





Brighton & Hove  
City Council

# Environment, Transport & Sustainability Committee

Title:	<b>Environment, Transport &amp; Sustainability Committee</b>
Date:	<b>28 November 2017</b>
Time:	<b>4.00pm</b>
Venue	<b>Council Chamber, Hove Town Hall, Norton Road, Hove, BN3 3BQ</b>
Members:	<b>Councillors:</b> Mitchell (Chair), Horan (Deputy Chair), Wares (Opposition Spokesperson), Littman (Group Spokesperson), Atkinson, Brown, Nemeth, Peltzer Dunn, Robins and West
Contact:	<b>John Peel</b> Democratic Services Officer 01273 291058 john.peel@brighton-hove.gov.uk
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# Democratic Services: Environment, Transport & Sustainability Committee

Lawyer	Executive Director	Councillor Mitchell <i>Chair</i>	Democratic Services Officer
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OFFICERS

Councillor Horan <i>Deputy Chair</i>
Councillor Robins
Councillor Atkinson

Councillor Brown
Councillor Nemeth
Councillor Peltzer Dunn
Councillor Wares <i>Opposition Spokesperson</i>
Councillor Littman <i>Group Spokesperson</i>
Councillor West

OFFICERS

Public Speaker	Public Speaker
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Press

Public Seating



Public Seating



AGENDA

PART ONE

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PROCEDURAL MATTERS

33 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;
  - (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.*

34 MINUTES

1 - 16

To consider the minutes of the meeting held on 10 October 2017

Contact Officer: John Peel

Tel: 01273 291058

35 CHAIRS COMMUNICATIONS

### 36 CALL OVER

- (a) Items (39 – 42) 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.

### 37 PUBLIC INVOLVEMENT

17 - 20

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

- (a) **Petitions:** To receive any petitions presented by members of the public.
  - (i) Parking in the Coombe Road area
  - (ii) Manor Hill parking
- (b) **Written Questions:** To receive any questions submitted by the due date of 12 noon on the 21 November 2017
- (c) **Deputations:** To receive any deputations submitted by the due date of 12 noon on the 21 November 2017
  - (i) Valley Gardens

### 38 MEMBER INVOLVEMENT

21 - 26

To consider the following matters raised by Members:

- (a) **Petitions:** To receive any petitions submitted;
  - (i) Parking in Chalfont Drive and Ash Close- Councillor Brown
  - (ii) Proposed light touch parking scheme between The Droveaway and Barrowfield Estate- Councillor Taylor
- (b) **Written Questions:** To consider any written questions;
- (c) **Letters:** To consider any letters;
  - (i) Withdean Road- Councillors A Norman, K Norman & Taylor
- (d) **Notices of Motion:** to consider any Notices of Motion referred from Council or submitted directly to the Committee.
  - (i) Banning of single use plastics

## ENVIRONMENT & SUSTAINABILITY MATTERS

## ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

### **39 OPEN SPACES STRATEGY - UPDATE ON ACTION PLAN 27 - 70**

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Ian Shurrock

Tel: 01273 292084

Ward Affected: All Wards

### **TRANSPORT & PUBLIC REALM MATTERS**

### **40 VALLEY GARDENS DETAILED DESIGN 71 - 146**

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Tracy Beverley

Tel: 01273 292813

Ward Affected: All Wards

### **41 A259 (BRIGHTON MARINA TO NEWHAVEN) - REQUEST FOR STUDIES 147 - 160**

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Andrew Renaut

Tel: 01273 292477

Ward Affected: East Brighton; Rottingdean  
Coastal; Woodingdean

### **42 RESPONSE TO GOVERNMENT CONSULTATION - DRAFT TRANSPORT ACCESSIBILITY PLAN 161 - 184**

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Andrew Renaut

Tel: 01273 292477

Ward Affected: All Wards

### **43 ITEMS REFERRED FOR FULL COUNCIL**

To consider items to be submitted to the 14 December 2017 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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For further details and general enquiries about this meeting contact John Peel, (01273 291058, email [john.peel@brighton-hove.gov.uk](mailto:john.peel@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)

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Date of Publication - Monday, 20 November 2017

**BRIGHTON & HOVE CITY COUNCIL**

**ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE**

**4.00pm 10 OCTOBER 2017**

**COUNCIL CHAMBER, HOVE TOWN HALL, NORTON ROAD, HOVE, BN3 3BQ**

**MINUTES**

**Present:** Councillors Mitchell (Chair) Horan (Deputy Chair), Wares (Opposition Spokesperson), Atkinson, Brown, Nemeth, Page, Peltzer Dunn, Robins and West

**Other Members present:** Councillor Moonan

**PART ONE**

**20 PROCEDURAL BUSINESS**

**20(a) Declarations of substitutes**

20.1 Councillor Page was present as substitute for Councillor Littman.

**20(b) Declarations of interest**

20.2 There were none.

**20(c) Exclusion of press and public**

20.3 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(l) of the Act).

20.4 **RESOLVED-** That the press and public not be excluded.

**21 MINUTES**

21.1 **RESOLVED-** That the minutes of the previous meeting held on 27 June 2017 be approved and signed as the correct record.

**22 CHAIRS COMMUNICATIONS**

22.1 The Chair provided the following Communications:

*“Since our last committee meeting in June, Richard Bradley, the Assistant Director for City Environmental Management has left us to take up the post of Commercial Director at Scarborough Borough Council.*

*Richard spent three years here at the Council and oversaw the implementation of the textile collections service, wheelie bin recycling, garden waste collection, the new waste enforcement service, the Stanmer Park restoration programme, the extension of our refuse and recycling service and our Open Spaces Strategy.*

*Richard will be missed and I would like to place on record our best wishes to him in his new job.*

*I have just one other point to make that is in view of the interest in the George Street report, I am proposing moving that up the agenda to be taken first should the item be reserved for discussion”.*

## **23 CALL OVER**

23.1 The following items on the agenda were reserved for discussion:

- Item 27: George Street Opening Hours
- Item 28: Parking Annual Report
- Item 29: Parking Scheme Priority Timetable
- Item 30: Resident Parking Scheme Update Report

23.2 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 31: Citywide Traffic Regulation Orders

## **24 PUBLIC INVOLVEMENT**

### **(a) PETITIONS**

#### **(i) Parking in the Surrenden Road Area**

24.1 The Committee considered a petition signed by 307 people requesting the extended Surrenden area be included in the 2017 Resident Parking Scheme consultation.

24.2 The Chair provided the following response:

“Thank you for your petition and we do understand the concerns of residents in your area.

At this stage we would certainly be looking to consider the proposed area based on the correspondence that has been received to date, however, the final consultation area will be determined following discussions with ward councillors and taking account of any further correspondence that we might receive from residents. The committee will be asked to give approval to the final proposed consultation area in 2018/19”.

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

**(b) WRITTEN QUESTIONS****(i) George Street opening hours**

24.4 Mitchie Alexander put the following question:

*“I ask myself how a trial of opening up George Street to traffic after 4pm be judged a success or not. Success or failure shouldn't be measuring profit against the health and safety of people. I imagine that a report will include all pedestrian/traffic accidents and would need to measure asthmatic children lungs that walk down George St after school before and during the trial. Some traders may report a small increase or loss of profit. Will a trader's increase in profit out-weigh the possible loss of life to traffic and higher pollution level for shoppers?”*

24.5 The Chair provided the following reply:

*“Thank you for your question.*

*Officers and the Committee are aware of the concerns of users of George Street and the wider air pollution issues.*

*However, it is felt that the businesses' concerns alongside the representations from Ward Councillors also must to be considered following the changes to parking in the Tesco's Car park that has impacted the shops along George Street.*

*The recommendation is to undertake a trial of the revised pedestrian hours in George Street that would allow comments for a 6 month period on how the new hours of operation are working and any difficulties being encountered. Obviously, road safety issues would form part of those reports back. All comments would then be reported back to this Committee for a final decision on the way forward.*

*This trial will be considered by Members of this Committee as part of the report being presented later at the meeting”*

24.6 Mitchie Alexander put the following supplementary question:

*“Can we have a six month George Street improvement trial instead? Where the council helps the traders by promoting the area and provide the shop fronts with hanging baskets and holding community events in the street?”*

24.7 The Chair provided the following reply:

*“One of the ward councillors is here, Councillor Clare Moonan, she will be making her representation in advance of the committee making a decision on the report, and I believe she will be outlining some of her ideas and some of her fellow ward councillors ideas for doing exactly that- improving George Street”*

**(c) DEPUTATIONS****(i) To bring the extended Surrenden Road area residents parking consultation to the front of the council's timetable**

24.8 The Committee considered a deputation requesting that the parking consultation for the extended Surrenden Road area be brought forward to the front of the proposed timetable.

24.9 The Chair provided the following response:

*“Thank you for your deputation perhaps it is worth briefly outlining how we go about consulting on and implementing parking schemes. We always consult on a wider area, what we hope to end with therefore, is often a smaller area but one where a majority of residents are in favour of a parking scheme. Contrary to some opinion, the council does not impose parking schemes against people’s wishes. Therefore, that is the approach we have taken*

*I do understand the concerns of residents in your area and as you are aware this area is being considered in the parking scheme priority timetable report later in the meeting alongside a number of other areas.*

*Residents in those areas who haven’t been consulted on a parking scheme have also come forward to request a consultation.*

*But we also need to consider parking schemes that are currently already in the process, parking schemes that are being consulted upon at the moment and schemes that are part way through their implementation and the reports on this committee agenda outline some of that progress. We also made a commitment as a Committee to review the Hanover parking schemes after a period of 12 months and they are both currently being implemented at the moment.*

*I appreciate it may be disappointing to wait for a consultation but we can reassure you that your area has been considered for inclusion in the proposed timetable and between now and then, any further representations from residents that are sent either to the committee or to officers will certainly be taken into consideration when determining the final area for that consultation”*

24.10 Councillor West stated that where the council were introducing controlled parking zones, the displaced area would always return to the committee to request that they too be included in a scheme. Councillor West found that an inefficient and expensive process and the council in his view, needed to communicate better. Furthermore, Councillor West believed the proposed four year wait for the Surrenden area was too long.

24.11 **RESOLVED-** That the deputation be noted.

**(ii) George Street opening hours**

24.12 The Committee considered a deputation that set out potential air quality, road safety and sustainable transport issues that may arise in relation to the proposal to open George Street to traffic earlier in the day.

24.13 The Chair provided the following response:

“Thank you for your deputation.

You mention road safety concerns; those have been laid out that is before Members to consider.

It is felt that the businesses' concerns alongside the representations from ward councillors do have to be considered following changes to parking in the vicinity including Tesco's Car park.

As representations to amend George Street opening times have been made to this Committee on several occasions, and taking account the strength of feeling for a change more recently, it is therefore the recommendation in the report that a trial in the road takes place which would allow comments for a 6 month period on how the scheme is working and any difficulties being encountered. I'm sure the bus company would want to partake in that trial. Everything would then be reported back to this Committee for a final decision on the way forward.

This trial will be considered by members of this Committee as part of the report being presented later at the meeting".

24.14 **RESOLVED-** That the deputation be noted.

**(iii) Parking in Upper Hollingdean Road**

24.15 The Committee considered a deputation requesting the introduction of parking controls in Upper Hollingdean Road.

24.16 The Chair provided the following response:

*"Thank you for your deputation and I do understand the concerns of residents in your area.*

*I think you can see from the parking scheme timetable being presented today there is a lot of demand throughout the city for a consultation on resident parking schemes based on representations from those areas.*

*While we can't explicitly include an additional consultation for that section of Upper Hollingdean Road within the proposed new timetable, there is an opportunity to look at this part of the ongoing review process for Area G and Area J and report the findings back to a future Committee and we are hoping to do that review in Spring next year".*

24.17 **RESOLVED-** That the deputation be noted.

**25 ITEMS REFERRED FROM COUNCIL**

**(c) DEPUTATIONS**

**(i) Air pollution in Woodingdean**

25.1 The Committee considered a deputation referred from the meeting of Full Council of 20 July 2017 requesting measures to be taken to improve air quality in Woodingdean.

25.2 The Chair provided the following response:

*"Like all local authorities, Brighton and Hove City Council has a duty to regularly review and assess air quality to determine whether the national objectives are being met.*

*The city is compliant with all pollutants listed in the national air quality strategy with the exception of nitrogen dioxide for some areas where there is an exceedance.*

*Air pollution is an important public health issue and it is for this reason that officers in transport and public health work closely together on strategies and policies to improve it. A detailed report on all of this work will be coming to a future ETS committee.*

*How air quality should be monitored and assessed is clearly defined in national policy with technical guidance and any monitoring has to be representative which is why it is carried out over a 12 month period.*

*The observations and information submitted as part of the deputation have been considered by the council's air quality officer and following the July council meeting officers did make contact with the people that brought the deputation to set up a meeting and I understand it was thought preferable to meet following the school holidays. So I hope that this meeting, to include the Head Teacher of Woodingdean Primary School, can take place soon so that your survey can be discussed in more detail".*

25.3 Councillor West commended those involved in the deputation adding the council perhaps did not have a full picture of air quality levels in the city and he hoped this and other areas, could be brought forward and looked at.

25.4 **RESOLVED-** That the deputation be noted.

## **26 MEMBER INVOLVEMENT**

### **(c) LETTERS**

#### **(i) Anti-social parking and enforcement**

26.1 The Committee considered a letter from Councillors Janio and Wares requesting the committee receive a report to a future meeting outlining various measures to address illegal and anti-social parking outside schools.

26.2 The Chair provided the following response:

*"Thank you for your letter - I think it raises some pertinent points.*

*As your letter reflects, there is a lot of work going on but perhaps not in an easily identifiable or accessible format so I'm very happy to agree to your request for a report to come to the committee that will cover the issues that you have raised. Hopefully that will come to the January Meeting.*

*The officers leading on this work will be Paul McCann from Parking Strategy and Contracts"*

26.3 **RESOLVED-** That the committee receive a report on the matter.

#### **(ii) Refuse collection, Poets Corner**

26.4 The Committee considered a letter from Councillors Nemeth and Peltzer Dunn detailing issues that had arisen in relation to the introduction of wheelie bins in the Poets' Corner area.

26.5 The Chair provided the following response:

*"I have always been very clear that the additional wheeled bins are not a one-size-fits-all solution and, particularly in relation to the more built up areas of the city, different approaches should be considered.*

*After having successfully delivered nearly 45,000 of the new bins we are taking time now to get the remaining areas right, Poets Corner is one such area.*

*I discussed Poets Corner with officers two weeks ago and they will be in touch with you as a priority to review the area. Following that meeting an officer was assigned to address the swaps requests in that area and we are steadily working through the remaining swap requests.*

*The introductory leaflet that residents received in advance of the bins being delivered did indeed give the option of a smaller bin.*

*We will also re-emphasise to collection crews that residents can continue to use a black box placed near the kerbside if they cannot easily accommodate a wheeled bin.*

*I think it is worth reminding ourselves why we are doing this. The trial of the bins showed that they increased recycling rates by 4% over the trial period with a commensurate reduction in residual waste. And, Councillor Page, I know that you will be especially pleased to hear this, given your recent email comments to a resident that you kindly copied me into to your residents about "bad recycling rates". Our overall rate now stands at 29.1% compared with the dismal 24% we inherited from the Green Party and we will increase that rate further. I would like to thank all residents whose recycling efforts are contributing to this success.*

*Given this increase in recycling rates, we obviously want the new bins to be used as widely as possible but do appreciate some areas and some roads with differing housing types, a careful approach and we are committed to working through those remaining areas with residents and ward councillors."*

- 26.6 Councillor West stated that it was his administration that had begun a pilot of wheeled bin recycling and its success had led to a further roll-out of the scheme. Councillor West noted that the previous Labour administration had introduced the popular black box recycling scheme and had been reticent to support the measures introduced by his administration to improve recycling and refuse rates.
- 26.7 The Chair stated that she felt the most recent recycling figures spoke for themselves.
- 26.8 Councillor Page thanked Councillors Nemeth and Peltzer Dunn for raising the issue that was not one confined to Poets Corner and was certainly an issue in his ward. Councillor Page added that little could be done to stop residents leaving their wheelie bins in the street and with pavement obstruction such an important issue, he hoped certain area based refinements could be made to the roll-out.
- 26.9 The Chair stated that she understood that Councillor Page had met with Cityclean officers recent and the issue in Hanover & Elm Grove would be dealt with appropriately.
- 26.10 **RESOLVED-** That the letter be noted.

**(d) NOTICES OF MOTION**

**(i) Cycling Strategy**

26.11 The Committee considered a Notice of Motion referred from the meeting of Full Council held on 20 July 2017 that requested a report be brought to the Committee outlining options for implementing a specific and ambitious cycling strategy for Brighton & Hove.

26.12 The Chair provided the following response:

*“As the motion acknowledges, we have made good progress with initiatives and schemes to support and increase cycling in the city and the numbers are rising – the city has been recognised both national and internationally for this work.*

*In addition to LTP and other core funding, significant additional resources have been bid for and invested such as:*

- Growth Fund money for the Bikeshare scheme;*
- The £1.5 Access Fund award that is delivering projects to promote and address the barriers to sustainable travel with a strong emphasis on cycling promotion;*
- The Lewes Road Sustainable Transport Corridor featuring as good practice in the Government’s Local Sustainable Transport Fund evaluation;*
- And the city’s selection for a study visit from the Swedish Government which is taking place later this week to look at planning for successful cycling and how we have done that here.*

*The Government’s recently published Cycling & Walking Investment Strategy invited bids for technical support but unfortunately, our bid, although judged ‘good’ did not receive any funding. The bidding process was heavily oversubscribed and it is disappointing not to receive the additional help for us to progress this work.*

*So, in terms of the measures outlined in the motion, we will be progressing along with our existing plans that have committed funding that officers are already working on to deliver cycling via the Local Transport Plan.*

*We will have opportunities presented by the introduction of the Community Infrastructure Levy and the emerging City Plan Part 2. The scoping work for the consultation document for City Plan Part 2 had already identified sustainable transport and active travel as key issues for consideration.*

*Cycling and walking both feature as identified solutions and officers will be ensuring that they will be given an appropriate level of priority within the Transport section of the Plan and the draft document that is being prepared for summer 2018. This also will strengthen bids for further funding.*

*Work on cycling will therefore continue as part of our existing priorities and we will continue to apply for external resources to further this work wherever we can.*

*A report will come to the November meeting of this committee that will cover the government’s current consultation on its draft Transport Accessibility Action Plan that has a whole section on making cycling more accessible And so I can give a clear undertaking that reports will come to this committee or to other relevant committees such as Tourism, Development and Culture, as the programme to support and invest in cycling and sustainable travel is progressed and also, of course, to update Members.”*

26.13 Councillor West stated that he was disappointed by the response as he understood that the Motion had been referred unanimously by Full Council to the committee with the expectation that a report would be agreed. Councillor West stated that he hoped Members would agree to adhere to the wishes of Full Council and agree to an officer report. Councillor West stated that there was a rise in cycling rates in the city however; the facilities and training in the city were currently inadequate. Councillor West added that now was an opportune moment to secure funding for such improvements and clarity

and vision on how to deliver that was very important and delivery through the LTP was not the same as a specific, bold strategy.

26.14 The Chair stated that she believed she had outlined all the work and reports that would be considered by this and other committees, in relation to cycling strategy.

26.15 **RESOLVED-** That the Notice of Motion be noted.

## 27 GEORGE STREET OPENING HOURS

27.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that proposed amending the opening hours to traffic in George Street, Hove. A report setting out options had been requested by the committee at its previous meeting held on 27 June 2017.

27.2 Councillor Moonan addressed the Committee on the proposals. Councillor Moonan noted that her fellow ward councillor, Councillor Wealls, was also fully in support of the proposals but was unable to attend the committee due to prior commitments. Councillor Moonan stated that a petition had been collated by the local traders and residents that had acquired over 2,600 signatures and a survey carried out and circulated to members of the committee in advance of the meeting that showed 74% support for the proposed change. Councillor Moonan stated that the issue was a difficult one with strong feeling on either side however; the proposals detailed in the report represented a compromise that kept George Street viable to the benefit of the community. Councillor Moonan explained that the removal of the two hours free parking by the local supermarket had led to a huge impact upon levels of trade on George Street with many reporting a 10% to 32% decline in takings. Councillor Moonan added that 75% of those who had answered the survey that also had mobility or visual impairment had said they could visit George Street more easily if the road was open to traffic earlier in the day. Councillor Moonan supplemented that the key to making the proposals a success was increased enforcement as well as increased signage for disabled users and pay and display parking machines. Councillor Moonan stated that the proposals were the beginning of a wider campaign to improve the pedestrian environment on the street and that could include taking action on the persistent driving of cars and bicycles the wrong way down the street, improving safety for pedestrians, introducing street planters and furniture and undertaking measures to reduce anti-social behaviour. Councillor Moonan reminded the committee that the proposals were for just a trial undertaking and she hoped they could be supported by the committee.

27.3 Councillor Peltzer Dunn stated that the change in parking arrangements had exacerbated existing issues on George Street. Councillor Peltzer Dunn added that it was uncertain whether trading issues in the street were related to its closure to traffic or a separate issue and a trial arrangement would be a worthwhile exercise to investigate. Councillor Peltzer Dunn stated that the recommendations were incorrect in so far that the trial period would be for seven months, not six.

27.4 Councillor Atkinson stated that the proposals struck a balance between the comfort of shoppers and the need of local businesses. Councillor Atkinson noted that the proposals were for a trial and was by no means permanent and the committee owed it to traders to take action on the concerns they had raised.

- 27.5 Councillor West asked if there had been any consultation on the proposals with Brighton & Hove Bus Company and other partners and whether the committee decision to be made was to undertake consultation via the advertisement of an experimental order. Furthermore, Councillor West noted that the Road Safety Manager had observed in 2015 some risk associated with right turning traffic and asked whether those concerns remained. Councillor West enquired as to how the trial would be properly evaluated as there was no detail on assessments within the report.
- 27.6 In response to the questions raised by Councillor West, the Head of Parking Services replied that formal consultation would be undertaken with Brighton & Hove Buses and other partners and stakeholders as part of the six month consultation period, confirmed that if the committee were minded to approve the recommendations that the trial would begin on 1<sup>st</sup> April 2018 and provided assurance that throughout period of consultation there would be ongoing dialogue with road safety and accident prevention officers who would also have input into how the trial was working. The Head of Parking Services clarified that the main evaluation would be the comments received to the consultation that would then be presented to the committee alongside the view of officers to make a decision on whether to make the order permanent, revoke the order or amend the order.
- 27.7 Councillor West stated his shock at the proposals detailed in the report. Councillor West observed that in response to a deputation presented to the committee in June, the Chair had highlighted the reasons behind not changing the access arrangements two years previous, including licensing arrangements, that the consultation had reported 85% of people against any change and that a number of road safety issues had been identified. Councillor West noted that there had been no further consultation with partners or the public and he had hoped to see a report that restated the concerns from 2015 with further assessment on the possible causes of a fall in trade on George Street such as the rise in online shopping, whether there was insufficient strength of draw and quality of public place improvements. Councillor West stated that in his view, the problems experienced on George Street were not related to traffic and parking and opening the street to vehicles earlier in the day risked public safety. Councillor West outlined his concern that relations with Brighton & Hove Bus Company were deteriorating and that such a proposal could further sour relations and put potential investment opportunities at risk. In addition, the report did not quantify the effect of the earlier opening of George Street on other road users and residents. Councillor West stated that he fully supported the traders on George Street and that the council was doing them a disservice in not considering the wider reasons for a drop in trade. Councillor West repeated that the council needed to support sustainable transport initiatives and it was a well researched fact that people that arrived in shopping areas on foot or by bike spent more money in shops. Councillor West stated the survey and report before the committee was not based on fact and was reckless in its approach to road safety.
- 27.8 On behalf of the Green Group, Councillor West moved a motion to defer the report to consider wider issues.
- 27.9 Councillor Page formally seconded the motion.
- 27.10 Councillor Wares stated that the two Central Hove ward councillors had worked very hard on the matter and it was wrong of them to be accused in such a way by a fellow

councillor. Councillor Wares noted that the traders campaigning were well aware of the licensing requirements of their premises. Councillor Wares noted that the 2015 consultation resulting in 85% of people being against the proposal to open George Street earlier to traffic was based on thirty three email submissions yet the petition conducted by the ward councillors and traders had received over 2,600 signatures. Councillor Wares that the committee were uncertain of the reason for the drop in trade in George Street and advertising the experimental order would provide them the information required to make a sound decision, based on fact from officers, traders, local councillors, partners and stakeholders.

- 27.11 Councillor Page stated that George Street had become more pedestrian friendly over time and the only change that had triggered the proposals was the decision of the nearby supermarket to begin charging for parking on their premises. Councillor Page noted that clear evidence had been provided by a local sustainable transport organisation that demonstrated that more money was spent in shops by people arriving by foot or by bike. Councillor Page stated that the survey by the ward councillors appeared to be contradicted by evidence provided by Brighton & Hove Buses. Councillor Page highlighted that the issue was not one simply relating to transport but covered air quality, public realm, road safety and equality of public spaces and the proposals went against the council's own sustainable transport ambitions.
- 27.12 Councillor Nemeth stated that in the context of a unified approach from the George Street traders and ward councillors and it was important for the committee to be minded towards that in reaching a decision.
- 27.13 Councillor Robins concurred with the comment made by Councillor Nemeth and reminded the committee that the proposals were for a trial period alone.
- 27.14 The Chair moved a motion to correct the typographical error on recommendation 2.1 to read "7 months" rather than "6 months".
- 27.15 The Committee were in agreement with the proposal.
- 27.16 The Chair then put the Green Group motion to the vote which failed.
- 27.17 The Chair then put the recommendation to the vote that was agreed.
- 27.18 **RESOLVED-** That Committee agrees that a trial takes place through an experimental Traffic Regulation Order for George Street to open to traffic from the months of April 2018 to October 2018 after 4pm (instead of 6pm). An Experimental Order would be advertised before April 2018 through a notice on street, in the press and on the Council website which would allow comments from the start of the trial for a 7 month period.

The meeting adjourned at 5.50pm and reconvened at 6pm

## 28 PARKING ANNUAL REPORT 2016-17

- 28.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that requested approval of the publication of the Parking Annual Report 2016-17

for submission to the Department for Transport, Traffic Penalty Tribunal and for general publication under the provisions of the Traffic Management Act 2004.

- 28.2 The Chair commended officers for the high standard of the Annual Report.
- 28.3 Councillor Peltzer Dunn stated that he generally opposed transaction charges and hoped that the income from that could be specified in future reports. Councillor Peltzer Dunn added that he felt the council made it difficult for people to park in some areas and whilst he understood payments could be made in some PayPoint outlets, in some cases the nearest PayPoint shop was a quarter of a mile away from the parking location. Such a journey was exceptionally difficult for people with mobility issues.
- 28.4 Councillor Wares noted that page 13 of the draft Annual Report detailed that no electric vehicle permits had been issued as of July 2017. Councillor Wares added that whilst he understood that electric vehicles were allowed to park for free at charging points for up to four hours, the council would have to be observant of any abuses of that time limit as electric vehicle ownership became more common. Referring to page 37 of the draft Annual Report, Councillor Wares noted that there were capital borrowing costs relating to as long ago as 2001 and asked whether consideration had been given to restructuring that borrowing. In addition, Councillor Wares observed that there was a large amount of detail in the report on enforcement action taken in the city yet the majority of this enforcement was carried out in the city centre alone. As controlled parking zone areas became wider, displacement was now widespread in suburban areas and more effective enforcement support was desperately needed in those areas.
- 28.5 The Policy & Development Manager stated that the transaction charge for Pay by Phone parking had formerly been 15p and had reduced to 10p due to the increase in transactions as the scheme had become more popular. The charge was exactly self-financing and there would be a significant charge to the council if that transaction charge was removed. The Policy & Development Manager informed the committee that there were 150 PayPoint outlets in the city where payment could be made and this was a complimentary service provided to Pay by Phone. In some instances, there was a large distance between parking areas and the nearest PayPoint location however; there were 150 parking machines in the city that continued to accept cash and card payments. The Policy & Development Manager clarified that electric vehicles permits had been disbanded to allow visitors to the city to be able to use the points. Furthermore, officers would be grateful for any interaction from ward councillors about better forms of parking enforcement.
- 28.6 Councillor Wares that suburban areas, such as his ward in Patcham, needed enforcement officers operating to the same methods as in the city centre rather than a targeted approach.
- 28.7 The Assistant Director- City Transport provided assurance that officers were looking at ways to redress the balance in enforcement in the city centre and outer areas of the city.
- 28.8 Councillor West stated that he supported the comments made by Councillor Wares that people were not adhering to parking regulations and an increase in enforcement was required on the basis of safety. Councillor West noted that there had been decrease in slight collisions however; fatalities and serious casualties had increased. Councillor

West stated that this was cause for concern and a more detailed breakdown should be provided. Councillor West stated he was glad the parking surplus had increased however; he was concerned that there had been a gradual reduction in spending from that income in supported bus services, other public services and capital investment perhaps related to the increase in concessionary fare rises. In addition, Councillor West stated that investment was desperately needed in Oxford Court car park as it had now become a serious crime and anti-social behaviour hotspot due to its deteriorating state. Part of that consideration, if the problems could not easily be solved, could be an alternative way for that space to be used.

28.9 The Chair stated that in relation to the points made on decreasing investment in supported bus services, Policy, Resources & Growth Committee had recently agreed an additional £150,000 to be invested in the services from an unallocated underspend meaning there were now more supported routes, not less.

28.10 Councillor Page stated that in relation to the casualty figures, a detailed breakdown would be very useful particularly in terms of vulnerable road users such as pedestrians and cyclists.

28.11 The Head of Parking Services stated that a breakdown of casualty and collision figures could be provided to Councillor Page subsequent to the meeting.

28.12 Councillor Wares noted that his query on capital borrowing costs had not been addressed. Councillor Wares added that it was appropriate that he draw attention to the fact that the No56 bus service to Patcham had been reduced by half without any consultation and to the significant inconvenience to residents, some of whom were elderly.

28.13 The Assistant Director- City Transport clarified that the council had been operating CPZ's since 2001 with some of that borrowing paid back. Generally, it took seven years for scheme's to pay back their initial investment so the information on debt and financing would most likely relate to the previous seven years. Opportunities to restructure the debt would be discussed with colleagues in Finance.

#### 28.14 **RESOLVED-**

- 1) That the Environment, Transport and Sustainability Committee endorse the publication of the Parking Annual Report for 2016-17 under the provisions of the Traffic Management Act 2004.
- 2) That the Environment, Transport and Sustainability Committee authorises the Head of Parking to produce and publish the report which will be made available on the Council's website and to stakeholders.

#### 29 **PARKING SCHEME PRIORITY TIMETABLE**

29.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that the next parking scheme priority timetable up to 2020/21 based on recent requests from residents for consultation on resident parking schemes.

- 29.2 Referring to the proposed priority timetable listed on page 55 of the agenda, Councillor Brown asked why Hove Park had a proposed completion period of two years when all other schemes had a completion period of one year.
- 29.3 The Head of Parking Services clarified that an extra layer of consultation had been applied for the Hove Park scheme meaning there would be three consultation stages rather than two for other areas. That process replicated the consultation undertaken in the West Hove area.
- 29.4 On behalf of the Conservative Group, Councillor Nemeth moved a motion to amend recommendation 2.1 as shown in bold italics as follows:
- 2.1 That Committee agrees to the parking scheme priority timetable outlined in Appendix A; ***subject to the West Hove (Zone L) scheme being amended to be completed by the 1<sup>st</sup> of March 2018.***
- 29.5 Introducing the amendment, Councillor Nemeth stated that the West Hove scheme already had a timetable and was due for completion by the end of December 2017. The revised timetable pushed that back to the beginning of June 2018. Councillor Nemeth stated that the motion would set a completion date of 1<sup>st</sup> March 2018 which would not affect the other schemes and the West Hove ward councillors would understand any delay to that date due to factors beyond control such as bad weather.
- 29.6 Councillor Peltzer Dunn formally seconded the motion. Councillor Peltzer Dunn noted that Zone U had a proposed completion date of 2018/19 in the report but a proposed completion date of 2017/18 in the appendix. Councillor Peltzer Dunn asked for clarification on which of the two was accurate.
- 29.7 The Chair stated that the Zone U scheme was due for completion in 2018 but the reports and appendices could be made clearer in future reports.
- 29.8 In relation to the motion proposed, the Head of Parking Services stated that whilst he appreciated the comments made by ward councillors, if the council did announce that the West Hove scheme was due to start on 1<sup>st</sup> March 2018 and there was slippage to commencement of the scheme for factors outside of the council's control, that may lead to criticism of the authority from residents.
- 29.9 Councillor Page stated that he welcomed the 12 month review of the Hanover & Elm Grove scheme and asked what form the consultation with residents would take.
- 29.10 The Head of Parking Services clarified that the consultation would be in the form of an A4 letter with a plan on the reverse posted to every household in the area concerned.
- 29.11 The Chair then put the motion to the vote that was carried.
- 29.12 The Chair then put the recommendations, as amended, to the vote that was carried.
- 29.13 **RESOLVED-** That Committee agrees to the parking scheme priority timetable outlined in Appendix A; subject to the West Hove (Zone L) scheme being amended to be completed by the 1<sup>st</sup> of March 2018.

**30 RESIDENT PARKING SCHEME UPDATE REPORT**

- 30.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that provided an update on progress for three parking schemes and sought agreement for the scope of the initial consultation on two of the schemes and implementation of the other.
- 30.2 Councillor West noted that the proposal for Hove Park was not to include a number of houses at the north end of Dyke Road Avenue in a scheme. Councillor West believed this would become a problem in the future for residents of those properties as they would likely suffer from parking displacement and there was also potential for parking obstruction in the cycle lanes on the same stretch of road.
- 30.3 Councillor Brown stated that she agreed with the proposed scheme on the basis of residents support for that set of proposals; however, her personal preference was for consultation to be undertaken over a wider area owing to the likelihood of displacement if a scheme became operational. Furthermore, Councillor Brown noted the ward councillor's request for extra double yellow lines just outside the proposed scheme area to anticipate the acute displacement that would likely occur.
- 30.4 **RESOLVED-** That the Committee:

**Hove Park Area**

- (a) Agrees that a further consultation takes place in the Hove Park Area (Appendix C) on a light touch parking scheme (Monday to Friday).

**Zone U (St Luke's Area)**

- (b) Agrees that a further consultation takes place in the Zone U (St Luke's Area) (Appendix D) on the schemes outlined in para 5.9.

**West Hove Area**

- (c) Agrees that the following Traffic Regulation Orders are approved and the West Hove area parking scheme (Appendix F) proceeds to the implementation stage.
- Brighton & Hove Various Controlled Parking Zones Consolidation Order 2015 Amendment Order No.\* 201\* (TRO-26a-2017)
  - Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2013 Amendment No.\* 201\* (TRO-26b-2017)
- (d) Approves that any requests for minor design amendments deemed appropriate by officers are added to the proposed scheme during implementation and advertised as an amendment Traffic Regulation Order.

**31 CITYWIDE TRAFFIC REGULATION ORDERS**

31.1 **RESOLVED-** That the Committee (having taken into account of all the duly made representations and objections) approve the following Traffic Regulation Orders:

- a) Brighton & Hove Seafront (Various Restrictions) Consolidation Order 2008 Amendment Order No.X 201X (ref: TRO-27a-2017)
- b) Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2013 Amendment No.X 201X (ref: TRO-27b-2017)

**32 ITEMS REFERRED FOR FULL COUNCIL**

32.1 **RESOLVED-** That Item 27: George Street Opening Hours be referred to Full Council for information.

The meeting concluded at 6.40pm

Signed

Chair

Dated this

day of

**Subject:** Petitions  
**Date of Meeting:** 28 November 2017  
**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
- calling a referendum

**3. PETITIONS**

**3. (i) Parking Consultation in the Coombe Road Area- Rebecca Barkaway**

To receive the following petition signed by 271 people:

*"We the undersigned petition Brighton & Hove Council to undertake a Controlled Parking Zone consultation in the Coombe Road Area in order to implement parking restrictions that are resident-led and long-term resident-friendly".*

**3. (ii) Manor Hill parking- Jenny Gearing**

To receive the following petition signed by 17 people:

*“Application to request either an introduction of new permit parking for the residents or an extension of permit Zone H to include the top part of Manor Hill, Brighton”*

**DEPUTATIONS FROM MEMBERS OF THE PUBLIC**

A period of not more than fifteen minutes shall be allowed at each ordinary meeting of the Council for the hearing of depositions from members of the public. Each deposition may be heard for a maximum of five minutes.

Depositions received:

**(i) Deputation: Brighton Area Buswatch**

Brighton Area Buswatch represents local bus users. We are a branch of the national organisation, Bus Users UK. Buswatch fully supports the environmental aspects of the Valley Gardens scheme, including improvements to walking and cycling provision.

Unfortunately, we believe this scheme has no benefits for bus users. It will make bus journeys slower due to increased congestion, leading to unreliability, higher fares and less frequent services. This is unacceptable

The main areas for concern for us are:

1. There will be no formal bus lanes. Buses will have to share road space with local access traffic. Proposed 'bus gates' may be difficult to enforce, leading to more congestion.
2. Buses are predicted to take an average of 21 seconds longer at peak times to travel through Valley Gardens, while the prediction for cars is only 2 seconds longer. Extra running time for each journey means more cost for bus companies. This will result in higher fares and fewer services, which will encourage bus users to switch to cars.
3. Buses are already getting slower. Brighton & Hove routes 5/5A/5B now take 65 minutes between Hangleton and Patcham/Hollingbury compared with 56 minutes ten years ago, a decline of 16%. B&H says this requires four extra buses at a cost approaching £1 million p.a. just to keep the same daytime frequencies. When North Street was closed three years ago bus use fell because journeys were too slow. It is likely this will happen if the current Valley Gardens scheme proceeds.
4. The junction of St Peter's Place and London Road will become seriously congested with 22 buses an hour (mostly 18-metre long bendy buses) turning right towards Lewes Road, crossing between southbound buses from London Road and other general traffic. Lewes Road bound buses 25/25X, 28/29 currently use a handy slip road south of St Peter's Church which will be closed. We need effective bus priority measures here.
5. The junction of Grand Parade and Church Street will have reduced capacity. Southbound vehicles turning right towards Church Street will utilise one of the two through traffic lanes, approximately halving the main traffic flow.
6. Parts of Grand Parade will contain two lanes for general traffic reduced from four which we believe will lead to long tailbacks, especially at weekends and

event days. This will delay buses beyond the Valley Gardens area, making them less reliable.

7. The modelling of traffic flows is all based on Monday to Friday peak periods on a typical October weekday. It does not take account of heavier summer and weekend traffic flows which create unique conditions in Brighton.
8. We believe the City Council is placing too much reliance on new smart traffic signals to resolve issues, which have yet to be tested.
9. Buswatch produced alternative plans to address the main issues, which have been largely dismissed. We refute most of the criticisms made of our proposal.
10. Due to past efforts, Brighton & Hove has the highest bus use per head outside London. This must not be undermined. Buses keep this city moving.

We urge members of the ETS Committee to consider these issues before voting.

**Signed by:**

Andrew Boag (Lead Spokesperson)

Peter Elvidge

David Dufour

Adrian Peasgood

Jack Hazelgrove

Tony Price

**Subject:** Petitions  
**Date of Meeting:** 28 November 2017  
**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 from Members 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
- calling a referendum

**3. PETITIONS**

**3. (i) Parking in Chalfont Drive and Ash Close- Councillor Brown**

To receive the following petition signed by 47 people:

*"Chalfont Drive and Ash Close petition the Council to extend the proposed light touch parking scheme for Hove Park Ward to include their area. Without their inclusion the commuter parking will inevitably transfer to these roads"*

**3. (ii) Proposed light touch parking scheme between The Droveaway and Barrowfield Estate- Councillor Taylor**

To receive the following petition signed by 68 people:

*“The residents of Hazeldene Meads, The Beeches, Chalfont Drive, and Ash Close petition the Brighton and Hove City Council to extend the proposed light touch scheme to include these two estates. Without their inclusion the considerable commuter parking within the presently proposed scheme will inevitably transfer to these remaining unprotected areas alongside Dyke Road Avenue”*

**ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE  
AGENDA ITEM 38(c)i**

Mr Geoff Raw  
Chief Executive  
Brighton and Hove City Council  
Hove Town Hall  
Hove  
BN3 3BQ

16<sup>th</sup> November 2017

Dear Geoff,

We are submitting this letter in accordance with procedural rule 23.3 for inclusion in the agenda of the upcoming Environment, Transport and Sustainability Committee for consideration.

As members are likely to be aware parts of Withdean ward are semi-rural with wooded parts and roads that grew out of old rural lanes. As a consequence there can be winding roads which can have blind bends which cause problems for motorists and pedestrians alike.

In particular Withdean Road is one such an example. It is a main route for road and pedestrian traffic from north to south for residents travelling to either Westdene Primary or the Stanford schools. Both schools strongly encourage non-motorised forms of travelling to school in their School Travel Plan and walking is a popular choice for many parents.

However there are numerous blind bends and the narrow pavements frequently change sides meaning pedestrians have to cross several times. To help mirrors have been installed and we have asked the Council to consider installing further mirrors to help pedestrians.

Unfortunately in reply we have been advised that the aforementioned mirrors have not been regulated by the Council and neither is there are a policy being developed to regularise and facilitate further installations.

We do appreciate that there are many demands on officer time. However we also believe that this is something that, whilst minor, can have a tangible impact on the residents of this city, in addition to the residents of the ward we represent.

