received from businesses or organisations. 3 were in favour and 8 were against.

19 responses were received from individuals. 1 of these was in favour and 18 were against.

The objections were on the following grounds:

- The effect on Little East Street businesses / ambiance (mentioned 20 times)
- Safety (17)
- The effect on business deliveries (6)
- Level of consultation (4)
- Congestion (2)
- Impact on East Street pedestrians (1)
- Lack of 2-way cycling (1)

The effect on Little East Street businesses / ambiance

A majority of the objections mentioned the effect of the scheme on Little East Street businesses- in particular Northern Lights Bar and, to a lesser extent, Dr Brighton's pub. These objections focussed on the impact of increased traffic on customers sitting outside businesses.

The proposal will result in increased traffic on Little East street, estimated at 58 vehicles per hour during the hours of closure. Although it is understood that businesses will not welcome any increase in traffic an increase of 1 vehicle a minute will not result in Little East Street becoming a busy road and people will still be able to enjoy sitting outside in the area. Loading provision has been significantly increased to ensure that extra traffic will pass through the street without forming congestion. It should also be noted that the restrictions will end at 7pm every day and after this time it is not forecast that there will be an increase in traffic levels.

The Public Inquiry report highlighted the need to consider the effect of the scheme on the licensed area of Northern Lights. Vehicle track analysis has been carried out and even the largest vehicles will not encroach on the licensed area. The scheme will not require a reduction in Northern Lights or Dr Brighton's tables and chairs area.

Safety

Road safety was mentioned by several of the objectors and was also an issue raised at the Public Inquiry. Since the Inquiry additional road safety data has been collected, intervisibility analysis carried out and an internal and an external safety audit produced. The independent safety audit has concluded that all elements of the proposed scheme are low risk.

The inquiry report recommended further analysis of the safety risks associated with the disabled exit to Dr Brighton's. Following the Inquiry an independent safety audit was commissioned which, as part of the audit, looked specifically at the Dr Brighton's exit. The audit used intervisibility calculations, speed data and site observations to analyse the risk and concluded that the risk to disabled (or able-bodied) people using this exit was low. This finding accords with the views of the council's Road Safety team.

Swept path analysis has been carried out in the area and has shown that all vehicles can manoeuvre along the street. For the largest vehicles it is necessary to overrun the footway in places. The independent safety auditor has assessed this and concluded it is low risk- due primarily to the very low speeds in the area. Due to the narrow streets throughout the Old Town there are several locations with similar vehicle flows as forecast for Little East Street where footway overrun currently occurs. These locations are classified as low risk (and years of evidence concurs with this classification) due to the low speeds of vehicles (12.2mph at the northern end and 5 mph at the southern end).

A number of safety features will be implemented as part of the scheme to improve safety further. These will be guard railing at the car park exit, a speed hump, and creation of passing points.

Effect on business deliveries

Most loading currently occurs on the side of the carriageway on Little East Street without disruption to traffic flow. Under the new scheme this arrangement will be improved further by the creation of enhanced passing points near Dr Brighton's and Northern Lights to ensure traffic can flow freely during weekly dray lorry deliveries. No increased congestion is forecast as a result of this proposal.

In addition a new loading bay is proposed at the junction of Bartholomews with Little East Street. This will provide further loading provision for local businesses and a place for larger vehicles to load from to prevent congestion.

The largest delivery vehicles to Little East Street are the weekly dray lorry deliveries of beer to the two bars. As outlined above, an agreement to create passing points to assist with these deliveries has been made with the businesses.

Into You tattoo shop has regular clinical waste collections that require the collection vehicle to park near their premises. These collections currently occur without disrupting passing traffic and this arrangement will remain under the proposed scheme.

Level of Consultation

Several objectors questioned the sufficiency of consultation.

For these Orders extensive consultation has been carried out with local businesses and has gone beyond the standard level of TRO consultation. Local people and businesses have been informed of the Orders, had the opportunity to meet with Officers to discuss the plans, and amendments to the plan have been made as a result of discussions with local businesses (see Para 5.13 of main report).

In addition the advertising of the Orders was the culmination of a significant amount of consultation over several years involving hundreds of consultees and a 3 day Public Inquiry (see Appendix 6).

Congestion

The independent safety audit said the following regarding traffic volumes:

“While the increase is substantial in percentage terms, it still remains that traffic volumes along Little East Street are still low in absolute terms; indeed it has been estimated that the peak hourly traffic flow along Little East Street will be in the region of 85 vehicles per hour – this can be classified as very low flow.”

Modelling forecasts have indicated an estimated additional 57 vehicles per hour will use Little East Street under the new scheme (current average is 15 vehicles per hour). Although this will be an increase on current levels of an additional vehicle a minute this will not lead to congestion as vehicles will travel through Little East Street and exit at the seafront.

Each of the bars (Northern Lights and Dr Brighton’s) receives one beer delivery a week that arrives on a large dray lorry. Officers have discussed with both establishments the possibilities for minimising the effect of these deliveries and a relocation of bollards has been agreed to provide space for loading to occur and traffic to pass.

Impact on East Street pedestrians

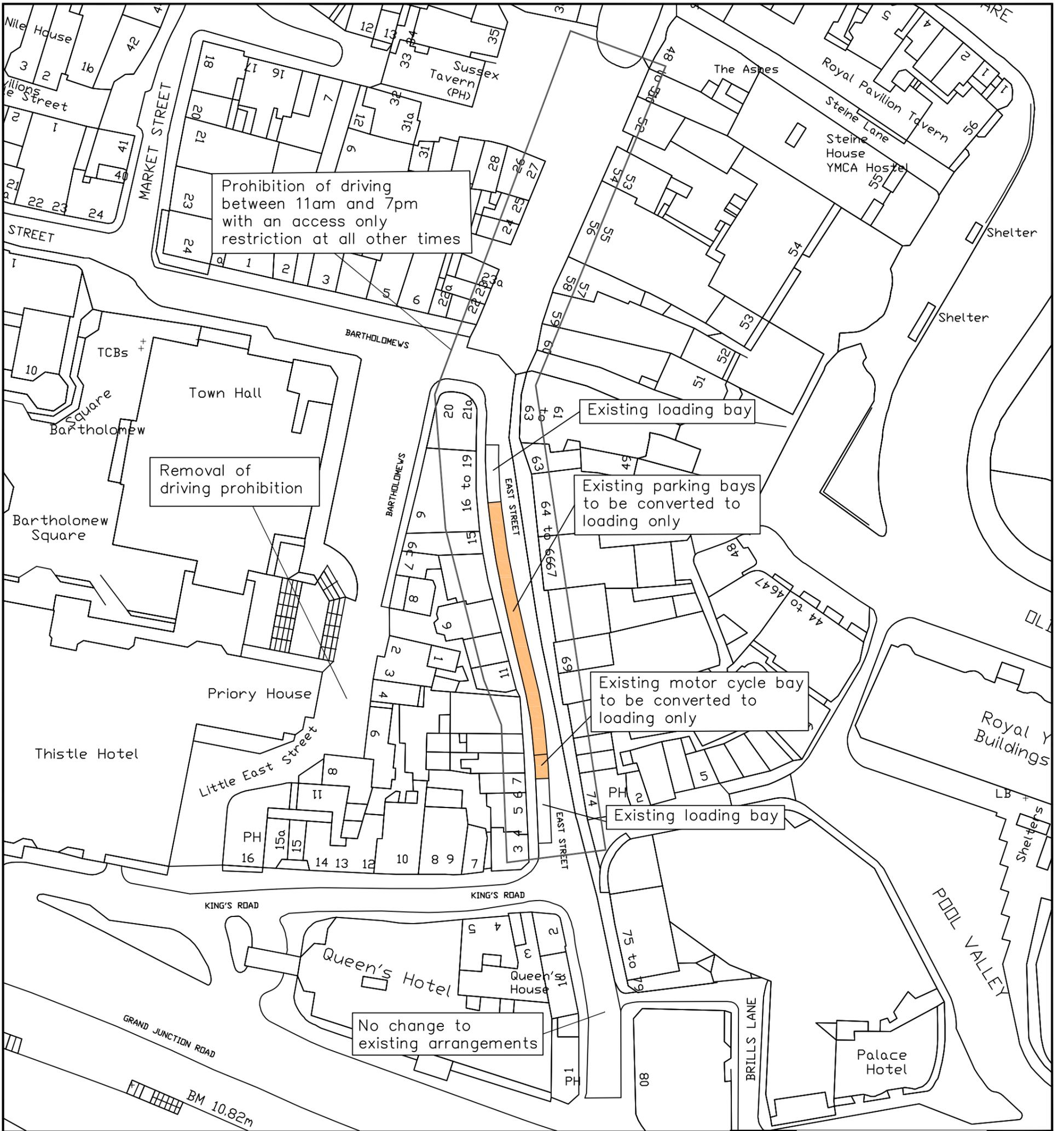
One objection was on the grounds that pedestrians would not be able to access East Street during the hours of closure.

East Street is one of the busiest pedestrian routes in the city and yet its road space is dominated by vehicles forcing pedestrians onto the narrow footways. By closing East Street, pedestrians will be able to use the street much more comfortably. The Inspector considered this point, and many others, relating to the closure of East Street and concluded that it would benefit pedestrians and businesses on the street to proceed with the timed closure.

Lack of 2-way cycling

One objection focussed on the absence of 2-way cycling in the scheme. This was examined in the early stages of the project, however due to the traditional kerb layout of East Street there is not space to safely allow 2-way cycling during

the hours it is open to traffic. Allowing 2-way cycling during the hours of closure was considered but it was felt this could cause confusion and result in 2-way cycling outside permitted hours.



**Brighton & Hove
City Council**

Project Name

**OLD TOWN
BRIGHTON**

Drawing Title

**TRAFFIC
REGULATION
ORDERS**

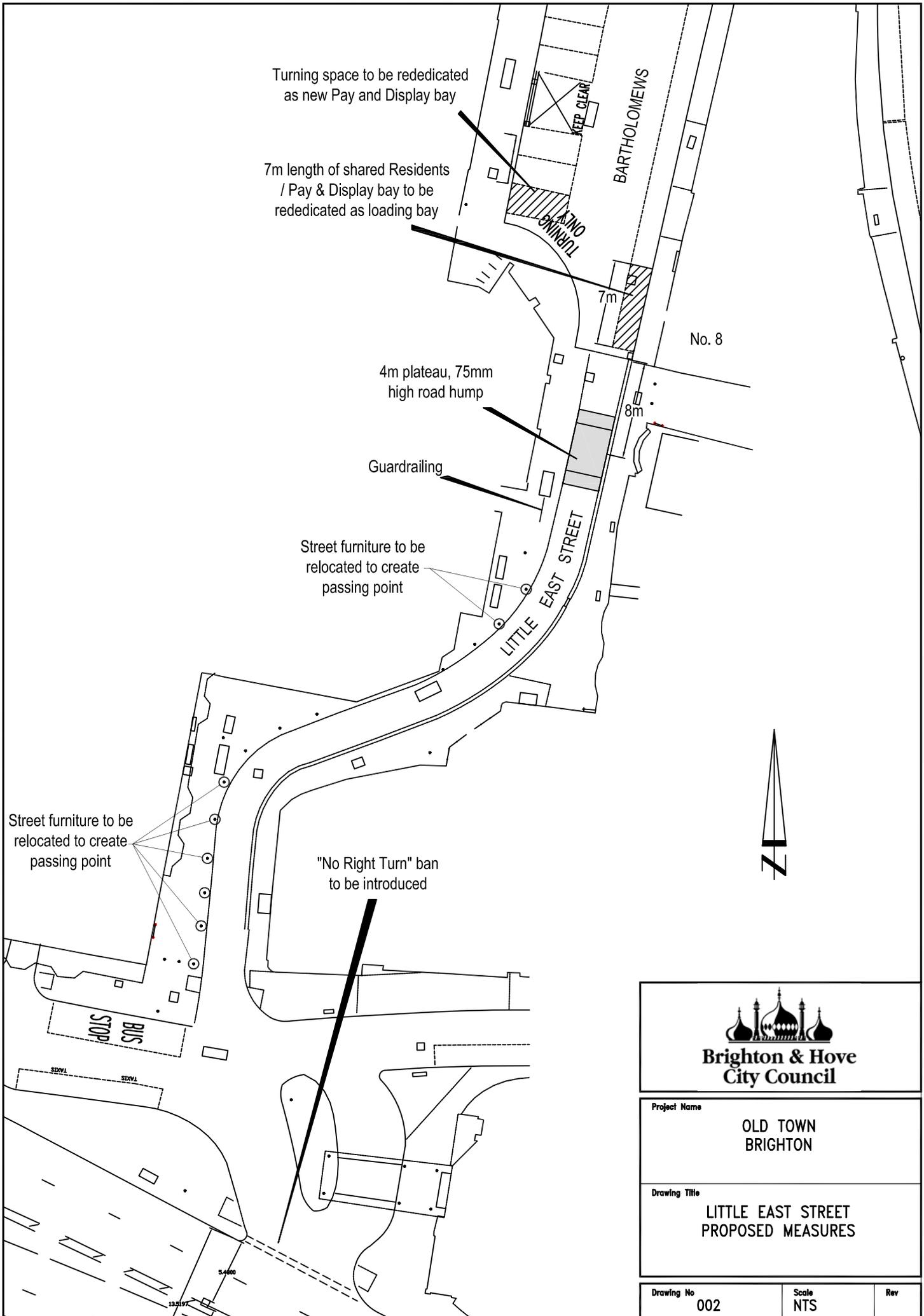
Drawing No

10

Scale
NTS

Rev

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**Brighton & Hove
City Council**

Project Name

**OLD TOWN
BRIGHTON**

Drawing Title

**LITTLE EAST STREET
PROPOSED MEASURES**

Drawing No	Scale	Rev
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002

NTS

Rev

Subject:	Results of Motorcycles in Bus Lanes trial		
Date of Meeting:	7 October 2014		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Matthew Thompson	Tel: 29-0235
	Email:	Matthew.Thompson@brighton-hove.gov.uk	
Ward(s) affected:	Patcham; Withdean; Rottingdean Coastal; Moulsecoomb and Bevendean; Hollingdean and Stamner		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The Government's Motorcycling Strategy published by the Department for Transport in February 2005, sought to facilitate motorcycling as a choice of travel within a safe and sustainable transport framework, and set out policy issues to consider. The Strategy recommends that care should be taken to mitigate foreseeable and avoidable risks.
- 1.2 Brighton and Hove has run a trial to allow powered two wheelers (Motorcycles) to use two sections of bus lanes in the city for the past 12 months and the Committee is asked to consider the results of the trial and recommendations for a way forward.

2. RECOMMENDATIONS:

- 2.1 That the Committee instructs officers to revoke the existing Traffic Regulation Order (TRO) covering the bus lanes on the A259 and to create a new TRO to allow powered two wheelers (PTW) to access bus lanes from the Authority boundary at Saltdean to the Ovingdean roundabout.
- 2.2 That the Committee instructs officers to revoke the existing Traffic Regulation Order (TRO) covering the bus lanes on the A23 and to create a new TRO to allow PTW to access the bus lanes from Carden Avenue to Preston Drove with measures added to deal with road safety concerns identified at the Peacock Lane junction.
- 2.3 That the Committee agrees to a new 12 month monitored trial from December 2015, on an 18 month Experimental Order, to allow powered two wheelers to access bus lanes on the A270 in both directions from north of the Vogue Gyrotory to the authority boundary at Stony Mere Way and makes funding available for this purpose.

3. CONTEXT/ BACKGROUND INFORMATION

Collisions Data

- 3.1 Collision data on both the A259 and the A23 during the first thirteen months of the trial involving PTW, pedal cycles, and pedestrians has been monitored. Data for the first month period has been discounted in order to give the scheme time to 'bed in' and become familiar to regular road users. Analysis has therefore been carried out on a full 12 month period from June 2013 to June 2014.
- 3.2 Prior to the trial period, the section of A259 now under consideration recorded a three year average of 2.6 collisions per year involving cyclists, pedestrians or PTW. During the 12 months from 4 June 2013 to 3 June 2014 only two collisions were recorded. One of these collisions was in the westbound bus lane where the trial was in operation and this involved a collision between a bicycle and a private car.
- 3.3 The section of A23 in the trial recorded a three year average prior to the trial of 5.33 collisions per year involving PTW, pedal cycles and pedestrians. Over the three year period this included 7 bicycles, 7 motorcycles and two pedestrians.
- 3.4 During the current trial between 4 June 2013 to 3 June 2014, 2 serious and 8 slight injury collisions were recorded in this section of the A23. Two collisions occurred on the northbound bus lanes which are not part of the trial, one serious involving a PTW and one slight involving a bicycle.
- 3.5 There were no pedestrian casualties recorded on the A23 section during the trial. Cyclist collisions were consistent with the previous three year average, suggesting the trial also had no impact on cyclist safety. However, the number of PTW collisions (6) was slightly more than twice the annual average for PTW collisions recorded prior to the trial.
- 3.6 Two of the southbound incidents involving PTW's and one involving a bicycle were recorded at or near the junction of Peacock Lane.
- 3.7 Investigation undertaken by the Council's Road Safety Engineer has identified that this junction is partially concealed by two large trees and a bend in the road. In all three collisions recorded, a car travelling south in the general traffic lane turned across the path of a rider in the bus or cycle lane.
- 3.8 The Road Safety Engineer has recommended the installation of a 'loop' in the cycle and bus lane which will detect oncoming vehicles including cyclists and PTW. This will activate a warning sign to alert riders they are approaching a junction and drivers in the general traffic lane to the presence of a motorbike or cycle in the bus lane.
- 3.9 It is proposed that this junction will be monitored for a further year once the new TRO is in force. A new TRO is required because the maximum period for an

experimental order (18 months) has already been used at this site and the law does not permit a further extension.

