

Environment, Transport & Sustainability Committee

Date: **21 September 2021**

Time: **4.00pm**

Venue **Council Chamber, Hove Town Hall**

Members: **Councillors:** Heley (Chair), Lloyd (Deputy Chair), Wilkinson (Opposition Spokesperson), Nemeth (Group Spokesperson), Bagaeen, Davis, Fowler, Hamilton, Hills and Platts

Contact: **John Peel**
Democratic Services Officer
01273 291058
john.peel@brighton-hove.gov.uk

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AGENDA

PART ONE

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PROCEDURAL MATTERS

26 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.

27 ENVIRONMENT, TRANSPORT & SUSTAINABILITY URGENCY SUB-COMMITTEE 9 - 10

To note the outcome of the decisions taken by the Urgency Sub-Committee held on 10 August 2021.

28 MINUTES 11 - 52

To consider the minutes of the meetings held on 22 June and 21 July 2021

Contact Officer: John Peel

Tel: 01273 291058

29 CHAIRS COMMUNICATIONS

30 CALL OVER

- (a) Items 34 – 41 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.

31 PUBLIC INVOLVEMENT

53 - 58

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

- (a) **Petitions:** To receive any petitions presented by members of the public to the full Council or at the meeting itself.
 - (i) Residential parking tarmac verge
 - (ii) Keep the Free Customer Parking in Preston Drove and Ditchling Road, Fiveways
 - (iii) Traffic calming on Marmion Road
 - (iv) Speed Bumps on Upper North St
 - (v) Buller Road Cycle Storage
 - (vi) Increase pedestrian safety on Shirley Drive
- (b) **Written Questions:** To receive any questions submitted by the due date of 12 noon on the 15 September 2021.
 - (i) Bristol Estate Refuse Collection
 - (ii) Arundel Drive West
 - (iii) Refuse Collection
 - (iv) Bristol Gardens Traffic Calming
 - (v) Cycle Path at Ovingdean roundabout
- (c) **Deputations:** To receive any deputations submitted by the due date of 12 noon on the 15 September 2021.

32 ITEMS REFERRED FROM COUNCIL

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To consider any items referred from Full Council:

Petitions:

- 1) Whitehawk Speed Bumps
- 2) Portland Road Crossing
- 3) 20mph Speed Limit Portland Road
- 4) Whitehawk Speed Bumps
- 5) Free school travel for children in Whitehawk, Bristol Estate and Manor Farm
- 6) Bexhill Road Play area crossing

To consider the following matters raised by Members:

- (a) **Petitions:** To receive any petitions;
- (b) **Written Questions:** To consider any written questions;
 - 1) Motorcycle Parking- Councillor Yates
 - 2) Bike Racks on The Undercliff at Saltdean- Councillor Fishleigh
 - 3) LCWIP- Councillor Fishleigh
 - 4) Bins in Ovingdean- Councillor Fishleigh
 - 5) Refuse Collections- Councillor Fishleigh
 - 6) Seafront Cycle Lane Safety- Councillor Nemeth
 - 7) Wish Park Path- Councillor Nemeth
 - 8) Aldrington Tunnel- Councillor Nemeth
 - 9) Parking Permits- Councillor Nemeth
 - 10) Bikeability in Schools- Councillor Nemeth
 - 11) Madeira Drive- Councillor Nemeth
 - 12) Barley Grass- Councillor Nemeth
- (c) **Letters:** To consider any letters;
 - 1) Councillor McNair- TRO-8a-2021 Surrenden Road
- (d) **Notices of Motion:** to consider any Notices of Motion referred from Full Council or submitted directly to the Committee.
 - 1) Tree Planting
 - 2) Air Quality
 - 3) Allotments

TRANSPORT & PUBLIC REALM MATTERS

34 SCHOOL STREETS

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Alex Voce

Ward Affected: All Wards

35 NATIONAL BUS STRATEGY: BUS SERVICE IMPROVEMENT PLAN

81 - 190

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Owen McElroy

Tel: 01273 290368

Ward Affected: All Wards

36 HIGHWAY WORKS FRAMEWORK CONTRACT

191 - 242

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Andrew Westwood

Tel: 01273 292468

Ward Affected: All Wards

- 37 ELECTRIC VEHICLE CHARGE POINT INSTALLATION UPDATE 243 - 250**
- Report of the Executive Director, Economy, Environment & Culture
- Contact Officer: Paul Nicholls Tel: 01273 293287*
- Ward Affected: All Wards*
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- 38 PARKING SCHEME UPDATE REPORT 251 - 282**
- Report of the Executive Director, Economy, Environment & Culture
- Contact Officer: Catherine Dignan Tel: 01273 292235*
- Ward Affected: Hollingdean & Stanmer; Hove Park; Patcham; Preston Park; Withdean*
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- ENVIRONMENT & SUSTAINABILITY MATTERS**
- 39 LOCAL APPROVAL OF B&HCC INPUT TO ENVIRONMENT AGENCY FLOOD RISK MANAGEMENT PLAN CYCLE 2 (2021-2027) 283 - 306**
- Report of the Executive Director, Economy, Environment & Culture
- Contact Officer: Andy French Tel: 01273 291919*
- Ward Affected: All Wards*
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- 40 OFFICIAL FEED AND FOOD CONTROLS SERVICE DELIVERY/ RECOVERY PLAN 307 - 324**
- Report of the Executive Director, Housing, Neighbourhoods & Communities
- Contact Officer: David Currie*
- Ward Affected: All Wards*
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- 41 CITY ENVIRONMENT MODERNISATION UPDATE 325 - 348**
- Report of the Executive Director, Economy, Environment & Culture
- Contact Officer: Lynsay Cook Tel: 01273 291851*
- Ward Affected: All Wards*
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- 42 ITEMS REFERRED FOR FULL COUNCIL**
- To consider items to be submitted to the 21 October 2021 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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FURTHER INFORMATION

For further details and general enquiries about this meeting contact John Peel, (01273 291058, email john.peel@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

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BRIGHTON & HOVE CITY COUNCIL
ENVIRONMENT, TRANSPORT & SUSTAINABILITY
URGENCY SUB-COMMITTEE

11.00am 10 AUGUST 2021

HOVE TOWN HALL - COUNCIL CHAMBER

DECISION LIST

Part One

5 ACTIVE TRAVEL FUND - OLD SHOREHAM ROAD

Contact Officer: David Parker
Ward Affected: All Wards

Tel: 01273 292474

RESOLVED:

- (1) That the removal of the Phase 1 temporary cycle lane on the Old Shoreham Road be agreed and that officers be instructed to take all steps necessary or incidental to the removal of the cycle lane as soon as reasonably practicable, and
- (2) That council officers be instructed to urgently develop and provide committee Members with proposed criteria for any further consultations and data reporting in relation to future active travel measures, in order to demonstrate-empirical evidence to support a balanced analysis.

BRIGHTON & HOVE CITY COUNCIL
ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

4.00pm 22 JUNE 2021

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillor Heley (Chair) Wilkinson (Opposition Spokesperson) and Nemeth (Group Spokesperson)

PART ONE

1 PROCEDURAL BUSINESS

1(a) Declarations of substitutes

1.1 There were none.

1(b) Declarations of interest

1.2 Councillor Nemeth declared a non-pecuniary interest in Item 7 as his partner was a current allotment holder.

1(c) Exclusion of press and public

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

1.4 **RESOLVED-** That the press and public not be excluded from the meeting.

2 MINUTES

2.1 **RESOLVED-** That the minutes of the previous meeting held on 16 March 2021 be approved and signed as the correct record.