We would urge the committee to develop a policy for this as soon as practical.

Yours sincerely,

Ann Norman      Ken Norman      Nick Taylor  
Councillors for Withdean ward



<b>Council</b>	<b>Agenda Item 42(b)</b>
2 <sup>nd</sup> November 2017	Brighton & Hove City Council

## NOTICE OF MOTION

### BANNING OF SINGLE USE PLASTICS

This Council requests:

- (1) The Environment, Transport & Sustainability Committee to consider calling for a report detailing the economic and environmental impact of single use plastics, and the potential for a ban on the purchase of 'single use plastics' in all BHCC buildings and agencies;
- (2) The Policy, Resources & Growth Committee to consider the implementation of a ban on the purchase of 'single use plastics' in all BHCC buildings and agencies; taking into account the financial implications of such a ban and the recommendations of the Environment, Transport & Sustainability Committee;
- (3) To request the Procurement Advisory Board to encourage all businesses with which the council engage, via the procurement network, to support the banning of these consumables in their place of work.

#### Supporting Information

We produce roughly 300 million tons of plastic each year and half of it is disposable. The nature of petroleum based disposable plastic makes it difficult to recycle and new materials and chemicals must be added to it to do so. Although plastic will not biodegrade, it will break down into tiny particles after many years. In the process of breaking down, it releases toxic chemicals which make their way into our food and water supply. These toxic chemicals can be found in our bloodstream. And the latest research has linked them to cancer, infertility, birth defects, impaired immunity and many other ailments.

Single use plastics are a major source of marine litter. Items such as bags, bottles and straws present a physical danger for marine life. In landfill or in our oceans, these everyday objects result in a vast loss of energetic and material value to the economy. The transition to a circular economy offers opportunities to close the loop and prevent marine litter and its ecological, social and economic impacts.

Further note:

1. £64-97 billion of material value from plastic packaging alone is lost to the economy each year.
2. Sectors such as tourism, fishing and shipping are commonly impacted by marine litter, and there is an economic burden on local authorities through clean-up costs.



<b>Subject:</b>	<b>Open Spaces Strategy – update on Action Plan</b>		
<b>Date of Meeting:</b>	<b>28<sup>th</sup> November 2017</b>		
<b>Report of:</b>	<b>Executive Director of Environment, Economy &amp; Culture</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Ian Shurrock</b>	<b>Tel: 01273 292084</b>
		<b>Paul Campbell</b>	<b>01273 294754</b>
	<b>Email:</b>	<a href="mailto:ian.shurrock@brighton-hove.gov.uk">ian.shurrock@brighton-hove.gov.uk</a>	
		<a href="mailto:Paul.campbell@brighton-hove.gov.uk">Paul.campbell@brighton-hove.gov.uk</a>	
<b>Ward(s) affected:</b>	<b>All</b>		

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

- 1.1 The Open Spaces Strategy was approved by the Committee at the meeting held on the 17<sup>th</sup> January 2017. The purpose of this report is to provide members with a further update on the progress made on the Action Plan to the one received by the Committee on 27<sup>th</sup> June 2017. As a consequence the information is provided principally within the appendices, with individual updates provided for those topic areas that were not covered in the June report. In addition, Members are asked to give approval for specific actions as indicated in the recommendations.
- 1.2 Parks and open spaces are highly valued by residents and visitors to the city and very important to the economy, quality of life and environment of the city. However, within the context of significantly reduced financial resources available to the council, the need to achieve specific savings from the Cityparks budgets, and the huge number of consultation responses to “The Big Conversation”, the future provision and maintenance of parks and open spaces was set out in the Strategy.

**2. RECOMMENDATIONS:**

- 2.1 That the Committee accepts in principle the proposal from Queen’s Park Tennis Club to operate the tennis courts in Queen’s Park as set out at Appendix 10 of the report.
- 2.2 That the Committee delegates the agreement of the final lease/licence with Queen’s Park Tennis Club to the Executive Director Economy, Environment and Culture.
- 2.3 That the Committee approves the undertaking of soft market testing by officers to identify if some or all of the remaining council tennis courts in the city could be operated by a not for profit organisation. A further report would be brought back to Committee with the outcome of the soft market testing.

- 2.4 That the Committee approves the structure for the Brighton & Hove Parks Foundation to be a Charitable Trust, registered with the Charities Commission and notes the proposal to recruit between three to nine independent Trustees to the Foundation.
- 2.5 That the Committee notes that an elected member from each Group will be invited to attend the Brighton & Hove Parks Foundation Board meetings.
- 2.6 That the Committee grants delegated authority to the Executive Director of Economy, Environment & Culture and Executive Lead Officer Strategy, Governance & Law to prepare all documents relating to the Brighton & Hove Parks Foundation.
- 2.7 That the Committee notes the updates provided in the appendices in relation to:
- Anti-social behaviour, Safety & Crime
  - Development Funding
  - Finance and Asset Management
  - Health & Well-being
  - Litter and Dog Fouling
  - Natural and Semi Natural Green Space
  - Playgrounds
  - Public Realm
  - Trees

### **3. CONTEXT/ BACKGROUND INFORMATION**

- 3.1 The Committee approved the Open Spaces Strategy on the condition that the actions from the Strategy return to the Committee for final approval and will have been consulted on with stakeholders. There are two initiatives that have been developed that now require Member approval to progress further:

#### Management of Tennis Courts in the City Council's Parks

- 3.2 At the June ETS Committee Members were asked to agree a direction of travel for further consideration with the Lawn Tennis Association (LTA) of the management of tennis courts in the city council's parks, with a further report to be brought to a future Environment, Transport & Sustainability Committee for a decision on the management arrangements.
- 3.3 Queens Park Tennis Club have put forward a proposal to manage the tennis courts within the park which officers believe is viable and will both protect the facilities for public use and help further develop tennis on the site. This is set out at Appendix 10 of the report. Committee are being asked to delegate the agreement of the final detail of the lease/licence with Queens Park Tennis Club to the Executive Director Economy, Environment and Culture. Officers in Legal Services/Estates will be asked to prioritise the completion of such an agreement to sustain the enthusiasm of the Club for the new arrangement. Feedback from the Lawn Tennis Association also indicates that the proposal is financially viable. Following consultation with coaches and tennis club representatives, feedback indicated that the two proposals for a citywide organisation are too large an

undertaking for volunteers within the tennis community. The time and effort undertaken by volunteers to develop these proposals was much appreciated.

3.4 The consultation process involved meetings with a range of stakeholders from the tennis community including:

- Clubs and coaches
- Brighton & Hove Tennis Development Group
- Hove Park Stakeholders
- Queen's Park Tennis Club
- LTA

3.5 During consultation it was identified that there were already established not for profit organisations in the country successfully running public tennis courts elsewhere. There have been discussions between some of these organisations via tennis representatives and the Lawn Tennis Association. Officers believe that this could be a suitable route to develop a proposal for the future management of tennis facilities.

3.6 Officers have contacted clubs to gauge the number of other sites where there may be proposals for independent self-management and St Ann's Well Garden and Dyke Road Park have indicated further interest. In addition, Rottingdean Parish Council representatives have asked to be kept advised on developments and may put in a proposal for the Rottingdean Courts in the future.

#### Brighton & Hove Parks Foundation

3.7 The establishment of a parks foundation offers an independent fundraising vehicle with the benefits of charitable status. The model offers flexibility, innovation and the ability to stand side by side with Cityparks, as a mechanism to generate additional financial income and support the Council's commitment to improve the city's parks and open spaces. Ownership and management of parks and open spaces will remain with Brighton & Hove City Council.

3.8 At the June ETS Committee members approved the establishment of a Brighton & Hove Parks Foundation and agreed that a recommendation be made to Policy, Resources & Growth Committee that it approve the appointment of a member of each political group of the council alongside the three independent Trustees and that the Brighton & Hove Parks Foundation be delegated the decision on the appointment of its Chair.

3.9 In addition, at June ETS Committee further research was requested on the potential legal structure of the Foundation. This research has indicated the following:

#### Proposed structure of the Parks Foundation

3.10 The structure proposed for the Foundation Trust is that of a Charitable Trust, registered with the Charities Commission.

3.11 A Trust is established where assets (e.g. donations) are given by one person (the Donor) to another (the Trustees) with the intention that it should be applied for

the benefit of a third party or the public (the Beneficiary). As the intention of the Parks Foundation is to raise donations which can then be applied to the facilities and programme of activities for the City's parks, a Charitable Trust would be an appropriate structure. Once the donations are made to the Trust, the Trustees own the assets, but can only apply them in accordance with the Trust for the benefit of the beneficiaries.

- 3.12 There are other legal structures available, for example a Company Limited by Guarantee, with charitable status. This would require registration with both Companies House and the Charities Commission and would have increased set up and maintenance costs. A company would be a separate legal entity which could employ staff and enter into contracts in its own right, however these flexibilities are not required to meet the objectives of the Brighton & Hove Parks Foundation.

#### Membership of Parks Foundation

- 3.13 The June 2017 meeting of the Environment, Transport & Sustainability Committee agreed to recommend to Policy, Resources & Growth Committee that it approve the appointment of a member of each political group of the council alongside the three independent Trustees. Also, that the Brighton & Hove Parks Foundation be delegated the decision on the appointment of its Chair. However, with the proposed structure for a Charitable Trust, without incorporated status, and in order to encourage a level of independence and spread of expertise, it is proposed to appoint a small group of independent trustees who use their skills and enthusiasm to raise funds for parks. It is proposed that elected members (one elected member from each Group) are invited to attend the Trustees' Board meetings in order to contribute ideas and maintain an oversight of the activities and progress of the Foundation.
- 3.14 A Charitable Trust requires between three to nine Trustees. Trustees' liability is not limited and therefore Trustees could be liable for debts of the Trust if it was unable to meet its liabilities. However, this is considered a low risk in view of the nature of the planned activities of the Trust. Officer support would be maintained for the Trust and the Trustees. Any decision around spend or projects will need to be approved by the Council (under the usual rules) as they will relate to Council land and the objects of the Charitable Trust will make this clear. The Trust documentation will also need to specify clearly the parks and open spaces that the Foundation relates to in the City but this will not include HRA land.

#### **4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

- 4.1 The analysis and consideration of alternative options was fundamental to the development of the Open Spaces Strategy.
- 4.2 A number of options have been identified in the Strategy in relation to potential delivery models and resources.

## **5. COMMUNITY ENGAGEMENT & CONSULTATION**

- 5.1 The Big Conversation consultation exercise underpinned the development of the Open Spaces Strategy. Further consultation is being undertaken on an on-going basis in relation to specific actions.

## **6. CONCLUSION**

- 6.1 The proposal from Queen's Park Tennis Club provides the opportunity to sustain and enhance the usage of the tennis courts in the Park, while further work will be undertaken to see if there is interest from other not for profit organisations to manage the city's tennis facilities.
- 6.2 The proposed structure for the Brighton & Hove Parks Foundation as a Charitable Trust is considered to be the most appropriate for a fundraising body without the requirement to employ staff or enter into contracts in its own right.

## **7. FINANCIAL & OTHER IMPLICATIONS:**

### Financial Implications:

- 7.1 The proposal from the Queens Park Tennis Club to manage the tennis courts within the park is expected to be financially and operationally viable and will protect the facilities for public use. All direct running costs and liabilities including upkeep and maintenance will be the responsibility of the Queens Park Tennis Club and any income generation resulting from the operation of the courts will remain with the Queens Park Tennis Club. The long term ownership of the assets will remain with the Council and a lease / licence will be granted to the tennis club for the operation of the site. There will be no financial receipt to the Council in respect of the transfer of the lease / licence.
- 7.2 Soft market testing will be undertaken to identify if some or all of the remaining council tennis courts in the city could be operated by a not for profit organisation. A further report would be brought back to Committee with the outcome of the soft market testing which will need to demonstrate that the future operation of any identified tennis courts is financially viable in the long term. The cost of the soft market testing will be met from within existing revenue budgets.
- 7.3 The proposal to structure the Brighton and Hove Parks Foundation as a Charitable Trust will involve application to the Charities Commission for it to be granted charitable status. This will not incur any direct cost to the Council other than support from officer time which will be absorbed within current budgets. There is no current proposal to transfer council staff or assets. The Council will still retain the ability to approve spend associated with the land or assets within the trust and this will be covered within the terms of the Charitable Trust.
- 7.4 Membership to the Parks Foundation is yet to be finalised although it should be noted that Trustees' liability is not limited and therefore Trustees may be held responsible in the event the Trust was unable to meet its liabilities. This is considered to be a low risk in view of the nature Trust's activities.

*Finance Officer Consulted: Rob Allen*

*Date: 31/10/17*

### Legal Implications:

Legal and finance support will be required to establish the Trust, which will include registration with the Charities Commission and completion of governing documents for the Trust, which will include defining its charitable objectives and details of the Trustees.

The proposed lease/licence with Queens Park Tennis Club will need to be completed following advice from the Council's Property Services Team and Legal Services.

*Lawyer Consulted: Elizabeth Culbert*

*Date: 31.10.17*

### Equalities Implications:

- 7.5 The importance of a wide range of parks and open spaces across the city to provide for the diverse local community and visitors to the city has underpinned the development of the new strategy.

### Sustainability Implications:

- 7.6 The city's parks and open spaces are of significant importance to the city's environmental and economic sustainability, and form a key element of the region's Biosphere. The strategy seeks to enhance the sustainability of these resources.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Anti-social behaviour, Safety & Crime
2. Development Funding
3. Finance and Asset Management
4. Health & Well-being
5. Litter and Dog Fouling
6. Natural and Semi Natural Green Space
7. Playgrounds
8. Public Realm
9. Trees

10 Queen's Park Tennis Proposal

**Documents in Members' Rooms**

1. None

**Background Documents**

1. Reports to the Environment, Transport & Sustainability Committee in October 2014, March 2015, January 2017 and June 2017.



# Appendix 1

	<b>Anti-Social Behaviour, Safety and Crime(refer to 3.4 of the Open Spaces Strategy)</b>
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No.	Policy	What we have done...	Next Steps	Lead	Time frame
a)	<b>See Brighton and Hove Community Safety Strategy, 2017-20 (currently being drafted)</b>	<ul style="list-style-type: none"> <li>Watching brief of the work being led by Peter Castleton for the Strategy and <a href="http://www.safeinthecity.info/">http://www.safeinthecity.info/</a></li> </ul>	Ongoing dialogue and with community safety team.	Traveller Liaison Team	Ongoing
No.	Action	What we have done...	Next Steps	Lead	Time frame
1.	<b>Support the development of the rough sleeping strategy to assist operations staff working in open spaces. EQ</b>	<ul style="list-style-type: none"> <li>Updated by Community Safety Team on strategy needed.</li> <li>Spoke with rangers on current impact of their role in dealing with rough sleepers.</li> <li>New bench design being proposed will restrict rough sleeping.</li> </ul>	a) Ongoing dialogue and with community safety team. b) Ongoing dialogue with Ranger Manager on the situation. c) Bench brief tender being developed for this financial year.	Cityparks  Cityparks  Cityparks	Ongoing  Ongoing  Feb 2018
2.	<b>Optimise the use of contracted environmental enforcement officers in open spaces, exploring the feasibility of extending the coverage.</b>	<ul style="list-style-type: none"> <li>Additional funding from the General Fund underspend identified to improve safety in the city centre i.e. in parks where acute anti-social issues have been identified.</li> <li>A new role is being explored for a Field Officer position, to assist with tackling a range of environmental challenges in the city.</li> </ul>	a) Monitor the implementation of this resource on safety in the affected areas.  b) Monitor progression of Field Officer role	Cityparks  Environmental Protection Team	Monitor  Monitor

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## Appendix 2

### Development Funding (refer to 4.4 of the Open Spaces Strategy)

No.	Policy	What we have done...	Next Steps	Lead	Time frame
a)	<p><b>Maximise opportunities to fund ongoing open space improvement and management from development agreements, including embedding the priorities of the Open Spaces Strategy within S106, CIL or LIT, in particular aiming to secure funding for:</b></p> <ol style="list-style-type: none"> <li><b>1. Parks and Gardens due to their multi-functionality, inclusivity and popularity with residents.</b></li> <li><b>2. An integrated approach to public space design and management including open spaces, highways, trees and flood-risk management</b></li> <li><b>3. Seek to provide well maintained public open spaces to respond to the city's changing built environment as it intensifies to meet housing demand.</b></li> </ol>	<p>Ongoing cross departmental conversations and meetings are periodically occurring with planning, transport, sustainability and Cityparks to meet these objectives. Key projects demonstrating the policies include:</p> <ul style="list-style-type: none"> <li>• Valley Gardens development.</li> <li>• EU bid for Co-Producing Urban Resilience and Environmental quality for Sustainable Cities.</li> </ul> <p>Parks Projects identified limited resource for the above items but also identified that when this funding was used in conjunction with match funding, it was frequently able to levy in new income.</p> <p>Since the Open Spaces Strategy was approved in January 2017, over £300,000 of section 106 funding has been invested into playgrounds.</p>	<ol style="list-style-type: none"> <li>a) Join Infrastructure Development Forum to support decision making.</li> <li>b) Generate lists/priorities for CIL and LIT and S106 noting that there are limited resources available.</li> <li>c) Develop proposals to support and strengthen green infrastructure with strategic plan for street trees referencing the Nature Improvement Area as key green infrastructure.</li> <li>d) Build into Section 106 contract with playground provider a committed sum of 10-15% to cover maintenance for life of play equipment.</li> </ol>	<p>Cityparks</p> <p>Cityparks</p> <p>Cityparks</p> <p>Cityparks</p>	<p>TBC</p> <p>ongoing</p> <p>ongoing</p> <p>ongoing</p>



## Appendix 3

### Finance and Asset Management (refer to 4.7of the Open Spaces Strategy)

No.	Policy	What we have done...	Next Steps	Lead Person/s	Time frame
a)	<b>Cityparks to work towards full cost recovery for traded services e.g. work undertaken on behalf of other departments and remain open to the potential to expand commercial operations into new markets within and outside the council.</b>	Reviewed cost calculation of events impact based on Valley Gardens independent assessment. This will then be compared for all major event sites for the reinstatement of grass areas. A landscape team leader in Cityparks has been appointed to manage internal and external works, funded from new sources such as housing and sponsorship.	a) Awaiting cost calculations from the Valley Gardens scheme to use on other sites. b) Develop the role of the landscape team leader.	Cityparks  Cityparks	Ongoing  Dec 2017
b)	<b>Develop a targeted capital programme for the city's open spaces, via Prudential Borrowing, where the business case demonstrates that this investment will lead to medium term reductions in net revenue budgets.</b>	Suitable projects still to be identified.	n/a	n/a	n/a
c)	<b>Open space assets funded by development or community initiatives should only be adopted by the city council if they are accompanied by a suitable commuted sum or other viable agreed terms.</b>	This principle is being explored at two sites.	a) Developing proposal with donor at Stanmer Park for play equipment to implement 2018/19	Cityparks	Ongoing

## Appendix 3

d)	<b>Review small scale-enabling development opportunities on parks land and buildings, such as disused buildings being brought into commercial use, and link to the City Plan if sites have already been identified for alternative use.</b>	Cityparks are working with other departments to look at opportunities in parks and open spaces such as Easthill Park assets which are being utilised to assist Cityparks move to Hangleton Bottom, due to the Stanmer Park Restoration Project.	Ongoing	Cityparks Property & Design	Ongoing
e)	<b>Undertake a feasibility study on the potential transfer of lease / licenses of open space assets. Where the business case demonstrates that this will support reduction in service costs, empower local organisations and lead to an overall improvement in services to the public.</b>	Sports implementation section update at June Committee.  For update on Tennis please see main committee report.	n/a	n/a	n/a

## Appendix 4

### Health and Wellbeing (refer to 3.2 of the Open Spaces Strategy)

No.	Policy	What we have done...	Next Steps	Lead	Time frame
a)	<b>Brighton and Hove's open spaces and the wider Biosphere Reserve to be recognised as integral to the city's approach to promoting health and wellbeing and reducing health inequalities. EQ</b>	<p>a) Met with the Health Lifestyle Service to develop plans for referral and monitoring of people getting physically active in parks and open spaces</p> <p>b) Attend Take Part Festival to promote physical activities in parks and open spaces</p>	c) Work with the Healthy Lifestyles service to promote physical activities being held in parks – funding banner and flags to raise awareness of when and where events are being delivered.	Public Health	<p>October to Apr 2018</p> <p>June 2018 then annually</p>
No.	Action	What we have done...	Next Steps	Lead	Time frame
1.	<b>Work with Public Health and the Clinical Commissioning Group to explore making volunteer activities in open spaces more accessible to patients and general public via the 'social prescribing' programme and council website. EQ</b>	See also volunteering.	<p>a) See also volunteering - Pilot a scheme in which General Practitioners referring suitable people to work with groups delivering health benefits in parks. Development work with Public Health.</p> <p>b) Work with Public Health to develop data collection and referral systems to measure outcomes and enable reporting.</p>	<p>Public Health</p> <p>Public Health</p>	<p>October – April 2023</p> <p>October – April 2018</p>

## Appendix 4

2.	<b>Explore ways to work closer and develop projects with private, public and third sector organisations to tackle health issues in the city. EQ</b>	Meeting with SDNPA and Public Health England. Meeting with Healthy Weight Steering Group.	a) Development of Stanmer Estate with Plumpton and South Downs National Park to increase awareness of gateway to Downs. Proposed events to bring new visitors to the Downs.	Cityparks	2020
3)	<b>Increase accessibility of parks and open spaces to all social and vulnerable groups e.g. through initiatives such as Take Part and Health Walks. EQ</b>	'Take Part' event held at the Level by the public health team and other groups. Health walks ongoing. The impact of these programmes on vulnerable groups to be determined by the public health team.	Periodic and specialist events such as 'Take Part' to be continued when feasible.	Public Health	Ongoing

## Appendix 5

### Litter and Dog Fouling(refer to 3.4of the Open Spaces Strategy)

No.	Policy	What we have done...	Next Steps	Lead	Time frame
a)	<b>Adopt the emerging national strategy on Litter being produced by the government in England.</b>	Reviewed the new strategy that recommends: <ol style="list-style-type: none"> <li>1. Sending a clear message, Education</li> <li>2. Clean up the country: Collaborations</li> <li>3. Improve enforcement</li> </ol>	a) Cityparks to work with Cityclean and their Hubub projects.	Cityclean	July 2020
No.	Action	What we have done...	Next Steps	Lead	Time frame
1.	<b>Review the emerging Government strategy on litter and identify how the council can learn from this work, linking with Cityclean, academic institutes, other private, public and third sector organisations.</b>	As above.	As above.	As above.	As above.
2.	<b>Explore the feasibility of extending the coverage of contracted environmental enforcement officers into open spaces.</b>	<ul style="list-style-type: none"> <li>• Additional funding from the General Fund underspend identified and targeted to improve safety in the city centre i.e. in parks where acute anti-social issues have been identified.</li> <li>• A new role is being explored for a Field Officer position, to assist with tackling a range of environmental challenges in the city.</li> </ul>	a) Monitor the implementation of this resource on safety in the affected areas.  b) Monitor progression of Field Officer role	Cityparks  Environmental Protection Team	Monitor  Monitor



**Natural and Semi-Natural Green Spaces (refer to 2.4 of the Open Spaces Strategy)**

No.	Policy	What we have done...	Next Steps	Lead	Time frame
a)	<b>Promote and pursue positive conservation management of semi-natural habitats on the council's managed land holdings, especially in designated nature conservation sites, the Nature Improvement Area, priority habitats and those acting as a wildlife stepping stone, and for priority species.</b>	<p>Worked with a range of community groups, corporate volunteers and other volunteers to enhance and improve sites for wildlife across the city.</p> <p>Working with colleagues in Estates regarding the management of the council's farmland. Identify funding from the SDNPA to increase grazing in Bevendean and Balsdean.</p> <p>Continue to manage butterfly banks and engage local community in the management of their sites.</p> <p>Started to undertake programme of reptile relocation funded by developers from Anston House &amp; the Preston Barracks sites.</p> <p>Reviewed Local Wildlife Sites for Cityplan 2, and revised sites with specific management requirements.</p>	<p>a) We are working on reptile mitigation projects for a couple of large developments which have the potential to bring about some improvements such as creating new ponds, rich grassland which will benefit a wide range of wildlife/reptiles. These project will form part of the planning agreement through s106 agreements</p> <p>b) Provide training and support to existing groups to operate more independently thus freeing up ranger time to support more groups.</p> <p>c) Identify management requirements for Local Wildlife Sites identified on City Plan 2</p>	Cityparks	2017-2027
b)	<b>Seek ways to encourage investment in the Public Rights of Way and Open Access infrastructure including missing paths, signs, fences and gates etc.</b> EQ	<p>Completed first draft of the Rights of Way Improvement Plan which went to the Local Access Forum (LAF) in October 2017.</p> <p>Stanmer Access project. Presented to the LAF. The Stanmer Lottery requirements indicate creating three or so walking trails for different times, distance, themes, as well</p>	<p>a) Second draft of 'Rights of Way improvement Plan' going to ETS committee.</p> <p>b) Consult with other departments with regards to funding opportunities.</p> <p>c) Twelve week public consultation for Rights of Way Improvement Plan</p>	<p>Cityparks</p> <p>Cityparks</p> <p>Cityparks</p>	<p>Dec 17</p> <p>Jan 2018</p> <p>Feb-Apr 2018</p>

## Appendix 6

		as multi user off road cycle trails and adventure cycle trails. Met the LAF representatives to discuss trail options summer 2017.	d) Present to LAF on trails.		Jan 2018
c)	<b>Continue to implement wildflower planting within all open spaces including parks and gardens which can enhance biodiversity, taking into account resilience to climate change and the need for less intensive maintenance.</b>	Ongoing management of existing wildflower sites. Working with National Trust to identify sites for wildflower plants and potential funding. Ongoing research with University of Sussex and volunteers who have been monitoring pollinators visiting butterfly banks.	a) New wildflower schemes will need to demonstrate biodiversity gains. b) Plans to identify further opportunity for wildflower planting.	Cityparks	Ongoing
No.	Action	What we have done...	Next Steps	Lead	Time frame
1.	<b>Deliver positive conservation management through the council's existing Higher Level Stewardship scheme until 2021, by when we will seek to continue and expand this under a successor countryside stewardship scheme.</b>	Grazed 130Ha over 18 sites to improved biodiversity working with over 150 (lookers) voluntary shepherds and train an additional 25 in the last year.  Ponies have been located onto Council land in addition to sheep to assist with grazing and increasing biodiversity habitats. Their first location is '19 Acres' near Dyke Road.	a) Continue to adjust timing of grazing to achieve best conservation outcomes b) Investigate replacement funding when the current HLS agreement expires. Identify partnership bids by maintaining and developing relationships with external organisations. c) Creating interpretation boards to promote grazing funded from downland initiative. d) Looking to expand cattle use on the land as part of grazing variety.	Cityparks	2011 to 2021
2.	<b>Identify other wildlife enhancement funds and opportunities for the urban fringe and the city's parks.</b>	Working with the National Trust, Cityparks are bidding for £380,000 to develop Nature Improvement Areas in and around the city.	n/a	Cityparks	Ongoing

**Playgrounds (refer to 2.3 of the Open Spaces Strategy)**

No.	Policy	What we have done...	Next Steps	Lead	Time frame
a)	<b>Optimise play opportunities across the city, prioritising and rationalising investment in play spaces within parks and gardens. EQ</b>	Implemented extensive bark and sand safety surfaces. Completed desk top mapping of existing play provision in relation to young people.	a) Ongoing works programme led by /Cityparks. b) Underspend identified for parks to be allocated according to safety requirements.	Cityparks	Present to March 2018
b)	<b>Introduce more natural play features into playgrounds. EQ</b>	Identified Hollingbury Park as a pilot location for more natural play due to varied topography and wildlife habitats as identified in Fair Play and Open Spaces Strategy.	a) Draft works programme for Hollingbury Park and identify potential natural play features with community and operations team.	Cityparks	February 2018
c)	<b>New playgrounds, funded by development agreements and third parties, will only be adopted by Cityparks with a minimum 15 year maintenance package. Only using play equipment/features approved by Cityparks or similar agreed package that secures long term viability of the site. (this does not include existing play sites). EQ</b>	Working with several groups and individuals across the city to ensure their investment includes 15 years of maintenance. Sites include: Stanmer Park, Hove Park, and Hollingbury Park.	a) Ongoing development of site with third parties investment.	Cityparks	Varied
d)	<b>Playgrounds to be designated voluntary smoke free areas to be extended 20-30 meters. EQ</b>	Agreed with Public Health team next steps.	Public health are currently scoping the factors necessary for the implementation of the Open Spaces Strategy recommendation to "Promote playgrounds as voluntary smoke-free zones to be	Public Health	March 2018

## Appendix 7

			<p>extended 20- 30 meters.” This will entail:</p> <ul style="list-style-type: none"> <li>a) Reviewing current smoke free signage in playgrounds, quantifying the need for any additional signage, and identifying funding sources for signage.</li> <li>b) Reviewing current smoke-free work, including in playgrounds, and updating the Brighton &amp; Hove Tobacco Control Action Plan.</li> <li>c) Public health will continue to work with the Cityparks to promote smoke-free playgrounds.</li> </ul>	Public Health	
No.	Action	What we have done...	Next Steps	Lead	Time frame
1.	<b>Replace and integrate traditional play equipment with natural features, as traditional play items come to the end of their life. EQ</b>	See policy b) above.	See policy b) above.	See policy b) above.	See policy b) above.
2.	<b>Develop a guide for play equipment and natural features which meets positive criteria for accessibility, inclusivity, maintenance and environmental standards. EQ</b>	Guide first draft complete.	a) Complete guide	Cityparks	March 2018
3)	<b>Explore the sponsorship of playgrounds.</b>	Ongoing	a) Ongoing	Cityparks	March 2018
4)	<b>Promote playgrounds as voluntary smoke-free zones to be extended 20-30 meters. EQ.</b>	See policy d) above.	See policy d) above.	See policy d) above.	See policy d) above.

## Appendix 8

### Public Realm (refer to 3.6 of the Open Spaces Strategy)

No.	Policy	What we have done...	Next Steps	Lead	Time frame
a)	<b>An integrated design approach to be adopted for the development of streets linked to parks and open spaces. EQ</b>	Identified opportunity to show pedestrian routes in urban areas as well rural ones.  New Access Map created to show urban path networks for pedestrians and cyclists which are not currently listed on the OS Map.	a) Develop green flag plans in wider context to show pedestrian routes in urban areas.  b) Use this map to identify new key links and networks for pedestrians.	Cityparks  Sustainability Team	Ongoing
b)	<b>All benches to meet minimum design standards for equitable seating, promoting accessibility for the widest range of users. EQ</b>	Bench design standards draft complete. Prepare brief for new Brighton & Hove bench to be used across the city.	a) Prepare communications plan for new bench. b) Complete brief for bench tender.	Cityparks  Cityparks	Dec 2017  Feb 2018
c)	<b>As a general principle tarmac should be the preferred material for parks and streetscapes where water porous surfaces are not feasible. Subject to exemptions for high profile projects and conservation areas.</b>	Met with planning, highways and sustainability team to review and develop design palette which can support projects across the council such as Valley Gardens.	a) Monitor and support schemes such as Valley Garden which is utilising water porous materials.	Cityparks	Ongoing

## Appendix 8

No.	Action	What we have done...	Next Steps	Lead	Time frame
1.	<b>Identify streets linking to other open spaces as part of the Community Infrastructure Levy process. EQ</b>	Cityparks managers explored and develop ideas for Green Infrastructure. Saunders Park, and the Green Flag sites identified as potential locations to improve green links to other areas.	a) Cityparks Green Infrastructure proposals to be added into the Infrastructure Delivery Plan which will aid in directing future infrastructure levy.	Cityparks	Dec 2017
2.	<b>Implement the policies of 'public realm' into the Valley Gardens scheme. EQ</b>	Continued engagement with the Valley Gardens scheme development.	b) Ongoing maintenance of the gardens and community safety aspects.	Cityparks	Present - 2020

## Appendix 9

### Trees(refer to 3.1of the Open Spaces Strategy)

No.	Policy	What we have done...	Next Steps	Lead	Time frame
a)	<b>Continue investment for control of Elm Disease to protect the City's Elms.</b>	<p>Cityparks continues to respond effectively manage Elm Disease in the city.</p> <p>Ash Dieback conversations with arboriculture officers identified a more detailed financial assessment to be made regarding the impact to: as housing, schools, and Cityparks over the next 3-5 years. Cityparks have started discussions with authorities such as Kent County Council regarding strategies for Ash dieback.</p>	<p>a) Continued implementation of protocols to manage Elm Disease.</p> <p>b) Undertake financial impact assessment of Ash Dieback.</p>	<p>Cityparks</p> <p>Cityparks</p>	<p>Ongoing</p> <p>Dec 2017</p>
b)	<b>Trees to be recognised as a strategic infrastructure asset.</b>	<p>Cityparks managers met to explore and develop ideas for strategic green Infrastructure such as trees.</p>	<p>a) Trees are to be added into the Infrastructure Delivery Plan which will direct any future green infrastructure Levy.</p>	<p>Cityparks</p>	<p>Dec 2017</p>
c)	<b>Increase water porous rigid and unbound aggregate surfaces to be implemented where possible around existing and proposed street trees in replacement of tarmac.</b>	<p>Initial design proposals are being developed by Transport &amp; Highways, Sustainability and Planning for a new tree pit and kerb edge that can also support sustainable drainage solutions.</p>	<p>a) Work with the identified teams and individuals to identify sites to implement the proposal.</p>	<p>Transport &amp; Highways</p>	<p>March 2018</p>

## Appendix 9

No.	Action	What we have done...	Next Steps	Lead	Time frame
1.	<b>Review the required tree maintenance and inspections needed to ensure we meet our statutory obligations.</b>	See 'Action 2' below.	b) See below	Cityparks	ongoing
2.	<b>Commission a tree strategy for the city.</b>	Reviewed previous unapproved tree document. Started to identify suitable policies for re-use.	a) Complete brief for tree strategy and set out delivery plan.	Cityparks	Jan 2018





## Queens Park Tennis Club Proposal For Brighton & Hove City Council

### Contents:

- Introduction
- Key Actions
- Tennis Programme
- Queens Park Tennis Club today
- Legal Structure
- Key Principles
- Financial position [inc Forecast A and Forecast B]
- Strategy for increasing participation
- Statements of support
- Conclusion

### Introduction

We propose the establishment of Queens Park Tennis Club [QPTC] as an independent, volunteer-run, self-funding, non-profit community sports club. This would involve QPTC assuming all the Council's current financial responsibilities for the maintenance of the six tennis courts and the Club house ('Pavilion'). The Club would maintain its role and character as a parks community tennis club, with active membership as well as open access to Pay & Play visitors. This document presents a change to the legal status of the Club; a strategy for increasing participation in tennis across the community; and a business plan with financial forecast.





## Key Actions

The Club would take full control of its own finances and facilities. The immediate aims of the Club would be to:

Explore the option of reducing court fees (from £7.90 to £6.00 per hour) to increase participation and therefore revenue. The club has recently introduced the LTA's ClubSpark online booking system, with promising results.

Introduce Adults' weekly beginners Club sessions for lower ability players.

Expand the Club's Junior tennis programme for all age groups and abilities, introduce holiday tennis camps, create an internal tournament structure and establish a clear pathway for young tennis players to develop in the game

Upgrade the Pavilion to become a multi-use venue for the local community, offering a space for activities such as yoga classes, after-school clubs, private functions etc. We will submit detailed plans and costing of these works, if this proposal is agreed, which will include full wheelchair access to the courts and clubhouse.

Reach out to local primary schools (St Luke's, Elm Grove and Queens Park) to offer children's coaching classes.

Launch a local marketing campaign using leafleting, mailing lists, social media and local press, plus tennis activities including exhibition matches and open days, to drive membership and better inform the community about the activities of the Club.

Explore the option of installing a part-time manager who is responsible for general administration, maintaining the courts and the Club house, and collecting court fees.

### **Tennis Programme**

A full coaching programme for Adults and Juniors of all abilities will be undertaken. A clear pathway will be implemented to encourage personal development and enjoyment of the game. Players, from Junior to Adult, may only want to play socially and some may wish to move on to play for the Club and enter tournaments in their age group from Mini Tennis to Veterans. They will be encouraged and coached within the Club. All programmes will follow the LTA guidelines and formats.

Coaches will hold LTA Registration and Licences including Police DBS Check.

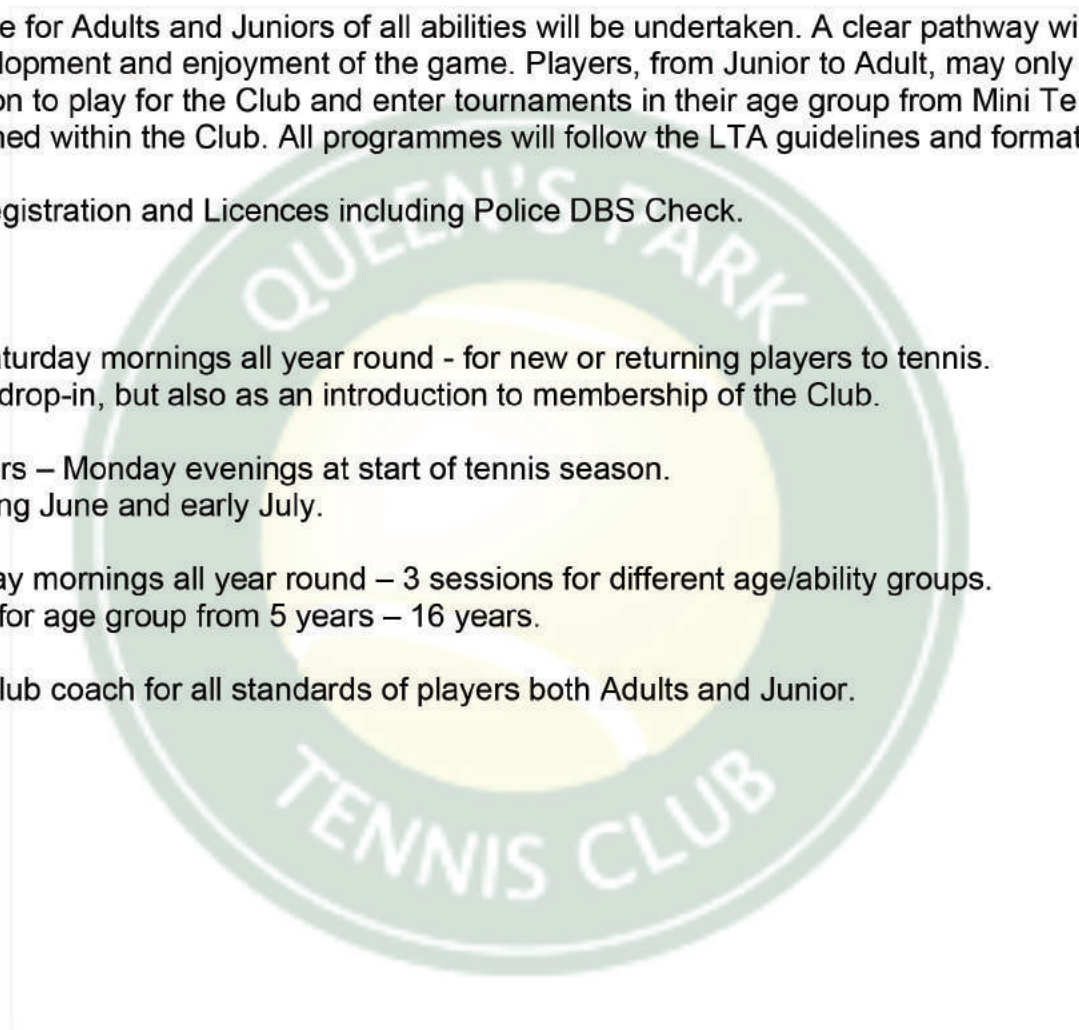
### **Current Coaching**

Adults Rusty rackets – Saturday mornings all year round - for new or returning players to tennis. This session is a general drop-in, but also as an introduction to membership of the Club.

Free coaching for members – Monday evenings at start of tennis season.  
Open to all members during June and early July.

Junior coaching – Saturday mornings all year round – 3 sessions for different age/ability groups.  
Three one hour sessions for age group from 5 years – 16 years.

Private lessons with our club coach for all standards of players both Adults and Junior.



## **Enhanced Coaching Programme Juniors**

After school Clubs for local primary schools, e.g. St. Luke's, Elm Grove and Queens Park: we will offer pop-up tennis trials to schools to engender interest in the sport, we will provide a letter of introduction to interested schools to distribute to all parents and carers.

All age groups and abilities coaching programmes will ensure a continuous cohort of members progressing into adult membership and league/competition matches.

Additional coaching sessions will be created 'after school'.

Parents/carers will be encouraged to help out in certain sessions. Tuition will be given on how to encourage and coach their children.

## **Enhanced Coaching Programme Adults**

Introduce a raft of Adult sessions throughout from entry level, beginners, improvers and advanced. Additionally we will offer parent and children sessions.

Cardio tennis (designated weekly slots when courts are exclusively available for cardio tennis) – promote through local GP surgeries (social prescribing).

Deaf and Hard of Hearing participation to be included with help and support from Hamilton Lodge School.

We have shown a weekly chart based on high season. The schedule would change during school holidays and during the winter months.

Example of proposed weekly tennis schedule.

Individual court allocation not included but **public court hire available at all times.**  
 Private coaching is available throughout.