Traffic Flow Data

- 3.10 Traffic counter data from the A23 before and after the trial shows that PTW numbers are low, remaining well below one percent of traffic on this route, but have increased from 0.63% to 0.75%. Speed monitoring suggests that only 6.7% of traffic in the bus lanes after the trial was travelling in excess of 36mph, an increase of 0.6% on pre-trial levels. Cyclist numbers are also consistent, suggesting the scheme has not deterred cyclists from using the route.

Data from the A259 specific to the bus lane shows PTW were 2.8% of the traffic prior to the trial. This increased to 6.4% in the first year of the trial. Cycle numbers remain low (59 per day). It is considered that this is because of the topography and the availability of the undercliff route from Saltdean to the Marina. Figures for the cycle counter on the East Sussex side of the boundary at Telscombe Cliffs Way suggest that about 90 bicycles a day are using that section, suggesting about a third are opting for a flatter route from Saltdean into Brighton. This does not appear to have altered as a result of the trial on the A259.

- 3.11 Lane changing behaviour by all vehicles at the start and end of the bus lanes was also monitored. The general premise for this monitoring was that more frequent lane changing manoeuvres and lane changes closer to the start and ends of the bus lane increase the risk to vulnerable road users. Officers also wanted to establish whether motorcycles entering the bus lane were causing a hazard, if there was any negative impact on cycling numbers and what percentage of PTW users were choosing to use the bus lanes.
- 3.11 During the trial, the A259 bus lanes were also the subject of a trial of bus lane cameras which was widely publicised. Monitoring shows that 96% fewer cars used the bus lane in a 24 hour period than in 2013. Reductions were similar for goods vehicles. This resulted in significantly fewer lane changing manoeuvres.
- 3.12 The data has been passed to the Council's Parking Enforcement team who are proposing permanent sites for bus lane cameras. These figures suggest cameras will have a positive impact on safety by reducing manoeuvres as well as keeping the bus lanes clear.
- 3.13 The trial did not alter the numbers of pedal cyclists using the bus lanes. East Sussex County Council (ESCC) has undertaken a safety assessment of the A259 between Telscombe Cliffs and the B&HCC boundary at East Saltdean. The assessment did not identify any major operational or road safety issues. Between 4 May 2013 and 23rd May 2014 one collision was recorded, involving a pedestrian crossing the bus lane in front of a motorcyclist, whilst traffic in the general traffic lane was stationary.

- 3.14 The number of motorcyclists using this section of the bus lane has gradually increased over the duration of the trial with the number of motorcyclists using the general traffic lane decreasing proportionately. ESCC has concluded that the introduction of motorcyclists and cyclists into the bus lane has not resulted in any injury accidents over the duration of the trial.
- 3.15 On the A23, where there were no camera trials and no changes were detected in cyclist numbers during our trial period, the number of PTW's using the bus lane increased significantly.
- 3.16 The number of private cars entering the bus lane dropped and overall there were fewer lane changes at the start of the bus lane and where the lane finishes, lane changing behaviour does not appear to have been affected. There was a significant reduction in the number of light goods vehicles entering the bus lane before it finishes at the southern end. Officers consider it reasonable to conclude this may be as a result of publicity around the trial.
- 3.17 Officers conclude that discontinuing motorcycle access on the A23 would be difficult to justify given the low numbers of collisions involved. The new TRO with the additional measures suggested leaves the Council with the option to revoke the new order if future casualties are a cause for concern.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

Future Trial Sites

- 4.1 Initial consultation on the trial resulted in objections because the trial scheme was not universally applied to all bus lanes in the City. In deciding whether to make permanent and extend the duration of existing trial areas, the opportunity for creating new trial areas was re-examined. This has resulted in the following conclusions;
- 4.2 The A270 Lewes Road complies with Department for Transport guidance as a suitable site. A permanent scheme in this location would remove the need for a delay in starting the scheme (to collect baseline data) and the additional costs in monitoring. The combined width of the new A270 Lewes Road southbound bus lanes and cycle lanes varies between 4.5 and 5m. This means they are wider than the Department for Transport recommended minimum width of 4m and could now be considered for shared use by PTW's.
- 4.3 The A270 is, however, more heavily trafficked than the A23 with more side turnings and sites such as the Moulsecoomb campus of Brighton University, which generate more pedestrian and cyclist movements, as well as major junctions at Coombe Road, The Highway (Bevendean), Moulsecomb Way and Coldean Lane. These sites create a risk of higher casualties and officers consider it would be better to retain the option to suspend a trial if necessary.
- 4.4 The Highways Agency is the Highway Authority responsible for the short section bus lane on the A270 north of Stoney Mere Way which extends up the slip road towards the A27. The Highways Agency do not have any objection to the trial

the Council is proposing for the A270 but have indicated traffic order costs would be rechargeable and the Council would be expected to liaise with the Highways' Agency's service providers Balfour Beatty/ Mott MacDonald (Joint Venture) in respect of any signing amendments and to meet related costs.

- 4.5 Given that a trial on this route would benefit PTW users accessing both University campuses and the Amex Stadium, inclusion of this short stretch would be desirable.

4.6 Edward Street

Upon completion, the Edward Street bus lanes will be operational at peak times only., due to the loading concerns of business fronting the route. A 2006 study reviewing Bristol City Council's scheme to allow motorcycles in bus lanes, showed that part-time lanes were much less safe for motorcyclists than full-time lanes.

- 4.7 In addition to this, there are a significant number of side roads that break the bus lane where the visibility for emerging traffic is restricted by the building line. For these reasons officers do not recommend introduction of the PTW trial on this route.

4.8 Other central city bus lanes

A review of the remaining bus lanes operating in the City shows that they all fall below the Department for Transport recommended minimum width of 4m. Collision data analysis shows that pedestrian and cyclist casualties have reduced on these routes in the past year. Research evidence from schemes in London and elsewhere indicates that allowing PTW into narrow bus lanes can have a negative impact on vulnerable road user safety. Prior to this trial, Sussex Police also recommended that central city lanes be excluded for these reasons.

- 4.9 Three wheeled motorcycles and motorcycles with side cars are currently excluded from the trial, because the majority of these vehicles have a much wider wheel base. It is likely that they would therefore need to cross the solid white line delineating the bus lane to pass a stationary bus at a stop, increasing the risk of collisions with vehicles in the general traffic lanes.

- 4.10 Sussex Constabulary's Roads Policing Unit has confirmed that they are happy to follow this guidance for the bus lanes scheme. This means riders will not be stopped if they are using the designated A259 & A23 lanes during the trial provided that they observe all other Highway Code rules.

5. **COMMUNITY ENGAGEMENT & CONSULTATION**

- 5.1 The experimental 18 month Traffic Regulation Order to establish the trial came into force on 4 May 2013 and was open for comments until 3 November 2013. The Council's Legal Team has advised that these comments did not need to be considered until the Committee had formally considered a proposal to make the order permanent.

- 5.2 Four responses were received, including two from the same person.

- 5.3 One person objected to the trial on the grounds that it excluded three wheeler motorcycles with narrow wheel bases. The current police policy on these vehicles (see section 3.15) was explained to the respondent who was appreciative of the informal exemption (explained above at 4.4.1 & 2) but has not withdrawn the objection.
- 5.4 Another person, employed at the University, asked why the trial could not be extended to the Lewes Road Bus lanes when they are completed. This person believes it would make the journey safer and made the point that the route is heavily used by motorcycles. The respondent felt that some drivers on the Lewes Road deliberately try to squeeze motorcycles out and that being in a separate lane would avoid this problem.
- 5.5 A submission, on behalf of the Brighton branch of the Motorcycle Action Group (MAG), warmly welcomed the idea of an extension to the trial and commented that anything that gives the riders of powered two wheelers more road space would be very welcome. MAG pointed out that excluding PTW from bus lanes restricts the available width of road space for PTW to manoeuvre in and therefore adversely affects their safety.
- 5.6 The MAG also points to a growing trend across the country for bikers to use bus lanes and urges the Council, following the trial, to consider the default position to be that the riders of powered two wheelers are allowed in all bus lanes unless there are any truly valid reasons for banning them.
- 5.7 A further four informal submissions in support of the scheme were received via the Sussex Safer Roads Partnership. These all praised the scheme, with two pointing out that the greater visibility the riders felt in the lanes made them feel safer and praised the courtesy of bus and taxi drivers. One spoke of the road rage from drivers experienced as a scooter rider while riding in general traffic lanes in the city.

6. CONCLUSION

- 6.1 PTW's remain a small proportion of Brighton & Hove's total daily traffic, yet road casualties are high considering the number of road users. To date this PTW's in Bus Lanes trial has not produced conclusive evidence that road safety will be made any worse by such schemes on the city's busy arterial routes.
- 6.2 A period of further monitoring of the permanent scheme on the A23 from November 2014 and a further trial on the A270 in 2015/16 will ensure that the Council has the necessary evidence to make a final decision on a wider scheme which would see outer ring arterial routes with bus lanes including PTW, while retaining a restriction on shared use in the central city.

7. FINANCIAL & OTHER IMPLICATIONS:

- 7.1 The capital costs associated to the recommendations of this report will be funded from the Local Transport Plan (LTP) capital programme. The total budget allocation for trial motorcycle schemes is £18,000 in the 2014-15 financial year

as approved at Policy and Resources committee, which includes £10,000 of 2014-15 LTP allocation and £8,000 of previous financial years underspends

Finance Officer Consulted: Steven Bedford

Date: 09/09/14

7.2 Legal Implications:

7.2.1 The Council's powers and duties under the Highways Act 1980 and the Road Traffic Regulation Act 1984 must be exercised to secure the expeditious, convenient and safe movement of all types of traffic including motorcyclists, cyclists and pedestrians.

7.2.2 The Council has to follow the rules on consultation set out by the government and the courts. The Council must ensure that the consultation process is carried out at a time when proposals are still at their formative stage, that sufficient reasons and adequate time must be given to allow intelligent consideration and responses and that results are properly taken into account in finalising the proposals.

7.2.3 After the proposals are formally advertised, the Council can, in the light of objections and other representations received, decide to re-consult either widely or specifically when it believes that it would be appropriate before deciding the final composition of any associated orders. Where there are unresolved objections to the Speed Limit Orders, then the matter is required to return to Environment, Transport & Sustainability Committee for a decision

7.2.4 An Experimental Traffic Regulation Order will be required to introduce the changes to the Vogue Gyratory and Stony Mere Way area and advertised in accordance with the relevant legislation

7.2.4 Experimental orders can continue in force for up to 18 months.

7.2.5 Objections can be made to an Experimental Order for six months from the date that it is made. Any objections to the experimental order must be considered before any order giving permanent effect to the changes is made.

7.2.6 There are no adverse human rights implications arising from this report

Lawyer Consulted: Katie Matthews

Date: 09.09.14

Equalities Implications:

7.3 There are no equalities implications in addition to considerations already made regarding vulnerable road users.

Sustainability Implications:

7.4 The council's Environment protection team has calculated that Brighton PTW emissions contribute a low percentage to ambient NO₂ and estimate a contribution to roadside NO₂ of around 1 to 3% from PTW depending on the road link.

- 7.5 Bus lanes are always likely to have more capacity than the general traffic lane. Therefore any vehicle is likely to have reduced journey time, improved MPG and lower emissions if it has access to the relatively free flowing bus lane.
- 7.6 Larger powered bikes have very different performance specifications, bigger engines and higher emissions than bikes with smaller engines. DVLA figures in the first quarter of 2014 show PTW registrations in all engine classes have been static in Brighton and Hove for the past two years but are still well below pre-recession levels.

SUPPORTING DOCUMENTATION

Background Documents

1. The Governments' Motorcycling Strategy - DFT February 2005

2. DFT Traffic advisory leaflet 2/07 – The use of bus lanes by motorcycles

Subject:	Public Toilets at Preston Park Rotunda		
Date of Meeting:	07 October 2014		
Report of:	Executive Director of Environment, Development & Housing		
Contact Officer:	Name:	Jan Jonker	Tel: 29-4722
	Email:	Jan.jonker@brighton-hove.gov.uk	
Ward(s) affected:	Preston Park/ All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 This report is in response to the debate at Full Council on 17 July 2014 following submission of a petition organised by Francis Incorvaja, leaseholder of the Rotunda Café in Preston Park regarding the public toilets attached to the café. A copy of the petition is included in the reports pack for this meeting.
- 1.2 The resolution agreed at Council was that officers were to bring a report, with fully-costed options for improvements to the facilities at Preston Park Rotunda and a timetable for implementation.
- 1.3 A survey of the site has been undertaken as part of a wider survey of all public toilets which has been commissioned in response to the Toilet Scrutiny Report. This report summarises the findings of the survey of the Preston Park toilets and makes recommendations regarding next steps.

2. RECOMMENDATIONS:

- 2.1 That Committee notes the findings of the survey undertaken of the Preston Park Rotunda Toilets which has identified £11,200 of repairs and maintenance which should be carried out by 2016/17. More significant investment of up to £80,500 for refurbishment which should be carried out by 2018/19.
- 2.2 That Committee notes the findings of the survey undertaken of the Preston Park Chalet Toilets which has identified £8,200 of repairs and maintenance which should be carried out by 2017/18 and more significant investment of £69,000 for refurbishment which should be carried out by 2022/23.
- 2.3 That Committee agrees the short term repairs and maintenance up to a value of £11,200 are carried out at the Preston Park Rotunda Toilets in 2013/14 and £8,200 at Preston Park Chalet Toilets in 2014/15 funded through the Preston Park pay and display surplus fund. This time-scale is sooner than that recommended by the surveys.

- 2.4 That Committee notes there is no allocated capital budget for refurbishment works to public toilets. Any works would need to be considered as part of the capital works program as part of the annual budget setting process or through other funds such as the Preston Park ring fenced pay and display scheme.
- 2.5 In relation to the more costly refurbishment of the toilets in Preston Park Committee can either:
- (i) Agree to schedule the works in the years recommended by the surveys (2018/19 for the Rotunda and 2022/23 for The Chalet) from the Pay and Display Surplus with the rest of the fund ring-fenced to improvements identified in the Preston Park Management Plan;
- (ii) Agree to explore with the leaseholder of the Rotunda to rationalise provision by providing an internal toilet in the Rotunda café itself, closing the public toilets and invest in the Chalet as the main public facilities for the park;
- (iii) Defer a decision on the full refurbishment of both sites until the surveys of all sites have been analysed and recommendations developed taking a strategic approach to public toilet provision across the city with consideration given to the provision within the wider context of Asset Management across operational council owned buildings.
- 2.6 Committee agrees to a report to be produced for Policy & Resources Committee in early 2015 which updates members on the work done since the Toilet Scrutiny including the survey results of all sites. This report will form the basis for discussion and recommendations on future toilet provision in the city.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 At Full Council in July a debate on the condition of the public toilets adjacent to the Rotunda Café in Preston Park was triggered following the submission of a petition signed by over 1,250 individuals. At the meeting it was resolved that a report would be presented to this Committee which set out the costs and time-scales associated with refurbishing the Preston Park Rotunda toilets. During the debate the question was asked whether surplus income from the pay & display scheme in the park, which is ring fenced to park improvements, could be used to fund the works.
- 3.2 This report sets out the information requested following the debate at Council and provides context in relation to public toilet provision across the city and an update on work that is already under way in response to the Toilet Scrutiny in July 2013.