3 CHAIRS COMMUNICATIONS

3.1 There were none.

4 CALL OVER

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

- Item 9: Food Waste Collection Service Update
- Item 13: Waterhall Wilding Project
- Item 14: Local Transport Plan 5 Initial Engagement
- Item 17: TRO-12-2021
- Item 18: The National Bus Strategy

4.2 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 8: National Resources and Waste Strategy- Responses to Government Consultations
- Item 10: Commercial Bins on the Highway: Outcome of Public Consultation
- Item 11: Environmental Enforcement Framework
- Item 12: Binrastructure Strategy
- Item 15: Network Management Action Plan
- Item 16: Parking Policies

5 PUBLIC INVOLVEMENT

(A) PETITIONS

(i) TRO on Sydney Street

5.1 The Committee considered a petition signed by 39 people requesting a rejection of the weekday closure of Sydney Street and reinstitute restricted access.

5.2 The Chair provided the following response:

“Thank you for your petition and your points are really well made. I use the area a lot as well so I do understand.

The Current Experimental Traffic Regulation Order (ETRO) for the North Laine area is due to be reviewed shortly and a report will be presented to ETS Committee by December, We are gathering further information to support this report including traffic counts and will be organising discussions with key stakeholders including disability groups, cycling groups, businesses and residents.

The findings of these discussions and comments on the formal ETRO consultation will help form a recommendation for the future report”.

5.3 **RESOLVED-** That the Committee note the petition.

(B) PUBLIC QUESTIONS

(1) Air pollution

5.4 Adrian Hill read the following question:

“Ella Kissi-Deborah’s prevention of future deaths report said ‘Delay in reducing the levels of atmospheric air pollution is the cause of avoidable deaths.’ We in Brighton suffer illegal air pollution with NO2 just as high as Ella was exposed to. I’m right in concluding this prevention of future deaths report by the coroner applies to Brighton just as much as it does to London. Can I have an update on the urgent changes that are required such as Clean Air Zone, electric buses, trams and preventing new building configurations that make pollution dispersal and exposure worse?”

5.5 The Chair provided the following reply:

“We agree that air pollution is a serious, public health issue and is one of the many reasons it’s important to provide opportunities for active travel. We continue to work with all of the city’s public transport operators, including buses and taxis, to reduce the effects of emissions from vehicles and have recently combined council funding with that secured from the Government for retrofitting bus exhaust systems to reduce emissions by up to 90% in some cases. We are also working with partners to bid for funding to support the use of zero emission buses and lorries and the associated infrastructure required to make this possible. We are also developing a new Local Transport Plan, which you can hear more about later on this agenda. It recognises the need to address emissions that affect our air quality and the ways in which we can do this. The development of a wider Ultra Low Emission Zone is one of those and following the report the committee considered earlier in the year, funding is now being allocated to enable further work. We will also have the benefit of the results of the latest annual Air Quality Status Review soon, and this will be followed by the development of an Air Quality Action Plan. Many of these measures will be included and people will have the opportunity to express their views on what is proposed. When determining planning applications in the city, officers and councillors take into account recognised guidance and approved policies, including those in the City Plan. These focus on the protection of the environment and health in terms of pollution and nuisance. Specialist advice is provided by our Air Quality Officer who responds on the potential impacts on air quality. This can include consideration of the design, height and alignment of buildings as well as encouraging emission-free developments without combustion on site and supporting renewable energy sources such as solar panels. Requiring sustainable travel measures such as walking infrastructure and cycle parking will also contribute to mitigating or minimising emissions from vehicle trips, by encouraging travel behaviour change and providing healthy, clean and zero carbon alternatives”.

5.6 Adrian Hill asked the following supplementary question:

“Does the future deaths report apply to Brighton?”

5.7 The Chair provided the following reply:

“I’m happy to take a closer look at it but I do recognise that we’ve often had illegal levels of pollution that are very dangerous”

(2) Seafront Signage

5.8 Chris Murgatroyd read the following question:

“Now that large “Bin it or take it home” banners have appeared on metal barriers in the Pedestrian Zone on the Lower Promenade, between the Peace Statue and the Artists Quarter, to discourage littering, will BHCC finally also install signs to discourage cycling in the Pedestrian Zone, except in the exercise of a lawful right or privilege - for example like the “Be kind, Be considerate” sign on the barriers near Hove Lagoon, which politely encourages people to cycle on the cycle lane, or to push their bike if they want to stay on the Lower Promenade?”

5.9 The Chair provided the following reply:

“Yes, officers are looking for further appropriate locations to mount the temporary ‘Be kind, Be considerate’ signs”

5.10 Chris Murgatroyd asked the following supplementary question:

“Are there any circumstances in which the Council will put up signs of any kind in the Pedestrian Zone between the Peace Statue and the Artists Quarter, to keep people safe and discharge its duty of care to staff, residents and others, by reminding everybody that cycling is not permitted on the Lower Promenade, save in the exercise of a lawful right or privilege - and so that there is something to point at, when a polite request to dismount is met with a surly “where does it say that?”, or often much worse?”

5.11 The Chair provided the following reply:

“There are already quite a few there but we can ask the Seafront Team to look at the matter again”

(3) Public Convenience refurbishment

5.12 Derek Wright read the following question:

“In October 2018 a report/decision was made on how to finance their refurbishment, since then nothing has happened. When will the Daltons, Colonnade, Pavilion Gardens, Kings Esplanade toilets be modernised?”

5.13 The Chair provided the following reply:

“Sadly, due to other priorities and Cityclean’s response to the pandemic, the team has not been able to progress the refurbishment work as planned following the October 2018 decision.

A report had been due to go to committee for decision in March 2020 to progress the project. That did not go ahead and so the necessary decisions were not made. Following this, Cityclean has had to absolutely focus on delivering core statutory services.

I am pleased to let you know that work has restarted and an update on the refurbishment programme will be shared at Policy & Resources Committee on 1 July”.

5.14 Derek Wright asked the following supplementary question:

“People use the lower promenade as a toilet, urinating against the gates of the passageway that goes under the pier. Can you look at improving the toilet signage on the lower promenade, making it bigger and bolder so that people are directed to the toilets underneath the zip wire?”

5.15 The Chair provided the following reply:

“We can look into that”.

(4) Seafront Disabled Parking Bays

5.16 Pippa Hodge read the following question:

“Video surveillance (12/9/20) of the 7 A259 seafront disabled bays was finally produced on 14/5/21. It notes a wheelchair user forced to travel in the cycle lane to access their vehicle, swerving bikes, bay abuse (eg Brighton Bike Hire) and only one mention of a wheelchair ramped van.

BADGE have been sharing photographic evidence of Inaccessibility & Danger since August. In March we were promised 5 safer Northside bays. Still nothing. Under your Active Travel Scheme ‘our’ seafront remains inaccessible for a second summer. Do Councillors find it acceptable that 10 months later, Officers still haven’t addressed these grave concerns?”

5.17 The Chair provided the following reply:

“Thank you for your question Pippa and for all your continued engagement, it’s really appreciated.

As part of the phase 1 works on the seafront there was no change to the number of disabled bays, but some are offset from the kerb with additional space provided either side to ensure additional safety and access at these locations. We do recognise that while this meets the design standards, people do still need to take care when near vehicles or for passengers exiting vehicles, due to the location. So we do recognise why it is still potentially dangerous to some users.

We are currently investigating additional parking bays along the seafront to further improve access. Council Officers are still investigating the viability of additional disabled bays, as there are a number of factors to consider and residents and businesses to consult and these matters do take time. I have asked Officers to continue to keep you updated.

So, to answer your question directly, I do think it’s probably taking too long but we’re doing all we can to speed it up”.

5.18 Pippa Hodge asked the following supplementary question:

“By failing to reduce physical barriers, by failing to ensure disabled people are not impeded from accessing areas of the city they would otherwise be able to and by not acting on our feedback which repeatedly raised the issue of seafront accessibility and danger for 10 long months and with these risks being identified and written into the council’s Covid-19 urgent response action plan equalities impact assessment, does this mean that Brighton & Hove Council continue to be in breach of their own equalities

impact assessment and have therefore failed to meet their public sector equalities duties?”