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning			Adults Drop In			Junior 5 -9 years 10 -13 years 14 – 16 years	Cardio Tennis
Lunchtime	Parents and Children’s Group		Specialist Coaching Groups		Adults Beginners	Adults Rusty Racquets	
Afternoon	After School Junior 5 -9 years	After School Junior 10 -13 years	After School Junior 14 -16 years				Club Afternoon
Evening	Club Evening Adults Beginners	Parks Matches	Parks Matches	Parks Matches	Club Evening with Junior Participation		

### **Queens Park Tennis Club Today**

Queens Park Tennis Club is an active local tennis club, founded in 1939, with a broad mix of members from the area around Queens Park, Brighton. It currently has approximately 105 paid adult members.

The Club is a member of the Lawn Tennis Association [LTA] and recently installed the LTA's online ClubSpark court booking system, improving the booking process for members and non-members alike. The new system, now supported by clear signage on all six courts, shows early signs of increasing participation and Pay&Play revenue for the club. All players can now book courts on their mobile phone using the excellent ClubSpark App. The Club's recent Open Day attracted many families and over 20 young children to the tennis courts, and there are well attended weekly children's groups running every Saturday morning throughout the year.

The Club has operated successfully in partnership with Brighton Borough/Brighton and Hove City Council, providing open access, affordable tennis for residents in the locality of all ages. Throughout this time, the Club has rented the tennis courts from the Local Authority and managed the security, letting/use, and collection of the fees for both the courts and the Clubhouse in partnership with the Council . The tennis club has operated on a non-profit making basis, catering for all ages and abilities and worked collaboratively with other local community groups such as the Friends of Queens Park.

Membership fees are set at an affordable level (currently £70 per year for adults, £35 per year concessions and juniors). So our top rate membership cost is just £5.88 per month. Court fees, as set by the council remain £7.90 per hour.

QPTC is affiliated to the Brighton & Hove Parks Lawn Tennis Association [BHPLTA], with five men's teams and ladies teams competing across all divisions. Club sessions are well attended and held three times a week (once a week in winter).

The Club organises tennis ladders for all standards and hosts various one day tournaments throughout the year, as well as the Club's own championship with Finals Day every September. There is a free access Open Day for non-members held every spring. For adults, the Club offers popular 'Rusty Racquets' coaching sessions every Saturday morning. No membership is required.

QPTC has a regularly updated website and a mailing list, plus Facebook and Twitter accounts. The Club looks after the Pavilion and uses it as its central place of activity. The Pavilion is used by the Friends Of Queens Park, for events like the annual AGM and the end of summer social. It also hosts the annual Carols In The Park every December.

### **Legal Structure**

The Club currently operates with a committee of officers and team captains elected annually by members at the AGM, on a one-member-one-vote basis.

The Club is not currently registered as a company but recognises that this is necessary in order to enter into a long term lease agreement with the City Council and to take on full financial and legal responsibility for the tennis courts and for the management of the Clubhouse.

We have looked at a number of potential legal forms for the club and have concluded that QPTC should aim to become **Company Limited by Guarantee** and in addition a **Community Amateur Sports Club**, affiliated with the LTA.

If our expression of interest is accepted by the Council and we are awarded preferred bidder status we will take formal legal and financial advice and set up formal legal structures ahead of signing agreements with the Council. The final form of legal structure will depend on the advice we receive but will be driven by the Club's core principles which are set out below.

### **QPTC Key Principles**

The Club will promote and provide facilities for the sport of tennis and community participation in the same. The aims and objectives of the club will be:

- To offer coaching and competitive opportunities in tennis.
- To promote the Club within the local community and the wider tennis community.
- To manage and maintain the Club courts and Clubhouse.
- To ensure a duty of care to all members of the Club.
- To provide all its services in a way that is fair to everyone

### **Financial Position**

The Club has operated successfully for many years. The last 5 years finances have shown a turnover of approx. £10,000 per year with a small but regular increase of membership levels. The club currently has a financial reserve.

Growth in income to cover the financial cost of running the Club is detailed in our budget spreadsheet.

The current membership fee for an adult is £70; this may be increased to £85 a year. Stage increments are being considered dependent on other revenue streams although we expect an increase in membership, coaching and community usage of the Clubhouse. We believe that, initially, under £8 per month represents excellent value to our members but, as they have awareness of the proposed changes in the responsibilities of the Club, a slightly higher figure in year two is felt to be a realistic and acceptable fee if compared to that of other clubs within the City.

Our complete tariffs and revenue streams are documented and include:

Concessionary rate Membership  
Junior Membership  
Public Court Hire (for non-members)  
Venue hire

We have prepared a detailed financial analysis of the costs and revenue streams in support of our application.

A – using current membership fee [£70 Adult Membership] and current court fees [£7.90]

B – using increased membership fee [£85 Adult Membership] and cheaper court fees [£6.00]

Queens Park Financial Forecast (A)	April	May	June	July	August	September	October	November	December	January	February	March	Total
<b>Income</b>													
Adult Tennis Membership @ £70	5600	2800	280	280	210	140	70	70			70	140	9660
Junior Tennis Membership @ £25	150	100	50	100	25	25							450
Concessions @ £35	140	70	70	70	35	35							420
Senior @ £35	105	105	35	70	70								385
Adult Social Membership @ £10			40	20	20	20	10	10			10	10	140
Family Social Membership @ £30			120	120	30								270
<b>Other</b>													
Online Public Court Fees @ £7.90 hour (Across 6 Courts)	316	316	474	474	316	316	316	79	79	79	316	316	3397
Private Hire @ £8.00 per Hour per Court	520	520	520	520		520	480						3080
Coaching Hire @ £2 per Hour per Court	100	100	120	120	120	100	100	80	64	64	64	100	1132
Concessions @ £3 per Hour per Court	24	24	24	48	48	24	24	12	12	12	12	24	288
Junior Coaching Courses	40	60	100	150	150	100	100	60	40	40	40	60	940
Clubhouse Room Hire (£15 per Hour)		180	180	180	180	180	180	120	60	60	60	120	1500
Clubhouse Function Hire (£80 evening)		80		80	80	80			80				400
Club Functions (Tournaments / Quiz etc)													1000
<b>Other</b>													
Refreshment Sales	100	100	200	200	220	220	100	220	220	100	100	220	2000
Tennis Equipment Sales/ Hire	10	20	30	30	30	30	10	10	10	10	20	20	230
<b>TOTALS</b>	<b>7105</b>	<b>4475</b>	<b>2243</b>	<b>2462</b>	<b>1534</b>	<b>1790</b>	<b>1320</b>	<b>661</b>	<b>565</b>	<b>365</b>	<b>692</b>	<b>1010</b>	<b>25292</b>
<b>Expenditure</b>													
Utilities Electricity (Quarterly )			150			150			200			200	700
Utilities Gas (Quarterly )			100			100			150			150	500
Utilities Water (Quarterly )			100			100			100			100	400
Telephone & Internet / IT	110			110			110			110			440
Insurances (Buildings Contents)	850												850
LTA Membership (Inc Public Liability) Year One													200
Parks Registration													250
Council Tax SBRR 0%													0
Courts Sinking Fund @ £500 Year One Only													3000
Damage Contingency													500
Catering and Cleaning Supplies + Waste Contract	100	100	150	150	150	150	100	100	100	100	100	100	1400
PPL PRS TV Licences													550
Advertising Inc Printing	240	240	240	240	240			100					1300
<b>Other</b>													0
Repairs and Maintenance	1000	500	500			250			250			250	2750
Administration	600	700	800	800	800	600	400	300	200	200	400	500	6300
Contingency and Legal Professional Fees	1000			150								150	1300
<b>TOTALS</b>	<b>3900</b>	<b>1540</b>	<b>2040</b>	<b>1450</b>	<b>1190</b>	<b>1350</b>	<b>610</b>	<b>500</b>	<b>1000</b>	<b>410</b>	<b>500</b>	<b>1450</b>	<b>20440</b>

Queens Park Financial Forecast (B)	April	May	June	July	August	September	October	November	December	January	February	March	Total
<b>Income</b>													
Adult Tennis Membership @ £85	6800	3400	340	340	255	255	85	85			85	170	11815
Junior Tennis Membership @ £30	180	120	60	120	30	30							540
Concessions @ £40	160	40	80	80	40	40							440
Senior @ £40	105	105	35	70	70								385
Adult Social Membership @ £10			40	20	20	20	10	10			10	10	140
Family Social Membership @ £30			120	120	30								270
<b>Other</b>													
Online Public Court Fees @ £6.00 hour (Across 6 Courts)	240	240	360	360	360	240	240		60	60	240	240	2700
Private Hire @ £8.00 per Hour per Court	520	520	520	520			520	480					3080
Coaching Hire @ £2 per Hour per Court	100	100	120	120	120	100	100	80	64	64	64	100	1132
Concessions @ £3 per Hour per Court	24	24	24	48	48	24	24	12	12	12	12	24	288
Junior Coaching Courses	40	60	100	150	150	100	100	60	40	40	40	60	940
Clubhouse Room Hire (£15 per Hour)		180	180	180	180	180	180	120	60	60	60	120	1500
Clubhouse Function Hire ((£80 evening)		80		80	80	80			80				400
Club Functions (Tournaments / Quiz etc)													1000
<b>Other</b>													
Refreshment Sales	100	100	200	200	220	220	100	220	220	100	100	220	2000
Tennis Equipment Sales/ Hire	10	20	30	30	30	30	10	10	10	10	20	20	230
<b>TOTALS</b>	<b>8279</b>	<b>4989</b>	<b>2209</b>	<b>2438</b>	<b>1633</b>	<b>1319</b>	<b>1284</b>	<b>1137</b>	<b>546</b>	<b>346</b>	<b>631</b>	<b>964</b>	<b>26860</b>
<b>Expenditure</b>													
Utilities Electricity (Quarterly )			150			150			200			200	700
Utilities Gas (Quarterly )			100			100			150			150	500
Utilities Water (Quarterly )			100			100			100			100	400
Telephone & Internet / IT	110			110			110			110			440
Insurances (Buildings Contents)	850												850
LTA Membership (Inc Public Liability) Year One													200
Parks Registration													250
Council Tax SBRR 0%													0
Courts Sinking Fund @ £500 Year One Only													3000
Damage Contingency													500
Catering and Cleaning Supplies + Waste Contract	100	100	150	150	150	150	100	100	100	100	100	100	1400
PPL PRS TV Licences													550
Advertising Inc Printing	240	240	240	240	240			100					1300
<b>Other</b>													0
Repairs and Maintenance	1000	500	500			250			250			250	2750
Administration	600	700	800	800	800	600	400	300	200	200	400	500	6300
Contingency and Legal Professional Fees	1000			150								150	1300
<b>TOTALS</b>	<b>3900</b>	<b>1540</b>	<b>2040</b>	<b>1450</b>	<b>1190</b>	<b>1350</b>	<b>610</b>	<b>500</b>	<b>1000</b>	<b>410</b>	<b>500</b>	<b>1450</b>	<b>20440</b>

## Queens Park Tennis Club strategy for increasing participation in tennis

We will contribute to improving the health and wellbeing of our local community through promoting physical activity and social engagement.

Our proposal supports Brighton & Hove's Joint Health & Wellbeing Strategy 2015. Our five key strategic priority themes:

- Reducing inequalities across Brighton & Hove
- Safe healthy, happy children, young people and families
- Give every person the chance of living and aging well
- Develop healthy and sustainable communities and neighbourhoods

Our proposal supports the 5 ways to wellbeing, an initiative to support people's mental health and wellbeing:

- Be active (e.g. play tennis)
- Take notice (e.g. bringing people into Queens Park and provide opportunity to notice the natural beauty of the Park)
- Keep learning (e.g. learn a new sport)
- Give (e.g. take on a volunteer role within the club or join the Friends of Queens Park)
- Connect (e.g. make new friends through Queens Park Tennis Club)

### Increasing participation in tennis

According to Sport England Market Segmentation tool the prevalent profiles of people interested in participating in tennis, within a 2km catchment area of Queens Park, are 'Jamie' and 'Leanne', followed by 'Tim' and 'Helena'.

Jamie's profile: sports team lad, aged 18-25 years, single and a vocational student; most likely to participate in football; active and takes part in sport regularly; his motivation for playing sport is enjoyment, then keeping fit, then socialising; Jamie spends a lot of time and communicates online. His preferred marketing tone and message is: young, funky, off the wall, cutting edge, experimental, transitory, relaxed, urban, edgy and informal.

Leanne's profile: aged 18-25 years, likely to have children, student/part time job; most likely to participate in keeping fit & swimming; not very active; her main motivation is enjoyment, then keeping fit, then socialising, then losing weight; not interested in training or competition; communicates online & text. Her preferred marketing tone and message is: sociable, entertaining, value, free trial, kids, time saver, young, practical, chatty and uncomplicated.

Tim profile: aged 26-45 years, married or single, may have children, professional; loves sport but limited spare time, cycles, swims & goes to gym; would like to do more sport; his main motivation is enjoyment, then keeping fit, then socialising; main barrier is work commitments; most responsive to internet & email. His preferred marketing tone and message is: eye catching, practical, informative, connected, home, quality, post-modernist, authentic, dynamic and entertaining.

Helena's profile: aged 26-45 years, single, professional; fairly active and takes part in sport regularly; likes keep fit, gym and cycling and would like to do more sport; her main motivation is keeping fit, then enjoyment; main barrier is work commitments; heavy internet user and preferred communication channel is mobile phone. Her preferred marketing tone and message is: intelligent, sophisticated, stylish, image-conscious, sociable, self improvement, success, exclusive, personalised and aspirational.

### **Bursary scheme for children living in poverty**

With one in six children in Brighton & Hove living in poverty (Brighton & Hove Joint Health & Wellbeing Strategy 2015), each year we will provide a bursary scheme for up to 20 disadvantaged children to join our junior tennis coaching programme and after schools clubs. We will work with local primary schools to identify children who qualify for pupil premium and eligible for free school meals, and have an interest in tennis but a lack of opportunity through economic disadvantage. The bursary scheme will include free coaching, free use of tennis rackets and balls, and sports kits and trainers (where required).

## **YMCA DownsLink Group**

As a leading and innovative local charity providing services to children, young people and their families, we will pursue opportunities to develop joint funding applications for the YMCA to deliver tennis programmes for children and young people from deprived backgrounds or with complex issues, from the courts at Queens Park. This could include a tennis programme for families, delivered by Counsellors, sports coaches and youth workers from YMCA DLG.

## **Advertising**

Launch a campaign to attract new members (online and offline)

Reach the Sports England market segmentation profiles through targeted Facebook advertising

Create posters for: GP surgeries; school and college notice boards; university student union rooms and canteens, including BSUH; and large employer's staff rooms/canteens, e.g. American Express, NHS and BHCC, particularly local employers that have a sports & social scheme for their staff

Continue to advertise in the Hanover and Queens Park community magazines, and via social media such as local community website pages.

We will promote tennis to users of Queens Park through outreach around the park talking to people about tennis, particularly targeting events held in Queens Park, e.g. Bark in the Park. Picnic in the Park etc



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### **Conclusion:**

The committee believes QPTC is sufficiently well-funded and organised to assume the running of its own operation, taking this financial responsibility off the local council. We are happy to discuss and negotiate all details of the process and to ensure QPTC continues to function as an open and active part of the Brighton & Hove tennis community.

### **Statements of support:**

“I fully support the proposal to establish Queen’s Park Tennis Club (QPTC) as a way of sustaining tennis provision in the area and placing decision-making in the hands of the local people that it seeks to serve. QPTC’s plans outlined in the proposal will enable more local people to participate in activities to improve their physical and mental wellbeing, as well as coming together to improve social inclusion and community cohesion.”

- Councillor Karen Barford, Queen’s Park Ward, Lead member for Adult Social Care, BHCC

“The Friends of Queens Park support this community takeover of the Tennis Club. We understand and approve of the drive to increase participation and diversity within the club, and we look forward to sharing the improved facilities in the years to come. The Friends Of Queens Park will harness our own community network to help the club reach out and build membership and support.”

- Johnny Webb, Chair, Friends Of Queens Park

“We would be happy to continue our support of the club, and to help out with the supply of equipment.”

- Intersport of Lewes

### **Consultation Acknowledgements**

Brighton and Hove City Council  
Sussex Lawn Tennis Association  
LTA DDA Compliance Office  
Hamilton Lodge School for Deaf and Hard of Hearing  
LTA Community Funding Office  
ClubSpark IT Solutions  
Sutton and Winson Club Insurance Services  
Court Solutions Limited

<b>Subject:</b>	<b>Valley Gardens Detailed Design</b>		
<b>Date of Meeting:</b>	<b>28<sup>th</sup> November 2017</b>		
<b>Report of:</b>	<b>Executive Director – Economy, Environment &amp; Culture</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Tracy Beverley</b>	<b>Tel: 01273 293813</b>
	<b>Email:</b>	<b>Tracy.beverley@brighton-hove.gov.uk</b>	
<b>Ward(s) affected:</b>	<b>All</b>		

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

- 1.1 Enhancing Valley Gardens has been an objective of Brighton & Hove City Council (the 'council') for a number of years. The longstanding recognition of the need to improve Valley Gardens is reflected in a number of core strategic documents, these include past and current Local Transport Plans [LTPs] and the approved City Plan Part 1. In 2014, the role of the corridor was further emphasised when it was designated as one of four Priority Development Areas in the Coast to Capital Local Enterprise Partnership's [LEP's] Strategic Economic Plan, which sets out its ambitions, investments and proposals for realising sustainable economic growth by 2021.
- 1.2 The key principles of the Valley Gardens proposal are to simplify the existing highway network making the journey through Valley Gardens less complicated, more legible and safer for all users. Creating an improved public realm and green space area will unlock its potential as a 'Gateway to the City', designed to encourage greater use and enjoyment of the area. Designs will facilitate better movement for walking & cycling; provide high impact, low maintenance features which can facilitate a range of events, while contributing to improvements in air quality, community safety, and flood risk management.
- 1.3 The Valley Gardens project Business Case sets out the various local and regional benefits relating to personal safety, sustainable transport, environment and the economy. The Business Case also sets out how Valley Gardens can play a vital role in planning for the future if delivered as part of a package of wider strategic improvements across the city, including more use of Intelligent Transport Systems.
- 1.4 The preliminary highway design for the Valley Gardens, Phase 1&2 project was approved at the November 2016, Environment, Transport and Sustainability Committee (ETS). The associated preliminary greenspace design was approved at ETS in June 2017. The greenspace Planning Application, BH2017/02583, was submitted to the council in July and Planning Permission was granted at Planning Committee on the 8th November 2017.
- 1.5 This report provides Members with an overview of the design progression since last approved and presents the detailed highway and greenspace design for

Phase 1&2. The report also provides Members with an outline of the proposed next stages of the Valley Gardens project, including the procurement and Traffic Regulation Order (TRO) processes.

## **2. RECOMMENDATIONS:**

2.1 That Committee;

- (i) Approve the Valley Gardens (Phase 1&2) detailed highway and greenspace design as contained in Appendix 1, and support the outlined Traffic Regulation Order principles and approach, granting permission for officers to liaise with local businesses and residents to finalise the detail of the Experimental Traffic Regulation Order.
- (ii) Grant delegated authority to the Executive Director, Economy Environment & Culture to procure and award a contract for the construction works required to build Phase 1 and Phase 2 of the Valley Gardens Scheme using Hampshire County Council's Gen-3 Civil Engineering, Highways and Transportation Infrastructure Works Framework *Two* 2016 – 2020 provided the value of the contract comes within the approved capital budget for the Valley Gardens project; and
- (iii) Grant approval for the instigation of the procedures for the exchange of highway to greenspace and the appropriation of greenspace to enable the exchange of green space to highway, as set out in section 7.

## **3. CONTEXT/ BACKGROUND INFORMATION**

- 3.1 The Valley Gardens design brief for Phase 1 & 2 was established by the council's former Transport Committee in July 2012. Early concept designs were developed and considered at Committee in 2013. In October 2014 the Environment, Transport & Sustainability Committee approved the refined highway design which included a change from two lanes to one lane of general traffic in each direction on the east side of the scheme, thus retaining the Elm trees along Grand Parade.
- 3.2 The Valley Gardens concept scheme formed the basis of the Business Case that was submitted to the LEP in mid-2014. It was successful in securing £8m of Government Local Growth Fund [LGF] from the Coast to Capital Local Enterprise Partnership [LEP] when it was considered and approved by the LEP area's Local Transport Body early in 2015.
- 3.3 In June 2015 an Independent Review was commissioned to ensure the proposed scheme would accommodate proposed general traffic movements. Following this review the preliminary highway design was unanimously approved at the ETS Committee meeting in November 2016, and the associated greenspace preliminary design was approved in June 2017. Since preliminary designs were approved officers have been developing the detailed design which is presented in this report.
- 3.4 The Planning Application required to support the greenspace design was submitted in July 2017. As part of this process a range of specialists were consulted including; the Archaeological Society, Sussex Police, Conservation

Advisory Group, Arboriculturalist's, and internal officers from; Sustainability, Environmental Health, Heritage, City Parks and Transport teams. At the 8<sup>th</sup> November 2017 Planning Committee Planning Permission was granted.

- 3.5 Due to the nature and location of the Valley Gardens Scheme this should not be seen in isolation but as part of the City Transport Network and therefore will be supported by the emerging Traffic Network Management Strategy. The Network Management Strategy will set out how the council, as the Transport Authority, will manage the highway network and fulfil its Network Management Duty. It will also explore the challenges the council faces, and identify actions to be taken to tackle these challenges.

#### **4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

- 4.1 The fundamental principles of the design remain the same as approved in the November 2016 ETS Committee meeting. The design provides north and southbound general traffic lanes on the eastern side of the gardens and creates a new two-way public transport corridor with priority features for bus, taxi and coach operators on the western side of the gardens. The proposal allows private vehicles limited access to the public transport corridor. Better pedestrian and cycle links are proposed on both highway and greenspace areas. Simplified junctions and new signal equipment is proposed and new and extended grassed, planted and hardscape areas within the green space.
- 4.2 Some of the detailed elements of the design have developed in response to stakeholder comments, buildability, technical and Road Safety Reviews and the detailed plans, including changes made, were presented at the November Transport Partnership. Appendix 2 presents further details of the design changes which include the following;
- Changes to the layout at Edward Street Junction to further accommodate bus movements in anticipation for Valley Gardens Phase 3
  - Lengthened bus stops to improve accessibility for users
  - Conversion of proposed Zebra crossing at Marlborough place to a Toucan Crossing to enable better traffic control and management, particularly important during peak periods
  - Taxi Rank alterations at York Place to better accommodate Taxi use following engagement with Taxi operators.
  - Changes to pedestrian crossings including a wider crossing and central refuge at St Peters Place ( east ) responding to stakeholder comments and safety audits
  - A reduction in the number of proposed trees in the highway following GPR investigations.
  - Addition of contraflow cycle lanes to both Gloucester Road and Trafalgar Street and additional areas of shared cycle lanes and a Toucan crossing to assist secondary cycle routes (east / west) and to facilitate the new bike hire scheme and provide better connectivity to the rest of the City Cycle Network.
- 4.3 A number of complementary citywide measures will support the operation of the Valley Gardens scheme including the Bus Network Review, a study into the Bus Network with the view to identify and inform bus network improvement schemes. Valley Gardens will also benefit from a range of traffic signal equipment

upgrades. The use of intelligent signals will seek to improve efficiency of all junctions and support the wider developing Intelligent Transport System (ITS) being introduced to complement the emerging Traffic Network Management Strategy.

- 4.4 One of the measures specifically introduced into the Valley Gardens scheme will be Micro Optimised Vehicle Actuation (MOVA). MOVA is traffic signal control technology that is specifically designed to maximise the operational efficiency of a junction or crossing. MOVA allows the signals to continually adjust the green time required for each approach by assessing the number of vehicles approaching the signals, whilst at the same time determining the impact that queuing vehicles would have on the overall operation of the junction. Consequently MOVA sites can reduce overall queues and delays for users.
- 4.5 Since the preliminary greenspace design was approved officers have worked with Landscape Architects, Highway consultants and specialists to further develop the detailed design for the gardens. This work includes specifying the materials within the gardens including hard and soft landscape areas, developing tree specifications and planning species, developing soil specifications, materials selection, amenity lighting, seating and power facilities for events.
- 4.6 The Management and Maintenance Plan for the greenspace has been developed in coordination with City Parks officers. It is proposed that the main construction contractor will maintain the greenspace for the initial establishment period, following this; maintenance will be managed by the City Parks team. The design has been developed taking into account limited available maintenance budgets and also antisocial issues seen in adjacent greenspace areas, particularly The Level.
- 4.7 A number of processes will be utilised to ensure works are coordinated with other developments and to limit the impact on the rest of the transport network. At a strategic level Valley Gardens will continue to report to the Strategic Delivery Board where major projects, such as Shelter Hall, and other developments affecting the City are monitored and coordinated.
- 4.8 Officers have presented the Valley Gardens scheme at Network Coordination meetings and alerted statutory undertakers, through forward planning notices, of the proposed scheme location and construction timescales. This is to ensure that no planned maintenance work is carried out during the construction phase of Valley Gardens.
- 4.9 Before construction commences a permit to work on the Highway must be obtained through the Brighton & Hove Traffic Management Permit Scheme. This scheme is designed to improve the strategic and operational management of the road network through planning, scheduling and management of activities to minimise disruption on the Highway. The scheme will enable the council to coordinate the construction of Valley Gardens with other activities throughout the highway network therefore limiting disruption.
- 4.10 Local contractors have been appointed to develop options for the Traffic Management arrangements during the construction phase. This work was developed with input from key stakeholders to demonstrate how traffic could be

effectively managed during the construction phase while simultaneously; safely managing traffic flows, minimising disruption to all users, particularly local bus services and maintaining access for business and residents.

- 4.11 The resulting Traffic Management report outlines how the traffic can be managed using clear construction phases and managing traffic flows with; local lane diversions, temporary traffic management, strategic and advisory diversion routes. Using a phased working approach it is possible to maintain north and southbound traffic flows for the majority of the construction phase. It is intended the phase plans will be adopted by the main, the report can be seen in appendix 3.
- 4.12 During the construction phase there will be a series of Temporary Traffic Regulation Orders (TTRO) required to support the temporary traffic arrangements during construction. It will be the responsibility of the appointed contractor to ensure these are advertised through the standard legal process, this will be managed and overseen by BHCC officers.
- 4.13 Post construction, a final Traffic Regulation Order (TRO) is required to support and enforce parking restrictions, banned turns, flow direction and operation of the proposed bus gates on the western corridor. The general principles of the TRO are proposed below and presented in Appendix 4. It is proposed that a Restricted Parking Zone on the western corridor is implemented with loading and parking bays provided at key locations, where feasible. Due to the sensitive nature of the eastern corridor it is proposed restrictions will include; no waiting, no loading, no parking, methods for enforcement will be considered along this route including the option to introduce Red Routes. On the western corridor Bus Gates will assist with traffic management and will be enforced by Automatic Number Plate Recognition (ANPR) cameras. It is proposed that Bus Gates will restrict all vehicles except, buses, taxis, emergency vehicles and those listed on a council 'White List' at key points along the corridor.
- 4.14 Officers have considered a range of TRO options for regulation of traffic movements and parking once the scheme is fully operational. In consultation with internal officers, consultants and legal teams it is proposed that an Experimental Traffic Regulation Order is advertised to support the scheme once operational. The Experimental TRO process will enable officers to put the Order in place based on the above principles and for the first 6 months allows users to comment on the Order. No later than 18 months after the Order has been in place officers must then report to Committee with recommendations to make amendments or make permanent a TRO, taking into account all representations from users.
- 4.15 The benefits of using an Experimental Order to support the Valley Gardens scheme will be to enable users to experience the scheme and its layout before making representations, this will allow adequate time for all to review the operation of the scheme. This approach will allow users to make practical representations based on their experience rather than on complex proposals in advance of the final build. An informal discussion to assist with the development of the detail within the Experimental Order may be carried out with residents and businesses before the final proposed Experimental Traffic Regulation Order is presented at Committee.

- 4.16 The majority of the highway and greenspace works will be delivered through the main construction contract, with the exception of signals and camera equipment which will be procured under existing contracts. The main construction contract will be tendered and delivered through the Hampshire GEN-3 Framework, which has been identified as appropriate for use. The council can use this Framework to procure and obtain a competitive and best value contract for the delivery of the Valley Gardens construction works. This Framework enables access to contractors who are experienced in the construction of multimillion pound schemes and experienced in the associated management processes including; quality control, programming and phasing, traffic management, stakeholder liaison, customer relations, value engineering, cost control and risk management.
- 4.17 Previous design options have been considered throughout the project lifespan. Key options have been presented in previous committee reports, these reports are listed under background documents in the supporting documents section of the report. It is proposed the detailed design will be delivered as set out in appendix 1. Any changes required to the design layout during the construction phase will be reported to the Project Board.
- 4.18 Scalability was considered during the development of the Business Case. This included scaling-up to include the implementation of Phase 3 of the Valley Gardens project providing a continuous project along the A23 from the A259 Grand Parade junction to The Level. Although funding for Phase 3 has been approved in principle by the Government, it has not yet been fully approved as it requires the further submission of a full Business Case to the LEP/LTB. Any funding bid and then decision would be likely to be made once significant progress is made with Valley Gardens Phases 1&2.
- 4.19 A 'do nothing' option is likely to result in the council repaying the ring-fenced £2.8 million already received from the LEP. The remaining amount of the £8m (£5.2m) would also be expected to no longer be available to the council. The further £6 million agreed in principle for Phase 3 of Valley Gardens would also be likely to be retracted.
- 4.20 Significant underground site investigations have been carried out using Ground Probing Radar, trial pits and carriageway cores to determine the current quality of the carriageway, location of statutory undertaker's equipment, potential underground hazards such as basements. The results have been utilised to inform and develop the proposed design. During construction there may be further underground obstructions which require site changes to the approved design. This will be managed by the site manager and project team reporting to the project board.
- 4.21 It is anticipated that the procurement stage will be completed in March 2018 and the appointed contractor will start preparatory works in April 2018 with the site works commencing in June 2018. It is anticipated the construction duration is likely to be approximately 24 months in length. Key milestones are included in appendix 5.

## **5. COMMUNITY ENGAGEMENT & CONSULTATION**

- 5.1 Since the start of the project substantial community engagement and consultation has been carried out to develop the concept designs for Valley Gardens through various workshops and targeted community and stakeholder engagement events.
- 5.2 During the detail design process officers and consultants have carried out design review meetings with internal stakeholders including City Parks, Events, Parking and Highways, City Clean, Property and Legal teams. External stakeholders have included members of the Taxi Forum, Bus operators and representatives from the Safety in Action group, Transport Partnership, walkers, cyclists and disabled user groups. The green space design was subjected to a separate consultation during the planning application process.
- 5.3 Prior to construction the appointed works contractor will be required to produce a full stakeholder communication plan and to adhere to this during the construction phase.
- 5.4 Regular updates to the Strategic Project Board, the Economic Delivery Board, Transport Partnership, The Valley Gardens Project Board and Updates through 1-1's with lead Members and Directors will continue throughout the project lifespan. Frequent updates to the Local Economic Partnership will continue and briefings will be offered to ETS Members during the construction phase period.

## **6. CONCLUSION**

- 6.1 The Valley Gardens detailed design has developed using an iterative process while ensuring the design principles remain constant. In order to progress Valley Gardens project to the procurement and construction phase, it is recommended that the Committee approve the presented designs and approve the recommendations as set out in section 2.

## **7. FINANCIAL & OTHER IMPLICATIONS:**

### Financial Implications:

- 7.1 The approved capital budget for the Valley Gardens project from 2015/16 onwards is £10.126m, funded from Local Growth Fund grant (£8.000m), Local Transport Plan (LTP) capital programme (£1.712m) and Section 106 and other external contributions (£0.414m). The cost of construction fees associated with the recommendations in this report will be funded from the approved capital budget.
- 7.2 Any variation between project costs and the approved budget will be reported as part of the council's budget monitoring process and any budget re-profile will require Policy, Resources and Growth Committee approval. Additionally, any profiling adjustment will need to be reported to the Local Enterprise Partnership.
- 7.3 The Local Enterprise Partnership have approved Local Growth Fund grant of £8.000m towards the capital costs of the project, which is subject to compliance with grant conditions based on the original scheme business case. £2.800m of

the total £8.000m Local Growth Funding has been received to date and is ring-fenced for this project. In the event that the project does not proceed, this funding will be repaid to the Local Enterprise Partnership.

*Finance Officer Consulted: Gemma Jackson*

*Date: 01/11/2017*

Legal Implications:

- 7.4 In accordance with Part 4 of the council's constitution, Environment Transport and Sustainability Committee is the appropriate decision making body in respect of the recommendations set out in paragraph 2 above, subject to paragraph 7.7 below.
- 7.5 The estimated construction contract value is £7.8 million and the procurement of the contract is therefore governed by the Public Contracts Regulations 2015. The procurement of contracts through framework agreements must comply with all relevant public procurement legislation as well as the council's CSOs.
- 7.6 A mini-competition under the Framework Agreement will be carried out to select a contractor in accordance with CSO 7.6.
- 7.7 If the value of the preferred tender return following mini competition exceeds the allocated Valley Gardens capital budget officers will need to take a further report to Policy, & Resources & Growth Committee in order to obtain authority to proceed to award.
- 7.8 In order to implement the design of the Valley Gardens project an exchange of land has to take place between the highway and the green space. Under the proposed design over 4500 square metres of highway is to become green space and nearly 1600 square metres of green space is to become highway. A net gain of nearly 3000 square meters transferred to greenspace. Appendix 6 shows where the exchanges are, the council is both the highway authority and the owner of the green space.
- 7.9 Under section 256 Highways Act 1980 the council as highway authority may for the purpose of straightening or otherwise adjusting the boundaries of the highway enter into an agreement with the owner of land adjoining or lying near the highway providing for the exchange of any such land for land on which the highway is situated. Once the exchange is completed the land which formed part of the highway will be freed from the public right of way over the land.
- 7.10 Under section 256 equivalent areas of land do not have to be exchanged and a highway authority can transfer to an adjoining land owner a greater or lesser area of land than it receives back. The proposed exchange must be advertised and any objections referred to the magistrates court.
- 7.11 The council is both the highway authority and the owner of the green space and the exchange of land will need to be approved and recorded.
- 7.12 Section 122 Local Government Act 1972 allows the council to appropriate for any purpose for which the council are authorised to acquire land by agreement any land which belongs to the council and is no longer required for the purpose for

which it is held immediately before the appropriation. In the case of the appropriation of open space land section 122 (2A) provides that the proposed appropriation must be advertised and any objections considered. The green space falls within the definition of open space land.

- 7.13 Approving the recommendation to instigate the procedure for the exchange of highway and green space and the appropriation of the green space will demonstrate that the council is complying with the requirements of the Highways Act 1980 and the Local Government Act 1972.
- 7.14 Under section 14 Road Traffic Regulation Act 1984 a traffic authority may make a temporary traffic regulation order restricting or prohibiting traffic on a temporary basis on a road or any part of a road where works are or are proposed to be carried out on or near the road.
- 7.15 An experimental traffic order (ETRO) can be made under section 9 of the Road Traffic Regulation Act 1984. An ETRO is similar to a permanent traffic regulation order in that it imposes traffic and parking restrictions and can contain any provision which could be contained in an ordinary traffic regulation order. An ETRO can only stay in force for a maximum of 18 months while the effects of the traffic and parking restrictions are monitored and assessed (and any changes made if necessary). The traffic authority can then decide whether or not to continue the ETRO on a permanent basis.

*Lawyer Consulted: Elizabeth Culbert*

*Date: 26/10/2017*

Equalities Implications:

- 7.16 The developed design will be in line with industry best practice guidance to ensure all proposals are accessible to all members of society. 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. A full Equalities Impact Assessment is being developed.

Sustainability Implications:

- 7.17 The Phase 1 & 2 Valley Gardens proposals will include measures that will improve sustainability in a number of ways within the corridor. The measures outlined in this report will promote, encourage and provide for, greater use of sustainable transport, and particularly overcome some of the current barriers to greater levels of walking, cycling. The measures also contribute to the objectives of the Brighton & Lewes Downs Biosphere. The proposed scheme will seek to reduce the impacts of poor Air Quality and include measures that will help improve the green space and Sustainable Urban Drainage Systems.

Any Other Significant Implications:

- 7.18 The Corporate / Citywide implications; The project directly supports the objectives of the Local Enterprise Partnership's Strategic Economic Plan, the City Plan and Local Transport Plan, Conservation Area and Enhancement Plan,

Biosphere, Air Quality Management Area, Seafront Strategy, Open Spaces Strategy, One Planet Living, Public Space Public Life, the London Road SPD and the LR2 study.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Valley Gardens detailed design Highway and Greenspace
2. Key Highway Design Changes
3. Traffic Management Report
4. Traffic Regulation Order General Principles
5. Key Project milestones
6. Land Exchange plans

### **Documents in Members' Rooms**

1. None

### **Background Documents**

1. Valley Gardens (Phase 1& 2) Business Case – 2014
2. Valley Gardens Phase 1& 2 Committee Reports (2014-2015)
3. Valley Gardens Preferred Preliminary Highway Design, 29th November 2016
4. Valley Gardens Preferred Preliminary Green Space design, 27th June 2017
5. Brighton and Lewes Downs Biosphere Project
6. Open Spaces Strategy (2017- 2027)
7. Planning Application BH2017/02583 – Victoria Gardens North and South, Grand Parade, St Peters Church, York Place (Valley Gardens) Brighton Full Planning
8. Planning Committee Report, 8<sup>th</sup> November, 2017



NOTES:  
1. For legend and notes refer to sheets 1 to 6.

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GENERAL ARRANGEMENT  
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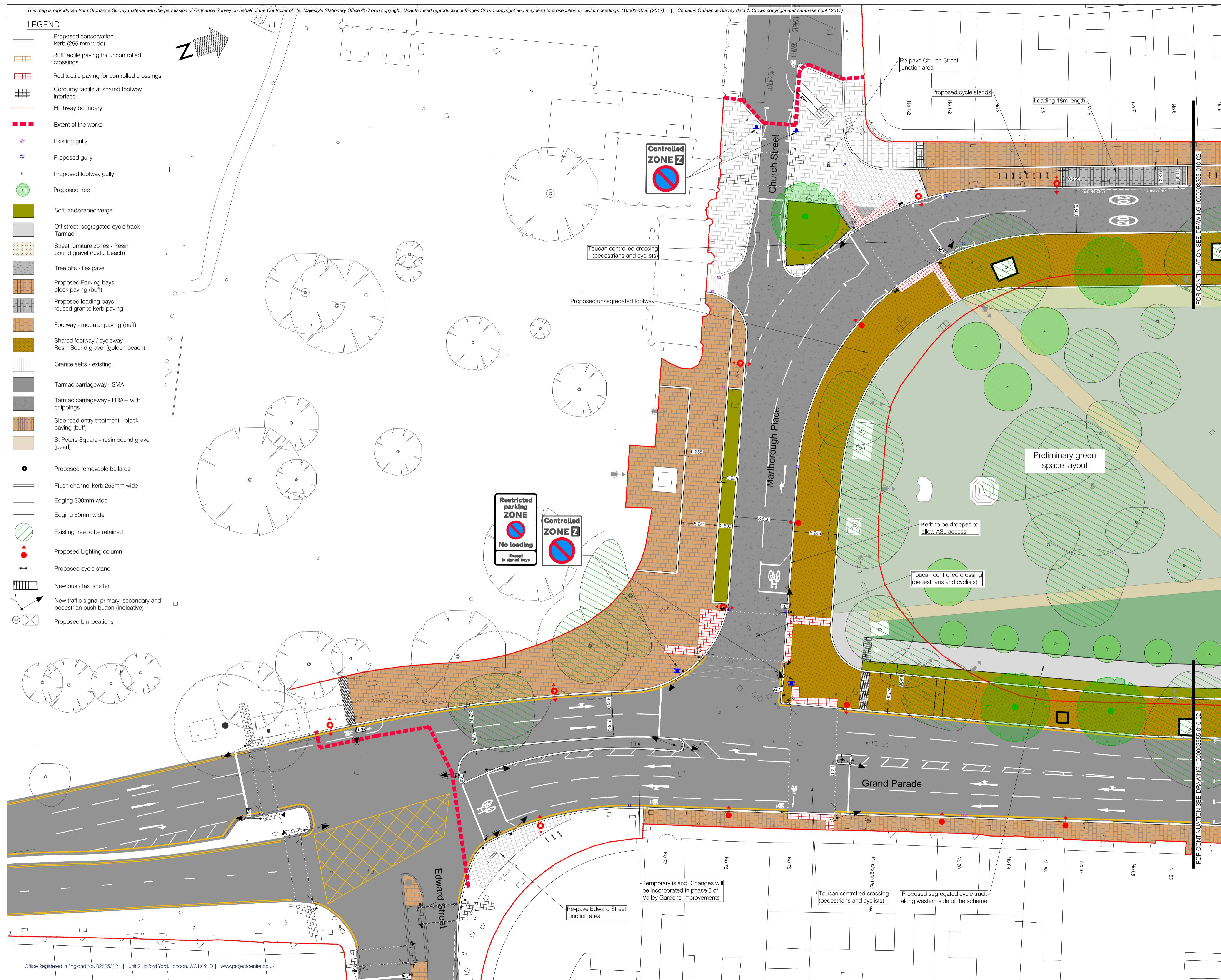
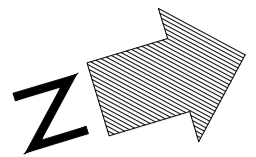
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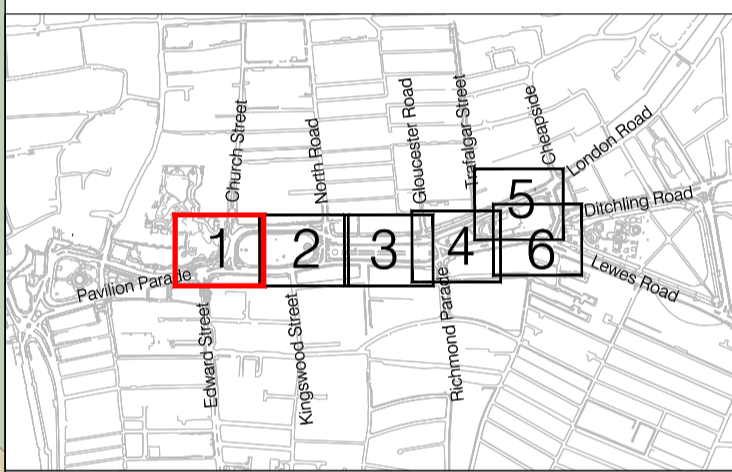


**LEGEND**

- Proposed conservation kerb (255 mm wide)
- Buff tactile paving for uncontrolled crossings
- Red tactile paving for controlled crossings
- Corduroy tactile at shared footway interface
- Highway boundary
- Extent of the works
- Existing gully
- Proposed gully
- Proposed footway gully
- Proposed tree
- Soft landscaped verge
- Off street, segregated cycle track - Tarmac
- Street furniture zones - Resin bound gravel (rustic beach)
- Tree pits - flexipave
- Proposed Parking bays - block paving (buff)
- Proposed loading bays - reused granite kerb paving
- Footway - modular paving (buff)
- Shared footway / cycleway - Resin Bound gravel (golden beach)
- Granite setts - existing
- Tarmac carriageway - SMA
- Tarmac carriageway - HRA+ with chippings
- Side road entry treatment - block paving (buff)
- St Peters Square - resin bound gravel (pearl)
- Proposed removable bollards
- Flush channel kerb 255mm wide
- Edging 300mm wide
- Edging 50mm wide
- Existing tree to be retained
- Proposed Lighting column
- Proposed cycle stand
- New bus / taxi shelter
- New traffic signal primary, secondary and pedestrian push button (indicative)
- Proposed bin locations



- NOTES:**
1. Do not scale from this drawing.
  2. All dimensions are in metres unless otherwise stated.
  3. Lighting and signal locations are indicative only and are to be confirmed by BHCC engineers.
  4. Refer to Untitled Practice drawings for designs within the green spaces.