Toilet provision across the city/ Toilet scrutiny recommendations in relation to infrastructure

- 3.3 Current provision of publically accessible toilets in Brighton & Hove consists of:
- 41 traditional council owned
 - 16 toilets in libraries, museums and leisure centres

- 17 toilets in the 'Use our Loo' community toilet scheme
- 3.4 Toilet provision in Brighton & Hove is recognised nationally through the independent *Loo of the Year Awards* run by the British Toilet Association (BTA). The awards won by Brighton & Hove in 2013 include:
- Overall UK Loo of the Year Winner
 - Public Toilet Entries UK Winner
 - Public Toilet Entries England Winner
 - Number one in the BTA Loo of the Year Awards UK Premier League of Local Authority public toilet provision for three years running
 - 35 of the council's toilets were entered, of which 19 were awarded 'platinum' and 16 were awarded 'gold'
- 3.5 A summary of the BTA findings is attached as Appendix 1. The report praises the council for its commitment to provision of public toilets at a time when many other councils have significantly reduced provision but it acknowledges the issues the council faces due to ageing infrastructure.
- 3.6 In 2013 the Overview & Scrutiny Committee conducted a Scrutiny Panel Report on publicly accessible toilets. The recommendations of the panel and the officer response is attached as Appendix 2.
- 3.7 The scrutiny acknowledged that reducing budgets would put pressure on existing provision. In relation to the infrastructure the scrutiny noted that many of the public toilets were located in old buildings which would require significant investment too. The recommendation of the panel in relation to investment in infrastructure was that an Action Plan for public toilets be produced which:

Contains, or is based upon a business plan for the toilets which are directly owned by the council. This business plan would need to:

- *Clarify what revenue and capital expenditure is required per toilet for the next 15 years. This should cover as a minimum the cost of management and day-to-day maintenance (including responsive maintenance and cleaning) and future planned maintenance. This should include in-house costs and contractor costs. This would enable the council to identify the most cost-effective way of managing these assets.*
- *Clarify what was the cost of providing publicly accessible toilets in 2012/13, including both the capital and revenue expenditure and which service, and budget heading, is responsible for each key aspect of the service.*
- *Ensure a stock condition survey is carried out by Property & Design of all the toilets directly owned by the council to identify a plan of future maintenance.*

The information in the action plan would inform the strategic, and budget, decisions about publicly accessible toilets. It would enable decisions to be made in relevant areas such as:

- Investment
- Disposal of sites
- Change of use
- Alternative means of provision.

3.8 The stock condition surveys of each site commenced in May 2014 and have recently been completed together with suitability surveys. The remit of the surveys was to provide an indicative scope and cost for a future maintenance plan for the next five years. The information from the surveys is being used to develop recommendations as requested by the Scrutiny Panel in relation to investment, disposal of sites, change of use and alternative methods of provision. The Preston Park toilets have been surveyed as part of this work.

Preston Park Toilets

3.9 There are two public toilets in Preston Park, one set adjacent to the Chalet Café as well as those adjacent to the Rotunda Café. The toilets have a shared attendant during weekends, bank holidays and for six weeks during the summer. Outside of these periods the sites are cleaned by a mobile attendant three times per day.

3.10 The results of the condition surveys for both are summarised in the table below, further details are available in Appendix 3. The survey identifies repairs and maintenance of £11,200 by 2016/17 in the Rotunda site which would fund internal works and external repairs and decoration. Similar works in the Chalet toilets identified for 2017/18 would cost £8,200. More significant refurbishment works are identified for both sites by 2018/19 and 2022/13 respectively. The value of these more significant works may change.

	Preston Park Rotunda	Preston Park Chalet
Repairs/ redecoration	£11,200 by 2016/17	£8,200 by 2017/18
Refurbishment	£80,500 by 2018/19	£69,000 by 2022/23

Initial survey results – all public toilets

3.11 All 41 public toilets have been condition surveyed to identify the maintenance backlog for the next 5 years. The results are currently being collated and analysed to help inform future recommendations about the service.

3.12 Based on these initial results it is evident that significant capital investment is needed in public toilet infrastructure if the service is to be retained in its current format.

Funding for maintenance works

3.13 As part of the toilet contract, Wettons who are contracted to clean the toilets, carry out minor repairs and redecorate 10 sites per year. Sites which are redecorated are prioritised by officers working with the contractor based on inspections. The Rotunda Toilets are due to be redecorated this year but this work has been put on hold pending decisions made at this Committee.

- 3.14 There is no allocated capital investment budget for more significant improvements and structural works to public toilets.
- 3.15 At Council the option of funding improvements to Preston Park Toilets through surplus Pay and Display income from the parking scheme was raised. The parking scheme was introduced in Preston Park in 2012 with the agreement that any surplus pay and display income would be ring fenced to improvements to the park. In October 2013 a consultation was designed with Friends of Preston Park to seek views on how the surplus up to the end of 2013/14. At the time of the consultation £20,000 was available. The consultation set out four main areas for improvements informed by the Management Plan for the park consisting of Lovers Walk, the terracing around the cycle track, the coronation/ sensory garden and the area known as the ride.
- 3.16 The majority of respondents favoured expenditure on improvements to the cycle track area and based on these results and discussions with the cricket club, users of the cycle track and Friends of Preston Park the decision was made to:
- Contribute £3,500 towards a new artificial wicket
 - Fund £8,000 to improve fencing around the cycle track
 - Ring fence the remaining £8,500 of the funds accumulated to date to starting to repair the terracing and flint walls by the cycle track.
- 3.17 The current surplus (excluding the £8,500 for the repairs to the terraces) is £41,000 which is projected to increase to approximately £59,000 by the end of the financial year. The work on the terraces has not commenced yet, and the scope to improve this area is greater than originally anticipated but will require more significant resources to complete.
- 3.18 Given the increase in resource available and the availability of a more robust annual projection of income (approximately £37,000 per year) it is now proposed to work up a more strategic five year investment plan for the park in consultation with the Friends Group and other stakeholders, guided by the Management Plan for the park. This plan will be subject to a consultation with park users and will include the works to the terraces. Opportunities to use the funds as match funding for grants will be explored.
- 3.19 Within the surplus funding there is scope to carry out the improvements to the public toilets, but it would reduce the amount of funding available to other aspects of the park.

4. ANALYSIS & CONSIDERATION OPTIONS

- 4.1 There are a number of options in relation to toilet provision in Preston Park. These are:

Funding works through pay & display scheme

- Carry out £11,200 repairs and maintenance works to the Rotunda toilets from the parking surplus in 2013/14. If this option is adopted it is

recommended that works are also undertaken to the Chalet toilets in 2014/15 to bring them up to the same standard.

- Allocating £80,500 to refurbish the Rotunda toilets in 2018/19 and £69,000 to refurbish the Chalet toilets in 2022/23 as recommended by the surveys from the Pay and Display surplus. The remainder of the fund would continue to be invested to deliver the Management Plan for the park.

Rationalising public toilets in Preston Park/ providing bespoke toilets in the Rotunda café

- Preston Park is the only park with two sets of public toilets (which are 500m apart) and provision could be rationalised by providing a new internal toilet for the Rotunda Café, closing the public toilets by the Rotunda and focussing investment in the public toilets by the Chalet. This would provide the café with its own toilets and result in a saving to the council as it would not need to invest in the Rotunda toilets or fund the ongoing servicing and cleaning. The toilets by the Chalet would be the main publically accessible toilets for the park and would be refurbished from the Pay and Display Surplus. This option would be subject to agreement of the leaseholder. Incorporating public toilets into the leases of cafes has worked well at other sites including Saunders Park and Wish Park and is one supported by the Scrutiny Panel.

- 4.2 Recommendations on future toilet provision are being drawn up in response to the Toilet Scrutiny, informed by the surveys referred to in the report. A decision on the Preston Park toilets could be deferred until this more strategic work is completed.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The options considered in this report have not been subject to public consultation. They have been discussed with members of the Friends of Preston Park who support the short term improvements to the toilets and the development of and consultation on a longer term investment plan for the remainder of the surplus.

6. CONCLUSION

- 6.1 The petition debated at Full Council sought a commitment to improvements to the Preston Park Rotunda toilets. The site has been surveyed as part of works in response to the Toilet Scrutiny to survey all public toilets. The survey has identified approximately £11,200 of repairs and maintenance by 2016/17 and more significant investment of £80,500 for a refurbishment by 2018/19. £8,200 worth of repairs and maintenance are recommended to the Chalet Toilets by 2017/18 and £69,000 by 2022/23.
- 6.2 It is projected that there will be sufficient resources in the Preston Park pay and display surplus to fund the repairs and maintenance to both sites this year and next year and to fund the refurbishments in the time-scales set out in this report.

- 6.3 Provision of public toilets in Preston Park could be rationalised by providing an internal toilet in the Rotunda café and focusing investment in maintaining the Chalet toilets for public use. This would result in a revenue and capital saving.
- 6.3 In line with the recommendations from the Toilet Scrutiny officers are drawing up more strategic proposals for toilet provision in the city. A decision on the Preston Park toilets could be deferred until this work has been completed, which is expected to be reported to Policy & Resources Committee in January 2015.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The cost of short term repairs as recommended in this report are expected to be up to the value of £11,200 at Preston Park Rotunda Toilets and £8,200 at Preston Parks Chalet Toilets. This expenditure will be funded from surplus income generated from the Preston Park Pay and Display parking scheme. The Preston Park Pay and Display parking reserve was £39,416 at the beginning of the 2014-15 financial year and additional income of approximately £17,000 has been received up to August in the current financial year.

Funding for more significant improvements at public toilets has not currently been identified within revenue budgets or the councils capital programme. Agreement to carry out longer term refurbishment would therefore require consideration as part of the budget setting process or require Policy and Resources approval to be included within the councils capital programme. The annual recurring budget for public toilet cleaning, utilities, attendant and minor repairs and redecorations is approximately £980,000 in the 2014-15 financial year.

Finance Officer consulted: Steven Bedford

Date: 05.09.14

Legal Implications:

- 7.2 As property owner the Council is required to keep its property assets in repair, the recommendations outlined in this Report would be in compliance with those obligations.

With regards to option 2.5(ii) and the lease for the Rotunda Café; appropriate terms would have to be agreed with the Lessee to enable alterations to be made to the café. The Lease terms would also need to be varied to ensure that members of the public had access to the toilets under the Council's "Use Our Loos" Scheme.

Lawyer consulted: Joanne Dougnaglo

Date: 29/8/14

Equalities Implications:

- 7.2 Provision of high standards of public toilets is important for all residents and visitors to the city. It is particularly significant for people with certain medical conditions such as Crohn's or Colitis, who rely on access to these facilities to go

about their daily life. Any recommendations to changing toilet provision in the city needs to be subject to an Equalities Impact Assessment.

SUPPORTING DOCUMENTATION

Appendices:

1. British Toilet Association Report on Brighton & Hove Toilets in 2014
2. Toilet Scrutiny Recommendations and Officer Response
3. Survey Results Preston Park Toilets



2013 LOO OF THE YEAR AWARDS SUMMARY OF BRIGHTON AND HOVE CITY COUNCIL ENTRIES

1. The 34 B&HCC entries visited this year (The Level not ready in early September), have left a lasting impression of quality and commitment to a vital public service, which should be seen and shared by every UK Local Authority.
2. Where many, perhaps most LA's would have abandoned/closed much of their ageing stock of PC's, B&HCC have taken the opposite course of action and put the toileting needs of residents and visitors at the top of their municipal Agenda. For this, the Council deserves much credit and recognition.
3. Our comprehensive inspection forms frequently pointed to a much lower Grading for many entries, based on first impressions, but, once the 100+ tick boxes had been checked and scores calculated, Gold and the top Platinum Gradings were achieved in all 34 entries inspected.
4. The LOYA is essentially a hygiene competition and, ageing buildings apart, B&HCC has really focussed on satisfying the toileting needs of all members of society – young and old.
5. If we could wave a magic wand, we would wish to see many more of the toilet buildings upgraded to a 21st century standard. This not being a reality in the current economic climate, perhaps some all-weather, non slip, sprayed on flooring would enhance the visual appearance of many of the blocks with obvious signs of worn out or poor quality flooring.
6. In addition, the high quality of the hygiene equipment specs. could possibly be matched by painting the outside of the PC blocks in bright B&HCC colours, to announce to all comers that this is a public toilet and fit for customer use. The excellent interiors need to be supported by the first impressions gained from the outside.
7. External building signage is really excellent everywhere and user symbols very informative. Additional WC directional signs, particularly for road users, would be helpful in many locations.
8. Minor equipment maintenance issues could be quickly dealt with by a full time maintenance person attached to Wettons. (Not sure whether this is the case already!). This person/two person team could also carry out building painting/decorating - certainly all the entrance doors, to reflect the B&HCC corporate identity. This is partly a pride branding exercise, to reflect the quality of the toileting experience within. The banner flags down at the beachfront loos give that "I am here and come and use me" statement – a reassuring visuality for toilet users.
9. The extensive use of sanitiser units close to the WC bowls is welcome but these need to be regularly checked and filled. Also, most had no explanatory stickers on their fronts, or on the adjacent wall, so users might not realise their purpose!
- 10 We were impressed by the commitment and positive attitude of the Wettons staff we met whilst judging. They all deserve the highest praise, not only for keeping toilets clean and sparkling but also for helping manage some elements of a modern City society which many Councils find quite challenging and the reason so many have given up providing adequate public toilet facilities.

Appendix 1 – Response to the Publicly Accessible Toilets Scrutiny Panel Recommendations

No	Recommendation	Response
1	<p>The panel recommends that Brighton & Hove City Council develops an action plan for publicly accessible toilets in the city. This plan should be led by Cityclean, but draw on contributions from services such as Property & Design, Licensing and Planning where appropriate. While the plan is held by the council it will also be a partnership document which sets out how they will work with public sector partners, the community and businesses to maintain the capacity of this service. The action plan would cover both toilets owned directly by the council and other facilities which are publicly accessible, such as those in our Use Our Loos scheme. The action plan would come under the oversight of the Assistant Chief Executive, to ensure that all the relevant council services contribute to this plan.</p>	<p>Recommendation Accepted</p> <p>The provision of public toilets will continue to face budget pressures. The scrutiny has identified that the current provision in the city is good with the council topping the national awards for provision of public toilets. It has also identified the importance of good provision to residents and visitors to the city.</p> <p>The challenge is how to maintain provision, improve or change the provision through engagement with the business community, in particular the hospitality, tourism and health sectors. The question has been asked if/how provision can be extended, in particular in relation to the night time economy.</p> <p>The Action Plan will review the current provision of public toilets and as far as possible identify the resources required to retain provision and alternative ways of providing in future. The Action Plan needs to be flexible as any recommendations accepted in principle are subject to future challenge under the ongoing strategic review of our property assets and services.</p> <p>The scrutiny has identified a number of alternative options for future provision. The feasibility of these will be tested as part of the action plan which will inform if and how they can help reduce the pressure on the service in future.</p>

2	<p>The panel recommends that this action plan contains, or is based upon a business plan for the toilets which are directly owned by the council. This business plan would need to:</p> <ul style="list-style-type: none"> Clarify what revenue and capital expenditure is required per toilet for the next 15 years. This should cover as a minimum the cost of management and day-to-day maintenance (including responsive maintenance and cleaning) and future planned maintenance. This should include in-house costs and contractor costs. This would enable the council to identify the most cost-effective way of managing these assets. Clarify what was the cost of providing publicly accessible toilets in 2012/13, including both the capital and revenue expenditure and which service, and budget heading, is responsible for each key aspect of the service. Ensure a stock condition survey is carried out by Property & Design of all the toilets directly owned by the council to identify a plan of future maintenance. <p>The information in the action plan would inform the strategic, and budget, decisions about publicly accessible toilets. It would enable decisions to be made in relevant areas such as:</p> <ul style="list-style-type: none"> Investment 	<p>The time-scale for the completion of the action plan is June 2014.</p> <p>Recommendation Accepted in Principle</p> <p>Accurately projecting revenue and capital costs for the provision of public toilets for the next 15 years will be difficult. The main revenue costs are the servicing of the toilets by Wettons and utility costs. The Wettons contract will be re-tendered in 2017 and future costs will not be known until this exercise has been completed.</p> <p>The action plan will however inform the procurement process to ensure that as far as possible it meets the future needs of the service. The procurement process will encourage alternative models of service provision which have investment and income related outcomes to minimise the cost to the authority.</p> <p>Many of the council's public toilets are in old buildings which will require substantial investment if they are all to be retained for the next 15 years. The council's asset management plan & corporate property and building maintenance strategy sets out the process and priorities through which properties are reviewed and challenged to ensure they are fit for purpose. The property performance of operational buildings is evaluated on a decision matrix to identify properties for disposal, in poor condition requiring significant investment, unsuitable for current use and alternative/change of use options. A high level stock condition survey is to be carried out on all the toilets owned directly by the council to assess their property performance and identify which buildings are fit for purpose and those requiring substantial investment. This will inform the future strategic and budget decisions about public toilets.</p>
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	<ul style="list-style-type: none"> • Disposal of sites • Change of use • Alternative means of provision. 	
3	<p>The panel recommends that this action plan includes a statement of the council's commitment to enabling public access to toilets in its own properties.</p> <p>The panel believes that providing public access to the toilets in its own buildings should be the default position, where practicable and safe. So the suitability of providing public access to toilets should be assessed when the council either renovates an existing building or opens a new building. Where it is not possible to provide public access in a council building, a clear explanation of the reasons should be incorporated into the action plan.</p> <p>Where toilets in council buildings are publicly accessible, the panel believe that it is important that they are clearly signposted and advertised so that the public are aware that they can use these facilities (see p45).</p>	<p>As the council's current Wettons contract is a day to day management contract it does not support the long term maintenance of the council's public toilets stock.</p> <p>Where public toilets are located in main administrative buildings, libraries and the like, the buildings are covered by the council's planned maintenance programmes of work, prioritised through the corporate property objectives and building maintenance strategy. These look at the council's core operational buildings, those that contain the priority service functions, ensure maximum return, require minimum maintenance and have a large public footfall.</p> <p>It must be recognised that public toilets fall within the non-core service operational category:- an asset to be in a condition to meet minimum and statutory requirements.</p> <p>Where public toilets are located within the council's main office buildings it will look to support this provision where practicable and safe and this will be assessed on a case by case basis when these buildings are being refurbished and/ or extended. Provision where possible will review relevant signage, as part of the overall building business case which will focus on the significant costs associated with statutory compliance, health & safety, security issues and other relevant impacts on costs.</p>