5.19 The Chair provided the following reply:

“The council does not feel that we are contravening equality legislation but that doesn’t mean we can’t do more and go above and beyond so we’ll continue to look at it with you”.

(5) Brighton Racecourse footpaths

5.20 Mark Strong read the following question:

“Recently Brighton Racecourse closed footpaths west of the grandstand, citing the need for a secure area on race days due to COVID. While not public footpaths, they have been well used for decades, providing safe links towards Woodingdean and Whitehawk, avoiding sections of Freshfield Road with no footway. There has been no EqlA or consideration of disabled people.

We understand officers have tried to negotiate permissive access. Can the Chair update us explaining how access might be restored without an arduous Public Inquiry. In particular, how will the council use its membership of the Racecourse Trustees Board to restore access?”

5.21 The Chair provided the following reply:

“Thank you and you’re right that we have also been raising this as I know ward councillors have too. Officers are seeking to negotiate permissive access for non-race days and those discussions are live and ongoing. We appreciate how important accessing this open space is to residents living nearby and agree that access for disabled people needs to be considered too.

The issue is that in the absence of agreed permissive access, the council as landowner cannot require the racecourse to provide the access.

An alternative option would be for those residents who have enjoyed uninterrupted access for over 20 years to submit an application to the council for an amendment to the Definitive Map for the access to be dedicated as public rights of way. The evidence submitted would be examined by the Highways legal team and an assessment report submitted to council ETS Committee. If no decision were made, or the decision contested, this may result in the matter being handed on to the Planning Inspectorate for adjudication and a possible public inquiry.

The council is represented on the Racecourse Trustees Board by Cllr Williams and Cllr West and any representation on the matter would be their decision, but I am sure they would be willing to raise this, and we can speak to them about it”.

(C) DEPUTATIONS

(1) Pavement Obstructions

5.22 The Committee considered a Deputation that outlines the needs for improved standards, better oversight and enforcement to keep the city's footways clear of obstructions and requested action to keep pavements safe.

5.23 The Chair provided the following response:

“Thank you for your Deputation, you raised very important points.

The council does recognise the issues caused by commercial bins on the city's highways, roads and pavements. We are committed to tackling this and I am pleased that on today's agenda, councillors are being asked to approve a model to remove these from a number of roads in the city to make them safer and more accessible. If Committee approves the recommendations, businesses in time-banding zones will only be able to place bins out between 6am and 9am and 6pm and 9pm – at all other times, bins and bags must be off the highway, otherwise they may receive a Fixed Penalty Notice.

Another item on today's agenda is proposing a public consultation on introducing enforcement measures for wheelie bins and boxes, which can also cause obstructions. Subject to approval from committee, following the public consultation, a report will be presented to a future meeting with a proposal on how this can work.

The council is also planning on carrying out a full review of its highway licensing policies later in the year. These policies have not been reviewed for some time and recent legislation changes to pavement licences means that changes to the policies need to be considered. The Highway Enforcement team are also recruiting additional temporary staff over the summer months to help support the work of this essential team in keeping outside seating and shop displays under control.

Safe and easy access around the positioning of street furniture items that are installed as part of a project will have been considered using guidance from the Inclusive mobility document and Manual for streets. Projects will carry out an Equalities Impact Assessment as part of that process”.

5.24 **RESOLVED-** That the Committee note the Deputation.

6 ITEMS REFERRED FROM COUNCIL

(A) PETITIONS

(1) Reduce resident parking permit fees

6.1 The Committee considered a petition referred from Full Council and signed by 58 people requesting the council reduce resident parking permit fees.

6.2 The Chair provided the following response:

“Parking charges are reviewed annually by the Council alongside wider environmental considerations that aim to reduce congestion, improve traffic management and improve air quality. The surplus generated from charges after direct costs contributes towards the part funding of bus subsidies, concessionary bus fares and Local Transport Plan costs. Recent charges were voted on at a meeting of all councillors back in February, when we hold budget council.

As part of this we also wanted to specifically address concerns about affordability and so brought forward proposals, agreed as part of the fees & charges proposals for 21/22, that a discount for low income households would be introduced - which is planned to be brought in within a few months”.

6.3 **RESOLVED-** That the Committee note the petition.

(2) Create 45-degree parking bays on Roedale road to improve local residents quality of life

6.4 The Committee considered a petition referred from Full Council and signed by 41 people requesting the council create 45-degree parking bays on Roedale Road.

6.5 The Chair provided the following response:

“The feasibility of this will be considered when we consult the area for a resident parking scheme. This will begin at the end of the year with the consultation due in early 2022. I am sorry this cannot be looked at before the parking scheme design takes place but it’s important this work is undertaken alongside the wider area. We need to ensure that when we consult the area the full impact of any changes to parking is communicated to all residents as part of that process”.

6.6 **RESOLVED-** That the Committee note the petition.

7 MEMBER INVOLVEMENT

(B) WRITTEN QUESTIONS

(1) Freshfield Road Safety

7.1 Councillor Childs put the following question:

“Following the petition for a crossing and traffic calming on Freshfield Rd in January, when will action be taking to address ongoing speeding and provide a crossing to keep children travelling to school safe?”

7.2 The Chair provided the following reply:

“Following the petition received in January, a mobile vehicle speed activated sign was installed on Freshfield Road. The sign was in place for approximately six weeks in March and April. During this time, speed data was collected from this equipment which showed an average speed of just under 22mph and a calculated upper range speed of 27mph.

We recognise that residents have concerns about school safety and want to promote a safer walk to school. As you’ll be aware this is one of the key principles behind, for example, our school streets programme and our ongoing work on active travel, so we share the aspirations of residents about the walk to school.

However, as you’ll also be aware, resources are limited. Interventions take place within this context and there is a need to prioritise areas where there is a collision history.

Based on this information that is the National Standard methodology for assessing local design speed and the collision history at this location which I'm pleased to say is good, this area would therefore be low priority when compared to other locations across the city where there are both higher speeds and higher accident figures. However, I will ask Officers to continue to monitor the situation and report back if there are any significant changes at this location. The original request for an upgrade to the existing informal crossing remains on the pedestrian crossing priority list for consideration as part of the next round of assessments.

A School Street road closure is currently being trialled at St Luke's Primary school. Officers are working on developing a School Streets programme and are in the process of assessing the eligibility of every infant, junior and primary school in the city for a closure. Queen's Park Primary School is included in this assessment. A report will be presented to the next meeting of the ETS Committee in September for consideration by members"

7.3 Councillor Childs asked the following supplementary question:

"In January you responded to my question saying that the current procedure for assessing whether to install road safety measures would be reviewed as it is currently based on accidents and incidents and I think it was agreed that wasn't fit for purpose. I wonder if you could provide an update on whether this policy has been changed and if not, a timescale for that?"

7.4 The Chair provided the following reply:

"I'll have to get back to you on that. We don't have one, but we need one"

(2) Verge and pavement parking

7.5 Councillor Childs put the following question:

"Will the Committee implement an ETO to prevent verge and pavement parking in Valley Gardens?"

7.6 The Chair provided the following reply:

"An Experimental Traffic Regulation order would not work in this situation as currently the council do not have powers to enforce verge and pavement parking for particular circumstances.

The Government's Department for Transport consultation on various possible options to tackle pavement parking closed in November last year and it generated more than 15,000 responses. The council inputted to this highlighting our current concerns.

One option suggested by the consultation to address unnecessary obstruction of pavements would not need any additional signage and officers could therefore enforce straight away. The alternative of a London-style complete pavement parking ban would require us to survey the city's streets, consult with residents and sign streets only where pavement parking is to be permitted. However, this could take another two years to complete.