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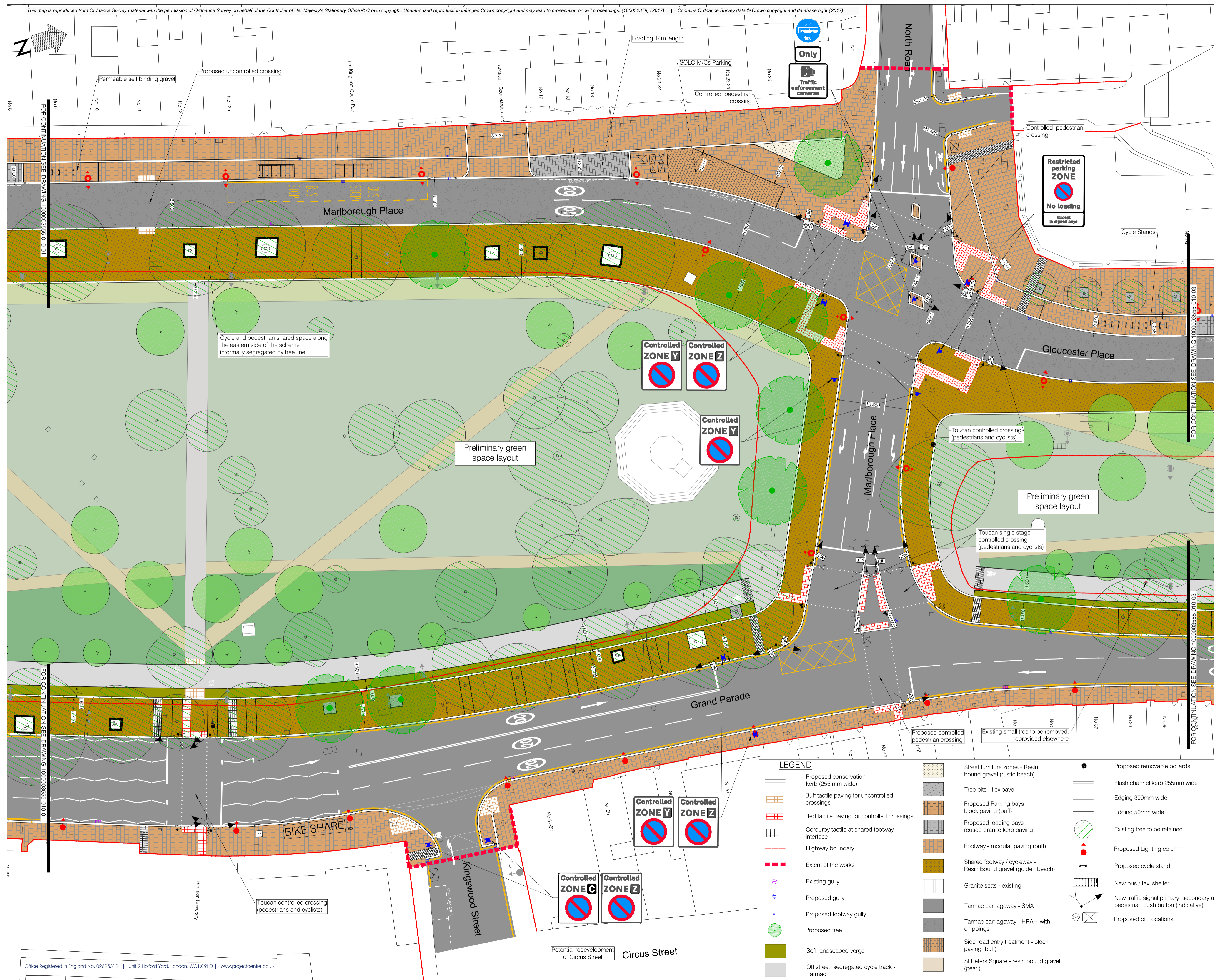
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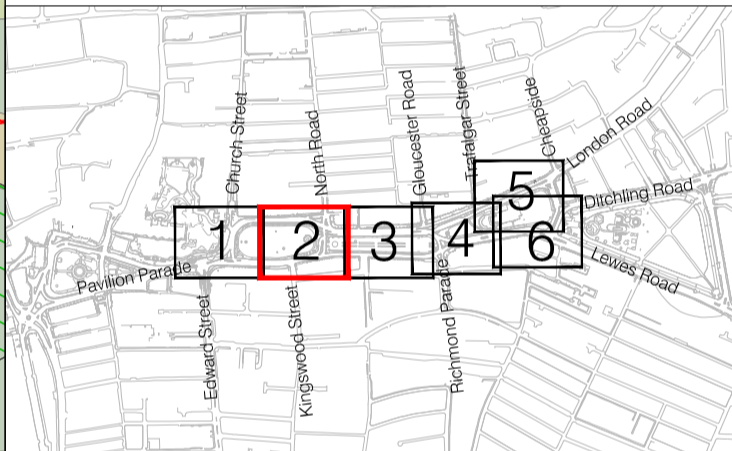
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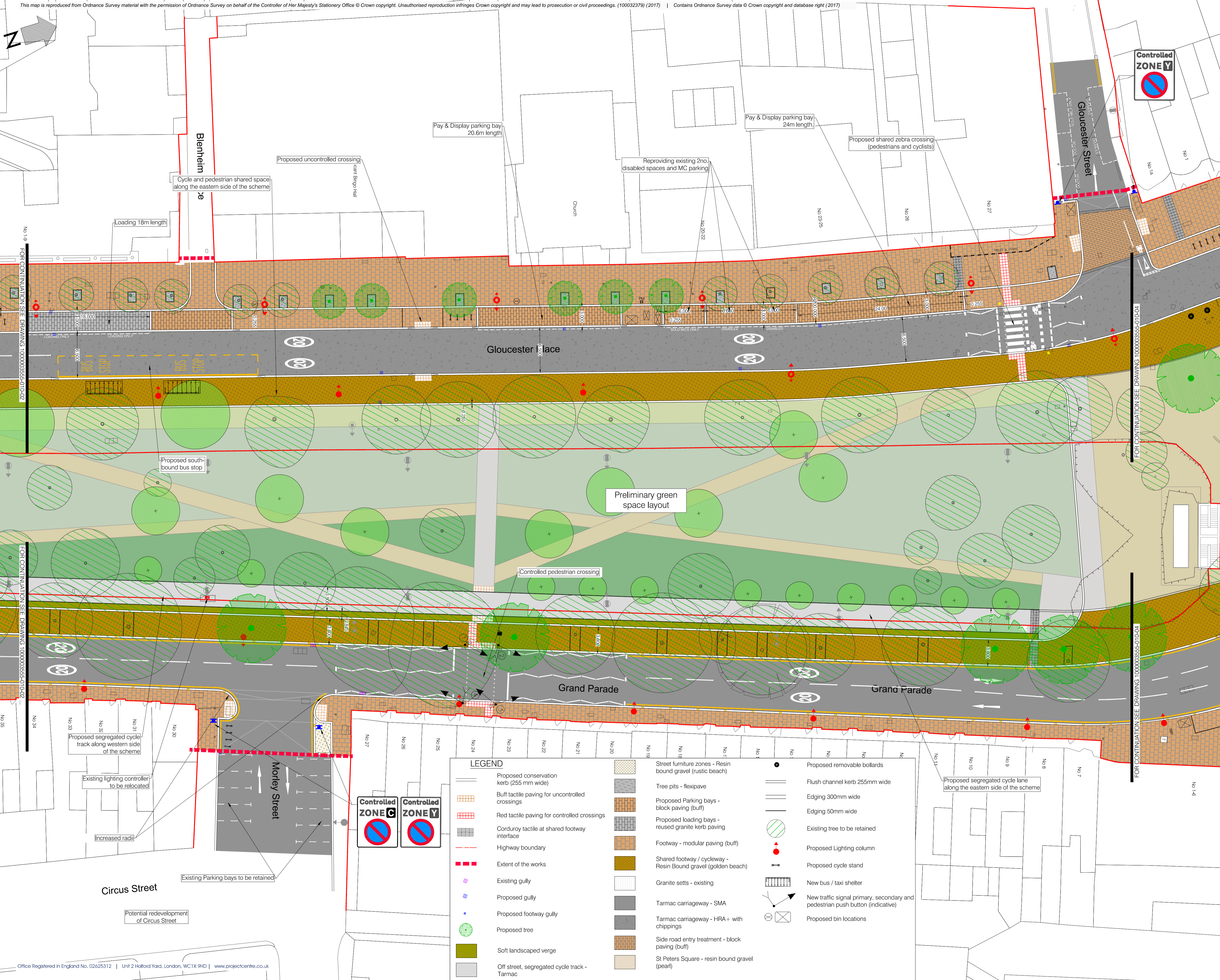
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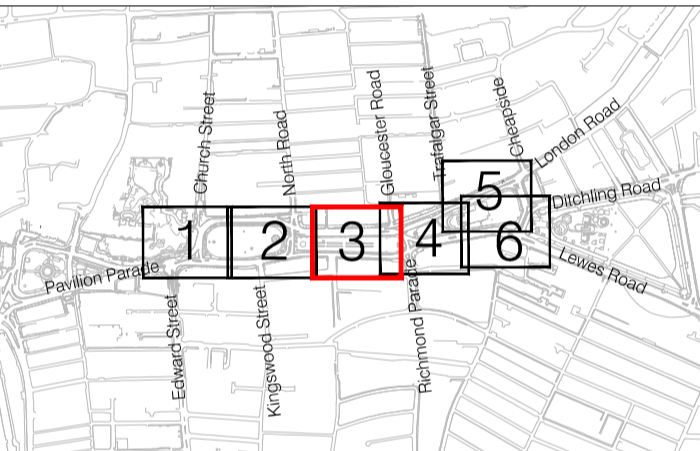
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	Buff tactile paving for uncontrolled crossings		Flush channel kerb 255mm wide
	Red tactile paving for controlled crossings		Edging 300mm wide
	Corduroy tactile at shared footway interface		Edging 50mm wide
	Highway boundary		Existing tree to be retained
	Extent of the works		Proposed Lighting column
	Existing gully		Proposed cycle stand
	Proposed gully		New bus / taxi shelter
	Proposed footway gully		New traffic signal primary, secondary and pedestrian push button (indicative)
	Proposed tree		Proposed bin locations
	Soft landscaped verge		
	Off street, segregated cycle track - Tarmac		
	Street furniture zones - Resin bound gravel (rustic beach)		
	Tree pits - flexipave		
	Proposed Parking bays - block paving (buff)		
	Proposed loading bays - reused granite kerb paving		
	Footway - modular paving (buff)		
	Shared footway / cycleway - Resin Bound gravel (golden beach)		
	Granite setts - existing		
	Tarmac carriageway - SMA		
	Tarmac carriageway - HRA+ with chippings		
	Side road entry treatment - block paving (buff)		
	St Peters Square - resin bound gravel (pearl)		





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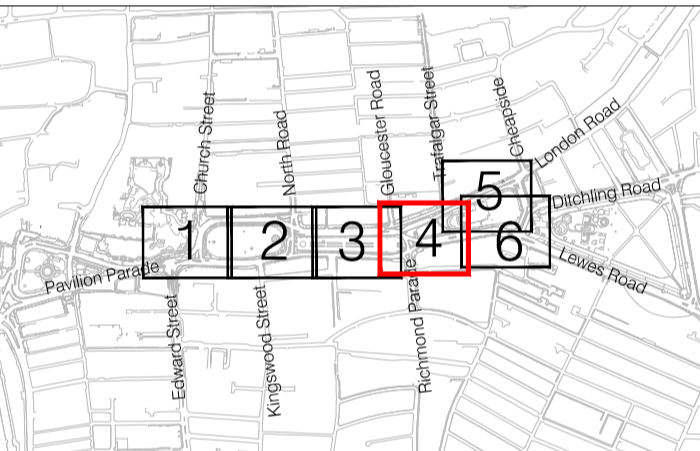
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	Buff tactile paving for uncontrolled crossings		Flush channel kerb 255mm wide
	Red tactile paving for controlled crossings		Edging 300mm wide
	Corduroy tactile at shared footway interface		Edging 50mm wide
	Highway boundary		Existing tree to be retained
	Extent of the works		Proposed Lighting column
	Existing gully		Proposed cycle stand
	Proposed gully		New bus / taxi shelter
	Proposed footway gully		New traffic signal primary, secondary and pedestrian push button (indicative)
	Proposed tree		Proposed bin locations
	Soft landscaped verge		
	Off street, segregated cycle track - Tarmac		
	Street furniture zones - Resin bound gravel (rustic beach)		
	Tree pits - flexipave		
	Proposed Parking bays - block paving (buff)		
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	Shared footway / cycleway - Resin Bound gravel (golden beach)		
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	Side road entry treatment - block paving (buff)		
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	Red tactile paving for controlled crossings		Proposed parking bays - block paving (buff)		Edging 300mm wide
	Corduroy tactile at shared footway interface		Proposed loading bays - roused granite kerb paving		Edging 50mm wide
	Highway boundary		Footway - modular paving (buff)		Existing tree to be retained
	Extent of the works		Shared footway / cycleway - Resin Bound gravel (golden beach)		Proposed Lighting column
	Existing gully		Granite setts - existing		Proposed cycle stand
	Proposed gully		Tarmac carriageway - SMA		New bus / taxi shelter
	Proposed footway gully		Tarmac carriageway - HRA+ with chippings		New traffic signal primary, secondary and pedestrian push button (indicative)
	Proposed tree		Side road entry treatment - block paving (buff)		Proposed bin locations
	Soft landscaped verge		St Peters Square - resin bound gravel (pearl)		
	Off street, segregated cycle track - Tarmac				

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Project: VALLEY GARDENS

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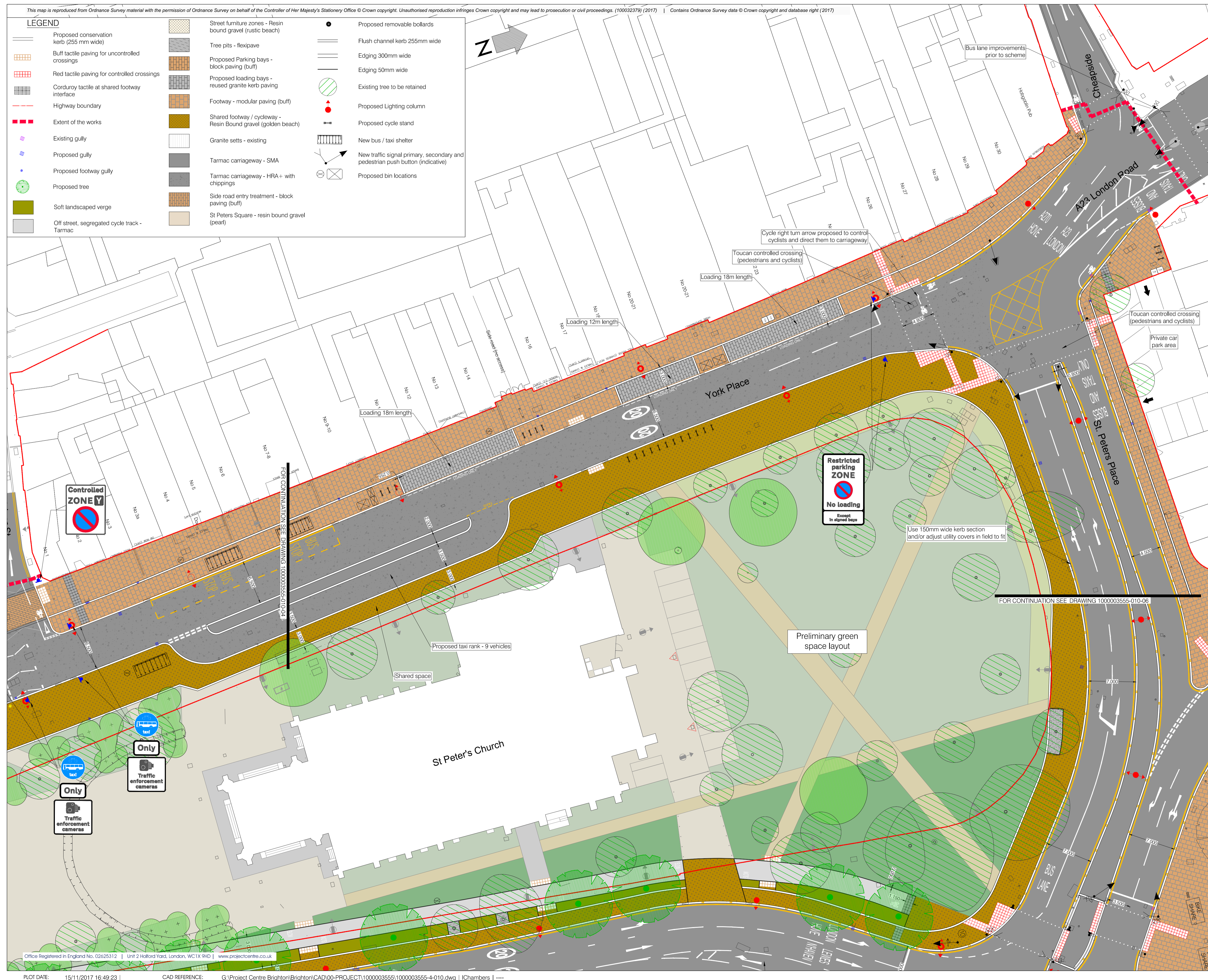
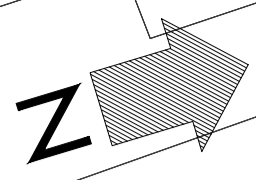
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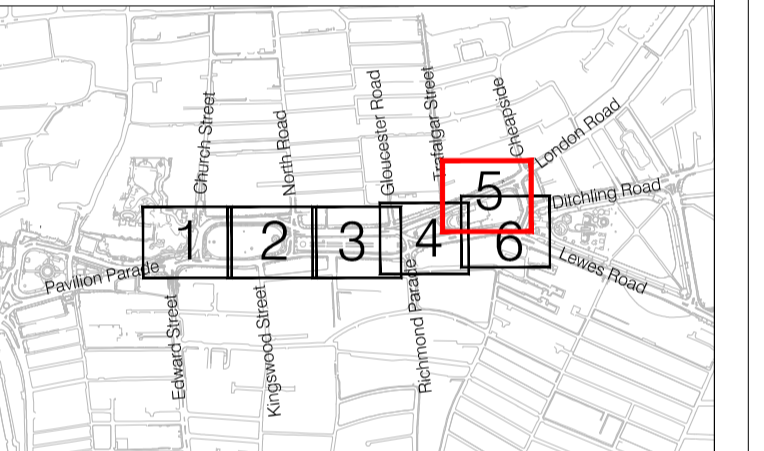
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	Proposed tree
	Soft landscaped verge
	Off street, segregated cycle track - Tarmac
	Street furniture zones - Resin bound gravel (rustic beach)
	Tree pits - flexipave
	Proposed Parking bays - block paving (buff)
	Proposed loading bays - reused granite kerb paving
	Footway - modular paving (buff)
	Shared footway / cycleway - Resin Bound gravel (golden beach)
	Granite setts - existing
	Tarmac carriageway - SMA
	Tarmac carriageway - HRA+ with chippings
	Side road entry treatment - block paving (buff)
	St Peters Square - resin bound gravel (pearl)
	Proposed removable bollards
	Flush channel kerb 255mm wide
	Edging 300mm wide
	Edging 50mm wide
	Existing tree to be retained
	Proposed Lighting column
	Proposed cycle stand
	New bus / taxi shelter
	New traffic signal primary, secondary and pedestrian push button (indicative)
	Proposed bin locations



- NOTES:
1. Do not scale from this drawing.
  2. All dimensions are in metres unless otherwise stated.
  3. Lighting and signal locations are indicative only and are to be confirmed by BHCC engineers.
  4. Refer to Untitled Practice drawings for designs within the green spaces.



Rev	Date	Description	Dm	Chk	App
F	15.11.2017	MINOR AMENDMENTS	IC	GW	GW
E	31.10.2017	MINOR AMENDMENTS	IC	GW	GW
D	16.10.2017	REVISED FOR RSA 2 & BHCC ENGINEERING COMMENTS	IC	GW	GW
C	04.09.17	ISSUED FOR INTERIM STAGE 2 SAFETY AUDIT	PT	PT	GW
B	14.07.2017	RADIALLY ALTERED TO REFLECT KERB TYPES	IC	PT	GW
A	29.06.2017	DESIGN DEVELOPMENT FROM STAGE 3 ISSUE: DESIGN FREEZE 29.06.2017	IC	PT	GW
-	MAY 2017	DWG NO. CHANGED TO 1000003555	IC	PT	GW

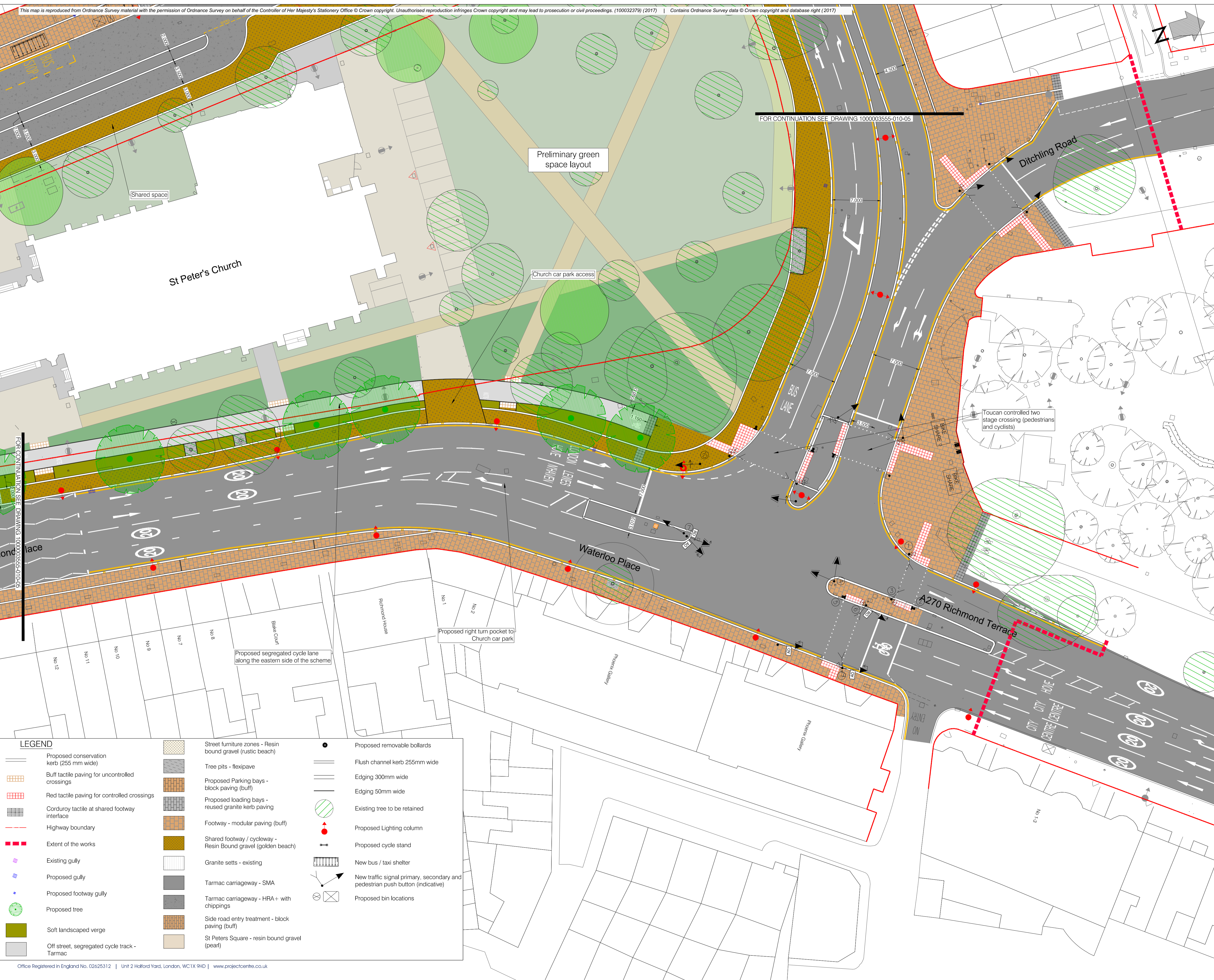
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**PROJECT CENTRE**



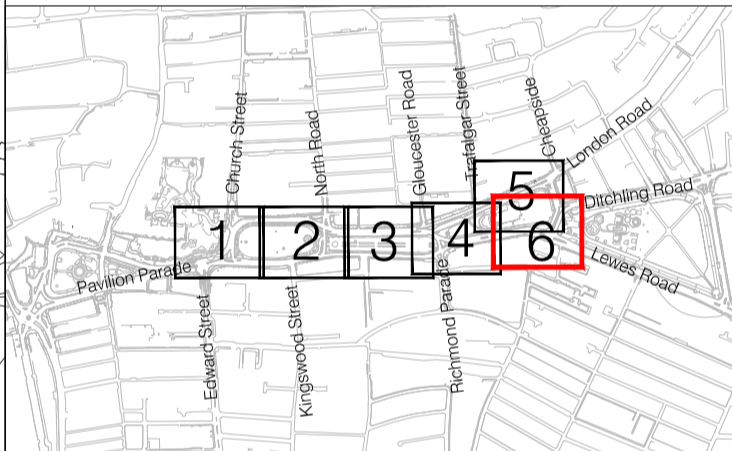
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Project	VALLEY GARDENS
Drawing Title	GENERAL ARRANGEMENT SHEET 5 OF 6
Drawing Status	<b>FOR INFORMATION</b>
Drawn	IC
Designed	GW
Date	29.06.2017
Scale	1:250@A1
Size	A1
Drawing No.	1000003555-4-010-05
Rev	F





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-	MAY 2017	DWG NO. CHANGED TO 100003555	IC	PT	GW

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Project: VALLEY GARDENS

Drawing Title: GENERAL ARRANGEMENT SHEET 6 OF 6

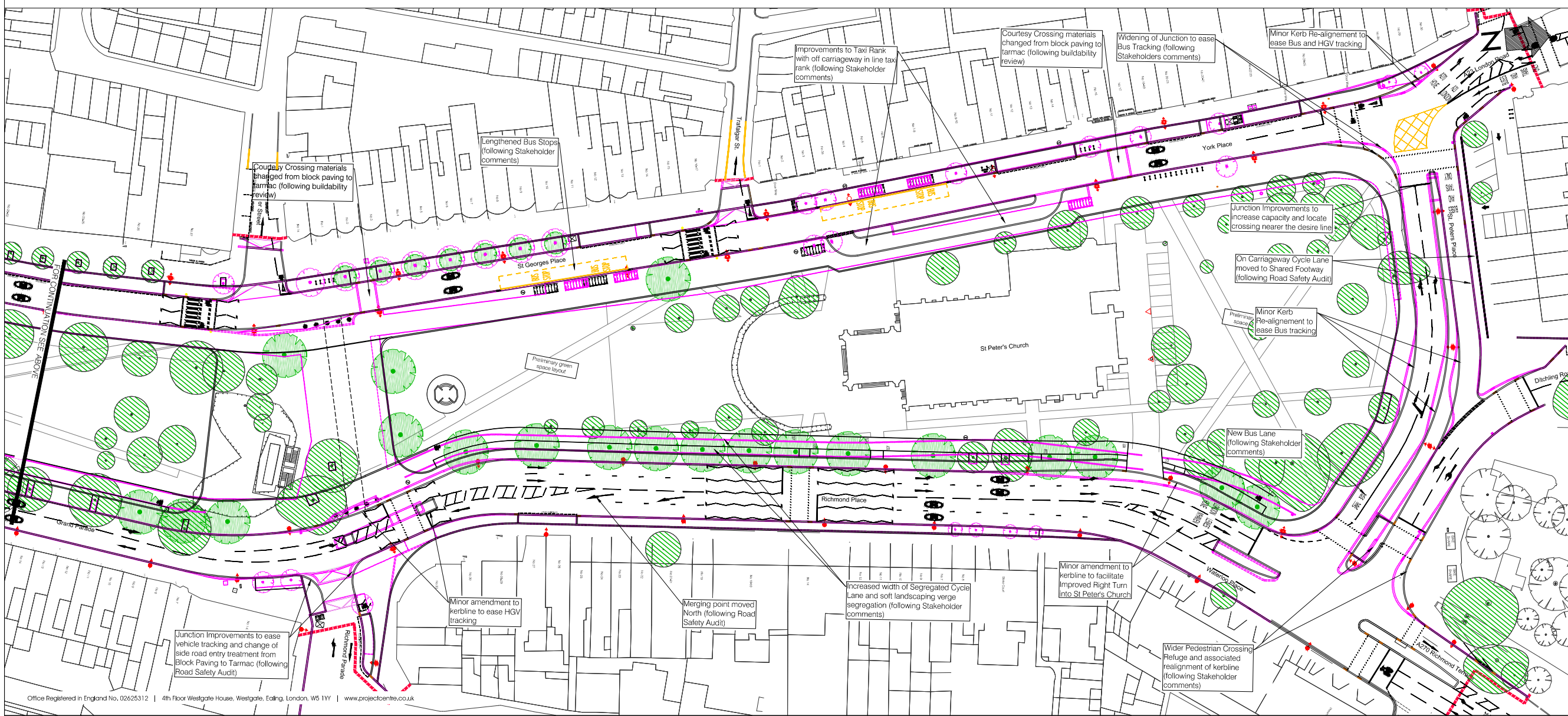
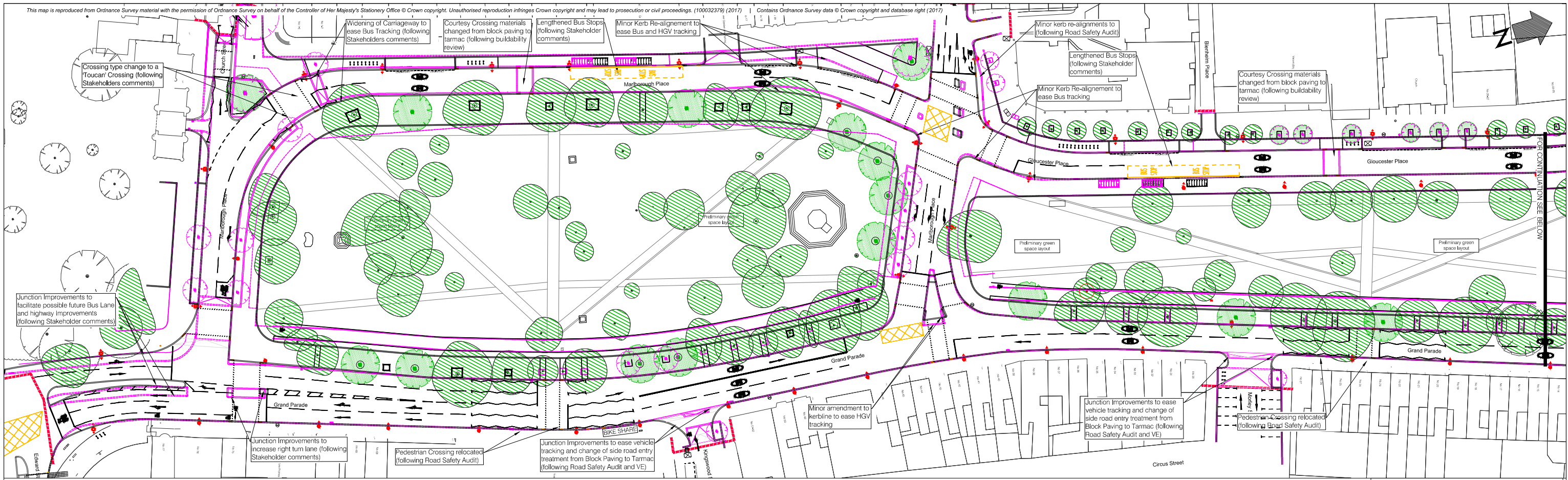
Drawing Status: FOR INFORMATION

Drawn	Designed	Date	Scale	Size
IC	GW	29.06.2017	1:250@A1	A1
Drawing No.				Rev
100003555-4-010-06				F

**LEGEND**

	Proposed conservation kerb (255 mm wide)		Proposed removable bollards
	Buff tactile paving for uncontrolled crossings		Flush channel kerb 255mm wide
	Red tactile paving for controlled crossings		Edging 300mm wide
	Corduroy tactile at shared footway interface		Edging 50mm wide
	Highway boundary		Existing tree to be retained
	Extent of the works		Proposed Lighting column
	Existing gully		Proposed cycle stand
	Proposed gully		New bus / taxi shelter
	Proposed footway gully		New traffic signal primary, secondary and pedestrian push button (indicative)
	Proposed tree		Proposed bin locations
	Soft landscaped verge		
	Off street, segregated cycle track - Tarmac		
	Street furniture zones - Resin bound gravel (rustic beach)		
	Tree pits - flexipave		
	Proposed Parking bays - block paving (buff)		
	Proposed loading bays - reused granite kerb paving		
	Footway - modular paving (buff)		
	Shared footway / cycleway - Resin Bound gravel (golden beach)		
	Granite setts - existing		
	Tarmac carriageway - SMA		
	Tarmac carriageway - HRA+ with chippings		
	Side road entry treatment - block paving (buff)		
	St Peters Square - resin bound gravel (pearl)		





**LEGEND**

- Proposed conservation kerb (250 mm wide)
- Original Stage 3 Preliminary kerbline
- Proposed tree
- Original Stage 3 Preliminary tree
- Proposed lighting column
- Proposed cycle stand
- New bus shelter
- Original Stage 3 Preliminary bus shelter

Rev	Date	Description	Drn	Chk	App
-	Oct 2017				

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Client: Brighton & Hove City Council

Project: VALLEY GARDENS

Drawing Title: GENERAL ARRANGEMENT  
OVERALL SCHEME - COMPARISON TO STAGE 3 LAYOUT

Drawing Status: FOR INFORMATION

Drawn	Designed	Date	Scale	Size
IC	GW	19.10.17	1:500@A1	A1

Drawing No: 100003555-4-SK052



# Brighton & Hove

## Valley Gardens Temporary Traffic Management Plan



Enhancing Valley Gardens has been an objective of Brighton & Hove City Council for a number of years. The longstanding recognition of the need to improve Valley Gardens is reflected in a number of the city's core, strategic documents.

The key principles of the Valley Gardens proposals are to simplify the existing highway network making the journey through Valley Gardens less complicated and more legible for all users, improving cycle and pedestrian networks and improving safety and air quality within the project area.

Version 7 Sept 2017

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## 1.0 INTRODUCTION

### Introduction to the Project

- 1.1 Edburton Contractors Ltd were awarded the Early Contractor Involvement Temporary Traffic Management design project as part of the overall road improvements scheme in the Valley Gardens area of the city of Brighton & Hove. The contracts intention was to create a temporary traffic management design through thorough consultation and engagement with stakeholders of the city's transport network. A phased approach to construction works has been developed to ensure maximum traffic flows are maintained during the build for Valley Gardens.
- 1.2 The project involved the creation of Computer Aided Design(CAD) drawings to map the existing and proposed traffic flows as well as diversion routes for displaced traffic. Great emphasis has been placed on maintaining the free flow of public transport vehicles during the construction stages to ensure the city can continue to function whilst the works are ongoing.
- 1.3 The overall phased construction layout drawing can be seen in **Appendix A**

### Introduction to the Temporary Traffic Management Plan

- 1.4 This document was developed to provide information on the traffic management requirements and procedures associated with the proposed construction work to be undertaken on the project. Edburton Contractors Ltd highlights the need to manage, maintain and monitor the traffic management during the construction phase to maintain the health and safety of the public and construction staff as well as maintenance of traffic flows.
- 1.5 Guidance with regards to the **Temporary Traffic Management** designs developed for this project has been obtained from,
  - New Roads and Street Works Act 1991
  - The Traffic Signs Regulations and General Directions 2016
  - *Traffic signs manual, Chapter 8 Traffic Safety Measures and Signs for Road Works and Temporary Situations Part 1: Design and Part 2: Operations*
  - *Safety at street works and road works: a code of practice 2013 (2nd impression June 2014)* The Stationery Office 2014 (The Red Book)

Further guidance with regards to **Health and Safety legislation** can be obtained from,

- Health and Safety at Work etc. Act 1974
- The Construction (Design and Management) Regulations 2015
- The Management of Health and Safety at Work Regulations 1999 (as amended)
- Personal Protective Equipment at Work Regulations 1992 (as amended).
- Provision and Use of Work Equipment Regulations 1998



- 1.6 Due to the location of the project there is potential for delays and disruption to be created by means of the temporary traffic management required for elements of the works, such as junction layout changes, resurfacing etc. However, through careful planning these issues can be minimised or even eliminated before the works commence, for example from co-ordinating works, changing works sequencing or adopting alternative traffic management schemes. All efforts must be made to reduce the disruption caused by the scheme works and methods such as advanced warning signs, temporary variable messaging signs and advertising through press releases, web updates, letter drops etc. as appropriate should be used.
- 1.7 The appointed works contractor will be required to avoid unnecessary delays and disruption to traffic, pedestrians, cyclists and public transport during construction of the project while maintaining access to properties and businesses whilst maintaining relevant safety standards for traffic, the public and the construction staff.
- 1.8 It is suggested a Traffic Management Working Group (TMWG) be formed for the Valley Gardens construction project which includes representatives from the local highway authority, public transport providers, emergency services and the contractors for the Valley Gardens scheme build.

## 2.0 TEMPORARY TRAFFIC MANAGEMENT

### 2.1 Temporary Traffic Management Contractor Duties

Name	TBC
Contact Details	TBC
Responsibilities	All temporary traffic management measures
	Ensuring all temporary traffic management equipment is in place and in full working order through a structured method of inspections as agreed with the local highway authority and Valley Gardens works contractor.
	Enforcement of health and safety in liaison with the Valley Gardens Contractor's Health and Safety Manager, relating to operations and live traffic
	Liaison with any Employer's Representative, CDM Co-ordinator and relevant authorities and ongoing monitoring of traffic management measures
	Arranging for site inspections and equipment attended to and maintained and in the case of accidents or incidents
	Informing BHCC permit team, public transport providers, affected road users, local radio and the local press at least two weeks in advance of any planned major changes to the traffic management layouts, including any plans to reduce the number of available running lanes.