		In a climate of acute financial constraints it is necessary for the council to look at its service priorities as a whole and to consider alternative public toilet provision through partnership investment, regeneration sites and local planning requirements.
4	The panel welcomes the intention of Cityclean to refocus the Use our Loos scheme in order to link it to the Can't Wait Card. The panel agrees with the service's plan to start by exploring the possibility of re-launching this scheme in partnership with GPs surgeries, then work to spread this scheme out across other suitable outlets in the city	<p>Recommendation Accepted</p> <p>The Council has been running the Use our Loo scheme for several years. It currently has 21 businesses and organisations taking part in the scheme. In 2012 a concerted effort was made to increase the number of businesses taking part in the scheme, however, the level of interest was low.</p> <p>The scrutiny panel heard evidence from small businesses explaining some of the issues that prevent them from joining the scheme.</p> <p>Officers will consult with colleagues in Public Health to explore use of the 'Can't Wait Card' to allow people access to their toilets as well as looking at other outlets.</p>
5	The panel recommends that effective consultation is carried out with service users before building new toilets. This is especially true when building toilet provision for people with disabilities, for example to ensure that the location and type of toilet will meet their needs	<p>Recommendation Accepted</p> <p>All new toilets will be wheelchair accessible and officers will work with stakeholders such as the Federation for Independent Living when designing new facilities.</p>
6	The panel recognised the importance of the Changing Places provision to provide toilets for those with profound	<p>Recommendation Accepted in Principle</p> <p>The panel recognises the importance of changing places toilets for</p>

	<p>and multiple disabilities. They recognise that the council is not likely to be able to provide any more Changing Places toilets itself, since they have built one of these toilets and are currently building another. So the panel would like to see Changing Places toilets, or other kinds of wheelchair accessible toilets, included where possible in private developments. The council should work with work with partners such as Network Rail to identify further funding opportunities to develop these kinds of provision. Examples include European Funds, organisational funds related to Corporate Responsibility and the City Plan. The aim should be, where possible, to situate such toilets in high use areas such as Churchill Square and railway stations.</p>	<p>people with profound and multiple disabilities. Installing these facilities is costly, has specific requirements eg in terms of space and need to have an attendant on site to allow access.</p> <p>As part of the action plan opportunities for funding will be explored and potential partners approached regarding the possibility of installing more Changing Places facilities.</p> <p>In the current economic climate funding opportunities for Changing Places facilities are likely to be limited.</p>
7	<p>The panel felt that evidence submitted to them highlighted a number of reasons why small businesses in the city, such as independent retail outlets, are not likely to be suitable for inclusion in the Use our Loos scheme.</p> <p>However the panel feel that it was important to explore whether other businesses, such as cafes and pubs, could be encouraged called upon to contribute to publicly accessible toilet provision</p>	<p>Recommendation Accepted</p> <p>Please refer to response to Action 4 above. Officers have actively tried to recruit businesses including cafes and pubs to the Use Our Loo Scheme but many of them are reluctant for a range of reasons which have come to light as part of the scrutiny. Based on discussions with businesses in the hospitality sector they wish to retain their toilets for the exclusive use of their customers.</p> <p>Officers will explore use of the ‘Cant Wait’ card to allow holders access to toilets in GP surgeries and other buildings (Action 4). Other businesses will continue to be encouraged to join the scheme although uptake is expected to be low.</p>
8	<p>Evidence to the panel demonstrated the impact of the night time economy and the potentially unmet needs that arise from it in relation to toilets. The panel understood why</p>	<p>Recommendation Agreed in Principle but implementation dependent on decision to implement levy by full Council and prioritisation of limited resources should it be implemented.</p>

traditional publicly accessible toilets were not open 24 hours, for reasons of cost and vulnerability to anti-social behaviour (ASB).

However the action plan should consider what kind of provision is needed after public toilets close and the ways of securing funding for this. Innovative ways of meeting the need could include temporary toilets or 'pissiors' The council should meet with the hospitality and retail sectors to explore if there are any means to grow night time provision. It is also crucial for the council, particularly Regulatory Services, to liaise with the police to assess the potential of the Late Night Levy

The decision to introduce the levy is for the full Council of the licensing authority to make. The licensing authority is expected to consider the need for a levy with the chief officer of police and police and crime commissioner ("PCC") for the police area in which it is proposed the levy will be introduced. When considering whether to introduce a levy, licensing authorities should note that any financial risk rests at a local level and should be fully considered prior to implementation. The levy may not generate enough revenue to make it cost effective to collect as a viable option. The Council as licensing authority can deduct the costs it incurs in connection with the introduction or variation, administration, collection and enforcement of the levy, prior to the levy revenue being apportioned. Before formal consultation the licensing authority should discuss the need for a levy with the relevant PCC and the relevant chief officer of police. The net levy revenue must be split between the licensing authority and the relevant PCC. The licensing authority must pay at least 70 per cent of the net levy revenue to the police. There are no restrictions on what the PCC's portion of the levy revenue can be spent on, in line with standard practice on the allocation of police funds. The Home Office recommends that the PCC should consider allocating the funds raised from the levy back to local commanders to allow the revenue to be spent on tackling alcohol-related crime and disorder in the area in which the levy was raised. The licensing authority will be able to retain up to 30 per cent of the net levy revenue to fund services it provides to tackle late night alcohol-related crime and disorder and services connected to the management of the night-time economy. Specifically, these activities must have regard to the connection with the supply of alcohol during the late night supply

		<p>period and related to arrangements for:</p> <ul style="list-style-type: none"> • the reduction of crime and disorder; • the promotion of public safety; • the reduction or prevention of public nuisance; or • the cleaning of any relevant highway or relevant land in the local authority area. <p>Identified local priorities include taxi marshalling and “Safe Space”. There would be competing priorities for limited funds, if the decision was made to introduce.</p>
9	<p>The panel recommend that the City Plan is updated to include a statement of priority regarding publicly accessible toilet provision. This is seen by the panel as a key means of securing new provision of this service. The City Plan could specifically outline the expectation that appropriate developments, such as large tourist developments or supermarkets, enable general public access to their customer toilets. This would not be additional provision, but designing the toilets which were already built so that they are publicly accessible</p>	<p>Recommendation Accepted in Principle</p> <p>A policy on the provision of public toilets will be considered for Part 2 of the City Plan work on which will commence towards the end of 2013.</p> <p>It may be more appropriate to include requirements for public toilet provision in development briefs for a specific location and scale of development.</p>
10	<p>The panel was pleased that the council had succeeded in leasing a number of park cafes to include either new toilet provision within the café building or to incorporate existing adjoining public toilets into the lease. This then releases funds to be used elsewhere on the toilet service. The panel recommends that the action plan sets out the intention of the council to work towards a situation where all park cafes take on the responsibility for the toilets, where this is practicable and would not jeopardise the leasing of the café</p>	<p>Recommendation Accepted</p> <p>Including the requirement to provide toilets in café leases is a cost effective way to maintain provision. This has been successfully achieved in Park, Wild Park, Aldrington Recreation Ground</p> <p>Locations will be assessed for suitability :- whether it is technically possible ie access to drainage or nearby sewers , footfall, the café opening times and the proximity of the toilets to the café. The</p>

		option will be evaluated for all sites as and when leases come up for renewal or when options for renegotiation arise.
11	The panel welcomed the toilet provision that was to be secured by the Community Interest Company, in the renovation of the Open Market, and expects other innovative, partnership solutions to be sought by the council to either improve, or increase, toilet provision in the city. Any programme of such schemes should be included in the action plan	<p>Recommendation Accepted in Principle</p> <p>Implementation of this recommendation is subject to incorporation of a new policy in the City Plan (see 9 above). Until or unless such a policy is in place implementation will be subject to voluntary co-operation and negotiation at the early design stages.</p>
12	<p>The panel recognises the importance of providing the best and most up-to- date information on the publicly accessible toilets in Brighton & Hove. The panel would like to see resources allocated for providing local data on this service to facilitate the collation of national or international online information. In addition, enabling VisitBrighton and other services to provide up to date information on this service to tourists and residents in a range of formats (for example social media, websites, apps and printed material if practicable).</p> <p>The panel also recommend that the signage to, and at, toilets is as clear as possible, while at the same time recognising the need to reduce street clutter and utilise existing ‘finger signage’</p>	<p>Recommendation Accepted</p> <p>There is a significant amount of information already available regarding toilet provision in the city:</p> <ul style="list-style-type: none"> • A list of facilities with opening times is available on line • There is a mobile phone app which holds a national database of public toilets includes facilities in BHCC and is regularly updated • Location maps in central parts of the city include toilet locations • On the sea-front ‘tear drop’ flags are used to highlight toilet locations, particularly on busy days. • Many pedestrian directional signs (including in parks) already contain information about toilet locations <p>Further work will be undertaken with partners including VisitBrighton to promote the locations of public toilets.</p>
13	The panel suggest that the council assesses the practicability of charging for toilets, either across the whole city or identifying any sites where it would be possible and/or	<p>Recommendation Accepted</p> <p>The council previously charged for toilets at the bottom of West</p>

	<p>worthwhile. This could involve examining areas such as the seafront or Pavilion Gardens where this model could work, rather than just individual sites as this may not prove effective. The assessment could be then be referred to when building new sites or renovating existing sites so that the necessary equipment could be fitted, if it was financially viable</p>	<p>Street on the sea front. A second attendant was required to collect the monies and the cost exceeded the income.</p> <p>Automated payment entry systems are now becoming more common, for example at stations. Their use is dependent on there being enough room to install them and ensuring the toilets remain accessible for wheelchairs and buggies. They do require an attendant for these reasons and are only cost effective at busy sites.</p> <p>Many of the councils current facilities would be physically unsuitable for the installation of payment barriers or require extensive modification.</p> <p>New toilets are being installed under the arches by the West Pier and the feasibility of and business case for installing charging mechanisms will be considered along with other sea front toilets and Pavilion Gardens.</p>
14	<p>The panel were impressed by the work of the BHLINK Toilet user group and hope that this kind of consultation with service users can remain under Healthwatch.</p>	<p>Recommendation Accepted</p> <p>Council officers work closely with stakeholders including BHLINK who provide valuable information</p>

CONDITION SURVEY BASIC PROPERTY DATA

To be completed in addition to the Elemental Data Template for each survey

Building UPRN:	<input type="text" value="000022242303"/>	Building Block Name:	<input type="text" value="ROTUNDA TOILETS"/>
Site & / or Address:	<input type="text" value="PRESTON PARK"/>		
Number of Stories:	<input type="text" value="ONE"/>	Lowest Floor Level:	<input type="text" value="GROUND FLOOR"/> <small>e.g. Sub-basement, basement or ground floor</small>
Basic Property Description:	<input type="text" value="SINGLE STOREY STRUCTURE WITH RENDERED WALLS TIMBER DOORS AND CRITTAL WINDOWS IN TIMBER SUB-FRAMES WITH A FLAT ROOF OVER NOT SURVEYED"/>		

Surveyor:	<input type="text" value="ALAN MARTIN"/>	Survey Date:	<input type="text" value="12/06/2014"/>
Current Building Use:	<input type="text" value="TOILETS"/>		
Internal Floor Area:	<input type="text" value="24"/> m2		

Age Range:	<input type="text"/>	<small>Pre 1919</small>	<input type="text"/>	<small>1977 to 2000</small>
	<input type="text"/>	<small>1919 to 1944</small>	<input type="text"/>	<small>Post 2000</small>
	<input type="text" value="X"/>	<small>1945 to 1976</small>	<small>(insert X in relevant box)</small>	

Overall Property Condition Rating:	<input type="text" value="B"/>	<small>A to D</small>
Photo:	<input type="text"/>	<small>An external photo is required for identification. Please provide photo file reference here.</small>

Schedule of Recommended Maintenance Projects as a result of the survey:	Estimated Total: <input type="text" value="£9,750"/>
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Element	Description	Est Year Req	Estimated Project Cost
<small>e.g. Windows</small>	<i>Replace windows to east elevation</i>	2015-16	£30,000
WALLS	REPAIR TILES	2017	£700
FLOORING	REPAIR ALTRO FLOORING	2017	£200
ELECTRICAL	TEST WIRING	2017	£450
DECORATIONS	PAINT PLASTER SURFACE	2017	£1,200
EXTERNAL WORKS	REPAIRS AND DECORATION	2017	£7,200

Additional Information or Notes:	<input type="text" value="A COMPLETE EXTERNAL REPAIR AND REDECORATION ARE REQUIRED. THE FIXTURE AND FITTING ARE FIT FOR PURPOSE, HOWEVER, THE INTERNAL DECORATIONS OF THE GENTS TOILETS ARE IN A POOR STATE, THE LADIES AND DISABLE TOILETS ARE NOT MUCH BETTER. THE REPAIRS LISTED WILL NOT IMPROVE THE CONDITIONS IN THE NEAR FUTURE. CONSIDERATION SHOULD BE GIVEN TO REFURBISH THESE TOILETS, INSIDE AND OUT WITHIN THE NEXT 3/5 YEARS. ESTIMATED COST GENTS £25K, LADIES £25, DISABLE £8K, EXTERNAL £10K. SAY £68K TO £70K IN TOTAL"/>
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Elemental Survey Data

Condition Survey - Elemental Data Input Template																					
Building Block Name	Site Name	Leave Blank	Leave Blank	Floor Level	Room / Location	Element	Sub-Element	Leave Blank	Condition Category A-D	Priority Code 1 to 3	Maint year	Leave Blank	Unit	Quantity	Unit Cost £	Action	Defect Description	Block UPRN	Leave Blank	Date of Survey	Leave Blank
Taken from Atrium property list (exact match required)				Number (see 'comment')	Take from Floor Plan or "External"	Select from List	Select from List		A to D	1 to 3	Number		Select from List	Number		Select from List	Free Text	12 Digt Nr from Atrium list		Date Format: ##/##/####	
Example entries:																					
Kings House - Main Building	Kings House			0	External	External Areas	Walls, Fences & Gates		B	3	2010		Lin m	50	150.00	Repair	Close-board fence requires new paling	3170214000056		25/02/2014	
Kings House - Main Building	Kings House				External	Sanitary Services	Toilets Fittings		D	1	2010		Nr	7	350.00	Replace	Cracked WC pan	3170214000056		25/02/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK			GF	External	External Walls Windows & Doors	Walls Structure		B	3	2017		m2	60	0	Other	Render to walls	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK			GF	External	External Walls Windows & Doors	Walls Structure		B	2	2016		m2	40	90	Repair	Repair render in small areas	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK			GF	External	External Walls Windows & Doors	External		B	2	2016		Nr	1	850	Replace	Replace Timber door and Frame	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK			GF	External	External Walls Windows & Doors	External		B	2	2016		Nr	1	200	Repair	Repair timber Sub-frames	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK			GF	External	Redecorations	External		B	3	2016		Item	1	500	Decorate	Paint timber doors and windows	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK			GF	External	Redecorations	External		B	3	2016		m2	60	30	Decorate	Paint Render to walls	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	2	0	Other	China Bowl Urinal	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	2	0	Other	WHB with Hot and Cold Taps	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	1	0	Other	WC low level with sparge pipe	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	1	0	Other	Baby Changer	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	1	0	Other	Hand Drier	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Floors & Stairs	Ground Floor Screed & Finish		B	3	2017		m2	8	0	Other	Vinyl Partition	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Internal Walls & Doors	Doors & Glazed Screens		B	2	2017		m2	2	35	Decorate	Paint timber doors and windows	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Internal Walls & Doors	Walls Internal Linings		B	2	2017		m2	4	85	Repair	Repair Wall Tiles in small areas	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Internal Walls & Doors	Ground Floor Screed & Finish		B	2	2017		m2	8	0	Other	Altro Flooring	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Internal Walls & Doors	Windows & Doors Framing		B	2	2017		Nr	1	35	Decorate	Paint Timber Window	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Ceilings	Internal		B	2	2017		m2	8	35	Decorate	Paint Plaster Ceiling	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK GENTS			GF	Internal	Electrical	Lighting Wiring		B	2	2016		Item	1	150	Investigate	Test all Wiring Systems	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK LADIES			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	2	0	Other	WC low level with sparge pipe	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK LADIES			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	2	0	Other	WHB with Hot and Cold Taps	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK LADIES			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	1	0	Other	Hand Drier	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK LADIES			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	1	0	Other	Baby Changer	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK LADIES			GF	Internal	Floors & Stairs	Ground Floor Screed & Finish		B	2	2017		m2	2	100	replace	Repair Altro Flooring in small Areas	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK LADIES			GF	Internal	Internal Walls & Doors	walls Internal Linings		B	2	2017		m2	2	85	replace	Repair Wall Tiles in small areas	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK LADIES			GF	Internal	Internal Walls & Doors	walls Internal Linings		B	2	2017		m2	10	35	replace	Paint Plaster Walls1	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK LADIES			GF	Internal	Internal Walls & Doors	walls and partition		B	3	2017		m2	8	0	Other	Vinyl Partition	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK LADIES			GF	Internal	Internal Walls & Doors	Windows & Doors Framing		B	2	2016		Nr	1	850	Replace	Timber Door and Frame	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK LADIES			GF	Internal	Internal Walls & Doors	Windows & Doors Framing		B	2	2016		Item	1	150	Investigate	Test all Wiring Systems	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK LADIES			GF	Internal	Electrical	Lighting Wiring		B	2	2016		Nr	1	0	Other	WC low level with sparge pipe	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK DISABLED			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	1	0	Other	WHB with Mixer Tap	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK DISABLED			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	1	0	Other	Hand Drier	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK DISABLED			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	1	0	Other	Water Heater	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK DISABLED			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2017		Nr	1	0	Other	Altro Flooring	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK DISABLED			GF	Internal	Internal Walls & Doors	around Floor Screed & Finish		B	3	2017		m2	1	0	Other	Repair Wall Tiles in small areas	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK DISABLED			GF	Internal	Internal Walls & Doors	walls Internal Linings		B	3	2017		m2	2	0	Other	Paint Plaster Ceiling	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK DISABLED			GF	Internal	Ceilings	around Floor Screed & Finish		B	3	2017		m2	6	0	Other	Paint Plaster Ceiling	000022242303		12/06/2014	
PRESTON PARK ROTUNDA TOILETS	PRESTON PARK DISABLED			GF	Internal	Electrical	Lighting Wiring		B	2	2016		Item	1	150	Investigate	Test all Wiring Systems	000022242303		12/06/2014	