I am pleased to say that the council is represented on the national Joint Committee for parking by our colleague, Cllr Steve Davis, and it receives regular updates on the

progress with pavement parking enforcement. Our expectation is that whatever choice is made by the Government the council will finally be in far stronger position to tackle this issue and make our streets safer and more accessible for people and less dominated and damaged by vehicles.

In the meantime, we can make minor changes to roads to mitigate the risk of pavement parking and these options are being currently considered by officers. One such example is to install dropped kerbs to allow access to driveways or frontages where this is safe and feasible. Officers could then enforce if drivers park adjacent to a dropped kerb, as this is a contravention of the Highways Act.

The overall solution to this problem in Valley Gardens and elsewhere in the city is therefore Government legislation rather than a local, Experimental Traffic Regulation Order. I will ensure that councillors are kept updated on this important issue”.

7.7 Councillor Childs asked the following supplementary question:

“My understanding is that it is possible to introduce an ETRO’s indeed, one has been introduced in Pool Valley and one on Portland Road after concerns raised by Councillors Peltzer Dunn and Nemeth. So could you just clarify whether that is the case?”

7.8 On behalf of the Chair, the Assistant Director, City Transport provided the following reply:

“In Valley Gardens, there a number of TRO’s carrying out certain functions so to apply an ETRO would actually be overlaying one type of order over a separate permit order which would make it invalid and possible to challenge legally. Officers have looked at the powers we have and felt that it was not suited to that particular location and we are looking at other options to deal with this problem of pavement parking”.

(3) Queens Park

7.9 Councillor Childs put the following question:

“Given the parlous and disgusting state of the toilets in Queens Park, when will the toilets in Queens Park be renovated and or rebuilt?”

7.10 The Chair provided the following reply:

“Sadly, our public toilet sites have not been invested in for years and so it is a struggle to maintain old and uncared for buildings.

An update on the refurbishment programme will be shared at Policy & Resources Committee on 1 July”.

(4) Speed Trials

7.11 Councillor Nemeth put the following question:

“What discussions are taking place with organisers of the Speed Trials - the country's oldest motor race - to ensure that changes to the layout of Madeira Drive do not prejudice the relevant licences being issued”

7.12 The Chair provided the following reply:

“The Council’s Transport and Events Officers have met throughout the development of the Madeira Drive proposals to ensure the introduction of the final scheme could accommodate a range of events, including the speed trials, and events such as the Classic Car Run have recently gone ahead on the Drive once again. More recently, in liaison with speed trial organisers, we have agreed to install additional infrastructure to accommodate speed trial barriers required as a safety measure to enable the event to take place. The track has already had a preliminary inspection by the Motor Sports Association, the sports’ governing body, with no major concerns being raised”.

7.13 Councillor Nemeth asked the following supplementary question:

“Given that Full Council has voted for the Speed Trials to continue, what would the Council’s position be if it turns out that we’ve inadvertently breached the events licensing requirements?”

7.14 The Chair provided the following reply:

“We’re not anticipating that will be an issue. If it were an issue we would need to consider that at the time and consider what solutions we can come up with”.

(5) Green Wall

7.15 Councillor Nemeth put the following question:

“Where did accountability lie for the damage that was done to the Green Wall on Madeira Drive, the country’s oldest living wall, during recent works to cycling infrastructure on the street?”

7.16 The Chair provided the following reply:

“As you know, the council has committed to a full review of how this situation arose, although we have also been clear in saying that the road safety audit for the works in this area had clearly stated the need for bushes here to be made safe, but obviously not to the extent that happened which we all agree was awful. The extent to which the greenery was cut will be addressed in the current review which is being undertaken by the audit team. We are expecting answers to these questions by the middle of July when the review will be fully completed”.

7.17 Councillor Nemeth asked the following supplementary question:

“Is it through Audit & Standards that this will take place or is it the Audit team that reports back generally or publicly?”

7.18 The Chair provided the following reply:

“It’s the council’s Audit team that is undertaking the investigation and there is a cross-party working group that oversees the Black Rock project so the findings will go to that working group”

(6) Allotments

7.19 Councillor Nemeth put the following question:

“How many allotments are currently not let and to what degree has the waiting list grown since the first lockdown?”

7.20 The Chair provided the following reply:

“On 16 June 2021, there were 184 unlet plots. On 20 January 2020, there were 196 unlet plots. On 16 June 2021, there were 2485 residents on the waiting list. On 5 February 2020, there were 1338 residents on the waiting list. Some new tenancies were let during the pandemic, but not at many as normal and not as many as we would like. 135 allotments were let in 2020. To date, 89 have been let in 2021.

7.21 Councillor Nemeth asked the following supplementary question:

“Do you happen to know why we do so badly normally? Why are plots not let generally? In ten phone calls you can let ten plots”.

7.22 The Chair provided the following reply:

“I’m not sure it’s the case we were doing so badly previously Councillor Nemeth and we would probably need to look more closely at it to draw that conclusion. There has been a slight slowdown in terms of letting and that has been because we stopped the use of volunteers and because we’ve had to introduce more complex processes ourselves due to the various covid safety requirements and risk assessments we’ve had to undertake”.

7.23 The following questions were published in the agenda and a written response provided. The respective response are as follows:

(7) Cycle lane on Marine Parade- Councillor Childs

Response:

“In the medium to longer term the council are developing plans to improve the cycle network as cycling on the pavement is a clear indication that adequate cycle links are not available for this particular area. Marine Parade has been identified as a route that does need to be improved for both cyclists and pedestrians in the early discussions on the Local Walking & Cycling Infrastructure Plan (LCWIP), which will be out to public consultation later this year”.

(8) Tarner Park- Councillor Childs

Response:

“It is disappointing to hear of the drug use and anti-social behaviour taking place in Tarner Park.

Officers have been discussing this issue with local residents to identify how to tackle this.

Where people are climbing the wall to access the park, work will be carried out to make it harder to climb.

Volunteers will also start locking the park. However, it is important to note that these volunteers will not be removing those involved in anti-social behaviour from the park or locking anyone into the park.

It is not clear what impact this will have but officers are keen to support local residents who wish to try this.

The council is not in a position to employ security staff to clear and secure parks at night.

Officers do not consider raising the railings along the Sussex Street boundary as solution either. If there is not a reliable waste of clearing and locking the park at night. Sussex Police are arranging for temporary closed circuit television to be installed.

(9) Road Safety- Councillor Fishleigh

Response:

“Thank you for your question Cllr Fishleigh. There are a number of other locations in the city where this has also been raised.

The council is currently developing its Local Cycling and Walking Infrastructure Plan, and I can confirm that your comments and request about pedestrian and cycling issues in this location have been noted by officers and will be taken into account as part of this ongoing work.

No further update can be provided on this issue until the plan has been completed and a programme of works has been prioritised and approved at this committee”.

(10) Damage to an allotment- Councillor Fishleigh

Response:

“I am sorry for the damage caused to the allotment holder in Rottingdean.

The suppliers advise that delivery will be in approximately 12 to 15 weeks’ time. and City Parks have apologised for the time it is taking to resolve”.

(11) Pavement weeds- Councillor Fishleigh

Response:

“Additional staff are recruited each spring and summer to complete seasonal tasks, such as weed removal, and help keep the city clean and tidy as a result of the additional footfall, particularly along the seafront.

Unfortunately, Cityclean has had difficulties with its seasonal staff recruitment this year. The additional resources that Cityclean has managed to obtain are being used in a flexible way and deployed to where there is most need.

This means that the weeding crew, on occasion, has been deployed to the seafront, and interrupting the planned weed removal programme.

I have asked Cityclean’s Head of Operations to speak to the operatives covering the east of the city to see if your request is possible and will make sure they get back to you. I’d be grateful if you could send us a list of the worst affected areas for us to focus on.

(12) Car Club- Councillor Fowler

Response:

“The terms and conditions on which the Enterprise Car Club is operated are part of the agreement between the company and its members when they join. The council is not involved in the day to day use of vehicles in any way.