	<p>In the event of a traffic incident occurring in or adjacent to the Site, contacting the emergency services and the Employer informing them of:</p> <ul style="list-style-type: none"> <li>• The location of the incident</li> <li>• The seriousness of the incident and whether any persons are trapped</li> <li>• Whether the incident involves vehicles carrying flammable, corrosive or hazardous substances; and</li> <li>• Whether there is a possibility of ignition from leaking fuel or chemicals</li> </ul>
--	---

### 3.0 TIMINGS OF OPERATIONS

- 3.1 It is suggested normal working hours for activities generating noise on the Valley Gardens scheme shall be Monday to Friday - 08:00 hrs to 18:00 hrs and Saturday – 09:00 to 13:00 hrs as per BHCC Environmental Health team advice. Phase durations are based on these normal working hours. The Valley Gardens works contractor will be required to provide such information as may be considered necessary in accordance with the Noise and Vibration Monitoring Plan if an extension to the normal working hours is sought.
- 3.2 The Valley Gardens road network is identified as Traffic Sensitive on BHCC’s street gazetteer therefore erection and removal of any traffic management installation, temporary diversion or Road Safety Audits shall **not** be carried out during the following hours or during any other time periods specified by BHCC or TMWG:  
Monday to Sunday – 06:00-10:00 hrs inclusive and 16:00 (15:30 on Fridays) to 19:00 hrs inclusive and on any local or national public holiday or ‘one-off special events’ identified by BHCC, unless agreed in writing by BHCC and any other relevant authority, or on specific instructions from the police.
- 3.3 Key events are scheduled in table 3.3 below. Edburton Contractors Ltd have ensured that the traffic management proposals take account of events and public holidays which are likely to affect traffic flows. The events schedule should be updated quarterly or as required to revise dates and include any additional events identified that may be affected by the works. Only those events occurring directly within the Valley Gardens area are listed below. It must be noted that BHCC hosts numerous events throughout the calendar year many of which will traverse the Valley Gardens works area and these will need to be accommodated by the works contractor.

Brighton Half Marathon	February 2018, 2019
Brighton Marathon	April 2018, 2019
The Warren	May – June 2018, 2019
Fringe Central Hub	May – June 2018, 2019
Lady Boys of Bangkok	May – June 2018, 2019
Brighton Spielgeltent	May – June 2018, 2019
Brighton Festival	May 2018, 2019
Historic Comm’ Vehicle Run	May 2018, 2019
Mini Owners Run	May 2018, 2019
BHF Lon2Brighton BikeRide	June 2018, 2019



Pride, PVP	August 2018, 2019
Fiery Food Festival	September 2018, 2019
Ace Café (motorcycle)Run	September 2018, 2019
Veteran Car Run	November 2018, 2019
Remembrance	November 2018, 2019

**Table 3.3 Events Schedule**

#### **4.0 CONSTRUCTION TRAFFIC ACCESS**

- 4.1 A haulage route plan must be developed for the site for the major suppliers (concrete, earthworks, surfacing etc.) showing routes to be used to get to work areas and access locations for the works areas. Controlled site access / egress will need to be incorporated into each phase of the build. The access egress plan will need to be communicated to the suppliers and any subcontractors.
- 4.2 The site compound location will need to be developed to minimise site traffic movements and disruption to road users in and around the build.
- 4.3 The Valley Gardens scheme contractor must consult and comply with BHCC’s Permit Team regarding the routing of vehicles to and from their Site and review/submit to BHCC proposals for construction traffic access as necessary.

#### **5.0 MEASURES TO PROVIDE FOR THE SAFETY OF TRAFFIC, THE PUBLIC AND CONSTRUCTION STAFF DURING THE TRAFFIC MANAGEMENT WORKS AND TEMPORARY TRAFFIC CONTROL MEASURES**

- 5.1 All traffic management works to be completed by trained competent personnel from specialist temporary traffic management contractor. All temporary traffic management (TTM) shall be designed and installed in accordance with Chapter 8 and *Safety at street works and road works: a code of practice*.
- 5.2 A risk assessment and method statement shall be completed for each TTM installation and shall consider hazards associated with each phase and necessary control measures.
- 5.3 The risk assessment proforma to be used can be found in **Appendix B**.
- 5.4 During the period when traffic restrictions are imposed on any road, the temporary traffic management contractor shall provide a minimum of one responsible and appropriately experienced operative with an appropriate vehicle on a 24-hour day, 7 day a week basis whose responsibility shall be for the periodic monitoring (at least twice per day one am and pm) of the TTM.
- 5.5 In the event of an incident occurring in or adjacent to the site, the Valley Gardens scheme contractor and or temporary traffic management contractor shall immediately contact the emergency services as appropriate using the emergency 999 service.  
Non-emergency contact details for the local blue light services are:



Sussex and Surrey Police	01273 470101
SECAMB	0300 1230999
ESFRS	0303 9991000

- 5.6 The Valley Gardens scheme contractor shall provide a breakdown recovery service as agreed with BHCC during the construction phases where rerouting of traffic is not possible.
- 5.7 Where reasonable and practicable, construction vehicles will avoid travelling in convoys on public roads.
- 5.8 Construction staff using private vehicles to travel to the site will park their vehicles in designated construction site car parks and not on public roads within the boundaries of the construction site or those roads immediately adjacent to cause delays to traffic. Parking of vehicles being used for construction purposes will be permitted on public roads within the limits of any traffic management scheme provided for the works.
- 5.9 The Valley Gardens scheme contractor will seek to arrange delivery of materials to the site by road between 10:00 hrs and 16:00 hrs to minimise disruption to road users during peak periods. This will be subject to the need for deliveries to occur at other time to maintain the safe and efficient operation of the construction works.

**6.0 EXISTING PEDESTRIAN, AND CYCLIST ROUTES**

- 6.1 The Valley Gardens scheme contractor shall take account the needs of cyclists, pedestrians and other road users, as appropriate, whilst undertaking any works on or adjacent to the site or roads adjacent to the site. The Valley Gardens scheme contractor in association with the temporary traffic management contractor shall take all reasonable measures to provide appropriate mitigation for these road users.
- 6.2 Cyclist routes are affected within the vicinity of the works and the Valley Gardens scheme contractor will need to be managed in line with the best practice standards of BHCC to ensure adequate provision is made to support cyclists during the scheme build.
- 6.3 The Valley Gardens scheme contractor shall ensure adequate temporary footway diversions are used wherever their Works interfere with existing public or private footways or other ways over which there is a public or private right of way for traffic.
- 6.4 Private accesses affected by the TTM shall have their access maintained wherever possible. If access cannot be maintained for private accesses affected mitigation must be offered to the resident and discussed with BHCC.

**7.0 MEASURES TO REDUCE TRAFFIC IMPACTS DUE TO THE IMPLEMENTATION OF TEMPORARY TRAFFIC MANAGEMENT FOR THE VALLEY GARDENS SCHEME**



## Valley Gardens Existing Traffic Flows

- 7.1 Valley Gardens is made up of the series of green spaces running from The Level down to the Old Steine and the seafront. Many of the busiest transport routes in the city pass through Valley Gardens area including the A23 and the A270. The current road layout has developed over time and includes designated bus/taxi lanes, segregated contraflow bus/taxi routes and a combination of off and on road cycle routes.

Traffic leaving the A23 and A27 trunk roads wishing to head in to the city is signposted towards Valley Gardens area in order to reach their preferred destination. Be that the seafront, The Royal Pavilion, city centre car parks or any of the numerous attractions the centre of Brighton & Hove has to offer.

Valley Gardens traffic flows are expected to continue during the scheme build therefore the temporary traffic management has been designed to accommodate existing traffic flows and allow the scheme build to continue in unison. A Plan showing the existing traffic flows around the Valley Gardens scheme build area can be found at **Appendix C**.

- 7.2 The city centre is a primary hub for multiple bus routes operated by Brighton and Hove Buses, Big Lemon, Metro Bus, Compass Travel and Stage Coach buses. Public transport is an essential facilitator of the successful commerce for the city and existing bus services must be accommodated on the road network at all times during the Valley Gardens scheme build. Brighton and Hove Buses city centre bus route map can be found at **Appendix D**.

## Valley Gardens Proposed Traffic Flows

- 7.3 The Valley Gardens scheme build has been broken down in to multiple phases of operations designed to ensure the roads within and adjacent to the scheme can continue to operate in as near to a normal way as possible during the works. A written breakdown of the phases is detailed below: - To note all greenspace works to be programmed to occur in collaboration with highway works in so far as it is reasonably practicable to do so.

- *Phase 1 commences on the southbound section of the A270 Richmond Parade/Grand Parade from 50metres north of the junction with St Peter's Place and proceeds southerly to a point approximately 50m north of the junction with Edward Street. The works will necessitate the inside lane being removed from use and all southbound traffic will be temporarily redirected into the outside lane by the means of temporary traffic management.*
- *Phase 2 switches southbound traffic on the A270 to the newly completed inside lane by the means of temporary traffic management between the junctions of St Peter's Place and Marlborough Place. Phase 2 will also allow construction works to occur in St Peter's Place including setting aside an area to be used as a temporary Taxi pick up and drop off point whilst the scheme continues to phase 6 when the new permanent taxi rank will have been completed.*
- *Phase 3 encompasses the Victoria Gardens area and allows for works on the outside lane of the southbound A270 Grand Parade between Marlborough Place and Church Street and the northbound A23 Marlborough Place with all traffic diverted on to the inside lanes by the means of temporary traffic management.*

- *Phase 4 switches northbound A23 Marlborough Place traffic on to the outside lane and manages traffic using Church Street by the means of temporary traffic management to allow for access and construction to occur in unison.*
- *Phase 5 allows construction on the north bound inside lanes of Gloucester Place, St Georges Place and York Place with all northbound traffic temporarily redirected into the outside lanes by the means of temporary traffic management.*
- *Phase 6 removes the northbound segregated bus lanes in the area of St Georges Place and York Place with northbound buses joining general traffic flows in the newly completed northbound sections of St Georges Place and York Place as constructed in phase 5.*
- *Phase 7 allows for works to the segregated northbound and southbound bus lanes in Gloucester Place with buses joining normal northbound and southbound traffic lanes.*
- *Phase 8 will manage eastbound traffic flows exiting North Road and crossing Marlborough Place by the means of temporary traffic management with bus flows redirected to the new traffic lanes on the eastern side of Valley Gardens as necessary.*
- *Phase 9 closes the A270/Richmond Place cut through and no temporary diversions or traffic management is required apart from closing the site to traffic.*
- *Phase 10 finalises construction of the Grand Parade/Edward Street traffic islands and is managed by means of temporary traffic management.*

Proposed traffic flow diagrams have been created for each phase of the build and these drawings can be found in the Traffic Flow Arrangements pack supporting this report. The rationale for the phases of construction were developed after a period of consultation with affected Valley Gardens road users and are designed to allow the Valley Gardens scheme contractor to build the new road layouts in the least disruptive way possible.

The completed Valley Gardens scheme separates much of the local bus and taxi traffic from the commuter, visitor and through traffic (normal traffic). Works will begin on the normal traffic side (eastern side) of the Valley Gardens area and continue in a sectional nature until all the normal traffic running lanes are constructed.

On completion of the Eastern side of Valley Gardens scheme works can commence on the local buses and taxis lanes on the Western side of the build area. The finished lane widths are reduced and therefore some of the bus traffic will need to be integrated in to the completed normal traffic lanes during the build. Priority for public transport vehicles should be offered wherever it is possible to do so without unduly impeding the normal traffic flows.

### **Areas of Concern, Solutions and or Mitigation Offered**

- 7.4 Extensive consultation has been undertaken to ascertain the needs of road users affected by the Valley Gardens scheme build and further liaison will be expected before and during the works period. Consultation has been carried out with Police, SECAMB, ESFR, Local transport providers including Buses and Taxis, Brighton Marina, Local NHS trust, and officers within BHCC including Civil Contingencies, Health and Safety, Outdoor Events Team and Environmental Health. Consultation comments received and actions are documented in **Appendix J.**

In cooperation with BHCC consultation meetings / drop in centres, letter drops, local press and radio and on-line communication tools will all be used to ensure those affected by the scheme build will have up to date information available to them at all times. The Valley Gardens scheme contractor will be expected to bring their knowledge, skills and experience in these endeavours to the project in order to support the consultation works already undertaken.

The information gathered during previous consultation exercises is summarised in Appendix J but should not be considered complete and further areas of concern requiring mitigating efforts should be expected as part of the Valley Gardens scheme build. The list has been developed in line with the phased build designs and should be read in conjunction with the Traffic Flow and Arrangements Pack.

## 8.0 OUTER AND LOCAL DIVERSION ROUTES

8.1 Outer and local traffic diversions have been designed to facilitate the different phases of the works and the drawings associated with these diversion routes can be found at **Appendix E and F**. All diversion drawings should be read in conjunction with the **Table of Consultation Comments and BHCC Decisions and Comments** and the Traffic Flow Arrangements pack.

## 9.0 DURATIONS AND PROPOSED TIMINGS

9.1 The Construction Programme was established by identifying keys operations and applying typical outputs to these to give appropriate durations for the operations and phases. The programme was sequenced in phases from a start date of June 2018. The first draft programme gave a project duration of 29 months, with a projected completion date of October 2020.

We understand the Clients' expectation of a completion by May 2020 and so reconsidered the outputs and durations, making an allowance for increased outputs through extended working hours, a six-day working week and increased resources where appropriate.

This gave a revised project duration of 23 months with a projected completion of April 2020. The durations are estimated, the final timings and programme will be agreed with the appointed contractor.

The duration construction programme can be found in **Appendix G**

## 10.0 PROJECTED COSTS

10.1 We have estimated the projected costs for temporary traffic management required during the construction works.

This includes an assessment of the likely requirement for materials eg. barriers, signs and cones, which will be purchased for the scheme. This is deemed to include:

Standard Signs – Plastic and fitted in raised height frames for increased visibility. For use on approaches to the works

- 150 no 750mm Quickfit frames
- 10 no 870mm x 360mm supplementary plates
- 50 no 750mm diameter
- 20 no 1050mm x 450mm



- 60 no 1050mm x 750mm
- 20 no 600mm x 450mm

Class Ref 2 Road Signs – GRP in high frames for increased visibility. For use within the roadworks

- 150 no 900mm Quickfit frames
- 30 no 900mm x 350mm supplementary plates
- 100 no 1050mm x 450mm
- 70 no 900mm diameter
- 50 no 1050mm x 750mm
- 15 no 975mm x 1125mm 2 lane wickets
- 15 no 1350mm x 1125mm 3 lane wickets

Road Cones, Traffic Separator Blocks (red/white), Sand Bags and Lamps

- 100 no TM spec. coloured sand bags
- 1000 no 750mm Rubber based road cones
- 600 no 1m water-filled barrier
- 500 no Dorman static cone lamp

Local Diversion Signs

An allowance has been made for the re-use of some signs

- 20 no 750mm road works triangle
- 35 no 1050mm x 750mm road closed
- 60 no 1050mm x 750mm diversion
- 25 no supplementary plate
- 10 no bespoke 1050mm x 750mm

Outer Diversion Route Signs

- 20 no bespoke signs

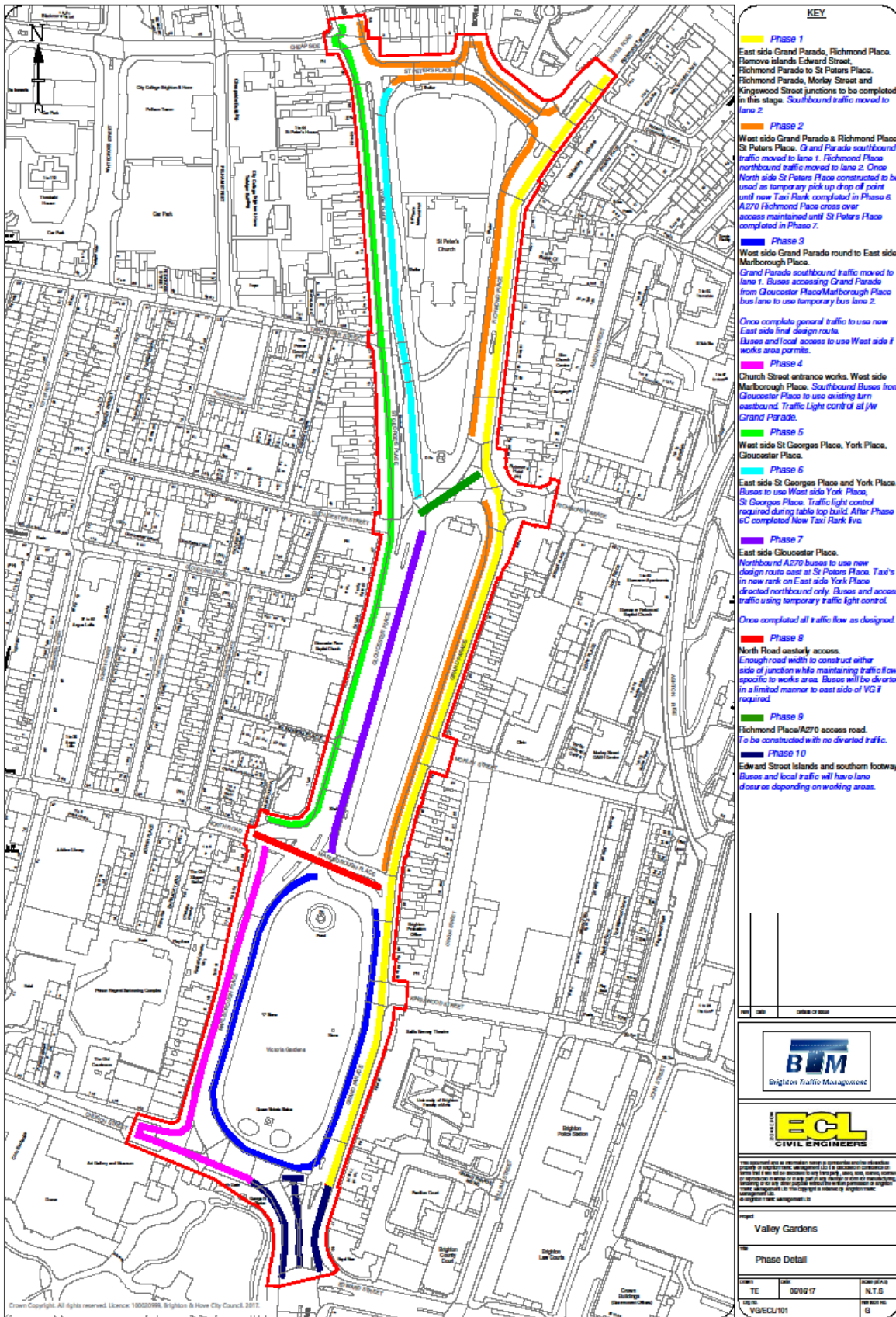
The costs also include for the provision of the outer diversion routes signage and provision of 4no. VMS signs for the duration of the works.

It is the intention to utilise the existing traffic lights as much as is practical throughout the scheme. There will, however, be the need to provide temporary 3-way lights at the junction of North Road and Grand Parade from Phase 3B to Phase 9 for a period of 52 weeks. The costs provided include for hire of these lights. We have not considered alternative costings to purchase these lights as the hire includes for a quick response maintenance from the suppliers. If purchased, the traffic light system would potentially be at risk of down time, even when under warranty, during any period of maintenance or disruption.

The costs also account for a permanent TM resource on site to make any set-ups and changes as may be required, as well as perform the maintenance of the TM.

Details are provided in **Appendix H**.

APPENDIX A



**APPENDIX B**

**Traffic Management Hazard Identification & Risk Assessment Control Form**

<b>Location</b>	
<b>Date</b>	
<b>Completed by</b>	
<b>Review Date</b>	
<b>Describe how mobile plant or vehicles in area are interacting with other mobile plant, vehicles and pedestrians</b>	

**This form can be used to identify possible hazards to persons or property in areas where pedestrians and mobile plant and vehicles interact. If a hazard is identified which is not currently or effectively controlled, a corrective action is to be entered column 4**

To minimise the risks to persons and property the following should be considered:

- Identify all reversing operations
- Identify who is at risk
- Eliminate reversing where possible
- Remove pedestrians from danger areas where possible
- Ensure safe systems of work i.e. provide instructions for responsible staff / drivers, and
- Modify the premises where possible



1. Item	2. Specific risk / hazard and identify whom is at risk	3. Existing Controls in place / further recommendations	4. Additional risk controls required	5. Person Responsible	6. Date to be actioned
<b>1. Workplace Environment / Conditions</b>					
a) Describe the lay out, physical conditions of the area					
b) Lighting –					
c) Do adverse weather conditions increase risks to those in area?					
d) Are roadways marked where necessary e.g. to indicate the right of way at road junctions?					
e) Is there a need for directions signs, speed limit signs and where applicable?					
f) Is there a need for features such as fixed mirrors to provide greater vision?					

2. Mobile Plant / Vehicles					
a) Type and purpose of mobile plant in area					
b) Types of loads, deliveries undertaken in area					
c) Frequency, duration of mobile plant activity in the area					
d) Is there a pedestrian traffic management plan in place? Is this up to date? Do all persons working in area know of it's existence and comply with the plan?					
e) Reversing of mobile plant – is this kept to a minimum in the area?					
f) Is there a need to have a dedicated reversing area? Is there a need for a signaller/banksman to direct reversing vehicles?					

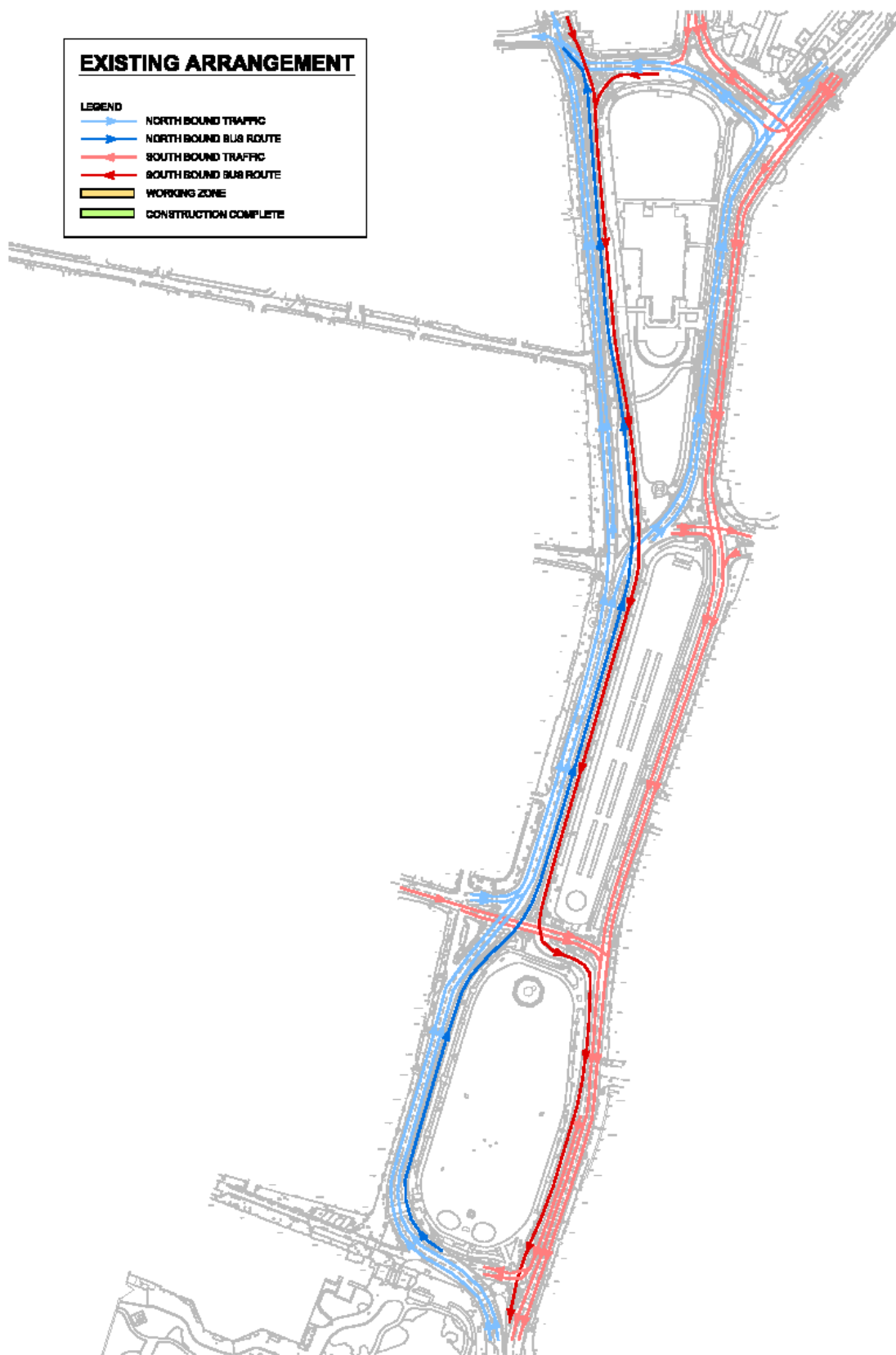
g) Do operators/drivers of plant/vehicles experience blind spots when in the area?					
h) Are there any obstructions to vision for operators of plant / vehicles which would prevent them seeing pedestrian's other operators?					
i) Does mobile plant have audible warning devices? Are these operating and appropriate to situation?					
j) Does mobile plant have visual warning devices? Are these operating and appropriate to situation?					
k) Is mobile plant and vehicle speeds controlled?					
l) Are there designated parking areas for mobile plant and vehicles?					

m) Are all operators of vehicles entering area familiar with environment & traffic management systems?					
n) Do emergency vehicles require access to the area to respond to emergency situations?					
o) Parking for visitors – designated or mixed provision					
<b>3. Pedestrians</b>					
a) Describe the types of pedestrians entering area					

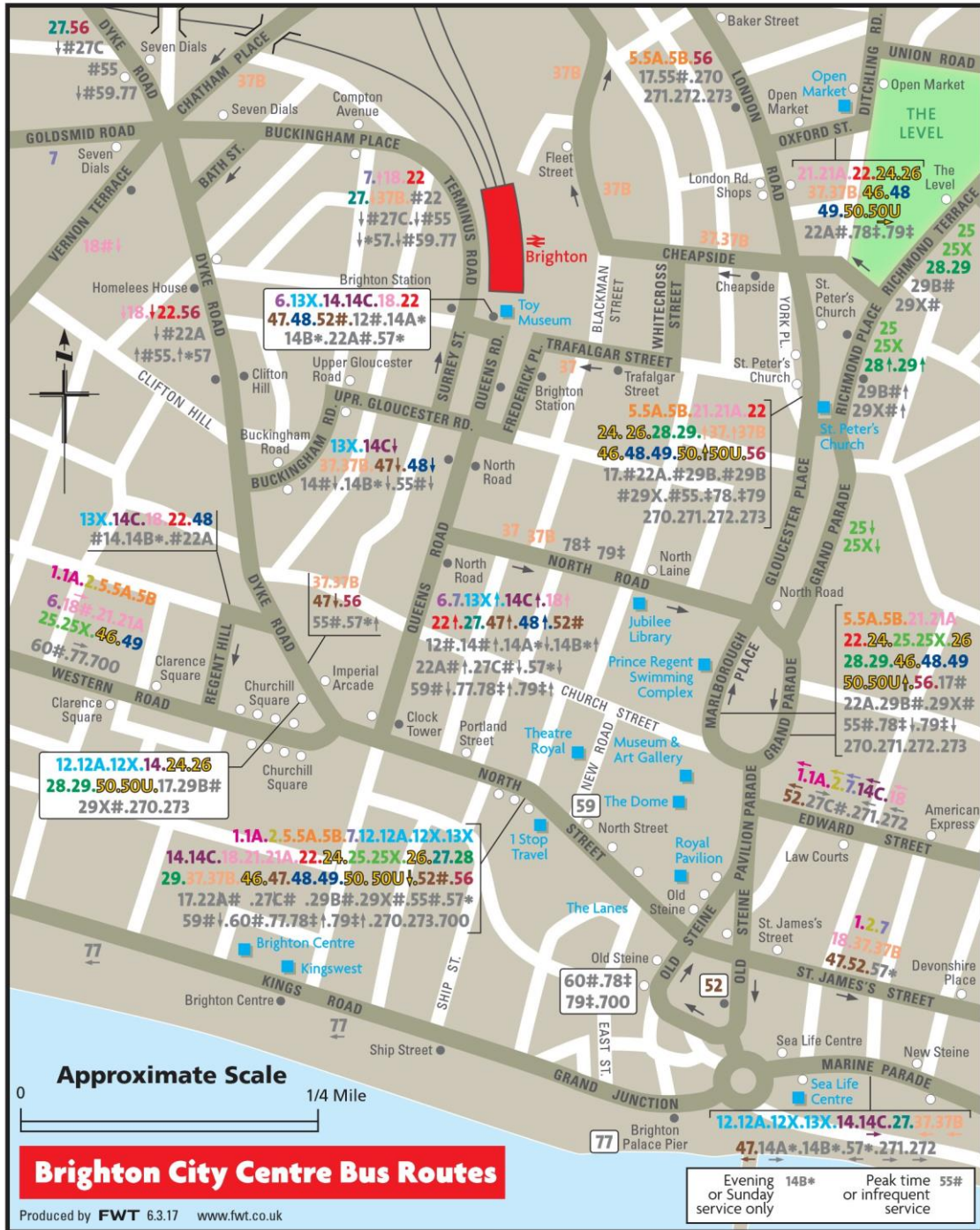
b) Are there suitable and appropriate numbers of pedestrian crossing points on vehicle routes?					
c) Are persons entering / exiting area from <ul style="list-style-type: none"><li>• Footpaths</li><li>• Blind corners</li><li>• Entrance / exit of buildings</li></ul>					
d) Are shared vehicle and pedestrian travel paths signed / unsigned?					
e) Do pedestrians entering area experience blind spots which prevent them from seeing moving plant or vehicles entering into area?					

f) Do all persons entering area understand the hazards – how is this communicated?					
<b>4. History of incidents / near misses</b>					
a) Is there a history of any incidents / near misses which have occurred in area involving pedestrians and mobile plant / vehicles					
<b>Manager's Name / Title</b>					
			<b>Manager's Signature</b>		<b>Date</b>

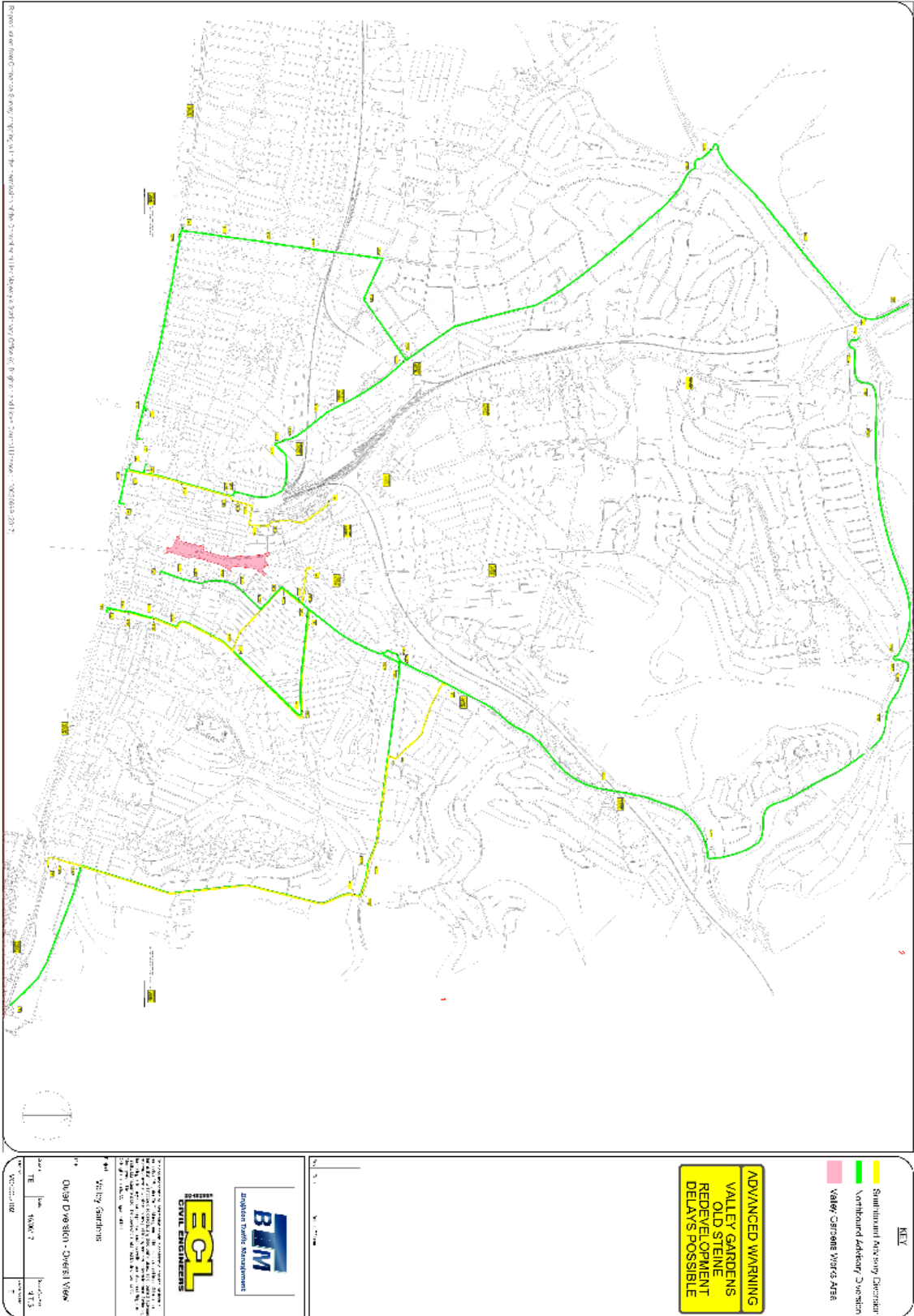
# APPENDIX C



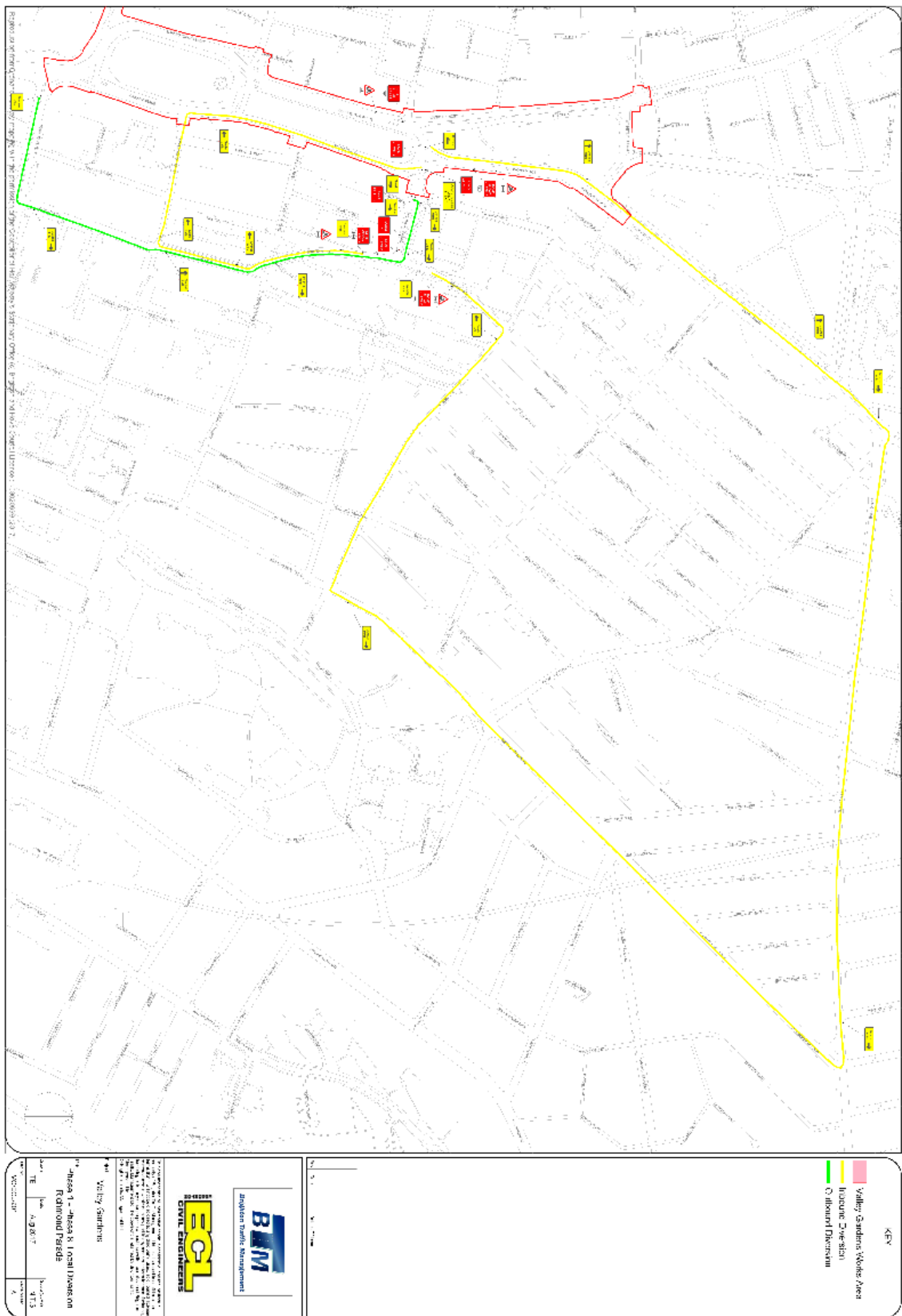
APPENDIX D



# APPENDIX E



# APPENDIX F



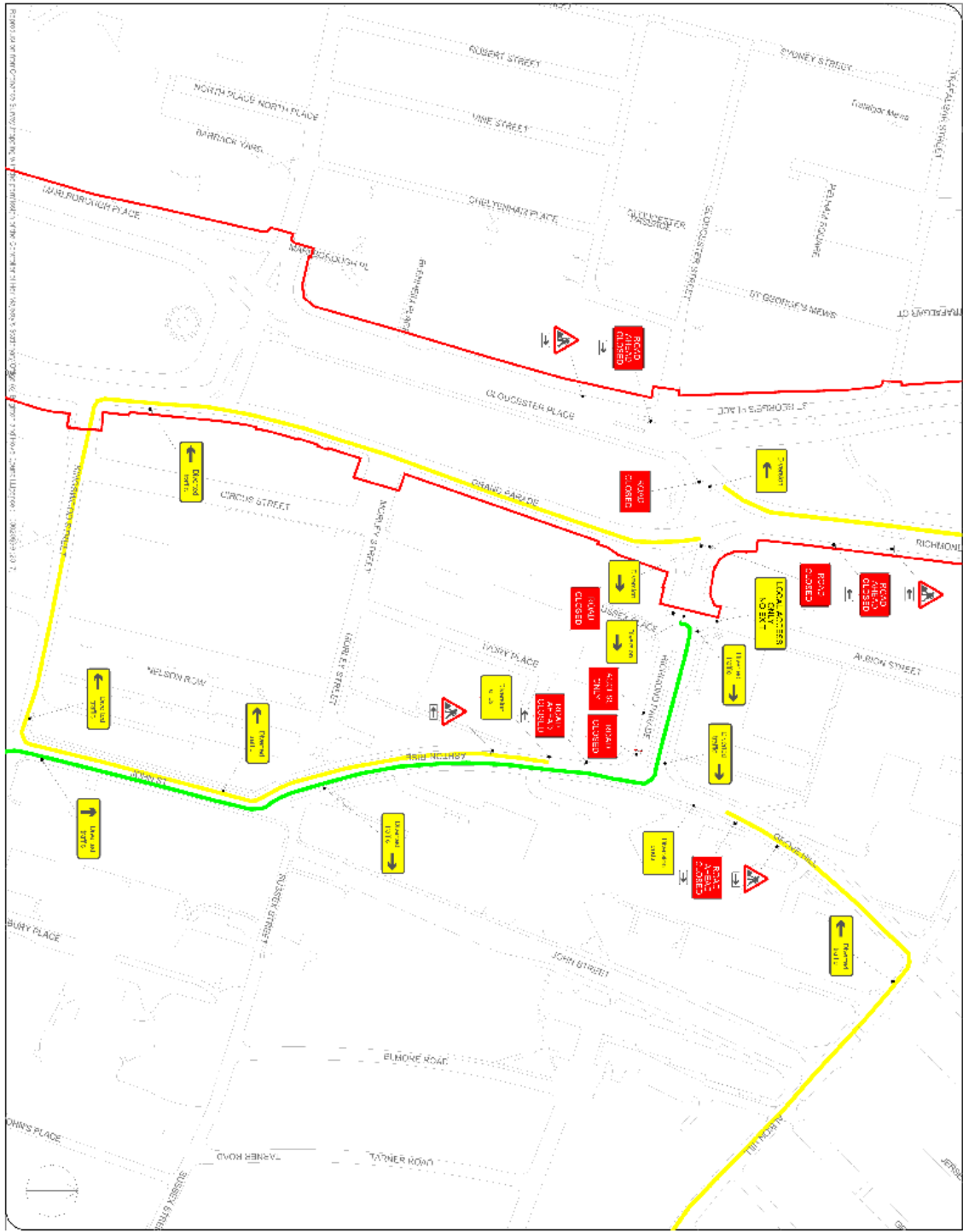
KEY

- Valley Gardens, Water Area
- Future Division
- Oldland Division



Valley Gardens  
 - Areas 1 - Areas 8 Local Division  
 Richmond Parade  
 Date: 15/08/17  
 Scale: 1:1000  
 Author: JTS  
 Version: 1.0