CONDITION SURVEY BASIC PROPERTY DATA

To be completed in addition to the Elemental Data Template for each survey

Building UPRN:	<input type="text" value="00022242304"/>	Building Block Name:	<input type="text" value="CHALET TOILETS"/>
Site & / or Address:	<input type="text" value="PRESTON PARK"/>		
Number of Stories:	<input type="text" value="ONE"/>	Lowest Floor Level:	<input type="text" value="GROUND FLOOR"/> <small>e.g. Sub-basement, basement or ground floor</small>
Basic Property Description:	<input type="text" value="THESE TOILETS ARE SITUATED WITHIN THE CURTILAGE OF THE CHALET PAVILION CAFÉ AT EACH END OF THE BUILDING. THEREFORE ONLY MINOR EXTERNAL WORKS"/>		

Surveyor:	<input type="text" value="ALAN MARTIN"/>	Survey Date:	<input type="text" value="12/06/2014"/>
Current Building Use:	<input type="text" value="TOILETS"/>		
Internal Floor Area:	<input type="text" value="48"/> m ²		

Age Range:	<input type="text"/>	<small>Pre 1919</small>	<input type="text"/>	<small>1977 to 2000</small>
	<input type="text" value="X"/>	<small>1919 to 1944</small>	<input type="text"/>	<small>Post 2000</small>
	<input type="text"/>	<small>1945 to 1976</small>	<small>(insert X in relevant box)</small>	

Overall Property Condition Rating:	<input type="text" value="B"/>	<small>A to D</small>
Photo:	<input type="text"/>	<small>An external photo is required for identification. Please provide photo file reference here.</small>

Schedule of Recommended Maintenance Projects as a result of the survey:	Estimated Total: <input type="text" value="£7,010"/>
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Element	Description	Est. Year Req	Estimated Project Cost
<small>e.g. Windows</small>	<i>Replace windows to east elevation</i>	2015-16	£30,000
FLOORS	REPAIR DAMAGED TILES	2019	£450
WALLS	REPAIR WALL TILES	2019	£460
WALLS	REPAIRS AND DECORATIONS OF PLASTER WALLS	2019	£1,100
CEILINGS	REPAIR AND DECORATE PLASTER	2019	£1,800
DOORS	REPAIR AND DECORATE TIMBER DOORS	2019	£350
ELECTRICAL	TEST ALL WIRING SYSTEMS	2016	£450
WALL TILES	STEAM CLEAN JOINTS OF TILES	2016	£1,800
EXTERNAL WORKS	REPAIRS AND DECORATIONS	2019	£600

Additional Information or Notes:	<input type="text" value="MINOR REPAIR WORKS REQUIRED WITHIN 3/4 YEARS. FIXTURE AND FITTINGS ARE FIT FOR PURPOSE FOR THE NEXT 7/8 YEARS. CONSIDERATION SHOULD BE GIVEN TO REFURBISH THESE TOILETS COMPLETELY WITHIN THE NEXT 8/10 YEARS. ESTIMATED COST GENTS £25K, LADIES £25K, DISABLE £8K SAY £60K IN TOTAL."/>
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Elemental Survey Data

Condition Survey - Elemental Data Input Template

Building Block Name	Site Name	Leave Blank	Leave Blank	Floor Level	Room / Location	Element	Sub-Element	Leave Blank	Condition Category A-D	Priority Code 1 to 3	Maint year	Leave Blank	Unit	Quantity	Unit Cost £	Action	Defect Description	Block UPRN	Leave Blank	Date of Survey	Leave Blank
Taken from Atrium property list (exact match required)				Number (see 'comment')	Take from Floor Plan or "External"	Select from List	Select from List		A to D	1 to 3	Number		Select from List	Number		Select from List	Free Text	12 Digit Nr from Atrium list		Date Format: ##/##/####	
Example entries:																					
Kings House - Main Building	Kings House			0	External	External Areas	Walls, Fences & Gates		B	3	2010		Lin m	50	150.00	Repair	Close-board fence requires new paling	3170214000056		25/02/2014	
Kings House - Main Building	Kings House				External	Sanitary Services	Toilets Fittings		D	7	2010		Nr	1	350.00	Replace	Cracked WC pan	3170214000056		25/02/2014	
PRESTON PARK CHALET TOILETS	CHALET TOILETS			GF	External	External Walls Windows & Doors	Walls Structure		B	3	2019		m2	2	70	Repair	Repoint brickwork in small areas	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET TOILETS			GF	External	Redecorations	External		B	3	2019		Nr	3	50	Decorate	Paint timber doors	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET TOILETS			GF	External	Redecorations	External		B	3	2019		Nr	4	50	Decorate	Paint critical windows and sub-frames	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	4	0	Other	Chains Bowl urinals	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	2	0	Other	wash hand basins with cold taps	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	1	0	Other	hand drier	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	1	0	Other	baby changer	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Internal Walls & Doors	Doors & Glazed Screens		B	3	2019		Nr	3	50	Decorate	timber doors	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Floors & Stairs	Ground Floor Screed & Finish		B	3	2019		m2	3	152	Repair	Floor tiles in small areas	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Internal Walls & Doors	Walls & Partitions		B	3	2019		m2	2	85	Repair	Wall tiles in small areas	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Internal Walls & Doors	Walls & Partitions		B	3	2019		m2	3	35	Repair	Plaster walls in small areas	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Ceilings	Internal		B	3	2019		m2	16	35	Decorate	Paint ceilings	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Internal Walls & Doors	Doors & Glazed Screens		B	3	2019		Nr	3	50	Decorate	paint timber doors	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Internal Walls & Doors	Walls & Partitions		B	3	2019		m2	18	50	Decorate	Paint plaster walls	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Electrical	Lighting Wiring		B	2	2016		Item	1	150	Test / Survey	Test all wiring systems	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-GENTS TOILETS			GF	Internal	Internal Walls & Doors	Walls & Partitions		B	2	2016		m2	30	20	Clean / Clear	Steam clean joints of tiles	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-LADIES TOILET			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	2	0	Other	WC low level with sparge pipe	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-LADIES TOILET			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	2	0	Other	WC low level with sparge pipe	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-LADIES TOILET			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	2	0	Other	wash hand basins with cold taps	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-LADIES TOILET			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	1	0	Other	hand drier	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-LADIES TOILET			GF	Internal	Floors & Stairs	Ground Floor Screed & Finish		B	3	2019		m2	18	0	Other	Floor tiles	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-LADIES TOILET			GF	Internal	Internal Walls & Doors	Walls & Partitions		B	3	2019		Nr	2	0	Other	Vinyl Partitions and doors	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-LADIES TOILET			GF	Internal	Internal Walls & Doors	Walls & Partitions		B	3	2019		m2	2	85	Repair	wall tiles in small areas	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-LADIES TOILET			GF	Internal	Ceilings	Internal		B	3	2019		m2	18	35	Decorate	Paint Ceilings	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-LADIES TOILET			GF	Internal	Internal Walls & Doors	Walls & Partitions		B	2	2016		m2	18	20	Clean / Clear	Steam clean joints of tiles	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-LADIES TOILET			GF	Internal	Electrical	Lighting Wiring		B	2	2016		Item	1	150	Test / Survey	Test all wiring systems	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-DISABLE TOILET			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	1	0	Other	WC low level with concealed cistern	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-DISABLE TOILET			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	1	0	Other	wash hand basin with mixer taps	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-DISABLE TOILET			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	1	0	Other	hand drier	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-DISABLE TOILET			GF	Internal	Sanitary Services	Toilets Fittings		B	3	2019		Nr	1	0	Other	baby changer	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-DISABLE TOILET			GF	Internal	Floors & Stairs	Ground Floor Screed & Finish		B	3	2019		m2	6	0	Other	Altro flooring	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-DISABLE TOILET			GF	Internal	Internal Walls & Doors	Walls & Partitions		B	3	2019		m2	1	85	Repair	Wall tiles in small areas	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-DISABLE TOILET			GF	Internal	Internal Walls & Doors	Walls & Partitions		B	3	2019		Ha	1	50	Decorate	Paint timber doors	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-DISABLE TOILET			GF	Internal	Ceilings	Internal		B	3	2019		m2	6	35	Decorate	Artex Ceiling	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-DISABLE TOILET			GF	Internal	Internal Walls & Doors	Walls & Partitions		B	2	2016		m2	12	20	Clean / Clear	Steam clean joints of tiles	000022242304		12/06/2014	
PRESTON PARK CHALET TOILETS	CHALET-DISABLE TOILET			GF	Internal	Electrical	Lighting Wiring		B	3	2016		Item	1	150	Test / Survey	Test all wiring systems	000022242304		12/06/2014	

Subject:	Open Spaces Strategy for Brighton & Hove		
Date of Meeting:	7 October 2014		
Report of:	Executive Director of Environment, Development & Housing		
Contact Officer:	Name:	Jan Jonker	Tel: 29-4722
	Email:	jan.jonker@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 Brighton & Hove has a rich heritage of parks and open spaces with destination parks like Preston Park, six green flag parks and the South Downs National Park extending in to the city. Parks and open spaces contribute to making the city an attractive place to live and visit, improving health and wellbeing, acting as a buffer against weather extremes and contributing to the local economy.
- 1.2 The city needs an updated strategy to inform the future development and maintenance of parks and open spaces. Since the previous strategy was adopted in 2006 a lot of progress has been made: the National Park has been formally designated, the city is part of the Brighton & Lewes Downs UNESCO Biosphere Reserve, significant capital projects have been delivered including Playbuilder and The Level and funding has been secured to extend wildflower planting in the city to improve biodiversity.
- 1.3 An updated strategy is now needed in order to inform the future development of the service and budget decisions and to provide a clear prioritised framework for the long term management of infrastructure. The strategy should also inform Part 2 of the City Plan, particularly in relation to the provision of land for housing and form the basis to help secure external funding and investment including grants and planning contributions.
- 1.4 This report sets out the proposed scope of an Open Spaces Strategy for the city, outlines the process to develop the strategy and seeks permission to proceed with the work.

2. RECOMMENDATIONS:

- 2.1 That the Committee notes the importance of producing an updated Open Spaces Strategy for the city at this time.
- 2.2 That the Committee approves the plans to develop an Open Spaces Strategy for the city.

3. CONTEXT/ BACKGROUND INFORMATION

3.1 The term Open Spaces incorporates a wide range of land uses including:

- Formal parks and gardens
- Natural and semi natural green space
- Amenity green space
- Church yards
- Allotments
- Outdoor sports facilities
- Play areas

3.2 Maintaining high quality open spaces is vital to the city. Open spaces contribute to economic growth, urban regeneration and neighbourhood renewal making the city a more attractive destination and a nicer place to live. They help improve the mental and physical wellbeing of the population. Green networks support biodiversity, including rare species of plants and animals and link the city to the sea and the Downs. They play an important role in creating more resilience to extreme weather. The city is part of the wider Brighton & Lewes Downs Biosphere recognising the unique nature of the local environment.

3.3 Brighton & Hove has an extensive network of open spaces infrastructure which includes heritage parks including six green flag parks, the sea front, over 3,000 allotments, 50 play grounds, amenity green space, playing fields, green verges and extensive areas of natural and semi natural space forming part of the South Downs National Park. Most green public spaces in the city are managed by City Parks supported by a large number of stakeholders including many volunteers and Friends of Groups.

3.4 The existing Parks Strategy was adopted in 2006. Since then a lot of progress has been made. Key projects include:

- The formal designation of the South Downs National Park in 2010 the boundary of which extends far into the city.
- The creation of the Biosphere Partnership of which Brighton & Hove is the lead partner.
- Changes in practices to increase the amount of perennial planting both to improve biodiversity and reduce costs
- Extending wildflower planting in to the city, in part through the Nature Improvement Area (NIA) project in partnership with the national park and funded through DEFRA and the introduction of sheep grazing
- Implementing parking controls in Preston Park and East Brighton Park to improve the appearance and safety for park users with any surplus income ring-fenced to the park.
- The delivery of the Playbuilder Project which resulted in 26 of the city's play areas being upgraded and the completion of four skateparks.
- The delivery of The Level HLF funded project. The Level is one of the city's main parks and was highlighted in the previous strategy as being a priority in terms of investment need.
- The adoption of the Open Space, Sport and Recreation Study produced in line with Planning Policy Guidance 17 and adopted in 2008 which provides an

assessment of the existing provision of outdoor space and sets high level recommendations for each typology and local open space standards.

- The adoption of the Open Space Study Update 2011 further assessed the findings of the 2008 study and undertook an analysis of open space at both a sub area and ward level.
- The adoption of the Allotment Strategy in March 2014
- The commitment to progressing the Stanmer Project as a Council priority in partnership with the SDNPA.

Why a new strategy is needed

- 3.5 Brighton & Hove now needs an updated Open Spaces Strategy to protect and enhance the infrastructure, to maximise their economic, health and environmental benefits and inform planning decisions. The strategy should inform priorities for the service, explore alternative options for service delivery and form a basis for the future management and maintenance of assets. It is also a key document to maximise planning contributions and grant funding.
- 3.6 The City Plan will be the council's key planning document: Part 1 will provide the overall strategic vision for the future of Brighton & Hove to 2030, whilst Part 2 will set out more detailed development control policies. The City Plan will set out how the council will respond to local priorities, meet the challenges of the future and identify broad and more specific locations, scale and types of development needed together with the supporting infrastructure. The City Plan highlights that to meet open space standards more than an additional 200 hectares of open space will be needed by 2030. However it also indicates that due to the constraints and development pressures on the city this is unlikely to be met. Emphasis is therefore placed on retaining, enhancing and making effective use of existing open space to help address the needs of the increasing population.
- 3.7 The City Plan Part 1 is currently at examination stage however the Planning Inspector has indicated that a more rigorous assessment of urban fringe open spaces is needed to determine their potential to help meet housing targets.
- 3.8 This may result in some open space being developed for housing needs and an Open Spaces strategy will help inform decisions on specific locations and how the pressures of additional housing may be minimised or mitigated through effective use of planning gain.

Aims of strategy

- 3.9 The aims and objectives of the strategy will be formally identified through the engagement process but are likely to include:
- Protecting open spaces and the associated heritage in the city to enhance the physical character of the area and shape existing and future development in the city
 - Maintaining the visual amenity essential to the economy and sense of civic pride
 - Increase the economic potential of tourism, leisure and cultural activities
 - Actively contributing to the health agenda improving physical and mental health and social inclusion.

- Aiding urban regeneration and helping secure external funding for regeneration projects
- Deliver the Biosphere priorities in the city including improvement of biodiversity, greater engagement and involvement of local communities and increase resilience to extreme weather
- Maintaining sustainable cultural, social and community facilities including events
- Helping secure planning contributions and ensure they deliver improvements where the need and/or benefit is the greatest
- Help secure grant funding - many potential sources of grant funding require evidence of strategic needs for projects
- Informing the future priorities for the service at a time of increasing budget pressures. It is not anticipated that existing budgets will be sufficient to maintain all of the existing assets to the required standards in years to come. A strategy will provide an evidence base to help inform future management of facilities.
- Explore alternative models of service delivery including opportunities for raising income (eg new commercial facilities) or reducing revenue costs.
- Create a more integrated approach to managing open spaces across the council between different departments including Transport, Property & Design and the Sea Front.