I do agree with you that a car club provides an excellent way of providing access to a car without needing to own one. They are part of the city's sharing economy – just like the BikeShare – and can help to reduce the number of vehicles on our streets.

The operation of car clubs in the city began with a single car in the Hanover area, and because it has become so successful there have been up to 3 companies operating in the city at the same time, based on those companies commercial decisions. However, the council does not control or manage how car club companies operate in the city, so there is no contractual arrangement. The demand for, and use of, vehicles will determine their success and growth. If companies do approach officers, a business model would usually be requested to enable further discussions to take place.

Requests from the current car club operator for dedicated spaces are considered individually by council officers and then advertised through a relevant Traffic Regulation Order. This allows a consultation period for people to comment and a report would be to committee if a certain number of objections were received.

I am pleased to see that car clubs are also evolving in ways that will help us meet our carbon neutral target and community wealth building aims, as the committee will be receiving a report later in the year about a local electric vehicle co-operative car club, following a deputation earlier this year”.

(13) Citywide access- Councillor Williams

Response:

“As you recall the 24th November Report to this committee sought to outline the Council's approach to meet the specific needs of Blue Badge Holders and Disabled People as well as the interests of the community as a whole and other road users. The Report also set out the Council's actions to deliver the important Emergency Active Travel Programme whilst purposefully seeking to balance the demands of Blue Badge, Disabled Groups, wider community and road users as set out in the report. Achieving this balance is a means of meeting the Council's wider duty of care to all transport users in relation to the pandemic and road safety, as well as the Public Sector Equality Duty. By adding a recommendation in relation to actions already identified within this report the Labour Amendment sought to further “appraise” the impacts and seek to improve access within the schemes and projects as part of the Council's agreed Urgent Response Transport Action Plan.

I can confirm that each and every scheme being taken forward has included meaningful engagement with these stakeholder groups and has looked for every opportunity to ensure that Blue Badge Parking and Disabled Access is improved.

The issue of disabled access to the city is vitally important to get right and there are a number of other areas where this can be appraised.

Blue Badge Parking spaces are reviewed regularly and adapted as necessary engaging with stakeholders as schemes are developed and they are subject to Equality Impact Assessments. The Highway Enforcement policy is also under review and will be reported to a future ETS Committee.

There is also a Council's Accessibility Strategy' proposal to develop an accessible city strategy to provide a strategic framework for the council's work to better serve disabled residents. This will be informed by the lived experience of disabled residents in the city”.

(14) St George's Road- Councillor Williams

Response:

"The area of St Georges Road, Kemptown, was considered and assessed for possible funding through the governments Emergency Active Travel funding. However, due to the criteria applied to the funding it was removed during the sifting of possible schemes as it would not have met the criteria. St Georges couldn't be taken forward in EATF as that it wouldn't completely have met the EATF criteria which wanted us to largely focus on strategic corridors, other routes were therefore deemed more pertinent to this funding in the short term (schemes must be delivered by March 2022 and this scheme would likely be more complex and require longer).

Currently it does not fit any of the other funding sources and unfortunately due to resource needs has to be assessed against other areas of the city that have a poor safety record, when determining priority. The Department for Transport have recently announced that more funding is now available for Active Travel and the scheme will be assessed again to see if the criteria around the funding has changed".

(15) Madeira Drive- Councillor Williams

Response:

"The new layout for Madeira Drive which was approved by ETS committee in September is now substantially complete. The new cycle lane on the road was officially opened on the 29th May and since this time cyclists have been utilising the new cycle lanes providing pedestrians with the whole width of the southern footway in excess of 8 metres in places.

Informal crossing points are being finalised at 8 locations along Madeira Drive as part of the works and the general traffic running lane has been restricted to one-way eastbound with a 3.2m restriction which acts to reduce speeds and assist with pedestrian crossing points. Further buildouts have been created along the northside of the pavement at key locations where space allows including at the Colonnade and near Concorde 2. Parking is now restricted to one side of the road further improving pedestrian's visibility of the oncoming traffic when crossing between the south footway and the north footway. Furthermore, a Traffic Regulation Order has been successfully advertised to reduce the speed limit from 30mph to 20mph, signage and lining will be implemented to allow this 20mph speed limited to become enforceable again contributing to pedestrian safety along the entire route.

Officers are also looking at the longer-term future of Madeira Drive as part of the Eastern Seafront Masterplan. This work will focus on how the area can be regenerated and how the overall space can be better connected and used by everybody. It will be starting shortly and is expected to be reported to members early next year.

Since the opening of the new cycle lane, improvements to pedestrian access, crossings and the new 20mph speed limit, pedestrians, cyclists and vehicles accessing the new echelon parking for visiting the seafront and businesses along its frontage has provided a safer and much enhanced public space".

(16) Parking bay, Broadway Whitehawk- Councillor Williams

Response:

“No I don’t agree. This change was reported and agreed by the members of the ETS Committee in January this year and ultimately approved at Full Budget Council in February.

This was all part of the Council’s budget strategy proposals for the financial year 21/22. Following this approval, the changes came into force on Monday 10th May. The fees & charges Traffic Regulation Order which included any new changes including these particular ones were advertised in the local newspaper and on the Council’s website for consultation on 12th March until 2nd April. The Fees & Charges TRO was sent to all the Ward Councillors throughout Brighton & Hove in advance on 10th March 2021. The Sealed TRO was then advertised in the local newspaper and the Council’s Webpages on 7th May 2021. Parking staff have also worked with the Communications department to outline updates.

It is appreciated that any increase in parking charges can be challenging for all concerned and none of us enjoy having to increase parking charges across the city. As a Council and particularly within the Environment, Economy & Culture directorate we have had to make significant savings for the 21/22 financial year with tough decisions to make. Within Parking Services alone this includes £2m of savings which has helped support other Council services. We have specifically addressed concerns about affordability by bringing forward proposals, agreed as part of the fees & charges proposals for 21/22, that a discount for low income households would be introduced - which is planned to be brought in within a few months”.

(17) Parking in Hollingdean- Councillor Fowler

Response:

“Officers who were previously developing potential safer routes to school locations are currently working on developing a School Streets programme and are in the process of assessing the eligibility of every infant, junior and primary school in the city for a closure. A report will be presented to the next meeting of the ETS Committee in September for consideration by members, as we agree that safety of children walking to school should be a priority. Parking patrols in Hollingdean are being stepped up to tackle problem parking in the area, and I hope I can also refer you to my previous answer on national legislation we are also hoping will be introduced to help tackle pavement parking, for example”.

(18) Park & Ride- Councillor Fowler

Response:

“Thank you for your question. The climate assembly asked the council to look again at a park and ride in Brighton and Hove so all I will say for now is we are working on it”.

(19) Cycle Signage A259- Councillor Fowler

Response:

“As you might be aware the current scheme is temporary, and we are therefore continually monitoring and reviewing the scheme.

An audit is currently being conducted of the existing signage along the A259 as officers are aware that some people are unclear about where they should be positioned or in some cases choosing to ignore existing cycle signs. In regard to the poles (wands), they are designed to come out safely if they are hit by vehicles or in the event that

emergency vehicles need to access the cycle lane should the need arise. However, a repair schedule is being worked up to replace those wands which are knocked out”.

(20) Weeds, Hollingdean Terrace- Councillor Fowler

Response:

“Thank you for your question regarding Hollingdean Terrace and recognising the value of wildflowers and not using pesticides.

Removing weeds by hand takes much longer and Cityclean is addressing hot spots across the city and responding to complaints.

Hollingdean Terrace was cleared week commencing 14th June”.

(21) Parking at Fiveways

Response:

“This change was reported and agreed by the members of the ETS Committee in January this year and ultimately approved at Full Budget Council in February.