**KEY**

- Valley Gardens Waste Area
- Inland Division
- Cheltenham Division

**Brighton Traffic Management**

**BCTM**

**BCTM CIVIL ENGINEERS**

Yelling Simpson

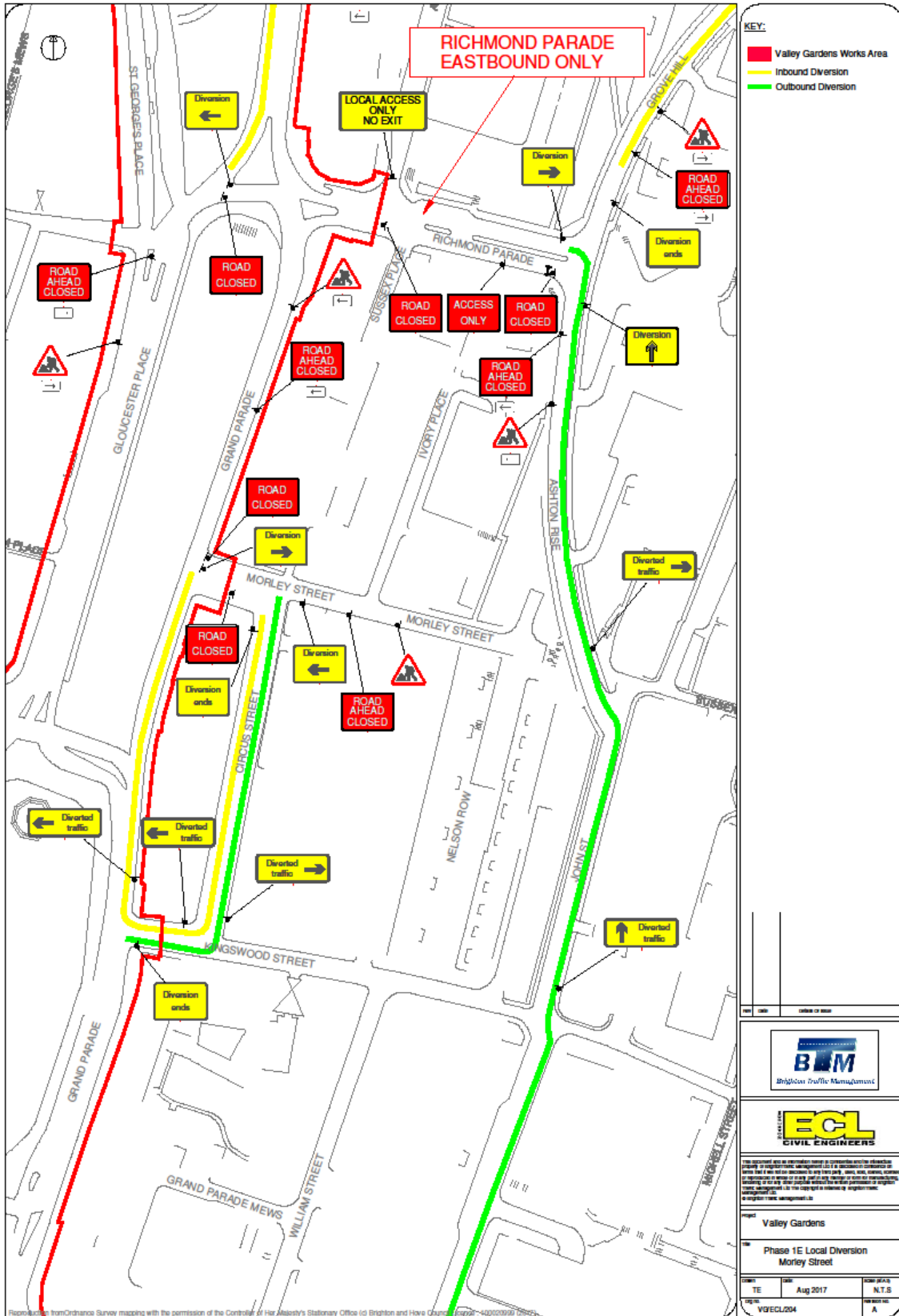
Please Use Local Division  
Revised and Final

DATE: 14/08/2017

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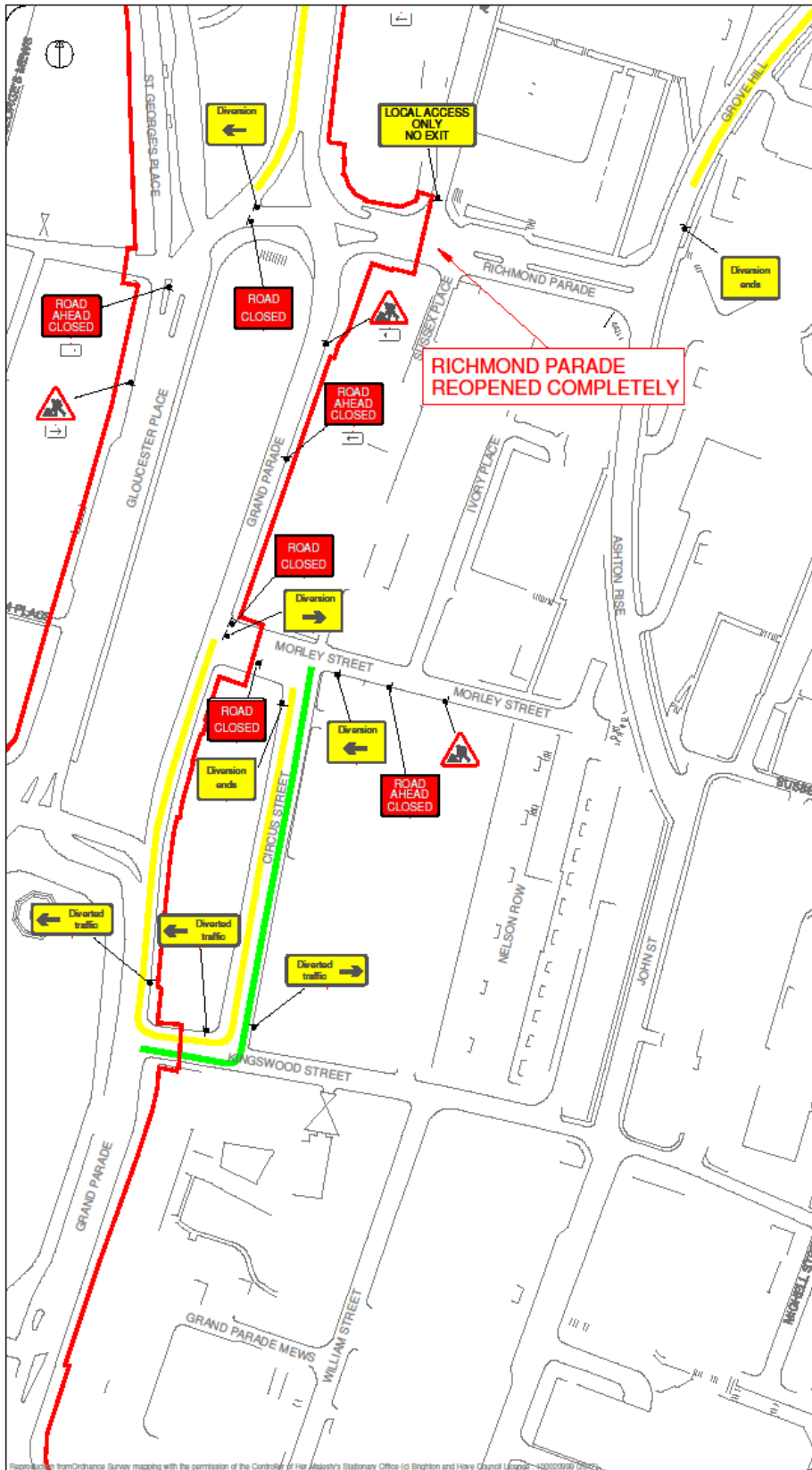
PROJECT: 17/13





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Project: Valley Gardens	
Phase 1E Local Diversion Morley Street	
Date: Aug 2017	Scale: N.T.S.
Ref: VGEC1204	Rev: A



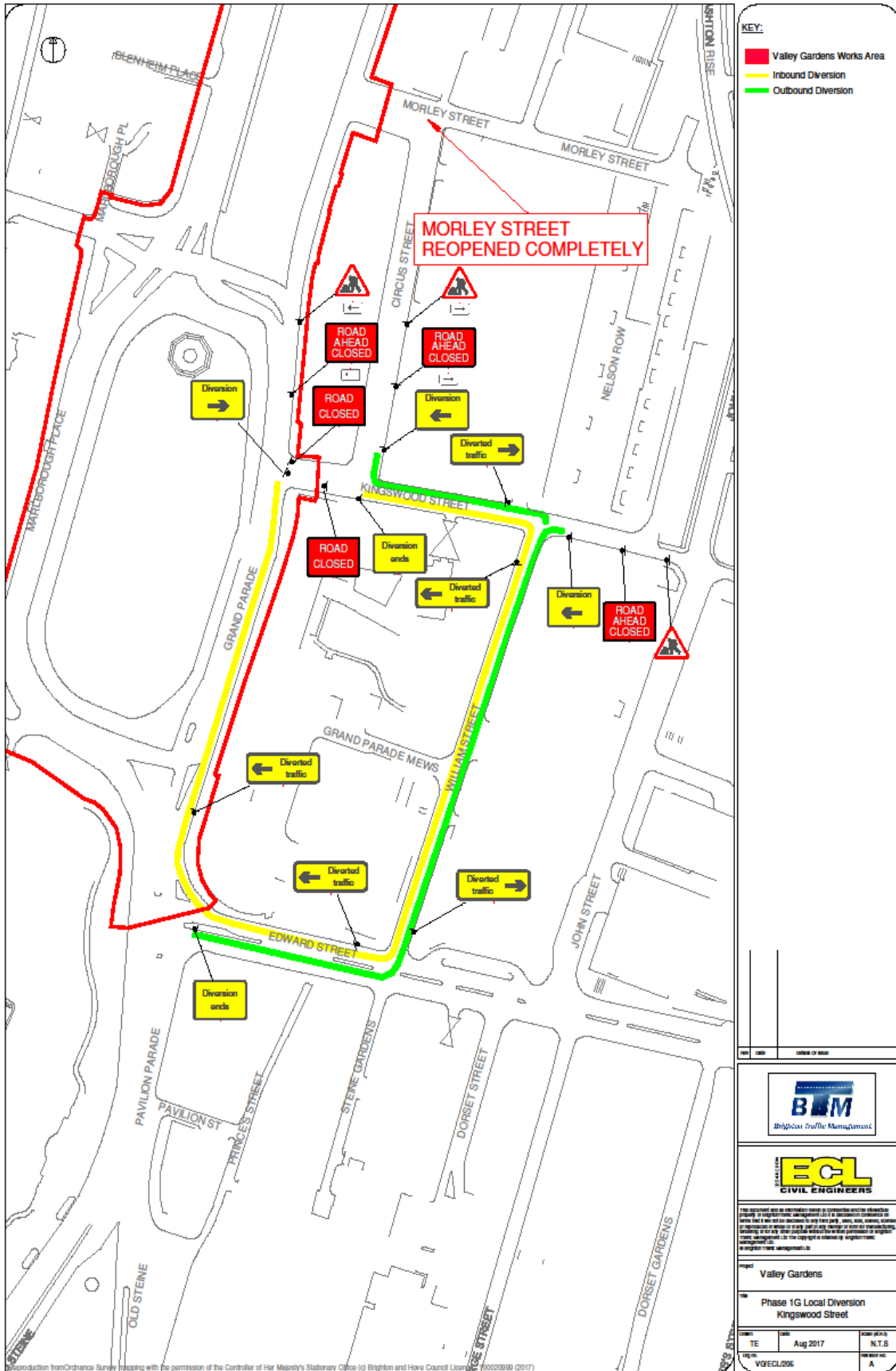


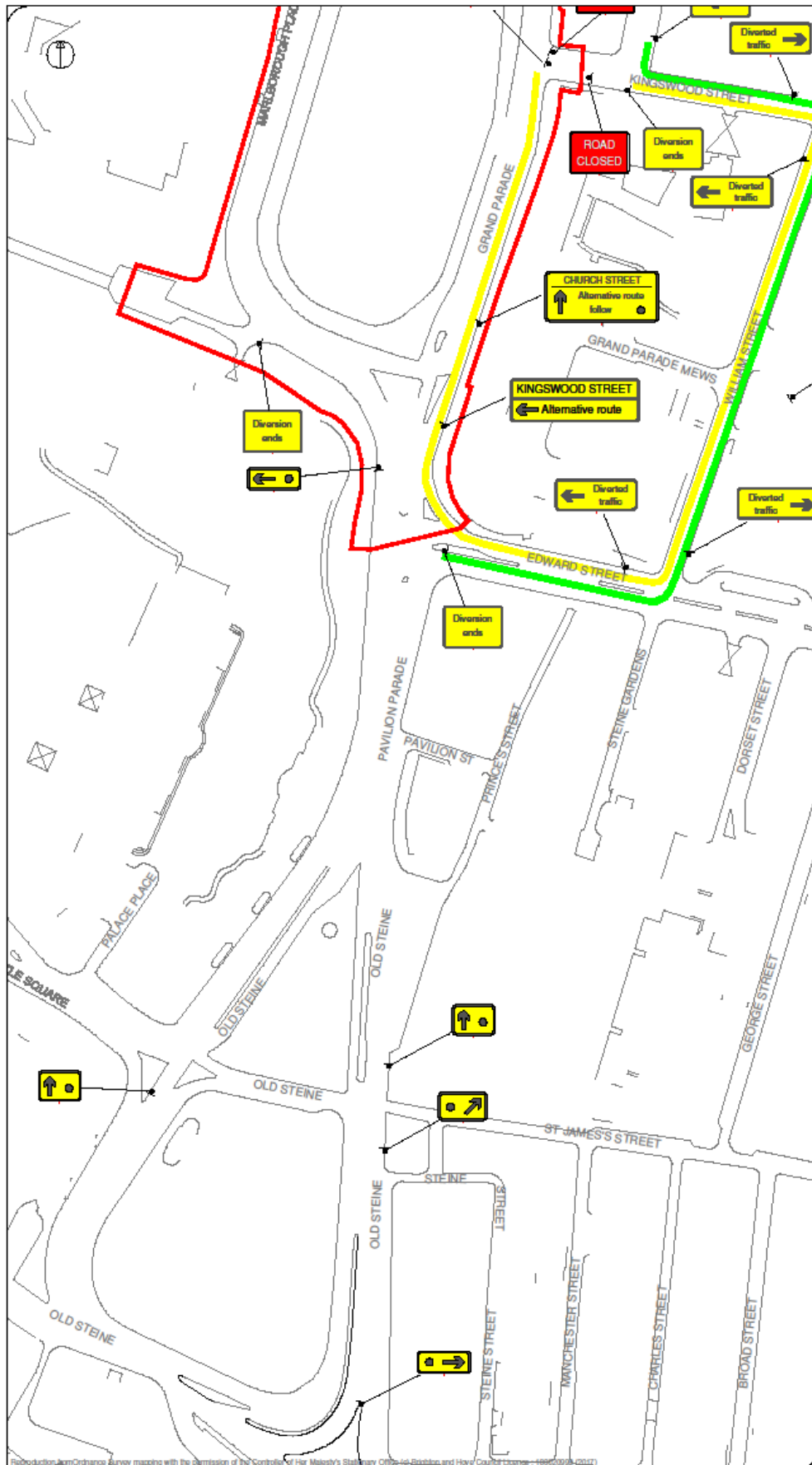
**KEY:**

- █ Valley Gardens Works Area
- █ Inbound Diversion
- █ Outbound Diversion

<p>Proposed or existing traffic management plans are subject to the approval of the relevant authority. The contractor shall be responsible for any traffic signs, cones, etc. which are used in the proposed work and shall arrange for their removal at the end of the project. The contractor shall be responsible for any damage to the road surface or other infrastructure caused by the proposed work. The contractor shall be responsible for any damage to the road surface or other infrastructure caused by the proposed work.</p>	
<p>Project: Valley Gardens</p>	
<p>Phase 1F Local Diversion Morley Street</p>	
<p>DATE: Aug 2017</p>	<p>SCALE: N.T.S.</p>
<p>REF: VGEC/205</p>	<p>REV: A</p>



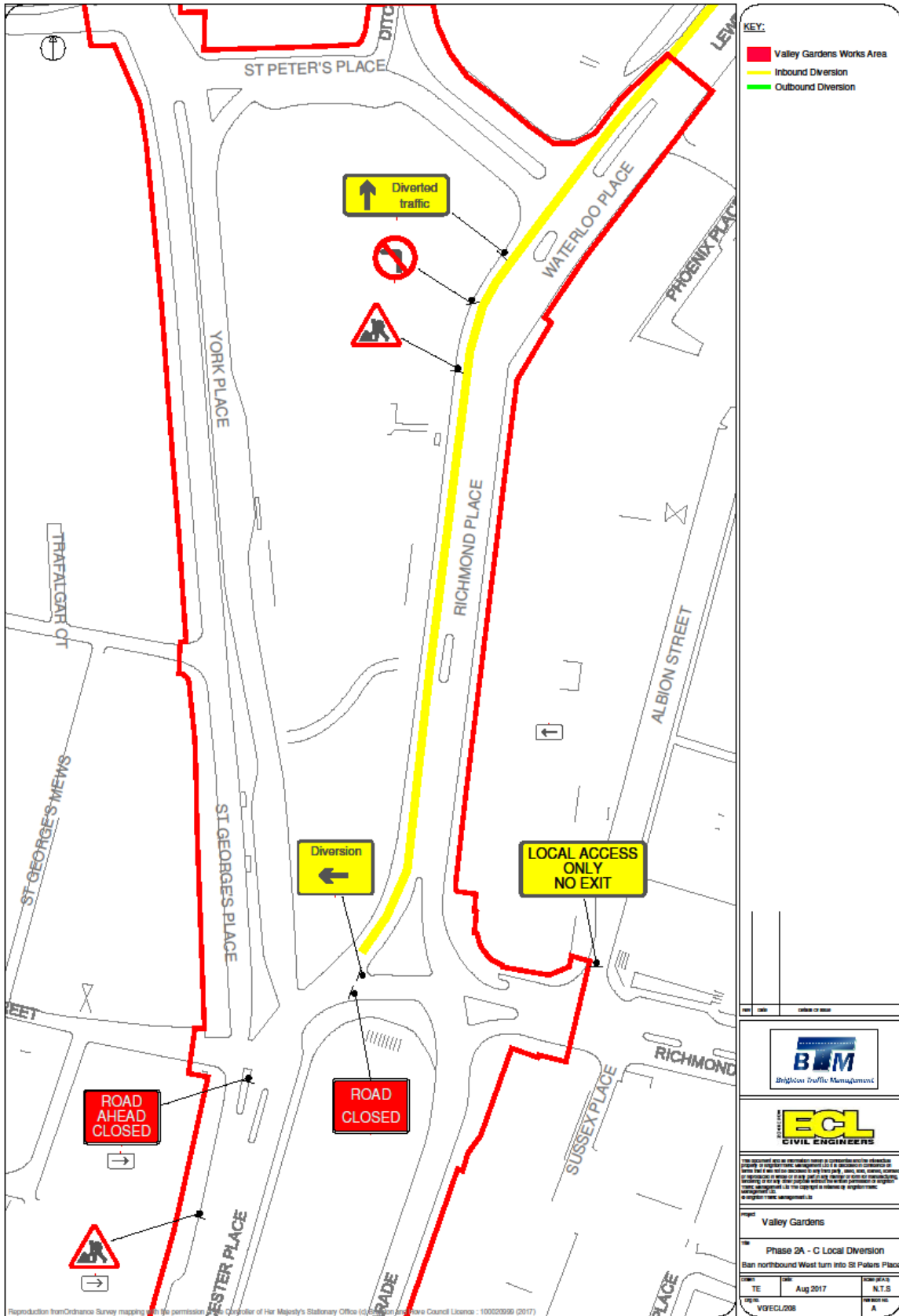


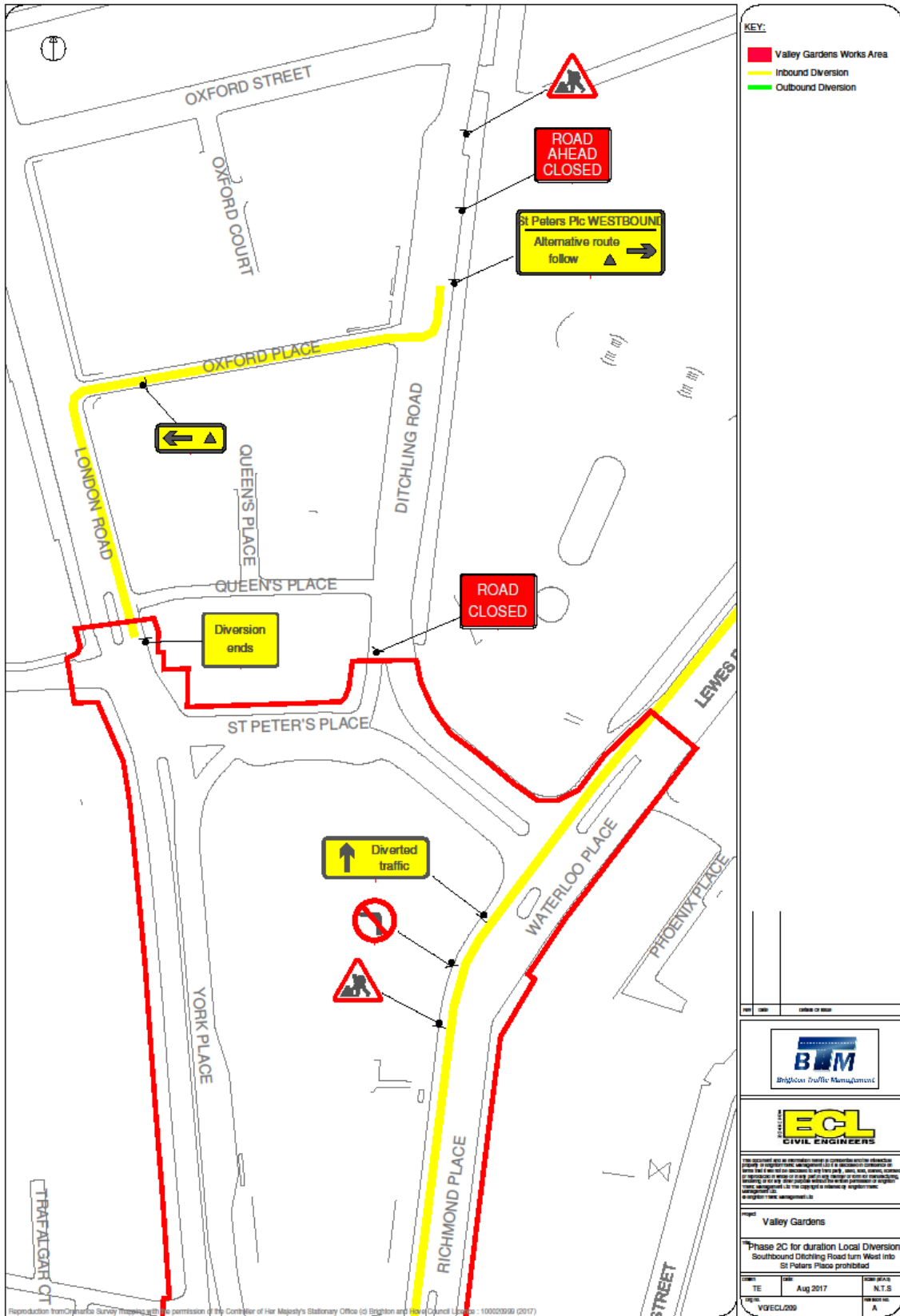


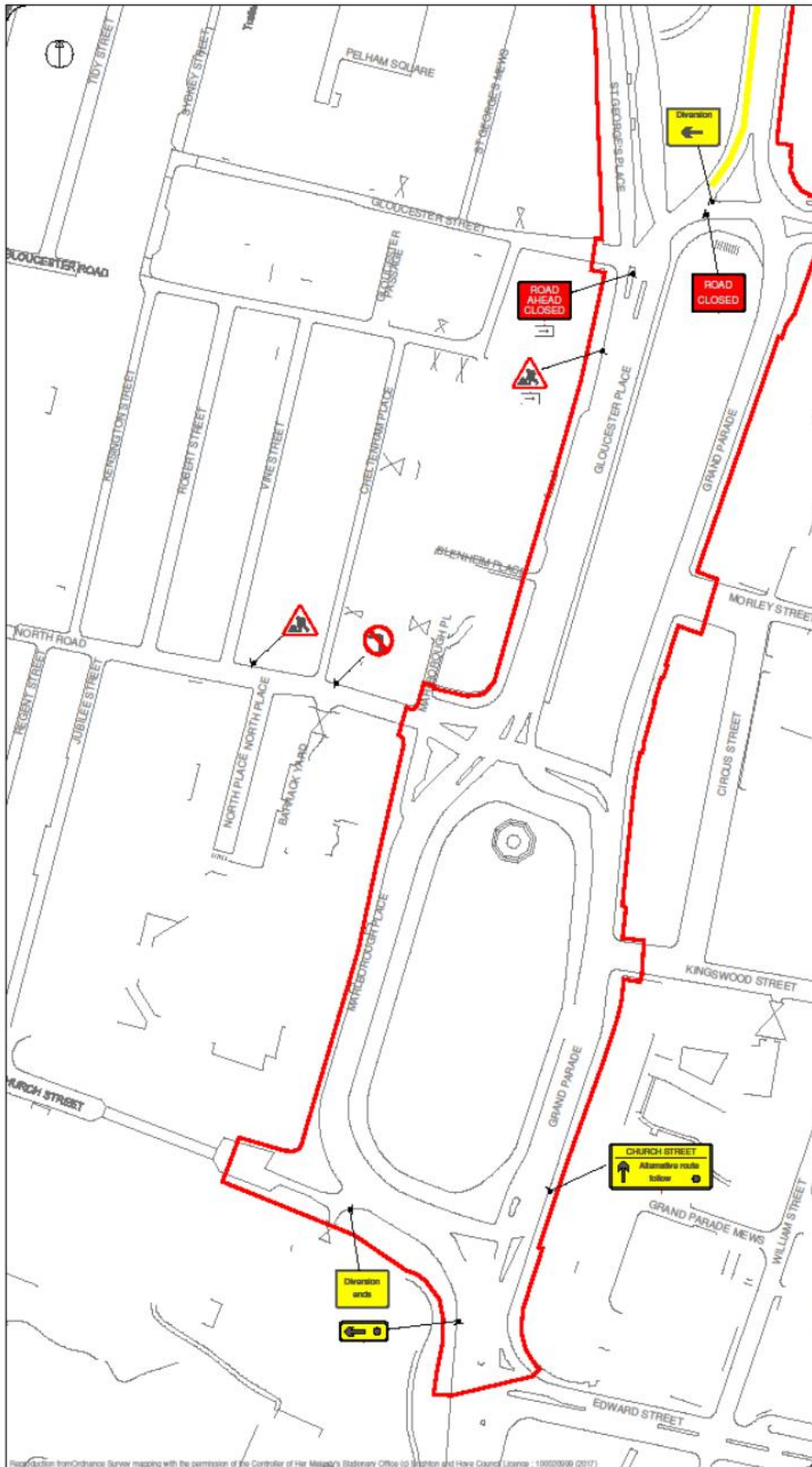
**KEY:**  
█ Valley Gardens Works Area  
█ Inbound Diversion  
█ Outbound Diversion

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<p>Project: Valley Gardens</p>	
<p>Phase 1H for duration Local Diversion Church Street Access</p>	
<p>DATE: Aug 2017</p>	<p>SCALE: N.T.S</p>
<p>REF: WGECU207</p>	<p>REVISION: A</p>









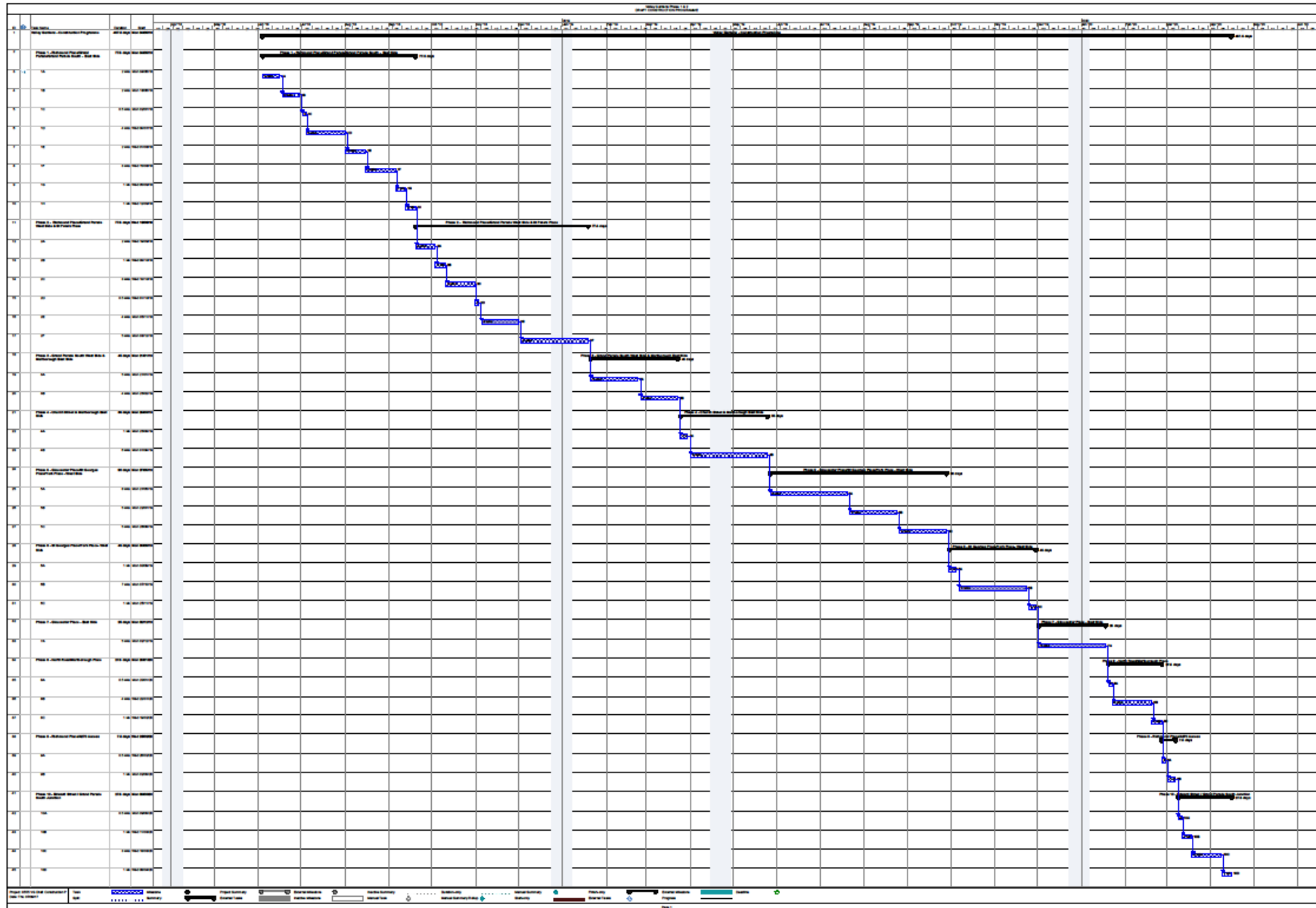
**KEY:**  
█ Valley Gardens Works Area  
█ Inbound Diversion  
█ Outbound Diversion

DATE: 08/08/17		SCALE: 1:1000	
<small>This document and its contents shall be prepared and controlled under the direction of the project manager and shall not be used for any other purpose without the written consent of the project manager. It is the responsibility of the user to ensure that the information is up to date and correct. The user shall be responsible for any errors or omissions. The user shall be responsible for any costs incurred in connection with the use of this document.</small>			
<b>Project:</b> Valley Gardens			
<b>Phase:</b> Phase 5A Local Diversion Eastbound North Road / Gloucester Place Northbound exit prohibited			
DATE:	Aug 2017	REVISION:	N.T.S.
NO:	VGECU210	SCALE:	A

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APPENDIX G



128



## APPENDIX H

1 To purchase equipment to be supplied for the Valley Gardens Scheme Stage 1 phases 1 to 10

Standard signs in Mini Quickfit frames		£6,600.00	
Class Ref 2 signs and Quickfit frames		£25,960.00	
750mm road cones, Traffic Separator Blocks (red/White), sandbags and lamps		£30,800.00	
<b>Total</b>			<b>£63,360.00</b>

2 Local Diversion Signs

Road signs on standard leg frames		£105.00	
<b>Total</b>			<b>£3,800.00</b>

3 Outer Diversion Route Signs

Sign cost each		£105.00	
<b>Total number of signs</b>	<b>20 no.</b>		<b>£2,100.00</b>

4 Variable Message Signs x 4no.

Delivery and installation to site each		£110.00	
Collection and de-installation each		£110.00	
VMS each per week		£550.00	
<b>Total for projected duration</b>	<b>100 weeks</b>		<b>£220,880.00</b>

5 Temporary Traffic Lights - 3 way

Delivery and installation in normal hours		£330.00	
Collection and de-installation each		£330.00	
Battery exchanges		£330.00	
3-way double aspect signals with 3 ped crossing		£1,485.00	
<b>Total for projected duration</b>	<b>52 weeks</b>		<b>£95,040.00</b>



- 6 To provide labour of 2 x Traffic management operatives to install, maintain de-install.  
To cover a 6-day working week plus a maintenance visit on Sunday

2 x TMO's including 3.5t vehicle weekday per day		£660.00
2 x TMO's including 3.5t vehicle on Saturday		£550.00
2 x TMO's including 3.5t vehicle on Sunday		£572.00
Total per week		£4,422.00
<b>Total for projected duration</b>	<b>100 weeks</b>	<b>£442,200.00</b>

**Total Projected Traffic Management Cost** **£827,380.00**



**APPENDIX J**  
**Table of Consultation Comments and BHCC Decisions and Comments**

Phase	Comment from Bus Companies - Brighton and Hove and Stage Coach	Decision / Comment	Traffic Light Control Measures
Overall Points	<p>Agreed that the emergency access cross over point between the western and eastern side of valley Gardens opposite the Richmond Parade junction was a good idea and would be an access requirement if either East and West sides were blocked by an incident.</p>	<p>To note - temporary 'bus lanes' as detailed on build phase drawings are not dedicated bus lanes as it will be impossible to police such traffic flows but buses movements will be prioritised where practicable.</p> <p>Advise that from phase 3 onwards buses are diverted to East side of Valley Gardens (Grand Parade). This is due to the Edward Street Island being removed to facilitate northbound general traffic flows and considered a faster traffic flow option than using temporary traffic light control.</p> <p>To note - Police request resulting from consultation meeting - that every Phase/traffic change description and drawings were sent to them in advance of the start for distribution to their response teams. This should be enacted for ESFR and SECAMB as well.</p> <p>To note -Where feasible crossing points will be implemented and or suspended to aid the traffic flow.</p> <p>To note – Valley Gardens scheme contractor to reopen traffic lanes as a priority once each phase of works are completed.</p>	

Outer Advisory Diversion Route	<ol style="list-style-type: none"> <li>1. Discussions around an 'Existing Direction Signage' Survey to be carried out to prevent confusion with proposed advisory diversion signs.</li> <li>2. Suggested advisory diversion into Queens Road identified as possible congestion issue, so after some discussion as to its importance it was suggested that this diversion was enacted with a proviso it would be revisited if it was proved that it caused unnecessary congestion.</li> <li>3. Suggested that Mill Road West entrance would be closed for the duration on VG build. Was suggested this would ease congestion on the Dyke Road roundabout. The closure of this one leg of the Dyke Road roundabout facilitates easier flow for cars exiting Dyke Road Avenue and so would clear the congestion experienced here daily and which may well increase as the VG advisory diversion will add to this traffic flow.</li> </ol>	<ol style="list-style-type: none"> <li>1. Sign Conflict Survey can be carried out if decided there is a requirement?</li> <li>2. Agreed will be considered / actioned if needed during scheme build.</li> <li>3. If decided is a requirement consultation with residents and affected road users will be required before BHCCC can offer permissions.</li> </ol>	
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Phase 1A	Request for the No 25 Bendy Bus coming from Lewes Road to join the southbound West side existing bus lane via St Peters Place. To enable this St Peters Place West end South side footway profile requires re-modelling or the centre islands profile changing. There are 19 No 25 buses per hour.  As described below 2 Lanes southbound preferred.	Agreed to reduce width of traffic island St Peters Place J/W York Place to facilitate bus movements.  Agreed to further assist southbound traffic flows the East turn from A270 Richmond Place crossover into Richmond Parade would be removed.	T/L control junction TB19: Suggested ban on A270 Richmond Place right turn lane (southbound) to remove one stream of T/L control and simplify whole T/L control area. Ban (Stream 2) access into Richmond Parade suggested.  No T/L control for <b>cars</b> required at this junction now as Richmond Parade T/L phase removed.  Ped crossings removed and crossing point further North used.
Phase 1B	Suggested southbound general traffic would flow better if made two lanes southbound with northbound as one lane. Due to this stretch of road being fed by two lanes approaching from both Lewes Road and Ditchling Road and condensing down to one lane would possibly cause congestion.	Agreed two lane flows enacted for southbound traffic.	New pedestrian crossing at existing crossing point for St Peters Church to use existing T/L heads.  Site at southern end needs to maintain a pedestrian crossing point - to be moved to suit site area.
Phase 1C	As above requested two lanes southbound.	Agreed two lane flows enacted for southbound traffic.  Provision of second lane around new island build identified as time critical.	T/L control junction TB08: Existing T/L heads can be put in barrels and re used.  Remove secondary centre island pole as not necessarily required.
Phase 1D			To note - As designed signals in place.
Phase 1E		Ban southbound exit traffic from Richmond Parade as would cause congestion to adjacent works area.	To note - New pedestrian crossing point now in place.