Methodology & time-scales

- 3.10 The strategy will be delivery focussed. A lot of baseline information is already available including documents such as the emerging City Plan the Allotment Strategy, the Sport and Physical Activity Strategy, Sea Front Strategy, There will be a need to develop some additional baseline data to inform future plans in areas such as play grounds and playing fields. Developing the strategy will require input from officers across the council including areas such as Public Health, Sustainable Transport, Events, Leisure and Economic Development. The strategy will also engage the community and voluntary sector including Friends of Groups, the Food Partnership and organisations like the Allotment Federation.
- 3.11 The outcomes of the strategy will include:
- Identification of priorities for the service
 - Policies on maintenance of open spaces and green infrastructure, eg in relation to planting and tree planting
 - Identification of areas and types of open spaces where investment should be prioritised to inform budget decisions and efforts to secure external funding
 - Opportunities to improve integration and accessibility to parks and open spaces.
- 3.12 The strategy will focus on delivery and will include an action plan which will be reviewed and updated at least every two years.
- 3.13 The strategy development process will be managed in line with Corporate Project Management procedures. Reports will be brought to this Committee at the relevant stages in the strategy development process supported by a number of member briefings.
- 3.14 Producing the strategy is a significant piece of work which will take up to 18 months to complete.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The strategy process will include identification and evaluation of options for maintenance and development of parks and open spaces.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 A communication and engagement plan will be produced as part of the strategy.

6. CONCLUSION

- 6.1 Parks and open spaces are a valuable asset to the city. An updated strategy is required to inform future management and development of these spaces and help prioritise and secure resources.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 It is anticipated that the cost of producing the strategy would be in the order of £50,000 to £60,000 including consultancy support. The cost would be met from the existing Parks Project revenue budget over two financial years (2014/15 and 2015/16).

Finance Officer Consulted: Steven Bedford

Date: 28/08/14

Legal Implications:

- 7.2 Section 38(6) of the Planning and Compulsory Purchase Act 2004 provides that the determination of planning applications must be made in accordance with the development plan unless material considerations indicate otherwise. The statutory development plan for the City is the Brighton & Hove Local Plan 2005 which will be superseded by the City Plan once adopted. The City Plan will therefore be the City's key planning policy document as noted in the report. Until such time as the City Plan is adopted the weight to be given to policies set out in the 2005 Local Plan depends on their degree of consistency with the National Planning Policy Framework (NPPF). The City Plan, in order to be adopted, must similarly be consistent with the NPPF, as must the Open Spaces Strategy insofar as its purpose of informing the City Plan is concerned.

Lawyer Consulted: Hilary Woodward

Date: 5/9/14

Equalities Implications:

- 7.3 The strategy will seek to maintain and improve access to open spaces. As part of the consultation information will be sought from underrepresented groups and people who do not use

Sustainability Implications:

- 7.4 The city's open spaces are critical to sustainability. One of the key aspects of the strategy will be how the city's open spaces can further contribute to improving sustainability and deliver Biosphere priorities. The strategy will be supported by a detailed action ensuring it is delivery focussed.

Public Health Implications:

- 7.5 The provision of accessible public open spaces has significant beneficial impacts on physical and mental wellbeing of the population. Open spaces provide opportunities for formal and informal sport and recreation and accommodate a wide range of facilities from sports pitches to playgrounds. Access to public open space can have significant positive effects on mental wellbeing. Officers from City Parks and Public Health already work together, (for example on the allotment strategy) and will continue to do so in the development of this Open Spaces Strategy.

SUPPORTING DOCUMENTATION

Appendices:

1. None

Council 17 July 2014	Agenda Item 22(e) Brighton & Hove City Council
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NOTICE OF MOTION

CENTENARY FIELDS

“This Council supports the Fields in Trust & Royal British Legion Centenary Fields campaign and requests that a report be brought to the next meeting of the Environment, Transport & Sustainability Committee with a view to nominating specific suitable sites in Brighton & Hove.”

Background information:

The objective of the Centenary Fields Campaign is to encourage every local authority in the UK to nominate at least one recreational space to be dedicated as a Centenary Field to commemorate this significant milestone in our shared history and to create a tangible local legacy that will be valued by the local community for years to come.

As well as commemorating the selfless sacrifices made by local residents to ensure the freedom of future generations, this initiative also supports the Armed Forces Community Covenant which the Council signed up to in January 2013.

We would like officers to investigate the suitability of sites, which have already been identified as potential Centenary Fields by the Fields in Trust and the Royal British Legion, such as The Chattri, Old Steine Gardens and Easthill Park and also any other sites which might warrant consideration. We request that officers report back with their findings at the Environment, Transport & Sustainability Committee meeting on 7th October.

Subject:	Nominations for Centenary Fields Programme		
Date of Meeting:	7 October 2014		
Report of:	Executive Director of Environment, Development & Housing		
Contact Officer:	Name:	Jan Jonker	Tel: 29-4722
	Email:	Jan.jonker@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The Royal British Legion and Fields in Trust (formerly the National Playing Fields Association) are leading a nationwide initiative aimed at securing recreational spaces in perpetuity in honour of the memory of the millions of people who lost their lives in World War I. The programme is encouraging every local authority to nominate at least one site to be dedicated as a Centenary Field.
- 1.2 At Full Council on 17 July 2014 a Notice of Motion was carried seeking a report to be brought to this meeting with a view to nominating specific sites in Brighton and Hove. This report summarises the objectives of the Centenary Fields Programme and recommends proceeding with the nomination of three sites as Centenary Fields.

2. RECOMMENDATIONS:

- 2.1 That Committee delegates officers to proceed with the application for four sites (The Chattri, Old Steine Gardens, East Hill Park and Patcham Peace Garden) to be dedicated as Centenary Fields.
- 2.2 That Committee delegates officers the authority to complete the relevant deeds of dedication to protect the sites in perpetuity, subject to the sites meeting the criteria.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Centenary Fields is a programme dedicated to protecting war memorial parks in perpetuity in honour of the memory of the people who lost their lives in World War I. It is a national campaign run by the Royal British Legion and Fields In Trust which is seeking at least one nomination from each local authority in the UK.
- 3.2 At the Council meeting in July a Notice of Motion was carried requesting a report be presented to this Committee to consider nominating specific suitable sites in

Brighton & Hove. Three sites were suggested for consideration (which have also been put forward by Fields in Trust and the Royal British Legion) : The Chattri, Old Seine Gardens and Easthill Park. Plans of the sites are attached as Appendices 2a – 2c. The notice of motion further asked that any other sites were put forward which may warrant consideration. Officers have researched the programme and have looked in to the suitability of the proposed sites and potential other sites. Further details of the programme are set out in the 'Frequently Asked Questions' in Appendix 1 to this report.

3.3 In order to be dedicated, sites must meet the following criteria:

- The Landowner of the site must complete the application form
- Evidence of ownership, and where relevant freehold interest must be produced
- The principal use should be outdoor recreation, sport or play. However, sites can also include facilities such as pavilions, village halls, indoor leisure or heritage facilities that are established for community recreational purposes
- Sites must have public access
- Sites should be accessible in terms of location and affordability for the local community
- Sites should have local managers who are responsible for the quality of the facilities, maintenance and development, improving participation and financial and operational sustainability
- The Landowner must be able to sign the agreed Deed of Dedication within six months of submitting an application

3.4 In response to an article in The Leader following Full Council, residents in Patcham have contacted officers to request that the Patcham Peace Garden is also included as a Centenary Field.

3.5 Officers from the Royal Pavilion and Museums were asked whether any other sites were suitable and their additional suggestions included Preston Park which was a focal space during WWI for semi-military parades and the limbless soldiers played bowls there and hosted 'international' baseball matches between the Americans and Canadians towards the end of the war; and Hove Museum & Gardens which was initially used to host fetes/fundraising events at the beginning of WWI but was later used as a Prisoner of War Camp and had an anti-aircraft (zeppelin) gun stationed there. Whilst these sites could also be put forward the four sites mentioned previously provide a good distribution across the city and it is recommended that they are taken forward.

3.6 An initial review by Legal Services has confirmed that the four sites are owned by the council and appear to meet the relevant criteria and can therefore be put forward under the program.

3.7 Each site put forward by the Council will be visited by a representative of the programme to assess its suitability. If sites are suitable a deed of dedication is drawn up by Fields in Trust, to be approved by the council. Once agreed and signed it will be registered with the Land Registry. Fields in Trust provide a commemorative plaque to be installed by the council. The management of the sites, and their names remain the same, and the dedication does not provide any

additional resources although Fields In Trust are exploring fundraising opportunities.

4. COMMUNITY ENGAGEMENT & CONSULTATION

- 4.1 Given the time-scale within which this work was completed and the resources available it has not been possible to carry out a wide public consultation on the proposals. The proposals did feature in the media which encouraged residents to come forward to propose Patcham Peace Garden. The four sites recommended are spread across the city.
- 4.2 The Southdowns National Park Authority were consulted on the proposals for the Chattri as the site lies within the national park. Officers from SDNPA have stated that: 'The South Downs National Park Authority recognises the great value of the Chattri both in terms of Cultural Heritage and as a site for quiet reflection. The site is an oasis in the wider downs and a key reminder of the contribution of the Commonwealth soldiers during the Great War and subsequent conflicts. The SDNPA supports the application to give lasting protection to this important site.'

5. CONCLUSION

- 5.1 The three sites identified in this report are considered to be suitable for nomination under the Centenary Fields Programme. While the sites are already offered high levels of protection as open spaces, successful dedication will award further recognition of these sites as memorials to WW I. Dedication of the sites would support the Armed Forces Community Covenant which the council signed up to in January 2013.

6. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 6.1 The costs associated with the process of dedicating sites consist of staff time associated with agreeing the deeds, the cost of installing a commemorative plaque (provided free of charge) and the cost associated with registering the resulting restrictions with the land registry, which is £80 per site. These costs will be funded from the existing City Infrastructure revenue budget.

Finance Officer Consulted: Steven Bedford

Date: 04/08/14

Legal Implications:

- 6.2 The Council is the freehold owner of the nominated sites and subject to consultation with any existing tenants can enter into deeds of dedication. Under the proposed Deed of Dedication; the Council would retain ownership of the land; so there would be no disposal for the purposes of s123 of the Local Government Act 1972. The deed of dedication is a legally binding contract which will restrict the user of the sites to recreational use; a restriction would be registered against the Council's freehold title. If the Council wished to dispose of any of the sites in

the future, it would need to seek the consent of Fields in Trust & the Royal British Legion; such consent would be forthcoming; provided the Council reapplied the entire proceeds of any disposal to new sport, recreation and/or play facilities, which would serve the same community in terms of catchment area.

Lawyer Consulted:

Joanne Dougnaglo

Date: 5/8/14

Equalities Implications:

- 6.3 Dedication of the sites complements the Council's Armed Forces Community Covenant. There are no other equalities implications.

Sustainability Implications:

- 6.4 Dedication of the sites offers further protection from development. However the sites are already protected by virtue of their current use.

SUPPORTING DOCUMENTATION

Appendices:

- 1a Background Information Relating to Centenary Fields
- 1b FAQ's
- 2a Boundary Easthill Park
- 2b Boundary Plan Old Steine Gardens & War Memorial
- 2c Boundary Plan The Chattri
- 2d Boundary Plan Patcham Peace Garden



CENTENARY FIELDS

Commemorating World War I 2014-2018

Fields in Trust
15 Crinan Street
London N1 9SQ

Dear Sir/Madam

The Centenary Fields Programme – protecting flagship green space

The Royal British Legion and Fields in Trust are pleased to be leading a nationwide initiative aimed at securing recreational spaces in perpetuity in honour of the memory of the millions of people who lost their lives in World War I.

The objective of this new programme is to encourage every local authority in the UK to nominate at least one recreational space to be dedicated as a Centenary Field to commemorate this significant milestone in our shared history and to create a tangible local legacy that will be valued by your local community for generations to come.

As the UK's largest Armed Forces charity and the Custodian of Remembrance, The Royal British Legion will be leading the nation in respecting the sacrifices made during World War I.

Fields in Trust – the operating name of the National Playing Fields Association – has been the leading independent charity campaigning to secure and improve playing fields for more than 85 years with the long standing support of the Royal Family.

Both organisations are therefore pleased to be working together to deliver the Centenary Fields programme, which aims to protect the war memorial parks and playing fields given in memory of those who lost their lives, or other green spaces that local authorities may want to dedicate. As well as providing an opportunity to commemorate the sacrifice made, this initiative is also in keeping with the spirit of the Armed Forces Community Covenant which you have committed to.

To join us in the Centenary Fields programme please:

1. Complete the enclosed form informing us of a) the name of any site(s) you would like to protect as Centenary Fields in addition to, or as an alternative to, our suggested site and b) the contact details of the appropriate member of your team
2. Alternatively, please encourage the appropriate member of your team to contact the Development Manager for your area.
3. Once an appropriate site has been agreed the local authority will be required to complete a deed of dedication to protect their nominated green space(s) in perpetuity (a copy of this deed has been enclosed for your reference). Please note that this does not require any change to the ownership and management of the site which remains entirely at local level.

Each Centenary Field will be provided with signage indicating its designated status, enabling a local event to be arranged to mark the site's dedication as part of your Centenary commemorations.

In addition, Fields in Trust will be working to raise charitable funds to provide occasional improvement grants to sites protected as part of the Centenary Fields programme.

During these difficult economic times we believe that this programme has the dual merits of being inexpensive to implement whilst also appropriately recognising the enormous sacrifice made by earlier generations for us all.

We are both delighted that HRH The Duke of Cambridge will be supporting this campaign.

We look forward to hearing from you and hope you will join us in commemorating World War I through the Centenary Fields programme.

Yours sincerely,



Tim Phillips CBE
Chairman
Fields in Trust

cc. Leader of the Council

Encs.



The Centenary Fields programme will safeguard in perpetuity our war memorial parks, playing fields and other green spaces in memory of those who lost their lives in World War I.

Working with local authorities and landowners, this project will deliver a fitting tribute to the sacrifices made then by local people, while also protecting our green spaces for the future.

Please support Fields in Trust and The Royal British Legion to commemorate this important landmark in our history and help remembrance to live on through Centenary Fields.

HRH The Duke of Cambridge
President, Fields in Trust



Dr Chris Simpkins
Director General
The Royal British Legion





CENTENARY FIELDS

Frequently Asked Questions

1. What is the initiative all about?

The Centenary Fields programme aims to protect at least one green space in every local authority area across England, Wales, Scotland and Northern Ireland to commemorate the centenary of World War I (WW1). These protected sites could be war memorial parks or recreation grounds, memorial gardens, parks and recreation grounds that contain war memorials or other valued green spaces. Safeguarding these sites will create a living UK-wide legacy in commemoration of the sacrifice made by those who lost their lives in WWI. Fields in Trust is working in partnership with the Royal British Legion to deliver the programme.

2. Are you creating any new fields or are they all existing fields?

It is anticipated that the majority of fields protected through the Centenary Fields programme will already be in existence and will have a significant link to WWI. In some instances, where a suitable site is not already in existence, then local authorities may choose to mark the centenary of WWI by dedicating one of their flagship sites as a Centenary Field or by creating a completely new site.

3. Is this just an exercise to rename existing fields?

No absolutely not! Fields in Trust exists to safeguard fields in perpetuity via a legal document called a deed of dedication. Decades of urban development have seen the stock of playing fields reduce substantially and once outdoor recreational spaces are lost to development they are lost for good. Safeguarding sites through the Centenary Fields programme and other Fields in Trust initiatives ensures that more parks, playing fields and other spaces will be available for future generations to enjoy.

4. Who are you targeting with this initiative?

Fields in Trust and The Royal British Legion hope that the whole of the UK will support this initiative. Phase One of the campaign which started in April 2014 has been the approach to all first tier local authorities asking them to protect at least one suitable field in their area. Phase Two, scheduled to begin in November 2014, will be to approach Town and Parish Councils with the same request. We hope that all landowners will see the great benefits that protecting these spaces will have in terms of addressing some topical agendas around increasing physical activity, promoting social cohesion and improving the environment, alongside commemorating the Centenary of WW1 in a long-lasting way for their communities.

5. Why should local authorities get involved with this initiative?

Dedicating a Centenary Field is a fitting way for local authorities to mark the centenary of WWI by commemorating the sacrifice of those who lost their lives in the conflict and ensuring that their communities benefit now and in the future from protected green spaces. The Centenary Fields programme is also a way of local authorities fulfilling the Armed Forces Community Covenant that the vast majority have signed up to.

6. Is there a deadline for applications to the programme?

We want the network of protected fields to be established by November 2018, with all deeds of dedication signed by this time. Any sites where the deed is not signed by this time will not become Centenary Fields.

7. How is a site defined for this programme and what criteria need to be met?

A site could be a war memorial park or recreation ground, memorial garden, park or recreation ground that contains a war memorial or other valued green spaces. If there isn't a war memorial on the site then it must have some significance to WW1, for example it could be playing a key role in the local WW1 commemorations. As time goes on there will undoubtedly be some good examples of how sites are connected with WW1, and these will be promoted as applicable.