This was all part of the Council’s budget strategy proposals for the financial year 21/22. Following this approval, the changes came into force on Monday 10th May. The fees & charges Traffic Regulation Order which included any new changes including these particular ones were advertised in the local newspaper and on the Council’s website for consultation on 12th March until 2nd April. The Fees & Charges TRO was sent to all the Ward Councillors throughout Brighton & Hove in advance on 10th March 2021. The Sealed TRO was then advertised in the local newspaper and the Council’s Webpages on 7th May 2021. Parking staff have also worked with the Communications department to outline updates.

It is appreciated that any increase in parking charges can be challenging for all concerned and none of us enjoy having to increase parking charges across the city. As a Council and particularly within the Environment, Economy & Culture directorate we have had to make significant savings for the 21/22 financial year with tough decisions to make. Within Parking Services alone this includes £2m of savings which has helped support other Council services.

We have specifically addressed concerns about affordability by bringing forward proposals, agreed as part of the fees & charges proposals for 21/22, that a discount for low income households would be introduced - which is planned to be brought in within a few months”.

(22) Renewal Delays- Councillor Nemeth

Response:

“The current change is moving towards My Account with intended benefits so that customers will be able to access an increasing range of services through the My account portal including council tax, schools, recycling etc. as well as being able to self-serve for common tasks such as changing their vehicle.

The new system was trialled in parking schemes with waiting lists then 'light touch' permit scheme areas first with relatively few problems identified. When the new system was rolled out more widely two IT issues were identified, and a successful IT fix was applied to both by the IT department with the support of parking staff. Parking staff are currently working hard to help customers resolve these issues and the grace period for permits was extended when it was clear that not all permit applications had been

resolved and the small number of Penalty Charge Notices issued before this have been cancelled.

Staff focus is dealing with these issues so unfortunately at this stage we can't give accurate figures on the number of residents affected but we can provide a written update soon if required. In terms of bus passes the oldest application is 4 weeks and we are still within service guidelines of 8 to 10 week for applications.

The council is sorry for the inconvenience this has caused residents, but the parking team are currently working through the backlog of permit enquiries and will be in touch with all residents who have contacted us as soon as possible.

We ask for patience and support during this period. Problems will inevitably arise during a major transition such as this, however carefully we plan. Moving to the new system is essential if we are to support the council's wider digital strategy".

(23) Boundary Road revamp- Councillor Nemeth

Response:

"The decision to allocate funding from within the council's Local Transport Plan capital programme to begin some initial work focused on the Boundary Road/Station Road shopping area was initially made in 2018. However, work has been unable to be progressed during subsequent financial years for a number of reasons. This was initially due to the availability of staff resources and other priority work that was already underway, and the subsequent, significant disruption that has occurred due to the pandemic. This has delayed projects further and also necessitated the reallocation of staff onto urgent, emergency programmes of work to aid the city's recovery.

However, there is currently a sum of £75,000 within the capital programme to continue work on developing ideas and proposals for the corridor. Now that there is a greater degree of stability, and as we hopefully move out of lockdown more fully, officers are reviewing the programme and considering the available resources within their teams and the data that is available to enable work to continue on existing and new projects. Once this is complete, within the next month or so, it will be possible to update members further".

(24) Seafront Toilets- Councillor Nemeth

Response:

"At the beginning of lockdown in 2020, and particularly as the weather warmed up, we were acutely aware of the numbers of people gathering outdoors, due to the restrictions on indoor gatherings. The restrictions meant that toilets in bars, restaurants and cafes were unavailable for use, placing a significant strain on the public toilet sites.

Since we've reopened our city, we've seen thousands of people flock to our seafront. It's therefore not surprising that there continues to be high demand for public toilets, even with the additional toilets now available in bars, restaurants and cafes.

We've now installed 24 additional temporary toilets along the seafront to ensure residents and visitors have the facilities they need.

These "festival style toilets" are the only viable option for a temporary hire for areas that do not have existing drainage and water connections. They are emptied daily and cleaned and restocked regularly throughout the day. Whilst we acknowledge that they are not the most attractive looking facilities they are only temporary, serve a very real need and have been generally well received by users of the seafront.

It's also important to remember that the public toilet sites have not been invested in for years and so it is a struggle to maintain old and uncared for buildings. Therefore, and as I have already said, it's so pleasing to be able to announce that at Policy & Resources Committee on 1 July, there will be an update on the toilet refurbishment programme".

(C) MEMBERS LETTERS

(1) Bikeshare Scheme Patcham

7.24 The Committee considered a letter from Councillor McNair regarding reservations from the ward councillors on the location chosen for a new Bikeshare scheme hub.

7.25 The Chair provided the following response:

"The process of dialogue with ward councillors on a bikeshare hub for Patcham began in July 2020. There were 6 alternative sites in the ward to consider, each with its own issues. After detailed consideration of the practicalities and councillor views on each site, officers concluded the chosen location was the only practical one for a Bikeshare hub. Ward councillors were duly informed and made their opposition clear.

On the 4th March 2021, Officers agreed to withdraw an offer to treat an email from a Patcham councillor as a formal objection. Our Legal advice agreed with the then Conservative ETS Spokesperson's position that Ward Members should be able to take a view when the TRO was published, which may or may not then lead to a formal submission on the TRO.

Ward councillors were informed via email on 30 March 2021 that the TRO consultation would be published and run from the 1st April, closing on the 29th April 2021. During the consultation period, four objections and three comments of support were submitted by residents.

It was agreed by full Council on 14 May 2020 that 6 or more objections by residents or one objection by a ward councillor to a Traffic Regulation order would trigger a referral of the matter to this committee.

Our advice is that as the letter from Ward Councillors to the committee was not received until 10 June 2021 in the form of this letter, it cannot be considered as a formal objection as it was not sent during the consultation period.

Having noted Ward Councillor concerns during preliminary discussions, Officers approached the stakeholders they identified.

The chair of Patcham Community Association (which runs the community centre) has stated that the association has no concern about the proposed siting of a bikeshare hub at Ladies Mile Road. The Methodist Church was contacted by both letter and email. An objection was received from the Vicar in a private capacity only. Both schools were also informed but raised no objections. Big Lemon buses which serves the adjacent bus stop had no concerns with the scheme. Sussex Police had no objections.

There are no shops immediately adjacent to the site, which is next to a school playing field. Parking outside business and residential frontages has not been removed, and the diagonal positioning of bikes and stands will make access to the driveway opposite for delivery and refuse collection easier than parked cars currently do".

7.26 **RESOLVED-** That the Committee note the Letter.

(D) NOTICES OF MOTION**(1) Tree Planting**

7.27 Councillor Nemeth moved the following Motion:

This Committee agrees:-

- 1) to receive a report to its next regular meeting appraising the options for keeping the Council's charge to residents for a new street tree at, or close to, the old lower rate of under £500 per tree in cases where fundraising for a residents' scheme commenced prior to the announcement of the huge rise in costs.

7.28 The Chair and Councillor Wilkinson formally seconded the Motion.

7.29 The Chair issued the following response:

“Historically, there has been a lot less interest in residents donating street trees and the previous methods used were low quality and low cost.

This meant the £15,000 annual tree planting budget could be used, when required, to cover the costs of occasional donation street tree planting.

It's great to now see an increase in demand for street trees and greenery, however, with higher demand and improved planting methods, it is not possible to use this small budget.

It is not as simple as planting a tree into the ground when it comes to street trees.

Planting in hard surfaces on highways to avoid future root disruption to the highway requires construction of a tree planting pit and placement of root barriers. Often, this involves planting on the site of an established tree which will involve repairing the damage caused by the previous tree, which was often to lower standards.

The Administration has put in an extra £200,000 pounds has now been allocated by the green administration to street trees. Which will hopefully attract external funding too.