Phase 1F		Reinstate southbound exit traffic from Richmond Parade as works area further South now.	To note - New Ped crossing point in place half way down. Existing crossing point at North Road junction removed.
Phase 1H		<p>Southbound Grand Parade bus lane is merged into general southbound traffic flow.</p> <p>Durations are crucial here works identified as time critical.</p> <p>Ban southbound East side VG West turn into Church Street and divert around Old Steine. Traffic diverted South around Old Steine loop and back northbound to turn West into Church Street.</p> <p>No temporary traffic light control at removed Edward Street island is advantageous to traffic flows. Furthermore, the existing traffic light control box located here is not relocated until Phase 10.</p>	

<p>Phase 2A, 2B, 2C and 2D</p>	<p>Concern raised over St Peters Place one lane only westbound. It was suggested that this would cause major congestion due to usage by 22 buses per hour. Requested that the distances between the working area and new kerb line was measured and possibly 2 lanes provided? Requested that St Peters Place be made a bus and taxi route only?</p> <p>Suggested diversion route: Lewes Road southbound. West into Union Road - with removal of south side westbound lane parking bays to make bus lane - straight across Ditchling Road into Baker Street. North into London Road West into New England Road, South into New England Street.</p> <p>TTRO required to lift left turn ban on London Road at Preston Circus into New England Street.</p> <p>Also requested that northbound East side VG general traffic flow was banned left (West) turn into St Peters Place?</p> <p>Northbound buses to use existing A270 Richmond Parade crossover road as temporary taxi pick up/drop off point in St Peters Place.</p>	<p>North and Southbound bus lane enacted in St Peters Place.</p> <p>Ban East side VG general traffic northbound left (West) turn into St Peters Place to reduce traffic flows. Therefore, no diversion required.</p>	<p>Ditchling Road Southbound T/L control for West turn into St Peters Place no longer required.</p>
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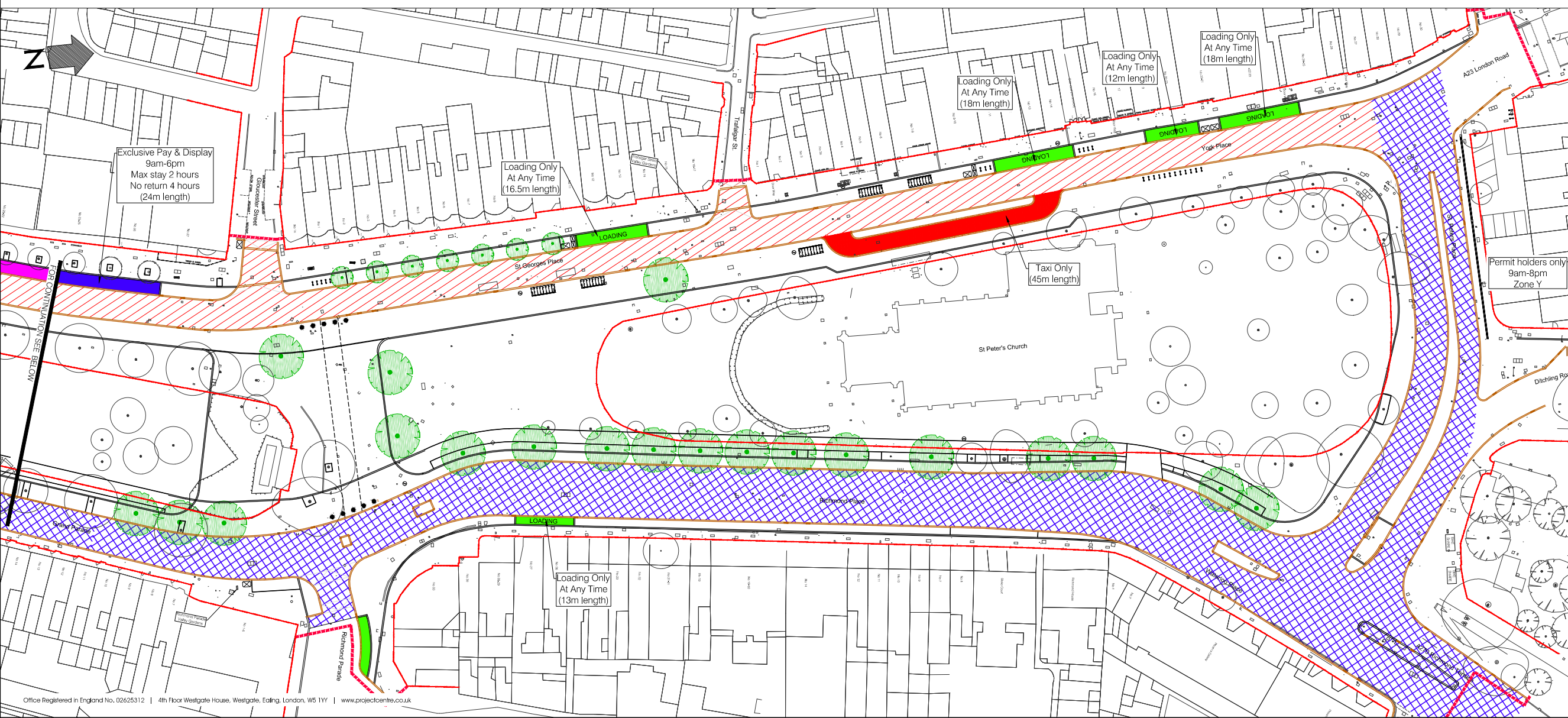
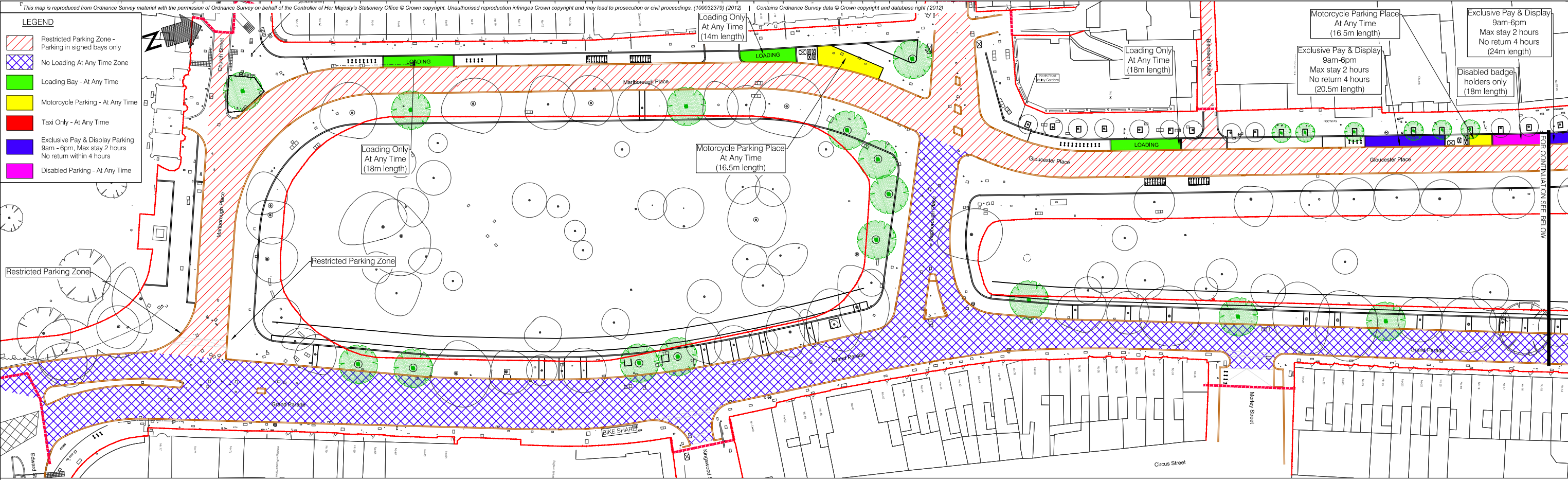
Phase 2F		East side VG general traffic northbound left (West) turn into St Peters Place re-opened.	
Phase 3A	Concern raised over possible congestion when southbound Grand Parade right turn into Church Street banned and traffic diverted South to Old Steine. It was suggested that the exit from the south end of The Old Steine give way into exiting traffic from the Aquarium roundabout would be difficult for the number of cars using this. Suggested diversion for southbound general traffic to turn East into Kingswood Street South into John Street and West into Edward Street.	<p>Agreed that more general traffic may use the bus lay over points around this Old Steine loop.</p> <p>But this suggested diversion route was consulted with Police and was rejected due to the narrow width of the road before the junction with John Street. Concern was also raised over traffic turning across Edward Street.</p> <p>Buses advised that at this phase of the build they will have a bus lane in Lane 2 southbound Grand Parade with general traffic in lane 1.</p> <p>To ease congestion on approach to works area southbound general traffic reduced to one lane before traffic lights at North Road cross over.</p>	North Road T/L control programme required to be written - Suggested this would take 6 weeks.

Phase 3B	<p>Concern raised over only 1 lane northbound for buses and general traffic around Church Street entrance. Explained that there were approx. 50 buses per hour / 1 per minute average in this area, so it was felt that one lane would cause congestion. Suggested that northbound general traffic was put in 'as design' northbound traffic flow on East side of scheme on this phase rather than next phase.</p> <p>Requested that on East side southbound Grand Parade Buses had priority bus lane.</p>	<p>Agreed general traffic now in 'as designed' northbound East side of VG.</p> <p>Agreed lane 1 southbound general traffic, Lane 2 southbound bus lane, Lane 3 northbound general traffic.</p> <p>Need to look at northbound temp traffic light junctions for East side general traffic at j/w North Road crossover and A270 Richmond Place cross over.</p> <p>To note - Northbound traffic new route advisory signage required.</p>	<p>General Traffic now in Northbound East side 'as designed' VG route.</p> <p>T/L control now required at North Road and A270 cross over junctions for northbound traffic. New T/L heads required with additional stream on TB19.</p> <p>To note – consideration needed for T/L phases controlling buses crossing general traffic and accessing existing bus lane further south. This will have to tie in with the next design phase further south of Edward Street.</p>
Phase 4A	Requested that buses diverted as above.	Agreed.	
Phase 4B	Requested that buses diverted as above.	Agreed.	
Phase 5A	<p>Requested that Southbound buses now in design route South on Marlborough Place.</p> <p>Asked whether buses exiting from North Road (early morning and weekends) would be able to turn immediately North?</p>	<p>Decided that southbound bus route would <b>not</b> be best placed into new design route (southbound Marlborough Place) as on this phase as there is no traffic light control on the removed Edward Street island. It was felt that the traffic would flow better as no traffic light holds.</p> <p>No Northbound exit from North Road in this phase of works.</p> <p>To Note - Northbound general traffic exiting</p>	T/L control required for traffic exiting North Road eastbound to prevent congestion.

		<p>from North Road to be diverted southbound around Old Steine and back North.</p> <p>Northbound bus lane required across A270 crossover lane as temporary Taxi drop off/pick up point still located in St Peters Place.</p>	
Phase 5B		<p>Southbound Buses diverted to Grand Parade. General access northbound traffic on West side VG to use northbound bus lane.</p> <p>York Place general access northbound traffic to be reduced to one lane to allow Cheapside T/L junction to be prioritised northbound to increase traffic flow.</p> <p>One Lane York Place northbound only required.</p>	
Phase 5C		<p>Southbound Buses diverted to Grand Parade.</p> <p>To note - Ensure Taxis have southbound route available.</p> <p>General access traffic West side VG using bus lanes.</p>	
Phase 6A	<p>Noted that southbound access exiting from St Peters Place is affected in this phase. Requested that A270 Richmond Place crossover be made two way for the duration.</p>	<p>Not agreed – It is not feasible due to temp light requirement on East side VG which would slow northbound and southbound general flow traffic.</p> <p>To Note - Lewes Road buses will be using southbound general traffic lane on East side of VG so these works are identified as time critical.</p>	

Phase 6B	T/L control required to construct build out.	Agreed	
Phase 6C		To Note - Taxi Rank in new "as designed" location.  A270 crossover Richmond Place still used for northbound Lewes Road buses.	
Phase 7A	Noted that Taxi in new design rank location - Diverted northbound only.  Requested that this phase enacted in three stages using temporary traffic lights.	Remove bus diversions above as St Peters Place now 'as designed'.  Agree - Contraflow temporary traffic lights could be used here with work split into a number of sub phases.  As the southern area of these works prohibits southbound bus lane using East North Road diversion onto East side of VG - southbound buses now to travel South to temporary island configuration where Edward Street island has been removed.  Durations identified as time critical for this phase of work - possibly some works are footway only.	
Phase 8		All traffic in 'as designed' route.	





Rev	Date	Description	PT	GW	GW
A	31.10.17	MINOR AMENDS	PT	GW	GW

This drawing has been specifically prepared to meet the requirements of the named client and may contain design and innovative features which differ from conventional design standards.

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Email: info@projectcentre.co.uk



Client: Brighton & Hove City Council

Project: VALLEY GARDENS







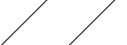
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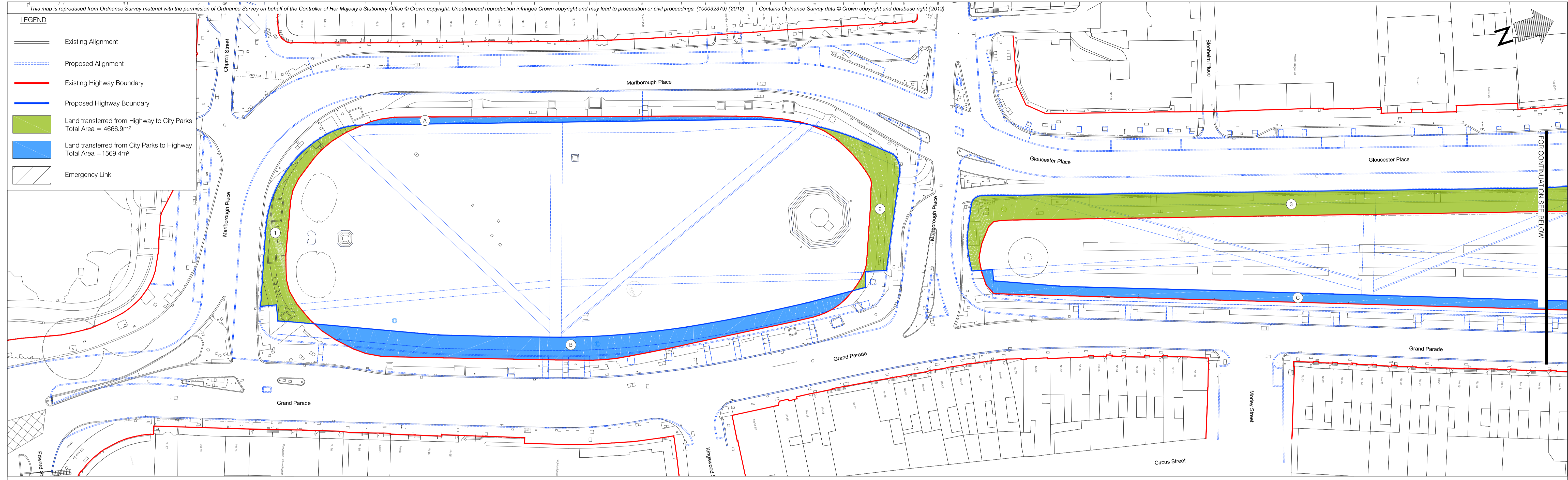
Drawing Status: FOR INFORMATION

Drawn	Designed	Date	Scale	Size
IC	PT	26/04/17	1:500	A1



**LEGEND**

-  Existing Alignment
-  Proposed Alignment
-  Existing Highway Boundary
-  Proposed Highway Boundary
-  Land transferred from Highway to City Parks, Total Area = 4666.9m<sup>2</sup>
-  Land transferred from City Parks to Highway, Total Area = 1569.4m<sup>2</sup>
-  Emergency Link

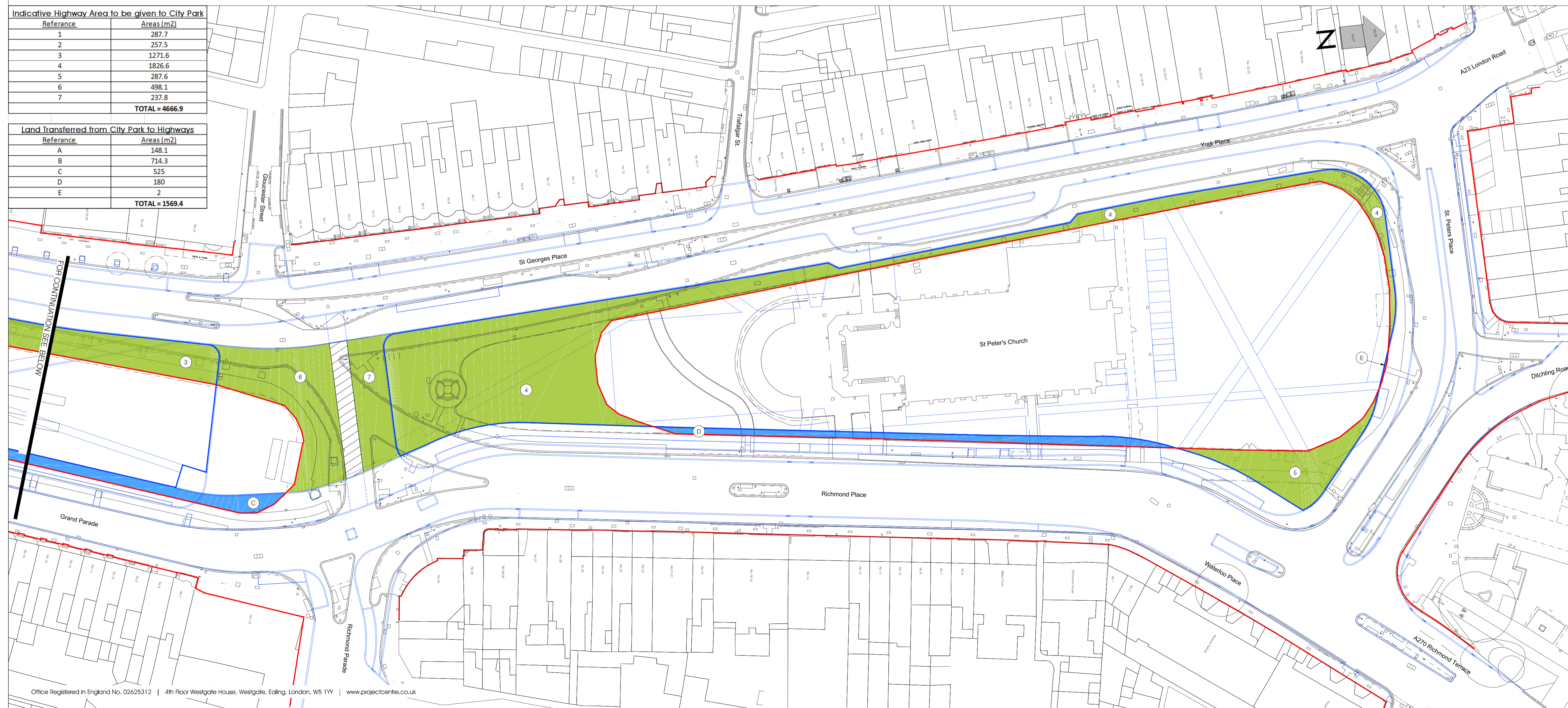


**Indicative Highway Area to be given to City Park**

Reference	Areas (m <sup>2</sup> )
1	287.7
2	257.5
3	1271.6
4	1826.6
5	287.6
6	498.1
7	237.8
<b>TOTAL</b>	<b>4666.9</b>

**Land Transferred from City Park to Highways**

Reference	Areas (m <sup>2</sup> )
A	148.1
B	714.3
C	525
D	180
E	2
<b>TOTAL</b>	<b>1569.4</b>



Rev	Date	Description	IC	GW	GW	IC	GW	GW
C	27.10.2017	UPDATED TO MATCH REVISED LAYOUT	IC	GW	GW			
B	20/06.2017	UPDATED TO MATCH REVISED LAYOUT	IC	GW	GW			
A	05.05.2017	UPDATED TO MATCH REVISED LAYOUT	IC	GW	GW			
-	08.03.2017	FIRST ISSUE	IC	GW	GW			

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Client



Brighton & Hove City Council

Project

VALLEY GARDENS

Drawing Title

PROPOSED LAND SWAP ARRANGEMENTS  
OVERALL SCHEME

Drawing Status

**FOR INFORMATION**

Drawn	Designed	Date	Scale	Size
IC	GW	08.03.2017	1:500	A1

Drawing No.	Rev
1000003555-4-SK002-07	C



Valley Gardens Key Project Milestones

Financial Year	2017/18				2018/19				2019/20			
Quarters	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Planning Application Decision			■									
Stage 4 Technical Design			■									
Procurement for main Contract			■	■								
Commence Construction contract including Mobilisation				■	■							
Works Start						■						
Likely Construction Duration						■	■	■	■	■	■	■
Committee Approval to commence ETRO												■
Experimental Traffic Regulation Order Period												



<b>Subject:</b>	<b>A259 (Brighton Marina to Newhaven) - Request for studies</b>		
<b>Date of Meeting:</b>	<b>28 November 2017</b>		
<b>Report of:</b>	<b>Executive Director – Economy, Environment &amp; Culture</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Andrew Renaut</b>	<b>Tel: 01273 292477</b>
	<b>Email:</b>	<b>andrew.renaut@brighton-hove.gov.uk</b>	
<b>Ward(s) affected:</b>	<b>East Brighton, Rottingdean Coastal, Woodingdean</b>		

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

- 1.1 A petition led by SAFE (St Aubyn's Field Evergreen – a site in Rottingdean Village that is proposed to be redeveloped) and supported by Rottingdean Parish Council [RPC] and Saltdean Residents' Association [SRA], has been presented to and considered by Lewes District [LDC], East Sussex County [ESCC] and Brighton & Hove City Councils. The city council is the Local Planning Authority and the Local Highway Authority, but within East Sussex, LDC is the Local Planning Authority and ESCC is the Local Highway Authority.
- 1.2 The petition requested that traffic, economic, air quality and quality of life studies should be jointly carried out by the city council, LDC and ESCC in order to address issues related to congestion on the A259 between Brighton Marina and Newhaven which are considered to be affecting local communities.
- 1.3 This report outlines the considerations given to, and the decisions made on, the petition in neighbouring authorities and it is recommended that a number of actions should be carried out by the city council. These include joint working with the other two local authorities and their respective local organisations and communities, where appropriate, to seek to address the respective issues connected with the A259 that are their respective responsibilities.

**2. RECOMMENDATIONS:**

- 2.1 That the Committee notes the decisions taken by Lewes District Council and East Sussex County Council in relation to the petition on the A259 as set out in Appendix 4 of this report.
- 2.2 That the Committee requests that officers continue to work jointly with Lewes District Council, East Sussex County Council, and Rottingdean Parish Council on cross-boundary issues related to current and future development proposals and travel and traffic issues, especially those experienced by local people and communities on the A259.

- 2.3 That the Committee requests that officers have regard to the role and future of the A259 when responding to the forthcoming Government consultation on proposals for a Major Road Network.
- 2.4 That the Committee requests that officers provide SAFE (St Aubyn's Field Evergreen), Rottingdean Parish Council, and Saltdean Residents' Association and ward councillors with the sources or details of available data, research and information referred to in paragraph 5.2 of this report.

### **3. CONTEXT/ BACKGROUND INFORMATION**

- 3.1 The section of the A259 between Brighton Marina and Newhaven is approximately 8 miles (13 kms) in length. In Brighton & Hove, the 3 mile (5km) section that links the Marina with the city's boundary at Saltdean carries varying levels of traffic in both directions each day. The current, average, daily (24 hour) two-way flow (based on two automatic traffic counters east and west of Rottingdean) is 25,000 vehicles and there are daily queues at busy times, as there are on many other busy routes within the city. Compared to average flows in 2007, the current flows each day have reduced by approximately 3,000 vehicles (from 28,000 vehicles).
- 3.2 In May 2007 the 12 and 14 bus routes were carrying around 73,000 passengers per week. In early 2017 they were carrying approximately 122,000 passengers per week; an increase of 67%. The number of peak hour buses along the A259 has almost doubled since before the bus lane was installed, and there are now 25 buses coming into the city between 7.30 and 9am on the 12 and 14 routes compared with only 13 back in 2007.
- 3.3 The city is a significant influence on those flows and the patterns of movement that take place within the wider Greater Brighton City Region and beyond, and people's travel options and choices have an effect on busy routes and some of the local communities that are close to them. This can result in localised problems such as the Air Quality Management Area that has been declared in Rottingdean High Street.
- 3.4 The petition was started in March 2017 and has been presented to all three local authorities. The full wording is included in this report as Appendix 2. It refers to a number of different issues, which are connected by current transport and travel patterns and choices and the consequences of these on the A259 and local communities. Both SAFE and other organisations have previously raised some of these issues in meetings with council officers and at council meetings with other councillors since 2015, although the focus of those discussions and decisions has been about Rottingdean High Street.
- 3.5 The A259 petition was initially presented to Brighton & Hove's Full Council meeting in April 2017 and debated by councillors as it had exceeded the 1250 signature threshold. It was resolved that the petition be noted and referred to the Environment, Transport & Sustainability Committee for consideration at its meeting on the 27th June 2017. In June 2017, this committee considered and agreed to note the petition, and the full response given to the petition by the Chair is attached at Appendix 3. In summary, this response indicates that a number of studies have already been carried out by the respective authorities in

relation to the issues raised in the petition, and ongoing monitoring. It was also minuted that “The Chair stated that it was the intention that the committee would receive a report once all information was known”.

3.6 Since June, both LDC and ESCC have completed their considerations of the petition and made their respective decisions, as outlined below, enabling this report to be written. LDC has received and considered the petition on two occasions (10 May 2017-Full Council Meeting and 17 July 2017-Full Council Meeting) and ESCC has received and considered the petition on three occasions (23 May 2017-Full Council Meeting, 25 September 2017-Lead Member for Transport and Environment Meeting, and 17 October 2017-Full Council Meeting).

3.7 Both councils have concluded that they will continue to work in partnership with both other councils and other elected bodies and local organisations and have re-emphasised the policy and requirements set out in the adopted LDC Local Plan. These state that significant development proposals on the coastal strip will require the identification and delivery of a co-ordinated package of transport measures to mitigate the impacts on the A259 coast road which will include effective enhancements to the existing bus service levels and infrastructure in the A259 corridor. The outcome of that package is expected to increase the share of total journeys for bus use for the whole area/community, not just arising from the new development itself. The final, minuted decisions made by LDC and ESCC are attached to this report as Appendix 4.

3.8 In July this year, the Government published its Transport Investment Strategy which included a commitment to consult on proposals for creating a ‘Major Road Network’ [MRN]. The MRN would form a designated, middle tier of the country’s busiest and most economically important, local authority ‘A class’ roads, sitting between the national Strategic Road Network [SRN] and the rest of the local road network. As part of this consultation, the Government will also make proposals to allocate a proportion of the National Roads Fund to the MRN. Further consideration of the role and future of all of the city’s ‘A class’ roads, including the A259, can therefore be undertaken as part of the preparation of the council’s response to that consultation when it is started. Any such response will also inform and/or take into account the views expressed by the emerging Sub-National Transport Body, Transport for the South East [TfSE], which includes ESCC.

#### **4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

4.1 When responding to the petition in June, the Chair of this committee indicated that there were already a number of existing studies connected with the issues raised in the petition and in relation with future planned growth, and ongoing monitoring of traffic flows and air quality levels. These data will therefore continue to inform the priorities of the council and any subsequent decisions or actions that may be required in the future. Individual planning applications that are received will also be considered on their merits, including transport and highway issues, and recommendations will be made by Planning case officers prior to any consideration and final decision by the Planning Committee. This report and its recommendations have taken full account of the considerations and decisions made by both LDC and ESCC.

## **5. COMMUNITY ENGAGEMENT & CONSULTATION**

- 5.1 The petition was led by SAFE and supported by RPC and SRA. The e-petition was made available on the council's website and received 1272 signatures. Officers have been in regular correspondence with local residents and organisations and attended meetings regarding the issues of concern expressed in the petition, and correspondence has also been received from Lloyd Russell-Moyle MP about the petition. Work will also continue locally in liaison with ward councillors and Rottingdean Parish Council regarding proposed traffic measures in the High Street to improve traffic flow and reduce air pollution.
- 5.2 In addition to all the consultation that has been undertaken, and the supporting evidence that has been produced prior to the adoption of the City Plan Part 1, traffic data have been provided to local people in response to various, individual requests over a number of years. Data from the council's permanent monitoring sites on the A259 (which are available on the council's website) are also regularly updated, and research was published in 2015 about transport and the economy in the Greater Brighton City Region on behalf of the partner authorities. Other current work which is relevant to the requests made in the petition includes the development of a new Economic Strategy for the city and City Region, and the publication of the most recent monitoring of air quality levels in the city. It is therefore recommended that the lead and supporting petitioners are made aware of this material or its sources, in order to ensure that they are aware of and have access to all current, available information relating to the petition.
- 5.3 City council officers have also responded to consultation on the Lewes District Local Plan and made representations and suggestions regarding proposed development and transport policies on or adjacent to the A259, which have resulted in changes to policy wording.

## **6. CONCLUSION**

- 6.1 This report acknowledges and takes into account the consideration given to the petition by Lewes District and East Sussex County Councils, and the decisions made by those respective authorities. No further studies beyond those already carried out are planned and officers and councillors will continue to participate in joint discussions with the respective local councils about development and transport issues that affect local people, and ensure that all past or current information is readily available. This work will include the preparation of a response to the forthcoming Government consultation on proposals for a national Major Road Network, based on considerations that will include the city's 'A class' road network.

## **7. FINANCIAL & OTHER IMPLICATIONS:**

### Financial Implications:

- 7.1 There are no direct financial implications associated with this report and its recommendations, as all the actions recommended can be undertaken within the existing revenue budgets available to the City Transport Division during 2017/18.

*Finance Officer Consulted: Gemma Jackson*

*Date: 27/10/17*

#### Legal Implications:

- 7.2 There are no direct legal implications associated with this report and its recommendations. Given the studies that have been requested in the petition, the council has complied with the respective legislation related to the preparation and approval of its City Plan Part 1 in 2016 (the Planning and Compulsory Purchase Act 2004); its Local Transport Plan (the Transport Act 2000 and Local Transport Act 2008), which was approved in 2015; and its duties related to air quality (the Environment Act 1995).

*Lawyer Consulted: Stephanie Stammers*

*Date: 27/10/17*

#### Equalities Implications:

- 7.3 There are no direct equalities implications associated with this report and its recommendations. An Equality Impact Assessment would not usually be carried out in order to respond to a petition or when considering a request for new studies, but the council will ensure that due regard is given to equalities issues that may arise during continued and future dialogue with the adjacent district and county councils and other local organisations about transport and planning issues.

#### Sustainability Implications:

- 7.4 The primary sustainability implication that is relevant to this report and its recommendations relates to 'encouraging low carbon forms of transport to reduce emissions, and reducing the need to travel'. These issues underpin the council's strategies and approaches to transport and planning and will therefore continue to be prioritised in continued and future dialogue with the adjacent district and county councils, and other organisations.

#### Any Other Significant Implications:

- 7.5 Other significant implications associated with this issue are set out in Appendix 1 of this report.

### **SUPPORTING DOCUMENTATION**

#### **Appendices:**

1. Any Other Significant Implications
2. Petition presented to BHCC Full Council (April 2017) and Environment, Transport & Sustainability Committee (June 2017)
3. Minuted response of the Chair of BHCC Environment, Transport & Sustainability Committee (27 June 2017)
4. Minuted decisions made by Lewes District Council and East Sussex County Council between July and October 2017

## **Documents in Members' Rooms**

1. None

## **Background Documents**

1. Minutes of BHCC ET&S Committee (June 2017)
2. Minutes of BHCC Full Council (April 2017)
3. Report and minutes of BHCC ET&S Committee (October 2016)
4. Reports and minutes from meetings of East Sussex County Council (23 May 2017, 25 September 2017 and 17 October 2017)
5. Reports and minutes from meetings of Lewes District Council (10 May 2017 and 17 July 2017)
6. BHCC Air Quality Annual Status Report (2017)
7. BHCC City Plan Part 1 (2016) and associated Strategic Transport Assessments (2013 and 2014)
8. BHCC Local Transport Plan (2015)
9. Letter from Lloyd Russell-Moyle MP (July 2017)
10. BHCC response to LDC Local Plan consultation (October 2015)
11. Lewes Local Plan – Part 1: Joint Core Strategy (May 2016)

**Any Other Significant Implications**

Crime & Disorder Implications:

- 1.1 There are no crime and disorder implications associated with this report and its recommendations.

Risk and Opportunity Management Implications:

- 1.2 The petition has highlighted concerns about the effects of congestion on local communities and users of the A259 as a strategic transport corridor. These have been noted in the context of addressing existing, identified risks in the EEC Directorate Plan (2017-2020) such as the 'resilience of the city's transport infrastructure', and exploring or identifying business and community development opportunities that could be implemented to sustain or improve aspects of the city, including the local economy.

Public Health Implications:

- 1.3 The concerns expressed in the petition about air quality and people's quality of life will be reflected and addressed within a number of the council's existing strategies and plans including the Mental Health and Wellbeing Strategy (2014); Local Transport Plan (2015); and Air Quality Annual Status Report (2017). These plans and strategies will aim to create and develop healthy and sustainable places and communities.

Corporate / Citywide Implications:

- 1.4 The A259 is a key east-west corridor within the city's and Greater Brighton City Region's wider transport network. It is also an important feature of the city's seafront and serves the city centre and its significance is reflected in a number of strategies and plans including the council's City Plan Part 1 (2016); Seafront Investment Plan (2016) and Local Transport Plan (2015).



**Petition presented to BHCC Full Council (April 2017) and BHCC Environment, Transport & Sustainability Committee (June 2017)**

**We the undersigned petition Brighton & Hove Council to , alongside East Sussex County Council and Lewes District Council, carry out a joint traffic evaluation study on the A259 South Coast Road between Newhaven and Brighton Marina as well as carrying out an economic impact study of the detrimental effects caused by traffic congestion on the A259 from Newhaven to the Brighton Marina, (particularly at peak times) on the local economy for this area as well as looking at air quality and the quality of life for residents in this whole area. Once the results of these studies have been reviewed, we call upon the councils to clearly identify what new physical road infrastructure improvements will be required to meet any identified capacity shortfall, along with a schedule of works for when those improvements will need to be implemented before any further development takes place.**

We the undersigned are experiencing and have been experiencing for some years, unacceptable levels of delays and queueing on the A259 South Coast Road between Newhaven, Peacehaven, Rottingdean, Ovingdean and Brighton Marina.

We understand that this problem is caused by ever increasing levels of traffic which exceed the capacity of the local road infrastructure. This degree of congestion has adverse safety, economic and health implications that need to be identified and quantified.

The related local development plans indicate that further developments are planned which will impact on this local infrastructure and exacerbate the current unacceptable situation.

This section of the A259 was included with erroneous base data in the Lewes District Council Core Strategy Local Plan in 2016. Based on a Newhaven travel study in 2010 and subsequent transport modelling. This has not included any provision for the Cumulative Impact of housing developments in neighbouring Brighton and Hove Fringe areas (identified in their Local plan), or increased housing/school placement numbers from Newhaven to Brighton Marina undertaken since 2012.

To enable the petition to be implemented:

We call upon East Sussex County Council, Lewes District Council and Brighton & Hove City Council (keeping the Highway Authority informed) to carry out new and joint traffic evaluation studies on the A259 South Coast Road between Newhaven, Peacehaven, Rottingdean, Ovingdean and Brighton Marina.

We also call upon East Sussex County Council, B&HCC and LDC to carry out an economic impact study of the detrimental effects caused by traffic congestion on the

A259 between Newhaven, Peacehaven, Rottingdean, Ovingdean and Brighton Marina, (particularly at the now spreading peak times) on the local economy for this area as well as the impact on the AQMA's in Newhaven and Rottingdean and the quality of life for residents in this whole area.

Once the results of these studies have been reviewed by officers and the public, we call upon East Sussex County Council, Lewes District Council and Brighton & Hove City Council (keeping the Highway Authority informed) to clearly identify what new physical road infrastructure improvements will be required to meet any identified capacity shortfall, along with a schedule of works for when those improvements will need to be implemented prior to further development taking place.

There are certain aspects of historical studies which are of concern and require inclusion, clarification and measurements in current studies to address our concern. New studies should include but not be limited to:

- Clearly documented capacity calculations for the A259 between Newhaven and Brighton Marina (both on links and junctions) and at key pinch points. These should be in accordance with the Design Manual for Roads and Bridges and at the least, take account of road widths, bus lanes and stops, entry and egress limitations, gradients, bends on roads, visibility and other traffic limitation/ impact circumstances.
- Traffic volumes, traffic types and the degree and timing of any over-capacity usage.
- Identification and quantification of "rat run" traffic volumes and capacity and the impact on the local communities.
- Traffic initiation, destination, purpose and average speeds (current and projected within local development plans).

**Minuted response of the Chair of BHCC Environment, Transport & Sustainability Committee (27 June 2017)**

"Thank you for your petition to this committee on behalf of SAFE and the people who have signed it. As you know, we received the petition and debated it at our Full Council meeting in April, and the summary of that debate can be found in today's agenda.

In that debate, I did refer to the transport and planning studies that have already been done, and the ongoing, local monitoring and reporting of air quality within the area that you are concerned about.

To summarise for the members of the public attending today's meeting:-

- those studies have not concluded that significant, new transport infrastructure is required to address future, planned growth; and
- the monitoring is showing improvements in air quality in Rottingdean High Street and we have also approved funding for a local scheme to manage traffic flows there, through dialogue with the Parish Council and local councillors.

I also outlined the significant success of the existing priority lanes on the A259 in terms of increased bus passenger numbers and service frequencies that are in use, and would add that they also benefit other public transport users such as taxi and coach passengers.

In my view, therefore, there appears to be sufficient ongoing research and results involving all these councils to indicate what each council needs to know to be able to plan in a strategic and cross-border manner, co-operating at both a Strategic Planning level and with respect to Transport Planning and this information is regularly added to. This information is used when considering any changes or improvements to the sub-regional transport infrastructure such as the A259. This council's Strategic Transport Assessment was produced to support our City Plan Part 1 and the technical modelling used was validated using nationally recognised and recommended techniques.

The data collected and put through the modelling process for the STA also included traffic growth factors to 2030 and allowed for local growth, again using nationally recognised estimating methods.

An examination in public was held on the City Plan and its supporting documentation. The Planning Inspector concluded that it was sound.

When preparing their own Local Plans, our neighbouring council's would have undertaken a similar process, so this information has been gathered

I am aware that your petition has been received by our neighbouring councils to the east and that the progress of the petition is that:-

- The District Council will discuss it either at a full council meeting or an appropriate committee; and
- The County Council may be preparing a response for its next Lead Member Meeting in the Autumn.

Therefore, at this stage, we are not yet aware of the views or discussions that our neighbouring councils may have. However, I am sure that your petition will have raised a greater awareness of these issues and I know that, for example, the main local bus company is looking at the possibility of increased services connecting with the A259 that will help to relieve the pressure in that area".

**Minuted decisions made by Lewes District Council and East Sussex County Council between July and October 2017**

**Lewes District Council – Full Council meeting (17 July 2017)**

“To continue to work in close partnership with East Sussex County Council, Brighton and Hove City Council and all relevant Town and Parish Councils, to fully address the current situation with regards to the Air Quality Management Areas at Newhaven and Rottingdean, taking into account peak flow circumstances and the impact of future housing development on the capacity and operation of the A259 between Newhaven and Brighton, these actions to include referral to Scrutiny and the production of any necessary documents and reports.”

**East Sussex County Council – Lead Member for Transport and Environment meeting (25 September 2017)**

“to recommend that the County Council considers the petitioners’ request to undertake a joint traffic evaluation study and economic impact study with Brighton & Hove City Council and Lewes District Council in the light of details of the mitigations and consequences designed to support planned growth in the relevant areas, and the package of mitigating transport interventions to support the planned growth in the coastal towns in Lewes District which has already been identified, with the County Council continuing to develop, design and deliver this package of interventions for the A259 corridors with partner authorities.”.

**East Sussex County Council – Full Council meeting (17 October 2017)**

“This Council recommends to the Lead Member for Transport and Environment that traffic monitoring on the A259 continues, and that the Lead Member continues to work with Lewes District Council and Brighton & Hove City Council to deliver the package of planned transport interventions identified during the development of the Lewes Local Plan.”



<b>Subject:</b>	<b>Response to Government consultation – Draft Transport Accessibility Action Plan</b>		
<b>Date of Meeting:</b>	<b>28 November 2017</b>		
<b>Report of:</b>	<b>Executive Director – Economy, Environment &amp; Culture</b>		
<b>Contact Officer:</b>	<b>Name:</b>	<b>Andrew Renaut</b>	<b>Tel: 01273 292477</b>
	<b>Email:</b>	<b>andrew.renaut@brighton-hove.gov.uk</b>	
<b>Ward(s) affected:</b>	<b>All</b>		

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

- 1.1 In August 2017 the Government's Department for Transport [DfT] began consultation seeking feedback on a draft Transport Accessibility Action Plan [TAAP] which sets out its proposals to improve the travel experience for people with disabilities. The draft TAAP covers a range of transport including aviation; rail; buses; and taxis, and also considers ways that it can improve public space to make it more accessible for people with disabilities. Appendix 1 of this report includes the officer response that has been prepared and submitted to the DfT in order to meet the extended consultation deadline of 22 November 2017.
- 1.2 The council's Local Transport Plan refers to and reflects the DfT's current TAAP and recognises that maintaining and improving connections within and between neighbourhoods can be achieved by improving accessibility and mobility. Creating accessible and inclusive neighbourhoods can help achieve benefits for many people, not just those who are disabled, elderly, or dependent on others for support or guidance. Improved environments that are designed by adopting the principles of integration, not segregation, can help create more cohesive communities where equality and mobility are at the heart of local neighbourhoods.
- 1.3 'Getting out and about in an accessible and clean city' to improve people's quality of life and general environment was a key focus of the Fairness Commission's Report in 2016. Its recommendations in this area were focused on the council's roles as the main licensing and enforcement agency to keep streets clear and accessible for people and also as a partner in delivering accessible transport and travel options across the city.

**2. RECOMMENDATIONS:**

- 2.1 That the Committee note the officer response submitted to the Government's Department for Transport on 17 November 2017 on behalf of the council in response to the consultation on its Draft Transport Accessibility Action Plan.

### 3. CONTEXT/ BACKGROUND INFORMATION

3.1 The council's corporate priorities include enabling people to have a good life by ensuring a city for all ages, inclusive of everyone and protecting the most vulnerable.

3.2 The council's approved 2015 Local Transport Plan includes 7 strategic goals, one of which is to 'Provide Equality, Mobility & Accessibility'. The primary objectives related to achieving this goal are defined as:-

- Increase the availability and accessibility of travel choices for everyone, especially the most vulnerable and those with the greatest need.
- Identify and overcome physical and social barriers to travel that prevent people from reaching essential and important facilities and services, and the city's green and open spaces.
- Provide better access to 'real-time' information for all local journeys.

3.3 Accessibility and mobility are also included as essential elements of policies within the council's adopted 2016 City Plan Part 1 e.g Policies CP9 Sustainable Transport; SA4 Sustainable Neighbourhoods; CP13 Public Streets and Spaces; and DA7 Toad's Hole Valley.

3.4 The consultation is structured on a number of broad themes which are:

- Consistency in accessing transport services
- Monitoring the impact of regulatory compliance
- Training and education
- Spontaneous travel
- Building confidence and empowerment
- Strengthening our evidence base
- Inclusive policy making
- Measuring delivery of outcomes.

3.5 It contains 48 actions and 15 consultation questions, although not all of these are directly relevant to the council's responsibilities as the Highway Authority or as a public service provider. The main thrust of the consultation responses submitted on behalf of the council can be broadly summarised and grouped as follows:-

#### What the council does well:

3.6 The main comments made include reference to work on Blue Badge enforcement; working in partnership to provide audible and visible public transport information for passengers; promoting use of the 'Helping Hand' scheme for bus travel; equalities training included in taxi drivers' Blue Book; enforcement of drivers' refusals to accept assistance dogs in taxis and private hire vehicles.

#### Requests for further guidance:

3.7 The main comments made include reference to the use of low level cycle signals; the difficulties in applying of London-based Cycle Design Standards to areas outside London; and the use of targets to increase the proportion of wheelchair accessible taxis.

Further review or inclusion required:

- 3.8 The main comments made include reference to the use of new materials such as 'flexi-pave'; the introduction of nationwide, best practice tools for the assessment of Blue Badge allocations; a more comprehensive approach and broader definition of "access for all" rail station improvements; the availability and operation of Shopmobility services; and the times of eligible use of a concessionary bus pass.

Concerns or conflicts:

- 3.9 The relevant comments made include reference to the increasing need for wheelchair accessible taxis, which are mainly diesel-powered, could be considered to be at odds with the aim of lowering vehicle emissions to improve air quality in the city; the application of lower standards relating to equalities and accessibility outside Brighton & Hove for private hire vehicles and drivers; lack of sufficient powers/legislation to decriminalise the offence of obstruction and tackle pavement parking.
- 3.10 The consultation response includes more specific commentaries on these and other issues and, where appropriate, suggests that the council would welcome the opportunity to be promoted or used as a best practice example or case study by the Government (possibly in the final TAAP document).