Each application will be assessed through a site visit but as a minimum, the following criteria must be met:

- The Landowner of the site must complete the application form
- Evidence of ownership, and where relevant freehold interest must be produced
- The principal use should be outdoor recreation, sport or play. However, sites can also include facilities such as pavilions, village halls, indoor leisure or heritage facilities that are established for community recreational purposes
- Sites must have public access
- Sites should be accessible in terms of location and affordability for the local community
- Sites should have local managers who are responsible for the quality of the facilities, maintenance and development, improving participation and financial and operational sustainability
- The Landowner must be able to sign the agreed Deed of Dedication within six months of submitting an application

8. What form does the WWI memorial have to take? For example is a park containing a bandstand with a WWI dedication a suitable memorial?

The WWI memorial can take various forms, for example a monument, remembrance garden, memorial gates, village hall. A bandstand with a WW1 dedication would be a suitable memorial.

9. How does the programme link with other WW1 initiatives?

Fields in Trust are working with the War Memorials Trust and will be able to give more details in the next couple of months. In August 2013, the Government announced a campaign to honour Victoria Cross recipients from WW1, with a paving stone being sent to the local council in which the recipient was born. We think that it would be fitting to lay the paving stone in a Centenary Field.

10. What is the process for protecting these sites?

The first stage in the process is for the landowner to complete an application form and this will be followed by a site visit, after which the landowner will be told whether the site is accepted as a Centenary Field or not. If the site is accepted the legal process then starts and sites will be protected in England via a deed of dedication. Fields in Trust will draw up the draft deed and then the landowner has a chance to make amendments. When all parties are satisfied with the deed it will be signed and then registered with the Land Registry. The site is then able to order a Centenary Fields commemorative plaque and can organise an unveiling event.

11. How flexible is the legal part of the process?

If landowners have any specific requirements Fields in Trust will be happy to discuss these on a case by case basis. We are willing to be flexible over the wording of a particular deed to deal with local need.

12. What are the costs associated with the process of protection of a Centenary Field?

The costs are as follows:

- Any legal costs associated with agreeing the deed.
- The cost of installing the commemorative plaque – which will be provided free of charge.
- The cost of registering the resulting restrictions with the Land Registry – currently £80 for up to three titles.

13. Will Fields in Trust take over the management of a field?

No, all the sites protected by Fields in Trust are locally managed. Local communities, landowners and users are in a far better position to know how local facilities can best be provided, used and enhanced. All aspects of management and maintenance are determined locally. Fields in Trust's role is custodial and advisory. We see protection by these means as having a light touch but being absolutely effective. We ensure that the fact of protection of these sites is in the public domain and that any change of use or any buildings which fall outside the terms of protection needs our specific advance consent.

14. Can a site retain its current name or does it have to be renamed the Centenary Field?

It is not necessary for the sites involved in the programme to change their names. We are very aware that so many sites already have names that are instantly recognisable within the community through their long usage. The site would acquire Centenary Fields *status*, and receive and display signage associated with this which would ensure there was no requirement for any actual name change. The King George V Fields are a good template for this. Many local authorities will be familiar with the King George V Fields in their area still being known by other names, whilst also having the King George V plaques at their entrances.

15. Will protected sites be provided with any signage to show they are a Centenary Field?

Every site will receive a commemorative plaque to display on the site. The plaques will have provision for the name of the site and/or the name of the landowner or the geographical location.

16. Will the specific site always be protected?

Fields in Trust does accept that on rare occasions communities change and land use changes accordingly. Parts of sites, or very rarely, whole sites can therefore be disposed of provided the disposal is of clear advantage to, and in the best interests of, the community from a recreational perspective. The criteria which Fields in Trust applies to replacement facilities are that they should be of:

- at least equal size
- better quality
- serving the same community in terms of catchment area.

Additionally, and very importantly, the entire proceeds of any disposal should normally be re-applied to new sport, recreation and/or play facilities, with priority given to outdoor before indoor facilities

17. Is there a limit to the number of applications/successful applicants from a region/area?

There is no quota per area, and the programme is not competitive between landowners. Each application will be judged against the criteria on its own merits.

18. Is there any funding available for Centenary Fields?

There is no funding at present, but Fields in Trust is currently fundraising for the programme and will promote any funding programme when possible.

19. Are sites which have a WWI memorial that are already protected as QEII Fields eligible to be put forward for the Centenary Fields programme?

No these sites are already protected and therefore would not be eligible to become Centenary Fields. The programme aims to increase the amount of playing fields, recreation grounds and parks protected by Fields in Trust. We are looking for a way to acknowledge the fact that these sites have a link with WW1 and will provide more information in due course.

20. We have a Memorial park with a WWI memorial and would like to get it put on the official register of memorials, how can we do this?

This is something that involvement with the Centenary Fields will facilitate through Fields in Trust's partnership with the War Memorials Trust. At the site visit the correct information will be collected to ensure that this valuable resource is enhanced.

21. How can the public support the initiative?

The public can support Centenary Fields by encouraging their local authority to safeguard a green space as part of the campaign, could get involved with a 'Friends of' group linked with a protected site and, if they wish, by making donations to the programme.

For more information on Centenary Fields please go to www.fieldsintrust.org



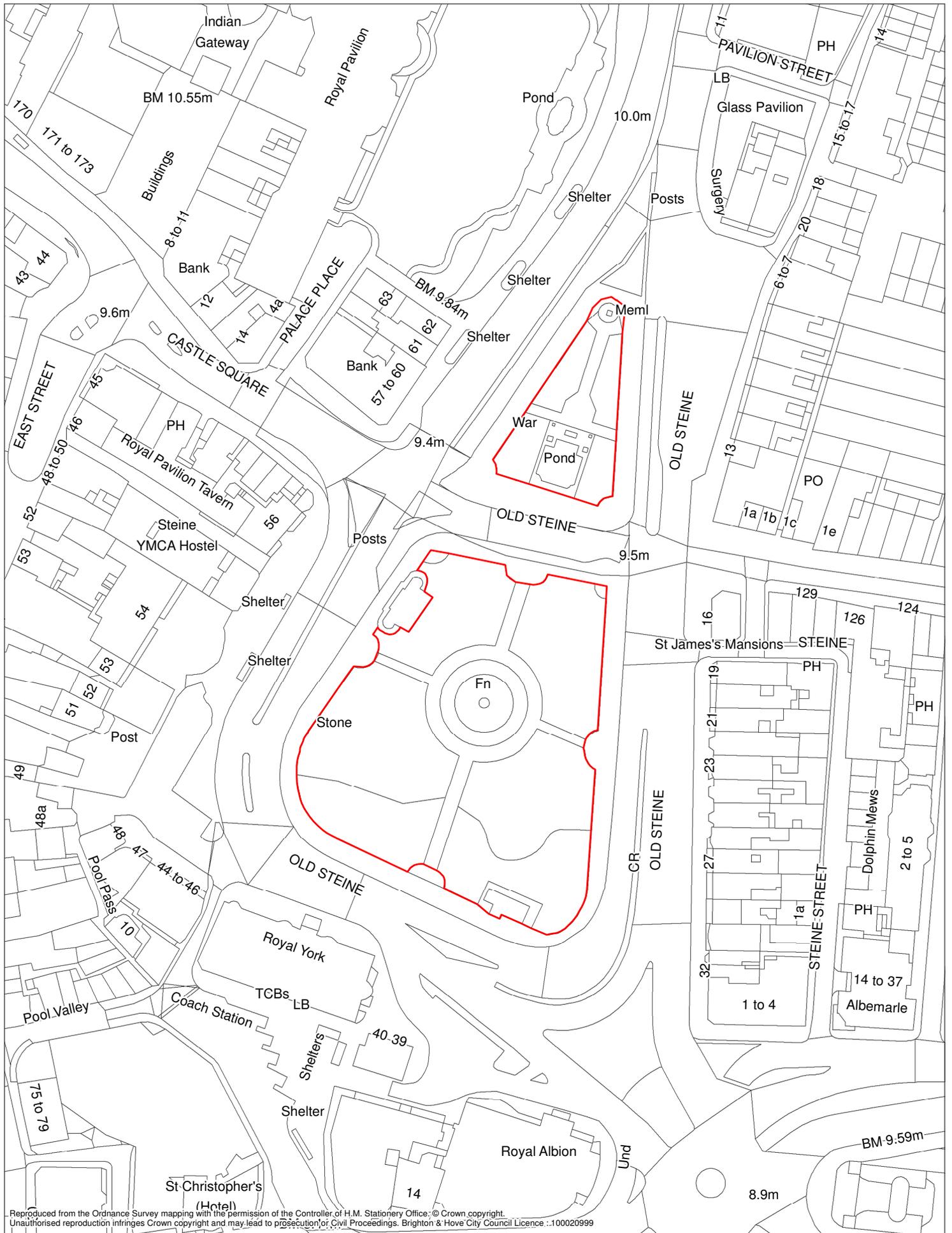
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Easthill Park

Scale 1:2,000





Old Steine Gardens

Scale 1:1,250





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The Chattri

Scale 1:2,500





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Patcham Peace Gardens

Scale 1:1,250



Subject:	Traveller Site Allocations Policies		
Date of Meeting:	7th October 2014		
Report of:	Executive Director of Environment, Development and Housing		
Contact Officer:	Name:	Rachel Chasseaud	Tel: 291837
	Email:	rachel.chasseaud@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE/ NOT FOR PUBLICATION**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The Council operates a Transit Site for Travellers at Horsdean in Patcham. The Council has also been awarded planning permission to develop 12 permanent pitches for Travellers at Horsdean.
- 1.2 The Transit Site Allocations Policy (appendix 1) has been reviewed and an Allocations Policy for our Permanent Traveller Site (appendix 2) has been developed.
- 1.3 The policies have been developed with regard to Communities and Local Government best practice guides, the Traveller Commissioning Strategy 2012, Equality Act 2010, Mobile Homes Act 2013, Human Rights Act 1998 and the relevant housing and planning legislation.

2. RECOMMENDATIONS:

- 2.1 That the Environment Transport and Sustainability Committee approve the Traveller's Transit Site Allocations Policy.
- 2.2 That The Environment Transport and Sustainability Committee approve the Traveller's Permanent Site Allocations Policy.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The council currently has a Transit Site for Travellers at Horsdean with 23 Transit pitches 10 of which are currently operational. Following redevelopment of Horsdean there will be 21 transit pitches. These are likely to be available from April 2016.
- 3.2 The Transit Site is provided for households who have a provable ethnic Traveller status and who have a nomadic lifestyle. Those who are not nomadic (save if they have stopped travelling due to ill health; children or; old age) are not entitled to be defined as Travellers for the purposes of the legislation and so are not eligible for a place on the site. Pitches are offered on a first come first served

basis, under a weekly licence agreement which is renewable for up to 12 weeks. Rent and service charges are payable on a weekly basis.

- 3.3 In the revised policy we have clarified the eligibility criteria to ensure that we are providing this very limited resource to those who require it and to enable us to manage the site as effectively as possible. All adults in the household must now provide photographic identification. Applicants must be in transit with no alternative temporary stopping place or accommodation in the city and they must have a clear rent account.
- 3.4 We have also clarified the circumstances in which we would exclude people from the transit site, for example where we would consider there to be anti-social behaviour. We have also explained the process for communicating these decisions and how to make an appeal. These provisions are made in order to enable effective and safe management of the transit site.
- 3.5 Brighton & Hove City Council has not had a permanent Travellers site before. In developing the proposed permanent Allocations Policy we undertook research with other social Landlords and this has informed our policy.
- 3.6 We will be providing 12 permanent pitches at Horsdean and these will provide Secure Tenancies for 12 households. These will initially be offered as Introductory Tenancies for a period of 12 months in line with the council housing Tenancy Policy.
- 3.7 We have developed a 'needs based' Allocations Policy which loosely mirrors the methodology of the statutory Gypsy and Traveller Accommodation Assessment (GTAA) to ensure that the pitches will be allocated to those Traveller households who are most in need of a permanent pitch and who were identified as needing a permanent pitch in Brighton and Hove through the GTAA. The GTAA process reflects a nationwide exercise in assessing housing need, with local authorities up and down the country going through the same exercise. In particular this process can identify local need.
- 3.8 For this reason points are weighted towards 'Locally Known' ethnic Travellers who have lived in the city for 3 out of the past 5 years. This will enable us to try to meet the need of local ethnic Travellers but should also lead to a reduction in trespass within the city. It will also enable other services such as Education and Health to work with and help improve outcomes and life chances for those Traveller families who have lived in the city for many years and who have always been homeless.
- 3.9 Need is also assessed on the basis of health and educational needs and the number of children and older people in each household. References are also required and will be taken into consideration.

- 3.10 Both the Transit Site Policy and the Permanent Site Policy require that applicants must have provable ethnic Traveller status. The reason for this is to preserve a very limited resource for those households who have a strong cultural and historical link to the Traveller lifestyle rather than those people who might be living in trailers as a lifestyle choice or because they have no choice and are homeless. Under the Equality Act there must be a protected characteristic to obtain ethnic status as a Traveller such as Gypsies, Roma and Irish Travellers. Planning Law also refers to those who have a nomadic lifestyle who move in relation to work and who only stop travelling for health and welfare reasons. Given the marginalisation faced by ethnic travellers, which is generational and the duties under the Equality Act, we feel that prioritising the need of ethnic travellers is paramount
- 3.11 A waiting list for permanent pitches will be opened from 1st November 2014 if the Allocations Policy is approved at this committee.
- 3.12 A Tenancy Policy will be developed for the Permanent Traveller Site and this will be the subject of a future report.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 Consideration has been given to having a permanent Allocations Policy with no local connection criteria. However this would mean that pitches would be offered to Travellers who do not live and work and have their children in school in the city and so we would not be meeting the needs of local residents and are less likely to address the associated trespass. This approach is therefore not recommended.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Consultation has been carried out with Friends Families and Travellers (FFT), with the Irish Traveller Women's Group and with the officers Joint Working Group.
- 5.2 The Traveller Women's Group considered feedback is that the permanent site should be for ethnically defined Travellers only.

FFT raised concerns that limiting pitch allocation to ethnically defined Travellers only risks discrimination. . If they refer to new travellers with an ancestry of ethnic travellers, then they are not barred from the site, they simply need to evidence their ethnicity to a reasonable level. If they are referring to non-ethnic travellers, then we are not clear on what basis discrimination is claimed. As yet the situation of non-ethnic travellers has been described by the European Court as a lifestyle choice. They do not appear to have any protected characteristics which would sit within the Act. On this basis we do not agree it is discriminatory. In exceptional circumstances an individual circumstances can be considered

- 5.3 The policy originally awarded additional points for those over 70 years on the basis of vulnerability due to age. Feedback from FFT and the Traveller Women's Group was that this was too high due to the lower life expectancy rates in the

Traveller community. The policy has been revised to reflect this and the age requirement for points in this category reduced to 60 years.

- 5.4 The Traveller Women's Group considered the limitation to applicants over 18 years to be restricting, that it is not uncommon for Travellers to marry and start a family below this age. This has not been revised in the policy because it is a legal requirement that tenancies only be available to those over 18 years. The alternative would be that the tenancy would have to be held in trust for that person. It effectively means no enforcement can be taken against the person under 18 should it become necessary. This matches the policy of housing management in relation to tenancies for the under 18's.
- 5.5 The Traveller Women's Group considered that the period of residence in the city to qualify as a 'locally known' Traveller was too low; that the allocation of pitches should reflect the need of those Traveller households who are established in Brighton and Hove and have their children in school here. The policy has been revised to further reflect this and the period of residence to qualify for these points has been increased from 2 to 3 years out of the last 5 years
- 5.6 The officers Joint Working Group is comprised of a number of agencies who deal with unauthorised encampments including the police. The group approved of the policies particularly noting the need to use the facilities to reduce unauthorised encampments with a view to reducing community tension. Further agreement about the importance of clear site rules and consequences to the breach of these rules to ensure effective and safe site management.

6. CONCLUSION

- 6.1 The council is required to have policies that explain the process by which pitches are allocated at our owned and managed Traveller's sites.
- 6.2 The attached policies are recommended as they would make best use of the limited resource available to us and ensure that the council meets the needs of the local Travelling community as highlighted in the Gypsy and Traveller Accommodation Assessment.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

The cost of office time relating to the production, implementation and monitoring of the Travellers Site Allocations Policy will be met from the existing Traveller Liaison Team revenue budget within the Housing General Fund.

Finance Officer Consulted: Steven Bedford

Date: 01/09/14

Legal Implications:

- 7.1 There are a variety of pieces of legislation that will apply. Notable are The Mobile Homes Act 1983 and the Caravan Sites Act 1968. Of most relevance is The

Mobile Homes Act 1983 (Amendment of Schedule 1 and Consequential Amendments) (England) Order 2011.

The Acts allow for the provision of sites both transit and permanent. The Mobile Homes amendment Act 2011 retains the limited stay provisions on transit sites, but changes quite significantly the rights of those on a permanent site. It gives them near parity to a local authority secure tenant in brick and mortar accommodation. Eviction now requires a Court order in which the authority has to establish that certain criteria are met. A range of legislation determines who is and is not capable of being considered a person eligible for traveller status. The basic requirement is that they be a nomad or have stopped for prescribed reasons. However traveller does automatically passport you to having a protected characteristic under the Equality Act. The Act only applies if you are within a defined ethnic group. This excludes many travellers (those who do not have a cultural and ethnic background to their travelling). The Act provides a Public Sector Duty at s149, which is applicable to the Council. The provision of a permanent site helps with this duty. It also means that we cannot discriminate. So note is taken of the concerns raised by the traveller woman's group on age. This has not been accommodated in the policy, but this reflects the position of the Council in its bricks and mortar housing stock. By operation of law an under 18 cannot hold a legal tenancy although they may have the benefit of the beneficial tenancy. We do not consider that it is a breach of the Equality provision .