We are increasing the amount of staff in the arboricultural department, we have a new tree planting officer and we have a good relationship with 'Plant your Postcode' to help plant more street trees. I believe that in certain cases like the one you've raised, there might be situation where we can use what was donated and top it up from the new budget. So happy to consider that a getting a report will be helpful to layout all those different costs because it is such a difference. I'm happy to support this.”

7.30 **RESOLVED-** This Committee agrees:-

- 1) to receive a report to its next regular meeting appraising the options for keeping the Council's charge to residents for a new street tree at, or close to, the old lower rate of under £500 per tree in cases where fundraising for a residents' scheme commenced prior to the announcement of the huge rise in costs.

(2) Flyposting on the seafront

7.31 Councillor Nemeth moved the following Motion:

This Committee agrees:-

- 1) that (i) posters and other items which have been stuck onto Council-controlled bins and other structures on the seafront will be removed forthwith and (ii) an update on progress will be presented at the next meeting of this Committee.

7.32 The Chair and Councillor Wilkinson formally seconded the Motion.

7.33 Councillor Wilkinson moved a amendment to the Motion as shown in bold italics and where struckthrough as follows:

This Committee agrees:-

- 1) that (i) posters and other items which have been stuck onto Council-controlled bins and other structures ***across the city*** ~~on the seafront~~ will be removed forthwith and (ii) an update on progress will be presented at the next meeting of this Committee.

7.34 The Chair stated:

“Thank you for your Notice of Motion. The action requested would raise very significant resource implications and so, in accordance with the Council’s Procedure Rules, it would require an officer report before any action could be taken at this scale. The report would consider the feasibility of taking the requested action, including its financial implications, and would recommend, for Committee decision, whether or not the action should be taken. So the next report to committee would be to outline how this might be achieved and until the committee has agreed the report and financial implications the matter wouldn’t be progressed other than the work that we have already been doing such as through the tidy up week that had last September. I therefore propose requesting an officer report considering the requests made to the Notice of Motion, do Members agree?”

7.35 The proposal was unanimously agreed.

7.36 **RESOLVED-** This Committee agrees:-

To receive a report setting out the financial and other resource implications for removing (i) posters and other items which have been stuck onto Council-controlled bins and other structures across the city

8 NATIONAL RESOURCES AND WASTE STRATEGY – RESPONSES TO GOVERNMENT CONSULTATIONS

8.1 RESOLVED-

- 1) That Environment, Transport & Sustainability Committee ratify the responses made to consultations on:
 - Environmental Principles, which closed on 2 June 2021, and presented in Appendix 1.
 - The Extended Producer Responsibility (packaging), which closed on 4 June 2021, and presented in Appendix 2

- Introducing a Deposit Return Scheme, which closed on 4 June 2021, and presented in Appendix 3.

2) That Environment, Transport & Sustainability Committee delegates authority for officers to complete the response on the Consistency in Household and Business Recycling consultation and submit to government, having consulted with the Chair and committee spokespeople.

9 FOOD WASTE COLLECTION SERVICE UPDATE

9.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that provided Members with the outcome of research into a food waste collection service and high-level options appraisal, plus an update on associated matters. It sought approval to complete a feasibility study and business case on the preferred option, which will be subject to engagement and consultation with residents, trade unions and staff before a report is brought to a future committee for a decision.

9.2 On behalf of the Conservative Group, Councillor Nemeth moved a motion to amend recommendation 2.2 as shown in bold italics and as struckthrough below:

2.2 That Environment, Transport & Sustainability Committee agree that a full feasibility study and business case is developed exploring Option ~~1b~~ **1a** for the future delivery of refuse and recycling services.

9.3 The Chair and Councillor Wilkinson formally seconded the motion.

9.4 Councillor Wilkinson sought discretion from the Chair to move an amendment from the floor which was granted.

9.5 On behalf of the Labour Group, Councillor Wilkinson moved the following motion to amend recommendation 2.2 as show in bold italics below:

2.2 That Environment, Transport & Sustainability Committee agree that a full feasibility study and business case is developed exploring Option **1a and 1b** for the future delivery of refuse and recycling services.

9.6 The Chair and Councillor Nemeth formally seconded the motion.

9.7 The Chair then put the Conservative motion to the vote which failed.

9.8 The Chair then put the Labour motion to the vote which passed.

9.9 The Chair then put the recommendations as amended to the vote that were agreed.

9.10 **RESOLVED-**

2.1 That Environment, Transport & Sustainability Committee note the report and options appraisal at Appendix 1.

- 2.2 That Environment, Transport & Sustainability Committee agree that a full feasibility study and business case is developed exploring Option 1a and 1b for the future delivery of refuse and recycling services.
- 2.3 That Environment Transport & Sustainability Committee agrees that the feasibility study and business case are consulted on with residents, trade unions and staff before being presented back to a future committee for decision.
- 2.4 That Environment, Transport & Sustainability Committee note the dependent work taking place both locally and nationally, which will be used to inform the feasibility study and business case.

10 COMMERCIAL BINS ON THE HIGHWAY: OUTCOME OF PUBLIC CONSULTATION

10.1 RESOLVED-

- 1) That Environment, Transport & Sustainability Committee note the outcomes of the public consultation in Appendix 1.
- 2) That Environment, Transport & Sustainability Committee note the approaches adopted in other areas across the country in Appendix 2.
- 3) That Environment, Transport & Sustainability Committee approves the revised approach for managing commercial bins on the highway as set out in Appendix 3, including the roads within T-Zones, and its inclusion in the Environmental Enforcement Framework from 1 February 2022.

11 ENVIRONMENTAL ENFORCEMENT FRAMEWORK

11.1 RESOLVED-

- 1) That the Environment, Transport & Sustainability Committee approves the updated Environmental Enforcement Framework as detailed in Appendix 1 (tracked changes version) and Appendix 2 (clean version).
- 2) That Environment, Transport & Sustainability Committee approves for a public consultation to take place on introducing enforcement measures for householders not complying with waste receptacle requirements.

12 BININFRASTRUCTURE STRATEGY

12.1 RESOLVED-

- 1) That Environment, Transport & Sustainability Committee approves the Bin Infrastructure & Litter Reduction Strategy in Appendix 1 and the Action Plan in Appendix 2.

13 WATERHALL WILDING PROJECT

- 13.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that updates the committee on progress on the wilding project at Waterhall and

also set out the findings of a high-level feasibility study in relation to the relocation of the clubhouse.

- 13.2 On behalf of the Conservative Group, Councillor Nemeth moved a motion to add a recommendation 2.4 as shown in bold italics below:

2.4 That committee expresses the wish that no further buildings are added to the existing clubhouse site

- 13.3 The Chair and Councillor Wilkinson formally seconded the motion.

- 13.4 In response to questions from Councillor Nemeth and Councillor Wilkinson, it was explained that officers were in continued discussions with Downland Lions and that it was anticipated that the project could succeed without parking, but provision would be made for blue badge holders and a drop off point for school buses. There was a bus route that stopped reasonably close to the site and it was anticipated that there would be people's preference to walk to the site and take in the countryside.

- 13.5 The Chair put the Conservative Group motion to the vote that passed.

- 13.6 The Chair put the recommendations as amended to the vote that were agreed.

13.7 RESOLVED-

- 1) That committee notes the progress of the Waterhall Wilding Project
- 2) That committee agrees to take no further action in relation to the relocating of the former clubhouse.
- 3) That committee agrees to officers exploring the option of refurbishment of the existing clubhouse to provide a visitor centre, education space and café with limited vehicle access as set out in 3.9 and 3.10 of the report.
- 4) That committee expresses the wish that no further buildings are added to the existing clubhouse site

14 LOCAL TRANSPORT PLAN 5 INITIAL ENGAGEMENT

- 14.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that provided an update on the development of the fifth Local Transport Plan (LTP5) and sought approval of the proposed 2030 transport vision, key outcomes and principles, and to commence engagement and public consultation in late summer on the priority areas and emerging proposed interventions, as set out in the 'Developing a new Transport Plan for Brighton & Hove' consultation document.