#### **4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

- 4.1 The only alternative to submitting a response to this consultation would be to not do so, or to await this committee's consideration and approval of a response, which would have not met the extended consultation deadline of 22 November 2017. Neither option is considered appropriate given the significance and implications of having an up-to-date national Action Plan that will then guide, influence or strengthen the work of the council in making the city's transport network and system accessible.

#### **5. COMMUNITY ENGAGEMENT & CONSULTATION**

- 5.1 The response to this consultation has been led by the City Transport Division and the document has also been circulated to all other Divisions within the Economy, Environment & Culture Directorate as well as all other council Directorates. It therefore incorporates or reflects suggested responses from other officers, where possible. The consultation has been brought to attention of the city's Transport Partnership in order to raise awareness of it and encourage responses, and the council's response was discussed at its most recent meeting on 14 November 2017.

#### **6. CONCLUSION**

- 6.1 It is considered essential that the council responds to this important, national consultation on accessibility and mobility matters that can directly affect or influence people's use of the transport network. Officers have therefore prepared and submitted a response to the consultation on behalf of the council in order to meet the consultation deadline of 15 November, in advance of this committee meeting. The council looks forward to the outcome of this consultation in terms of the additional information and improvements that it could result in for the city

and its communities, primarily for disabled people and those with 'hidden' disabilities or conditions which may affect their ability or propensity to travel.

## **7. FINANCIAL & OTHER IMPLICATIONS:**

### Financial Implications:

- 7.1 There are no direct financial implications associated with the preparation or submission of the officer response to this consultation or this report and its recommendations, as all activity has been undertaken within the existing revenue budgets available to the City Transport Division during 2017/18. The financial implications associated with implementing the findings of the consultation will need to be incorporated into ongoing revenue budgets or the capital scheme subject to approval at Policy Resources and Growth Committee.

*Finance Officer Consulted: Gemma Jackson*

*Date: 02/11/17*

### Legal Implications:

- 7.2 There are no direct legal implications associated with the preparation or submission of the officer response to this consultation, or this report and its recommendations.
- 7.3 The Public Sector Equality Duty is part of the Equality Act 2010. It applies to public sector organisations, including councils, who are required to meet the needs of all individuals. This can involve the way the organisation works, when it is shaping policy and delivering services, and in relation to its own employees. Ensuring that people have full and convenient access to the city's transport network is therefore a key way in which the council can play its part in making society fairer by tackling discrimination and providing equality of opportunity for all.

*Lawyer Consulted: Stephanie Stammers*

*Date: 02/11/17*

### Equalities Implications:

- 7.4 There are no direct equalities implications associated with associated with either the preparation or submission of the officer response to this consultation, or this report and its recommendations. An Equality Impact Assessment [EqIA] would not usually be carried out in order to respond to a consultation.
- 7.5 However, the consequences of the outcome of the consultation will need to be reviewed and incorporated on a number of fronts in order to ensure that due regard is given to equalities issues (such as accessibility and mobility) that may arise during continued and future dialogue with the adjacent district and county councils and other local organisations about including transport, travel and highway issues. These could include the council's approach to strategy and policy development; its dialogue and engagement with partners and stakeholders; and the development and delivery of schemes and initiatives. A number of these issues are highlighted within the EEC Directorate Plan (2017-2020) and will be addressed by using data, engagement and EqIAs to identify differences in access or outcome for service-users relating to their legally

protected characteristics and prioritise areas for action to remove or reduce inequalities in access or outcomes. This should include: planning, completion, implementation and outcome monitoring in all services; implementation of budget EqlAs; engagement contributing to service improvement; defined priority gaps in outcomes being removed or reduced.

- 7.6 The DfT's consultation document was made available on its website in a number of formats including large print, easy read and BSL (British Sign Language).

Sustainability Implications:

- 7.7 There are no direct sustainability implications associated with either the preparation or submission of the officer response to this consultation, or this report and its recommendations. However, the increasing need for wheelchair accessible taxis, which are mainly diesel-powered, could be considered to be at odds with the aim of lowering vehicle emissions to improve air quality in the city

Corporate / Citywide Implications:

- 7.8 The council's corporate priorities include enabling people to have a good life by ensuring a city for all ages, inclusive of everyone and protecting the most vulnerable. Following or adopting the outcomes associated with the DfT's TAAP will ensure that the city and its transport network are fully accessible and enable people to have full mobility will help achieve this objective and support both the local economy and people's overall quality of life.
- 7.9 The council's corporate principles build on those shared by the city's partnerships, and include being 'citizen-focused' and 'increasing equality'. Regarding the latter, this consultation response will help the council to maintain a combined approach to the sustainability for the city which includes protecting the health and wellbeing of people and communities as well as the environment. It will also contribute towards improving our engagement with communities of interest and identity to foster good relations across the city, and tackle discrimination and prejudice.

Any Other Significant Implications:

- 7.10 There are no other significant implications associated with either the preparation or submission of the officer response to this consultation, or this report and its recommendations.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Officer response submitted on behalf of the council to DfT's Draft Transport Accessibility Action Plan [TAAP] consultation

### **Documents in Members' Rooms**

1. Government's Draft TAAP consultation document (August 2017) - also available via <https://www.gov.uk/government/consultations/draft-transport-accessibility-action-plan>

**Background Documents**

1. City Plan Part 1 (2016)
2. BHCC LTP (2015)
3. Brighton & Hove Fairness Commission Report (2016)

**Officer response submitted on behalf of the council to DfT's Draft Transport Accessibility Action Plan [TAAP] consultation**

**Key** – shaded Actions are not the direct responsibility of the council as the Highway Authority and therefore do not necessarily require or include a full response.

Section	DfT TAAP Actions	Officer comments/suggestions
<b>Consistency in Accessing Transport Services</b>	<b>Action 1:</b> We will commission a research project to scope the updating of the 'Inclusive Mobility' guidance by the end of summer 2017. As part of this project we will also examine updating our guidance on the use of tactile paving surfaces. We will then consider the recommendations and determine a way forward.	<b>Agree, and welcome the update of this important and comprehensive 2005 publication which is considered to be long overdue, but request that the timescale is accelerated. Although its role in the Planning process is recognised, this guidance should be significantly strengthened and promoted to ensure that accessible design and provision is integral to the consideration and delivery of development proposals, both on- and off-site.</b>
	<b>Action 2:</b> We will continue our involvement with CIHT on their work on shared space. After we receive their report by the end of 2017, we will consider the recommendations and announce how we will take them forward.	<b>Agree, and welcome this work which needs to include the direct involvement of all relevant groups / vulnerable users e.g DpTAC, RNIB.</b>
	<b>Action 3:</b> We will refresh our guidance in Local Transport Note 2/08: Cycle Infrastructure Design to ensure that local authorities can continue to design good, safe and inclusive schemes that work for everyone in accordance with legislation.	<p><b>Agree, and have the following further comments and suggestions:</b></p> <ul style="list-style-type: none"> <li>• Whilst the Traffic Signs Regulations and General Directions 2016 allows the use of low level cycle signals, there is no guidance on how to use them e.g the use of a signal box sign under the Red Amber Green for designated turning movements. This is covered in the TfL guidance (Design and Installation of Low Level Cycle Signals, SQA-0651 - Issue: Draft) but it would be good if it could be included in the updated Cycle Infrastructure Design Local Transport Note.</li> <li>• The new London Cycle Design Standards are comprehensive and practical and an essential guide which the council use to inform its approach to various schemes. The standards, however, are obviously city-focused and not applicable to the majority of authorities. Therefore, the tools and techniques should be reviewed and adapted for rural, inter-urban and suburban areas e.g Cycling Level of Service [CLoS] assessments which are very difficult to apply outside London but could be a useful tool if it were adapted to other conditions/environments. Similarly the Degrees of Segregation for different street types is useful but could be expanded to cover a wider variety of street types found outside London.</li> <li>• In terms of construction, there are many new products available that offer advantages over the sealed surface approach recommended in the current note. For example,</li> </ul>

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<b>Consistency in Accessing Transport Services</b>		<p>Flexi-pave (KBI Ltd) is a long lasting durable surface that has minimal maintenance costs but is suitable for walking, cycling, wheelchair users and equestrians. It is also free draining and made from 50% recycled tyres and is therefore better for the environment. We have used this product for a 1.5km by-way on Drove Road in Woodingdean and plan to use it in future schemes. It is now also used throughout London and in many rural locations such as the Trans-Pennine Way. It is suggested that the new note should include a review of materials and their suitability in different environments. The council would welcome the opportunity to be used as a case study or best practice example.</p> <ul style="list-style-type: none"> <li>• The council installs cycle parking on the carriageway by designating a section of the highway as a Pedal Cycle Parking Place. This helps to remove street clutter from the footways which assists visually impaired pedestrians as well as improving access increased numbers of cycle parking facilities. This also demonstrates that the council's parking stock is managed and improved comprehensively and is made available or prioritised for all road-users.</li> </ul> <p>The council also considers that, although infrastructure is an important consideration in addressing accessibility and mobility issues, behaviour influencers ('soft measures') also need to be considered to maximise the use and effectiveness of improvements. For example:-</p> <ul style="list-style-type: none"> <li>• The council actively uses and promotes road safety campaigns aimed at all users that may impact on the safety of cyclists as vulnerable road users, such as the 'Share the Roads' campaign, and 'What Did I Miss?' distraction campaigns. Good cycle infrastructure must be combined with active promotion campaigns which are aimed at all road users, and encourages responsible road use.</li> <li>• The council also delivers a programme of adult cycle Bikeability training, which compliments and encourages use of good cycle infrastructure.</li> <li>• New Bikeshare 'hubs' are located in popular, but safe, positions across the city and encourage cycling for a whole journey, or part of one.</li> </ul> <p><b>General comments on Infrastructure:</b> Other organisations have delivered projects in the city through partnerships.</p> <ul style="list-style-type: none"> <li>• A partnership between Network Rail and DfT, for example, has made delivered improvements to train stations. The city has 8 rail stations: two are now Cycle Accessible and include measures such as wheel channels for bikes on footbridge stairs that allows easier access for cyclists.</li> <li>• The council's LSTF programme included objectives to encourage good accessibility for all as part of its</li> </ul>

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<p style="text-align: center;"><b>Consistency in Accessing Transport Services</b></p>		<p>sustainable travel funded programme. During 2011-15 the programme focused on transport interchanges to deliver significantly improved accessibility at rail stations and bus stops. This has benefitted cyclists as part of measures to encourage 'door to door' journeys by different forms of transport. A residential shared, secure and covered cycle parking shelter in Shaftesbury Road was also delivered as part of the LSTF programme. It is now maintained by the local community.</p> <ul style="list-style-type: none"> <li>• Significant levels of funding from Cycling England, as part of the 'Cycle Demonstration Town' status in 2008, enabled a close working partnership with Southern Rail, the then rail franchise holder. This enabled a cycle hub to be built at the northern entrance to Brighton Station. The project would not have been developed and delivered without funding for a feasibility study from Cycling England, which then kick-started the partnership approach.</li> <li>• BHCC has enabled a large number of cycle parking schemes to be delivered by local businesses by allocating budget within its annual LTP capital programme since 2007. Small contributions incentivise/pump-prime and enable cycle parking projects, and encourage the private sector to invest more in its premises for the benefit of its staff, thus encouraging active travel and maximising the health benefits this brings.</li> </ul>
	<p><b>Action 4:</b> We will work with disabled people, the bus industry and the devolved administrations, on the Regulations and guidance which will implement the Accessible Information Requirement<sup>1</sup> on local bus services throughout Great Britain, helping disabled passengers to travel by bus with confidence.</p>	<p><b>Agree, and have the following further comments:</b></p> <p>The council and main local bus company, Brighton + Hove Bus &amp; Coach Co. [B+HB&amp;CCo] have worked in partnership to introduce 'next stop' audio and visual announcements on all vehicles and are introducing hearing loops in the driver's cab area. In partnership with the city council, on-street real time bus information signs can provide the information audibly as well as displaying it visually. In addition, additional audible announcements are given at certain bus stops, such as 'floating bus stops' where a cycle lane passes the nearside of buses in a lane separated from the general traffic. A disembarking "island" is provided and a safety announcement is given to ensure passengers are made aware and take extra care. This is for the benefit of both bus passengers and cyclists.</p> <p>The council also actively promotes the 'Helping Hand' scheme, devised by B+HB&amp;CCo and taken up by other local bus companies. Helping Hand offers practical yet discreet support for a passenger who wishes to highlight a need for assistance with their bus journey or may have a 'hidden' disability or condition.</p> <p>The council would welcome the opportunity to be used as a case study or best practice example for either of these initiatives.</p>

<sup>1</sup> The Bus Services Act 2017 creates powers to implement an accessible information requirement, mandating the provision on-board local bus services throughout Great Britain of audible and visible information identifying the respective route and each upcoming stop.

Section	DfT TAAP Actions	Officer comments/suggestions
<b>Consistency in Accessing Transport Services</b>	<p><b>Action 5:</b> We will review and consult on best practice guidance for taxi and PHV licensing authorities, which will include strengthened recommendations on supporting accessible services, including on the action that licensing authorities should take in response to reports of assistance dog refusal. This guidance is expected to be published in 2017.</p>	<p><b>Agree, and have the following further comments:</b></p> <p>The council has a policy covering refusals to accept assistance dogs and is enforced in line with the council's Licensing Enforcement Policy which includes prosecution.</p> <p>The council runs training for all drivers of accessible vehicles to ensure that passengers' needs and safety are identified and addressed and intends to provide this for all drivers. Brighton &amp; Hove City Council runs disability awareness training for all drivers of accessible vehicles. The Blue Book also contains a code of conduct to apply when working with vulnerable passengers. There is also a disability stakeholder group which is also consulted on new policies that may affect disabled people.</p> <p>At a wider level, there are local concerns that private hire vehicle and taxi drivers from outside the city do not have to adhere to the council's standards and that this also disrupts the local economy as it could render local businesses unviable for existing licence holders, or undermine the city's reputation in terms of providing accessible taxi services.</p>
	<p><b>Action 6:</b> We will seek to increase the number of accessible vehicles through appropriate recommendations to taxi and PHV licensing authorities in our draft revised best practice guidance.</p>	<p><b>Agree, and have the following further comments:</b></p> <p>47% of Brighton &amp; Hove's Hackney Cabs and 13% of Private Hire Vehicles are now wheelchair accessible vehicles. The council is working towards achieving a target of 50% of its fleet being wheelchair accessible vehicles and are awaiting further guidance from government.</p> <p>However, it is important to highlight that, in the context of fulfilling equalities and accessibility/mobility requirements, the council is aware that achieving this target could be considered to be at odds with its policies aimed at improving air quality by lowering emissions, as most wheelchair-accessible vehicles are diesel-fuelled.</p>
	<p><b>Action 7:</b> We will review, in co-operation with DPTAC and others, Blue Badge eligibility for people with non-physical disabilities. This will include considering the link to disability benefits.</p>	<p><b>Agree, and have the following further comments:</b></p> <p>There is a clear need for a review of eligibility criteria for Blue Badges allocations. Therefore, the council would welcome being actively involved in reviewing and addressing this important, national matter. For example, eligibility could be linked to benefit eligibility, such as being awarded 12 points, in the 'planning and making a journey' section for the mobility component of a Personal Independence Payment [PIP] application. A PIP is only awarded to those people under 65.</p> <p>For those people over 65 there is not a benefit linked to mobility so an assessment would still be required. For this reason we would ask that careful consideration be given to how this could be applied to residents over 65.</p> <p>Direct access to the Government's DWP benefits system</p>

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Consistency in Accessing Transport Services		<p>would also be extremely useful as the burden of finding the correct documents often falls on family members or ‘unofficial carers’.</p> <p>Very clear guidance needs to be issued by the DfT about the impact assessments carried out including the impact on medical professionals and administration staff. Best practice desk assessment tools would help consolidate assessments across the country.</p>
	<p><b>Action 8:</b> We will continue to roll-out station access improvements for which funding has been allocated, and deliver the Access for All programme in full, building on the significant progress that the programme has already made. We will continue to seek to extend the ‘Access for All’ programme further in the future.</p>	<p><b>Agree, and have the following further comments:</b></p> <p>Assessments of station ‘accessibility’ should be more thorough and extend beyond the boundary of the station by working with Local Authorities and relevant interest groups in order to identify issues, possible solutions and the responsible organisation or landowner. For example, where the railway severs local communities and/or the routes between them, the ‘Access for All’ programme should be more comprehensive and inclusive by not simply assessing and designating the station premises as being ‘step-free’, if the routes to/from them are not e.g station footbridges.</p>
Monitoring the Impact of Regulatory Compliance	<p><b>Action 9:</b> Subject to the finalisation of the Statement of Funds Available (in October this year), Government will allocate funding to provide additional accessible toilet facilities at stations as part of the next rail funding period (from 2019 onwards).</p>	<p><b>Agree.</b></p>
	<p><b>Action 10:</b> From October 2017, DfT will fund a pilot to explore opportunities to improve train tanking facilities and increase the availability of train toilets. Building on the learning from this and industry-led research in this area, we will consider how best to allocate further investment, beginning with upcoming franchising opportunities.</p>	<p><b>Agree.</b></p>
	<p><b>Action 11:</b> ORR will publish the results of its large programme of research, looking in depth at accessibility and assistance, in 2017. It is expected that the results will provide a snapshot of industry performance and include industry level recommendations to take forward (further information on the research is provided in</p>	<p><b>Agree, and look forward to seeing the results of the research.</b></p>

Section	DfT TAAP Actions	Officer comments/suggestions
<b>Monitoring the Impact of Regulatory Compliance</b>	Section 7 on Spontaneous Travel).	
	<b>Action 12:</b> DfT is exploring with the Rail Delivery Group (RDG) the ability for train operators to provide 'alternative journey options' if the journey becomes unsuitable –for example, if the only accessible toilet on a train goes out of use unexpectedly.	<b>Agree.</b>
	<b>Action 13:</b> We are exploring with RDG the possibility of placing dynamic notifications on the Stations Made Easy web pages, of the availability of accessibility features on trains.	<b>Agree.</b>
	<b>Action 14:</b> We are also exploring with RDG how notifications of such incidents can be provided to passengers as early as possible.	<b>Agree.</b>
	<b>Action 15:</b> We are working with the Rail Safety and Standards Board (RSSB) to launch an innovation competition in September 2017, which will find solutions to reducing the cost of accessibility improvements at stations, including the availability of accessible toilets. This competition will also focus on making improvements aimed at those with hidden disabilities.	<b>Agree.</b>
	<b>Action 16:</b> We are also investing in a new rail innovation accelerator which will look at how the availability of facilities can be improved.	<b>Agree.</b>
	<b>Action 17:</b> We will commission research, which will be published by 2018, to measure the impact for passengers of work to improve rail vehicle accessibility since the introduction of Rail Vehicle Accessibility Regulations (RVAR) and the introduction of the Persons of Reduced Mobility Technical Specification for Interoperability (PRM TSI).	<b>Agree.</b>

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<b>Monitoring the Impact of Regulatory Compliance</b>	<p><b>Action 18:</b> By the end of 2017, we will publish performance data on accessible features on trains, and details of any remedial action necessary to improve both the quality of the data reported and any areas of poor performance.</p>	<p><b>Agree.</b></p>
	<p><b>Action 19:</b> We will also share the performance data reported to us with ORR, to inform any action they take to ensure operators are meeting their legal requirements to comply with accessible rail vehicle standards.</p>	<p><b>Agree.</b></p>
	<p><b>Action 20:</b> We will support the DVSA in its activities to communicate with operators on, and incentivise prompt compliance with, PSVAR, and to take decisive action where this does not happen. We will expect the DVSA to report annually on the action taken.</p>	<p><b>Agree, and have the following further comments:</b></p> <p>The council is looking forward to receiving further government guidance on targets for the proportion of taxi fleets which should be wheelchair-accessible.</p>
	<p><b>Action 21:</b> We will review, with Government partners and stakeholders, the reasons why some taxi and PHV drivers refuse to transport assistance dogs, and identify key actions for local or central government to improve compliance with drivers' legal duties.</p>	<p><b>Agree, but this action appears to repeat Action 5.</b></p>
	<p><b>Action 22:</b> We have begun publishing enforcement newsletters aimed at local authorities (ie all Blue Badge teams and parking teams) to promote enforcement success stories and good practice, in order to help encourage better enforcement of disabled parking spaces. We will also continue our regional engagement workshops with local authorities and will work with DPTAC on both initiatives.</p>	<p><b>Agree, and have the following further comments:</b></p> <p>The council has developed an award-winning 'Operation Bluebird' scheme by working with, and for, the surrounding Local Authorities and Sussex Police to enforce the misuse/abuse of disabled driver parking and Blue Badges. Along with successful prosecutions for persistent Offenders, Community Resolution Orders are used to educate and deter further misuse. Drivers are charged a £40 attendance fee to cover the cost of the course where they are shown a video explaining the impact Blue Badge misuse has on disabled drivers. This provides a cost effective, sustainable and proportionate response to tackling Blue Badge misuse. Very few drivers (less than 1%) re-offend and any that do reoffend have been prosecuted.</p> <p>The council employs two full-time Blue Badge investigators who work with Civil Enforcement Officers and the Blue Badge Administration Team to gather intelligence. The Blue Badge investigators also spend time on-street with Civil Enforcement Officers to further their skills regarding inspection and</p>

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		<p>retaining misused blue badges.</p> <p>In addition to this, Operation Bluebird has featured in the DfT newsletter as a success story and we have developed a blog called 'tacklingbluebadgemisuse.wordpress' for other local authorities who would like to use the same techniques. The council has also presented the concept at DfT regional meetings and various conferences, including Parking World, British Parking Association regional meetings and the National Counter Fraud Conference.</p> <p>There is a lot of interest in this scheme and it is considered to provide value for money financially. Given the interest from other Local Authorities, it is suggested that the DfT could provide further funding to produce a Community Resolution Orders video that could be used nationwide with a simple tool kit to complement this.</p> <p>The council would welcome the opportunity to be used as a case study or best practice example for these initiatives.</p>
<b>Training and Education</b>	<p><b>Action 23:</b> We will work with the bus industry, DPTAC, Driver Certificate of Professional Competence (Driver CPC) training accreditors and the DVSA to seek to ensure that the training of bus drivers in disability awareness and equality reflects the Department's recently developed best practice guidance, and that appropriate arrangements are in place before such training becomes mandatory in March 2018.</p>	<p><b>Agree.</b></p>
	<p><b>Action 24:</b> We will support the Office of Rail and Road (ORR) in its monitoring of disability equality and awareness training undertaken by train and station operators.</p>	<p><b>Agree.</b></p>
	<p><b>Action 25:</b> We will encourage taxi and private hire licensing authorities to promote disability awareness and equality training for licensed taxi and private hire drivers, and recommend, in our draft best practice guidance, that such training be mandated in their licensing policies.</p>	<p><b>Agree, and have the following further comments:</b></p> <p>Equality training is an essential part of training and granting of a license to operate in the city, but this approach does not appear to be consistent in other parts of the country. The council runs training for all drivers of accessible vehicles to ensure that passengers' needs and safety are identified and addressed and intends to provide this for all drivers. Brighton &amp; Hove City Council runs disability awareness training for all drivers of accessible vehicles. The Blue Book also contains a code of conduct to apply when working with vulnerable passengers.</p>

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	<b>SUGGESTED EXTRA ACTION</b>	<i>In the context of training and education, it is suggested that the DfT also reviews the Highway Code to ensure that it includes the aspects of accessibility and mobility that all road users should be aware of, and comply with, when travelling/sharing the roads.</i>
<b>Spontaneous Travel</b>	<b>Action 26:</b> ORR will publish the results of its large programme of research looking in depth at accessibility and assistance in 2017.	<b>Agree, but this appears to repeat Action 11.</b>
	<b>Action 27:</b> We will report on the progress of its joint research with Transport Focus, to identify the challenges inhibiting passengers from travelling, by the end of 2017.	<b>Agree, and look forward to the receiving the results of the research and whether these will inform or have particular implications for the needs of residents/passengers in the city.</b>
	<b>Action 28:</b> DfT is exploring with RDG the ability for train operators to provide 'alternative journey options' if the journey becomes unsuitable – for example, if the only accessible toilet on a train goes out of use unexpectedly.	<b>Agree, but this action repeats Action 12.</b>
	<b>Action 29:</b> DfT is also exploring with RDG how notifications of such incidents can be provided to passengers as early as possible.	<b>Agree, but this action repeats Action 14.</b>
<b>Building Confidence and Empowerment</b>	<b>Action 30:</b> We will work with representative bodies (e.g. the Confederation of Passenger Transport (CPT) and the Rail Delivery Group (RDG)), and will support the work of regulators (such as the Office of Rail and Road), to encourage greater promotion of information about the rights of disabled travellers and what they are entitled to expect in terms of service and facilities, as well as developing easier ways to register complaints when things go wrong.	<b>Agree, but suggest this could be aligned/combined with Action 31 into a single action that refers providing <u>and</u> promoting travel information for disabled people.</b>
	<b>Action 31:</b> We will work with transport authorities and representative bodies (e.g. CPT and RDG) to encourage the provision of better information about levels of accessibility on vehicles and services, so that disabled	<b>Agree, but refer to response to Action 30 above.</b>

Section	DfT TAAP Actions	Officer comments/suggestions
<b>Building Confidence and Empowerment</b>	people can make informed choices about their journeys. This will include issuing guidance concerning the provision of information about the accessibility of bus services.	
	<b>Action 32:</b> We will support the work of the RDG and ORR to encourage further promotion of the benefits of DPRC <sup>2</sup> in order to further increase its take-up and use.	<b>Agree.</b>
	<b>Action 33:</b> We will continue to identify and support initiatives for promoting and supporting travel training, mentoring and buddying schemes.	<b>Agree, and have the following further comments:</b>  The council actively promotes the 'Helping Hand' scheme, devised by B+HB&CCo and adopted by other local bus companies. 'Helping Hand' offers practical yet discreet support for any passenger who wishes to highlight a need for assistance with their bus journey.
	<b>Action 34:</b> We will highlight and promote the work of Mobility Centres, and identify ways to support the ambition of the Driving Mobility network to increase the services it provides in response to the growing ageing population and become community style 'hubs' for older and disabled people.	<b>Agree but would make the following comment:</b>  The nearest Mobility Centres to the city are in Southampton and Kent, and therefore the services that these centres provide now or in the future could be more readily available to local people if a new centre was located in or near to the city/Greater Brighton City Region.
	<b>Action 35:</b> Over the course of the next two years, Mobility Centre 'hubs' will promote the public and private transport options available in each region to those considering giving up driving or those who have been advised to cease driving.	<b>Agree.</b>
	<b>Action 36:</b> By the end of 2018, Driving Mobility will produce guidance to support families concerned about an older person's driving ability, along with information on alternatives to self-driving.	<b>Agree.</b>
	<b>Action 37:</b> We will work with Mobility Centres and the British Healthcare Trades Association (BHTA) on promoting the need for training of scooter users and providing	<b>Agree.</b>

<sup>2</sup> Disabled Persons Railcard

Section	DfT TAAP Actions	Officer comments/suggestions
<b>Building Confidence and Empowerment</b>	facilities for such training.	
	<p><b>Action 38:</b> We will identify and promote pushchairs, prams and scooters most appropriate for public transport, working closely with the British Healthcare Trades Association and transport providers, by 2018.</p>	<p><b>Agree.</b></p>
	<p><b>Action 39:</b> We will begin a survey to gather evidence and identify examples of improvements that could be made to the wider process for making Traffic Regulation Orders, by autumn 2017. This evidence will help inform our approach to tackling pavement parking.</p>	<p><b>Agree, and have the following comments:</b></p> <p>The council fully supports the action taken so far to tackle irresponsible pavement parking and keep pavements safe and accessible for pedestrians. However, it is recommended that more should be done and at a quicker pace as this is a growing problem in Brighton &amp; Hove and has frequently been raised by many disability groups and residents locally, as well as by many councillors and local MPs. They have been requesting a simpler process and powers to tackle the issue, such as the effective outright pavement parking ban in London, on the basis that there is clear public expectation that local authorities should have powers to tackle pavement parking, in terms of both safety and mobility.</p> <p>It is noted that the action suggests that improvements could be made to the Traffic Regulation Order process. The main obstacle for councils, such as Brighton &amp; Hove, in tackling pavement parking is the cost of signage required by legislation to inform drivers of the boundaries of any pavement parking ban. For example, these can cost hundreds of pounds just to protect the pavement behind just one pedestrian crossing, making a citywide solution very costly.</p> <p>A more cost-effective way forward would be for the government to amend the TSRGD (Traffic Signs Manual) so that pavement parking throughout a Controlled Parking Zone, covered by a TRO, would ideally not require any signage, as is the case in London. Alternatively the pavement parking ban could be communicated to drivers through Controlled Parking Zone entry signs only, which would be far more viable for local authorities to introduce.</p> <p>A further option would be to decriminalise the offence of obstruction so that Civil Enforcement Officers could issue Penalty Charge Notices for 'obstruction' to replace Fixed Penalty Notices issued by the police. The police could also retain these powers if needed with a Fixed Penalty Notice taking precedence, as already applies to bus lane regulations.</p> <p>Any driver would have the right for an appeal to be considered by the Independent Traffic Penalty Tribunal. This would also have the considerable benefit of freeing up police time.</p>

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	<b>SUGGESTED EXTRA ACTION</b>	<b>Consideration should be given to the availability of and responsibility for operating Shopmobility services for local areas.</b>
<b>Strengthening our Evidence Base</b>	<b>Action 40:</b> In 2017, we will commission research to further understand the barriers to travel for individuals with cognitive, behavioural and mental health impairments, and help us to develop potential measures to improve accessibility.	<b>Agree, and look forward to seeing the results of this research and have the following comment:</b>  The council actively promotes the 'Helping Hand' scheme, devised by B+HB&CCo and adopted by other local bus companies. 'Helping Hand' offers practical yet discreet support for any passenger who wishes to highlight a need for assistance with their bus journey.
	<b>Action 41:</b> By 2018, we will commission research to quantify the economic, social and commercial benefits of making passenger transport more accessible.	<b>Agree, and look forward to seeing the results of the research and its recommendations on developing stronger Business Cases for funding applications.</b>
	<b>Action 42:</b> DfT is working with the RSSB to launch an innovation competition in September 2017, which will find solutions to reducing the cost of accessibility improvements at stations, including the availability of accessible toilets. This competition will also focus on making improvements for those with hidden disabilities.	<b>Agree, and welcome the competition and look forward to the outcomes.</b>
	<b>Action 43:</b> We are also investing in a new rail innovation accelerator which will look at how the availability of accessible facilities can be improved.	<b>Agree, but appears to be a repeat of Action 16.</b>
	<b>Action 44:</b> We will ensure that DfT innovation competitions highlight the need for prospective funding recipients to consider accessibility within their project proposals, where projects impact on transport users.	<b>Agree, but we would expect this to be included within the completed Equalities Analysis for a project when it is undertaken.</b>
<b>Inclusive Policy Making</b>	<b>Action 45:</b> We will develop and deliver (with input from DPTAC) training for civil servants in the Department to include the law and good practice with respect to disability awareness and equality issues.	<b>Agree, and welcome the roll out of training to Local Authority level.</b>
	<b>Action 46:</b> We will work with the Welsh Government and	<b>Agree.</b>

Section	DfT TAAP Actions	Officer comments/suggestions
Inclusive Policy Making	the Minister for Equalities to understand the impact of the introduction of these new powers in Wales, and their potential applicability to the English jurisdiction.	
	<b>Action 47:</b> We will support work with local authorities to raise their awareness of the Public Sector Equality Duty under the Equality Act 2010 in relation to local transport and transport facilities.	<b>Agree, and welcome this joint working.</b>
Measuring Delivery of Outcomes	<b>Action 48:</b> We will develop, in consultation with DPTAC, effective ways of measuring travel patterns and trends among disabled and older people over time as a basis for targeted policy initiatives.	<b>Agree, and look forward to receiving the results of the consultation.</b>

*Key – shaded Questions are not the direct responsibility of the council as the Highway Authority and therefore do not necessarily require or include a full response.*

DfT TAAP consultation questions	Officer responses/comments
<p><b>Question 1: How well do you feel the national bus concession in England succeeds in supporting the local transport needs of disabled people, and how it might be improved? Please be as specific as possible</b></p>	<p>It is recommended that consideration should be given to the disabled person's concessionary bus pass being made available for use at all times of day, to help support disabled people who are travelling to and from work, but that any proposals to do so are supported by a comprehensive assessment of the potential financial implications for local authorities.</p> <p>It is recommended that consideration should be given to a 'Plus 1 companion' entitlement, to make it easier for disabled people to travel with any assistance or support that they may need (by taking someone with them free of charge, or at a reduced rate). Any proposals to do so should also be supported by a comprehensive assessment of the potential financial implications for local authorities.</p>
<p><b>Question 2: As a passenger or an organisation representing disabled people, what is your experience of information and guidance setting out the rights of disabled persons of those with reduced mobility when travelling by air?</b></p> <p>Is there enough information available regarding your rights as a disabled or less mobile passenger when travelling by air?</p> <p>Is the existing information and guidance clear and understandable, or is it too technical? For example, could the</p>	<p>Not applicable – question directed at individual users or representatives of users.</p>

<p>wording be improved? If so, how?  Are there any particular areas where you feel there is too little information available? Is the existing information focused on certain areas while leaving gaps in others, or is there a balance? Is the existing information easy to access/find? If not, what could be done to make the information easier to access?  In your opinion, which organisation (e.g. the Government, a consumer rights advocacy, a disability organisation, etc.) would be most appropriate to provide information and guidance in this area? Why?</p>	
<p><b>Question 3: As an industry representative or a service provider in the aviation sector, what is your experience of guidance regarding your obligations when providing services to disabled persons of those of reduced mobility when travelling by air?</b></p> <ul style="list-style-type: none"> <li>• Based on the existing guidance, do you know what is expected of you when providing services to disabled persons and persons with reduced mobility?</li> <li>• Is the guidance detailed enough? Is there enough information available?</li> <li>• Is the existing information easy to access/find? If not, what could be done to make the information easier to access?</li> <li>• What could be added to the guidance to make it easier for you to provide services to disabled persons and persons with reduced mobility?</li> <li>• Are there any specific areas that you feel are not adequately covered in the existing guidance? Are there any areas that you feel the existing guidance is placing too much emphasis on?</li> </ul>	<p>Not applicable – question directed at individual users or representatives of users.</p>
<p><b>Question 4: As a passenger or an organisation representing disabled people, what are your experiences with maritime passenger services when travelling by sea, in particular are there any issues where you feel more could be done to improve accessibility for passengers with</b></p>	<p>Not applicable – question directed at individual users or representatives of users.</p>

<b>disabilities or with reduced mobility?</b>	
<p><b>Question 5: When you use a train, what has been your experience of accessibility equipment, such as the passenger announcements (either audible or visual), accessible toilets or manual boarding ramps, or other accessibility features)?</b></p> <p>For example, do you find this equipment reliable, and if not, how could train operators better ensure reliability or assist you?</p>	Not applicable – question directed at individual users or representatives of users.
<p><b>Question 6: As a transport user, what has been your experience of using transport services? In particular, how would you assess the levels of understanding of transport providers and staff of the needs of disabled people (i.e. those with cognitive, sensory or physical impairments including dementia, autism or mental health conditions)?</b></p> <p>We would welcome any experiences (positive or negative) that you wish to provide.</p>	Not applicable – question directed at individual users or representatives of users.
<p><b>Question 7: What additional action could Government, regulators or transport bodies take to ensure that transport providers and staff have a better understanding and awareness of the access and information needs and requirements of passengers or transport users with less visible disabilities (ie those with sensory or cognitive impairments including dementia, autism or mental health conditions)?</b></p>	<p>It is recommended that the Government should consider the national introduction of a card assistance scheme similar to the ‘Helping Hand’ scheme:  <a href="http://www.buses.co.uk/page.shtml?pageid=1350">http://www.buses.co.uk/page.shtml?pageid=1350</a></p> <p>The Government could also explore and consider adopting the various approach used by the council for taxi travel, such as:-</p> <ul style="list-style-type: none"> <li>• Equalities training for all licensed taxi drivers (as included in the Blue Book guide).</li> <li>• The Taxi Licensing team work with local disability stakeholders groups, who are consulted on new policies that may affect disabled people.</li> </ul> <p>The council remains concerned that private hire vehicle and taxi drivers from outside the city do not have to adhere to the council’s standards and that this also disrupts the local economy as it could render local businesses unviable for existing licence holders, or undermine the city’s reputation in terms of providing accessible taxi services.</p>
<p><b>Question 8: As a passenger or organisation representing disabled people, what is your experience of trying to travel spontaneously?</b></p> <ul style="list-style-type: none"> <li>• What steps could transport providers and operators take to promote or reduce restrictions to spontaneous travel?</li> <li>• What action could Government, regulators, transport operators or providers take to increase spontaneous travel?</li> </ul>	Not applicable – question directed at individual users or representatives of users.
<b>Question 9: As a transport operator</b>	The council’s experience of enabling spontaneous travel is to

<p><b>or provider, what is your experience of enabling spontaneous travel for disabled people?</b></p> <ul style="list-style-type: none"> <li>• What steps have you taken to enable spontaneous travel for disabled passengers?</li> <li>• What action could Government, regulators or other bodies take to help support you to provide spontaneous travel for disabled passengers?</li> </ul>	<p>ensure that all forms of transport and travel are accessible to as many people as possible by delivering (or working in partnership to deliver). Examples include:-</p> <ul style="list-style-type: none"> <li>• real time passenger information signs at bus stops, rail stations, some supermarkets and cafes and at public buildings eg libraries;</li> <li>• infrastructure improvements such as bus stop build-outs and Kassel Kerbs to enable smooth/level boarding for people with mobility problems and the use of low-floor buses</li> <li>• a concessionary bus pass scheme which offers longer operating hours than other areas;</li> <li>• providing initial financial support to deliver Night Buses as an alternative to taxis, which are now running as commercial routes.</li> </ul> <p>It is recommended that the Government could consider developing funding grants to focus less on geographical areas and more on a city-wide approach to accessible transport. Ensuring that every bus stop has an effective Bus Stop Clearway is vital in providing accessible travel. Equally, ensuring that all pavements are unobstructed by vehicles and fully accessible, to provide access to and from the bus stop, will have wider benefits. Pavement cycling intimidates pedestrians, and in particular can deter disabled and older people from travelling independently. Developing a national approach to highlight and deal with this would be beneficial.</p> <p>The council financially supports some bus routes which are primarily deemed socially necessary, but these are not directed specifically at disabled users.</p> <p>The council also aims to make every bus stop fully accessible in terms of appropriate infrastructure and information.</p>
<p><b>Question 10: As a passenger or organisation representing disabled people, what is your experience of using Passenger Assist?</b></p> <p>We would welcome ideas on what further developments could be made to the Passenger Assist system to make it more attractive to users with accessibility needs; particularly those who currently choose not to travel by train.</p>	<p>Not applicable – question directed at individual users or representatives of users.</p>
<p><b>Question 11: When you purchase a ticket using a vending machine, what has been your experience of accessibility?</b></p> <p>For example, do ticket machines provide clear information? Are you able to book the correct ticket?</p> <p>Are there any particular issues that we need to consider when designing or delivering smart ticketing programmes?</p>	<p>Not applicable – question directed at individual users or representatives of users.</p>
<p><b>Question 12: We would welcome views, particularly from disabled passengers, on the current systems</b></p>	<p>Not applicable – question directed at individual users or representatives of users.</p>

<p><b>for resolving transport disputes, and whether processes could be further improved.</b></p>	
<p><b>Question 13: As a person with a hidden or less visible disability or impairment, or in an organisation representing people with hidden disabilities, we are keen to receive your views on the desirability and feasibility of introducing a national assistance card.</b></p> <ul style="list-style-type: none"> <li>• Do you have a hidden disability or impairment? If yes, do you feel the need to communicate your needs to transport staff?</li> <li>• What has been your experience of communicating your needs to transport staff or fellow passengers?</li> <li>• Have you ever used a tool to communicate your assistance needs to transport staff? What did you use? What has your experience been?</li> <li>• Do you have any views on the merit or not of introducing a national, cross-modal assistance card?</li> </ul>	<p>Not applicable – question directed at individual users or representatives of users.</p>
<p><b>Question 14: As a transport operator or provider, we are keen to receive your views on the desirability and feasibility of introducing a national assistance card.</b></p> <ul style="list-style-type: none"> <li>• Do you currently offer an assistance card, badge, lanyard or other tool to enable passengers with hidden disabilities to alert your staff to assistance needs?</li> <li>• Do you have any views on the merit or not of introducing a national, cross-modal assistance card?</li> <li>• Are there any practical or other considerations needed for the introduction of a cross-modal national assistance card?</li> </ul>	<p>Although neither an operator nor a provider of local bus services, the council would support the idea of introducing a national, assistance card for all forms of transport.</p> <p>The local example in the city of the ‘Helping Hand’ scheme includes both visible and ‘hidden’ disabilities or conditions e.g autism. Please see:-  <a href="http://www.buses.co.uk/page.shtml?pageid=1350">http://www.buses.co.uk/page.shtml?pageid=1350</a></p>
<p><b>Question 15: How can the Department for Transport support Community Transport Operators further?</b></p>	<p>Not applicable – question directed at individual operators.</p>