Also of some importance is s158 of the Equality Act 2010. This says - The Act does not prohibit us from taking any action which is a proportionate means of achieving the aim of enabling or encouraging persons who share the protected characteristic to overcome or minimise disadvantage, and or meeting those needs, of that group. I am of the view that if the ethnic travellers suffer disadvantage in many areas, then to give them access to stable homes, will come under the section. I believe we can justify that the sites should be for ethnic travellers but that in extremely exceptional circumstances a non-ethnic traveller might be considered for the transit site and possibly the permanent site

Lawyer Consulted: Simon Court

Date: 10th September 2014

Equalities Implications:

- 7.2 An Equalities Impact Assessment has been carried out. The Assessment informed the points system devised to ensure that pitches available on both sites are allocated to those in greatest need. The policy will allocate pitches to 12 homeless families. It is likely that all 12 of these families will be people who frequently have to encamp in parks and open spaces, which causes a great deal of community tension. The removal of 12 households from unauthorised encampments around the city should assist the council in meeting its duty to promote better community relations. The points based allocations policy will prioritise those households with serious health and welfare issues and enable more effective engagement with health and education services. Following consultation, the age qualification for additional points has been reduced from 70 to 60 years, to reflect the lower life expectancy rates within the Traveller community. Application forms will be in plain English and the ability to do in-person applications publicised to aid those with low literacy. Staff will be made available to provide support during the application process. Qualifying criteria will

be restricted to those with a provable ethnic Traveller status. There will be research conducted on van dwellers in the city and a van dweller Strategy developed.

Sustainability Implications:

- 7.3 The Allocations Policies seek to allocate pitches to those in greatest need. This will enable services to engage with some of the most socially excluded residents of the city and enable a multi-agency approach to improving health, social care and education outcomes for these households. The policies seek to meet the needs of homeless Traveller families who live in the city and in this way the hope is that Unauthorised Encampments reduce and this should reduce costs for the council.

Any Other Significant Implications:

- 7.4 Unauthorised Encampments also have a significant impact on Police Resources and can give rise to community tension and incidents of nuisance and anti-social behaviour. It is hope that if the Allocations Policies are effective in reducing trespass that this will lead to a reduction in associated crime and reduce the impact on the police.

SUPPORTING DOCUMENTATION

Appendices:

1. Transit Site Allocations Policy
2. Permanent Site Allocations Policy

Documents in Members' Rooms

1. None

Background Documents

1. Travellers Sites Allocations Policy Equalities Impact Assessments

Gypsy and Traveller Transit Site: Allocations

Key Contacts:

- Sheila Peters : Traveller Liaison Service Team Manager x2082

Key Points:

- Horsdean Transit Site provides temporary accommodation for Gypsies and Travellers who are in transit through Brighton & Hove.
- The maximum length of stay allowable on a transit site is 12 weeks.
- Gypsies and Travellers on unauthorised encampments can be directed to move to Horsdean Transit Site
- Brighton & Hove City Council can use Horsdean as part of a strategy for controlling the number and size of unauthorised encampments.

1. Introduction:

This policy sets out the process for application for a pitch at the transit site.

Pitches may also be allocated as part of a section 62a process, please see *Managing Unauthorised Encampments : Joint Enforcement Protocol Paragraph 5.7.*

2. Legal Position:

This policy has been written with due regard to the provisions of the Human Rights Act 1998, Equality Act 2010, Mobile Homes Act 2013, Housing Act 2004 and the Housing and Regeneration Act 2008.

3. Criteria

Save in exceptional circumstances, pitch allocations will be limited to those with a provable ethnic Traveller status.

Pitches will usually only be allocated to those defined as 'in transit through the city'. That means that anyone who has an authorised stopping place or accommodation available for them to occupy within Brighton and Hove will not be eligible

Applicants must be able to provide photographic ID for every adult member of the household.

Applications will not be accepted from those who owe rent or court costs to the council and applicants must pay one week's licence fee in advance.

4. Management considerations

Brighton & Hove City Council will take into account evidence of previous behaviour that indicates the potential to affect the good management of the site and/or adversely impact on the site or its occupiers.

Housing

If we have evidence (which includes any reasonably held belief) as to incidents, especially within the previous three years, of violence, damage to site facilities or property elsewhere or nuisance or antisocial behaviour, then this will be a factor in deciding on whether to allow a pitch to be allocated.

5. Duration of pitch allocation

Pitches will be available for occupation for fixed term periods of up to 12 weeks. Applicants will initially be granted a 7 day licence agreement. Provided there is no breach of the terms and conditions of the licence agreement or of the site rules and provided no rent arrears have accrued the licence will be renewed for a further 7 days.

This will be repeated for up to 12 weeks and after this time the household will be required to leave the site. A licence will not normally be granted to return to the site and occupy a pitch within the next three months.

6. Extensions to licences

Extensions to licences may be granted in exceptional circumstances. A licensee can apply for an extension beyond the 12 week deadline, for a short period of time, only where there are serious acute medical or welfare needs which would require additional short term respite. For example if time is required for treatment. Applications for an extension should be made to the Traveller Liaison Team

Traveller Liaison Team
1st Floor, Bartholomew House, Bartholomew Square, Brighton, BN1 1JP
Tel: 01273 292044

Email: travellers@brighton-hove.gov.uk

Consideration for extending a licence can only be given where proper evidence of health and welfare needs has been provided. Routine health issues such as immunisations or ongoing treatment of long-term conditions are not usually, on their own, sufficient to justify an extension to a licence. Generally there will need to be an immediate need for medical intervention.

There may be instances where a licensee would usually meet the criteria for extension on health or welfare grounds but an extension cannot be granted due to site-management issues.

If an extension to the licence is granted, it will be for a fixed period. The licensee will be informed of this verbally and in a letter.

If an extension is not granted the licensee will be informed of this verbally and in writing outlining the reasons for refusal.

Housing

7. **Payment**

The weekly rental and utilities charges will be outlined in the terms of the Licence Agreement and are subject to annual review.

Applicants will need to pay the first week's payment before they move on to the site. Arrangements can be made for a convenient time to pay this with a member of the Traveller Liaison Team.

8. **Process for allocating pitches**

Pitches will be allocated on a first-come-first-served basis. A request for a pitch can be made by contacting the Traveller Liaison Team.

If a pitch is available an applicant will be asked to complete an application form. If there is no pitch available it will not be necessary to complete an application form, as a waiting list is not operated for this site.

If the criteria as stated above are met and there are no concerns regarding the good management of the site an applicant will be made an offer of a pitch and they will be required to sign a licence agreement stating that they will abide by all site rules. The licence conditions and site rules will be explained to the applicant and help can be given to complete the form.

The pitch will need to be taken up and the applicant move onto the site within 48 hours of an offer unless there are exceptional circumstances and an alternative arrangement is made in advance. After this time the offer will be withdrawn and the pitch can be allocated to someone else.

If an application is not accepted this decision will be put in writing stating the reasons why a pitch cannot be offered.

This Allocation Policy is subject to review and may be amended as required from time to time.

9. **Exclusions**

There may be circumstances in which an applicant is excluded from the Horsdean Site. Examples of behaviour which may result in exclusions include but are not limited to; breaches of the site rules, rent arrears, anti-social behaviour, failure to leave on expiry of the licence agreement.

During any period of exclusion applicants will not be allocated a pitch. Exclusions from the site will be reviewed after a specified period of time and/or may be conditional upon meeting certain criteria.

A conditional exclusion may be given in certain circumstances, for example an applicant may be excluded from the site until they have paid off rent arrears. As far as is practical, applicants will be informed of any conditional exclusion both verbally and in writing.

Housing

They will be given the reason for exclusion and details of the conditions that need to be met in order to lift it.

As far as is practical, applicants will be informed of any temporary exclusion both verbally and in writing. They will be given details of the reason for and length of time of any exclusion. Once the exclusion is lifted they may apply for a pitch in the normal way.

10. Appeals and Complaints

The Council aims to treat all applicants and applications fairly. Any complaints regarding pitch allocations, exclusions or extensions can be handled via Brighton & Hove City Council's Complaints procedure. Information about this can be obtained from the Traveller Liaison Team or from the Council's Standards and Complaints Service.

Contact details

Traveller Liaison Team
1st Floor, Bartholomew House, Bartholomew Square, Brighton, BN1 1JP
Tel: 01273 292044

Email: travellers@brighton-hove.gov.uk

Housing

Permanent Residential Traveller Site: Allocations Policy

Key Contacts:

- Sheila Peters : Traveller Liaison Service Team Manager x2082

Key Documents:

- This procedure should be read in conjunction with the following Council policies, procedures or guidance:
 - BHCC Traveller Commissioning Strategy 2012

Key Points:

- This Policy aims to fairly and equitably allocate pitches on the Permanent Traveller Site.
- Eligible applicants can make an application to the Traveller Liaison Team
- Allocations will be made using a points-based system, where the applicant with the most points will be allocated a pitch first and so on.
- Where two applicants have the same amount of points, any available pitch will be allocated to the person who has been waiting the longest.
- Points will be allocated in the following categories; Location, Health & Disability, Education, Family and References.
- Applications with exclusions from the Transit Site will not be eligible to apply until any exclusion has expired or been lifted.

1.0 Introduction:

The Brighton and Hove City Council permanent site pitch allocations policy aims to:

- Allocate pitches on BHCC Gypsy and Traveller sites fairly and equitably.
- Ensure effective management of sites.
- Create and maintain a pleasant environment for residents, visitors and staff.

2.0 Legal Position:

This policy is informed by and gives due regard to

The Human Rights Act 1998, the Equality Act 2010, the Housing Act 2004, the Housing and Regeneration Act 2008, the Mobile Homes Act 2013

3.0 Who is eligible to apply for a pitch

Applications for a pitch on a Brighton and Hove City Council Site will be taken if;

- The applicant is over 18
- The Applicant can provide identification for each adult member of their household

Housing

- Pitch allocations will be limited to those with a provable ethnic Traveller status save in exceptional circumstances.

4.0 Who is not eligible to apply

Applicants **will not** be accepted onto the waiting list if:

- They are subject to immigration control within the meaning of the Asylum and Immigration Act 1996 unless that person falls within an exemption specified by the Secretary of State.
- They have outstanding arrears or other debts owed to BHCC. Once arrears are repaid an applicant can be placed on the waiting list.
- They have an outstanding exclusion from BHCC Traveller sites.
- They are subject to an injunction barring them from any BHCC site.
- They have knowingly given false or misleading information or withheld information that was reasonably requested.
- They deliberately did (or didn't do) something that led to giving up a permanent pitch elsewhere, where they could reasonably have been expected to have stayed
- They have a conviction for an arrestable offence committed in the locality relating to violence or threats of violence
- They have been evicted from social housing for nuisance or harassment where this behaviour is still apparent at the time of application

- 4.1 All exclusions will be considered on an individual basis for any applicant who has demonstrated 'unacceptable behaviour' in the previous three years.

5.0 Procedure for application

An applicant can contact a member of the Traveller Liaison Team in writing, via email or via a referral from a third party.

- 5.1 An application form should be completed and an interview with the applicant may be undertaken by a member of the Traveller Liaison Team
- 5.2 If an applicant has difficulties completing the form, this can be completed at interview with a member of the team or they can seek help from an independent advice service. If applicants would like to bring a representative or someone to help during the interview, they should inform a member of the team in advance.

6.0 Waiting List

- 6.1 The applicant must contact the council to renew their place on the waiting list every 12 months. It is their responsibility to do this and if they fail to renew their name will be removed from the list.

Housing

- 6.2 There is no right of succession for a place on the waiting list. If an applicant dies their name will be removed from the list.

7.0 How pitches are allocated

- 7.1 Pitches will be allocated to those in greatest need, and when 2 applicants have the same need, the applicant who has been waiting the longest will be considered first. Need will be assessed by assigning points in 5 categories

Location
Health and Disability
Education
Family
References

The applicant with the most points will be allocated a pitch first and so on.

Points

7.2 Location

- +25 Currently on the roadside*
- +35 Locally known** in City of Brighton and Hove **OR**
- +25 Locally known** in Counties of East Sussex and/or West Sussex
- 25 Not locally known to City of Brighton & Hove **OR**
- 35 Not locally known to Counties of East Sussex and/or West Sussex
- 35 Currently has a permanent pitch on an authorised site
- 15 Currently housed in permanent housing

**Roadside includes unauthorised encampments, tolerated sites, unauthorised developments, temporary licence on any Transit Site and any site where temporary planning permission is scheduled to end within 28 days.*

***Locally known means regularly and frequently living in the area during the previous 36 out of 60 months and being able to provide evidence for this. This includes residence on the Horsdean Transit Site when eligible. Registration with a GP is not on its own sufficient evidence since people often keep the same GP even when they move out of the area. It will be considered if it is provided along with other evidence.*

7.3 Health and disability

Points in this category can be awarded *once* in total for *each* member of the household. In the case of multiple health issues, individuals will score points only once, for the highest scoring condition.

- +25 Confirmation from GP, Health Visitor or consultant of serious permanent medical condition (Maximum 75 points)

Housing

- +15 Confirmation from GP, Health Visitor or consultant of serious medical condition requiring treatment of more than 12 months (Maximum 45 points)
- +10 Confirmation from GP, Health Visitor or consultant of serious medical condition requiring treatment of between 6 and 12 months (Maximum 30 points)
- +5 Confirmation from GP, Health Visitor or consultant of medical condition requiring treatment of less than 6 months (Maximum 15 points)

7.4 Education

- +5 For every child enrolled in school in Brighton and Hove (Maximum 25 points)
- +3 For every child enrolled in school in East Sussex or West Sussex (Maximum 15 points)
- +10 For every person (16+ years) enrolled in a post-compulsory academic, vocational, literacy or numeracy course lasting longer than 12 weeks (Maximum 30 points)

7.5 Family

- +10 Confirmed pregnancy
- +10 Each child under 18 (maximum 50 points)
- +30 Family member over 60 (Maximum 90 points)

7.6 References

- 50 No references provided **OR**
- 50 Poor references in relation to Criminal or Anti-social behaviour or outstanding monies owed to BHCC
- 25 Very poor record of rent/licence fee payments **OR**
- 10 Poor record of rent/licence fee payments **OR**
- +10 Good record of rent/licence fee payments
- +10 Fair reference from landlord **OR**
- +25 Good reference from landlord

8.0 Exclusions

There may be circumstances in which an applicant is excluded from the BHCC Sites. Examples of behaviour which may result in exclusions include but are not limited to; breaches of the site rules, rent arrears, anti-social behaviour, failure to leave on expiry of a licence on the transit site.

During any period of exclusion applicants will not be allocated a pitch. Exclusions from the site/s may be temporary for a fixed period, or conditional upon meeting certain criteria.

8.1 Temporary Exclusions

Housing

As far as is practical, applicants will be informed of any temporary exclusion both verbally and in writing. They will be given details of the reason for and length of time of and exclusion. Once the exclusion is lifted they may apply for a pitch in the normal way.

8.2 Conditional Exclusions

A conditional exclusion may be given in certain circumstances, for example an applicant may be excluded from the site until they have paid off rent arrears. As far as is practical, applicants will be informed of any conditional exclusion both verbally and in writing. They will be given the reason for exclusion and details of the conditions that need to be met in order to lift it.

9.0 Change of circumstances

Applicants must contact Brighton & Hove City Council if their circumstances change.

10.0 Offer

When a pitch becomes available it will be allocated to the applicant with the highest points score. Where there are two applicants with the same score, the applicant who has been waiting the longest will be considered first.

10.1 Before an offer is made, the Traveller Liaison Team will make checks to ensure all points and evidence are still up-to-date and relevant.

10.2 Once an offer of a pitch is made, the applicant must take up the offer within one week or the pitch will be offered to the next eligible applicant.

10.3 **Applicants must ensure that their contact information is kept up-to-date so that the Council can make the offer and it can be taken up within the deadline.**

11.0 Appeals and Reviews

The Council aims to treat all applicants and applications fairly. Any complaints regarding pitch allocations or exclusions can be handled via Brighton & Hove City Council's Complaints procedure. Information about this can be obtained from the Traveller Liaison Team or from the Council's Standards and Complaints Service.

You should receive an acknowledgment from the Standards and Complaints Service in 2 working days and a response to the complaint within 10 working days.

If you are unsatisfied with the response, you can move forward to the second stage of the complaints procedure. You can get more details of this from the Traveller Liaison Team or the Standards and Complaints Service.

Contact details

Standards and Complaints
FREEPOST SEA2560

Housing

Brighton
BN1 1ZW

Email: complaints@brighton-hove.gov.uk

Traveller Liaison Team
1st Floor
Bartholomew House
Bartholomew Square
Brighton
BN1 1JP

Email: travellers@brighton-hove.gov.uk