- 14.2 Councillor Nemeth stated his Group would not be supporting the recommendations as it was not felt the consultation was sufficient as it would ask residents how to carry out the proposals rather than whether they should be undertaken at all. Furthermore, the Conservative Group did not support the current proposals for a Liveable city centre as it was felt not enough outreach had been undertaken and many residents and trade

groups had expressed worry about the proposals meaning it was too controversial to endorse.

- 14.3 Councillor Wilkinson stated that the Labour Group supported the report proposals, and many were critical to the city's carbon neutral ambitions. Councillor Wilkinson stated that he was looking forward to seeing more detail from the engagement and consultation.

14.4 RESOLVED-

- 1) That the Committee approve the 2030 transport vision for the Local Transport Plan 5 (set out in paragraph 3.4 below)
- 2) That the Committee approve the Local Transport Plan 5 key outcomes (set out in paragraph 3.5 below)
- 3) That the Committee approve the Local Transport Plan 5 key principles (set out in paragraph 3.6 below)
- 4) That the Committee agree that engagement and public consultation is undertaken on the priority areas and emerging proposed interventions, as set out in the 'Developing a new Transport Plan for Brighton & Hove' consultation document (attached as Appendix 1)
- 5) That the Committee note the indicative programme to completion of Local Transport Plan 5 (set out in paragraph 3.9 below)

15 NETWORK MANAGEMENT ACTION PLAN

15.1 RESOLVED-

That Committee agree:-

- 1) A trial of red routes on the designated roads London Road, Lewes Road and along with the previously approved inclusion of Valley Gardens as detailed in the Plan
- 2) The development of a specification for the replacement of the Real Time information system
- 3) To investigate and develop a business case for introducing Lane Rental into the city
- 4) The approach to managing the City's Road Network as set out in the Plan

16 PARKING POLICIES

16.1 RESOLVED-

- 1) That Committee approves the new Parking Policy statement (Appendix A) taking into consideration the summary within this report.

17 TRO-12-2021 OBJECTIONS

- 17.1 The Committee considered a report of the Executive Director, Economy that set out the objections to the Traffic Regulation Order (TRO) amendment 12-2021 proposing changes of carriageway use under the Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2018.
- 17.2 Councillor Nemeth stated his view that an objection from a ward councillor should not be treated as just a technical point and noted that a Letter on the agenda from the Patcham ward councillors explained the rationale for a different location for the proposed Bikeshare Hub. Councillor Nemeth stated that if councillors felt that issues such as this were being forced through against their suggestions, it would ultimately hurt the scheme generally. Councillor Nemeth stated that his Group would be voting against the proposals on that basis.
- 17.3 The Chair stated that the report made clear that proper engagement had been undertaken.
- 17.4 **RESOLVED-**
- 1) That the Committee notes that there were no formal objections received from ward councillors during the consultation period for the hub proposals at South Street, Portslade and at Ladies Mile Road, Patcham, and the small number of residents' objections to the site at Ladies Mile Rd means both this site and South St can now proceed to the construction stage under delegated officer powers.
 - 2) That the committee notes the detail of the objections to the BTN Bikeshare hub at Amherst Crescent / Aldrington Halt Station in the report and approves the amendment concerning Amherst Crescent as set out in TRO-12-2021.

18 THE NATIONAL BUS STRATEGY

- 18.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that provides recommendations for the council's initial response to the Government's National Bus Strategy, Bus Back Better in order to comply with deadlines set by the Department for Transport (DfT).
- 18.2 In response to questions from Councillor Wilkinson, the Senior Project Manager explained that the aim of the enhanced bus partnership was to improve the communication of bus service and timetabling information and the main local operator currently published all service providers information online and in paper copy. The Senior Project Manager added that there was a constant review of possible improvements to real-time service information. Furthermore, there would be a post-Covid review of bus services and supported bus services that would be presented to an upcoming meeting of the Policy & Resources Committee in addition to a further report to ET*S Committee later in the year and options for the circular minibuss service would be reviewed as part of that process.
- 18.3 In response to a question from Councillor Nemeth regarding possible increased pollution by buses when travelling in the suburbs, the Senior Project Manager explained that the Council's Senior Technical Officer for air quality would have extensive information and

data on that matter. Furthermore, it was highlighted that the council was seeking to take part in the Zero Emissions Regional Bus Area (ZEBRA) bid which would introduce hydrogen buses to the city.

18.4 **RESOLVED-**

- 1) That the Committee notes the National Bus Strategy and receipt of the £100k funding officers have applied for.
- 2) That the Committee agrees to publish a notice of intent to form an Enhanced Partnership with bus operators.
- 3) That the Committee notes the new opportunities available for an Enhanced Partnership and franchising and the potential benefits this could bring to the city's bus services.
- 4) That the Committee agrees to commission a feasibility study on franchising to be presented to a ETS meeting in Autumn 2021.

19 **ITEMS REFERRED FOR FULL COUNCIL**

- 19.1 Item 18: The National Bus Strategy was referred to the next Full Council for information.

The meeting concluded at 6.00pm

BRIGHTON & HOVE CITY COUNCIL
ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

4.00pm 21 JULY 2021

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillor Heley (Chair) Lloyd (Deputy Chair), Wilkinson (Opposition Spokesperson), Nemeth (Group Spokesperson), Appich, Bagaeen, Davis, Hamilton, Hills and Platts

PART ONE

20 PROCEDURAL BUSINESS

20a) Declarations of substitutes

20.1 Councillor Appich was present as substitute for Councillor Fowler.

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(I) of the Act).

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

21 CHAIRS COMMUNICATIONS

21.1 The Chair provided the following communications:

"The pandemic has given us an opportunity to reflect on many things, including how we travel.

When lockdowns restricted our movements, more people chose to leave the car at home and enjoy their local surroundings by foot or by bike. I think it's given us all a greater appreciation for what's around us.

We need to do more to protect our environment and our health. The climate emergency remains our biggest threat, and this is not an abstract concept- we are already seeing the effects of it. From the awful floods in Western Europe that have left hundreds dead, to the current heatwave we are experiencing in the UK and record-breaking temperatures in Canada, which has also led to major destruction and hundreds of deaths, its real and it's happening now. We need to support people to choose sustainable methods of transport which will free up space for those who still need to travel by car: this is the absolute bare minimum we should be doing as a council, and for those who wish to remove active travel infrastructure are simply in denial.

Furthermore, our physical and mental health remains more important than ever.

Traveling actively has proven benefits to both and it should be our duty to provide people with a city that supports walking, cycling and a flourishing public transport network. We have a deputation in this meeting from NHS doctors that emphasises this, and I urge all councillors to bear this in mind today.

Those who joined our Climate Assembly last year gave us an excellent steer on where we should be focussing our attention when it comes to transport.

Currently, less than 3% of roads in Brighton and Hove City council have protected cycle lanes, which is absurd. Our job is not done until our roads look like Amsterdam's where they have a comprehensive, safe and enjoyable transport network. We must work towards a city that supports active, sustainable, and inclusive travel for everyone".

22 PUBLIC INVOLVEMENT

(B) PUBLIC QUESTIONS

(1) A259 and A270 emergency response times

22.1 Darren Callow put the following question.

"Has the council reviewed the emergency services response times, to see if they have been adversely affected by the introduction of cycle lanes along the A259 coast road and Old Shoreham Road A270?"

22.2 The Chair provided the following reply:

"I can confirm that no objection to the cycle lanes has been received from the emergency services as they are able to use the cycle lanes in an emergency".

22.3 Darren Callow asked the following supplementary question:

"Has the budget set aside provision in the future budget for compensation claims for deaths caused by emergency services being delayed as a result of the cycle lanes and if they have, can they disclose that amount and if not, have you considered the possible prosecution for corporate manslaughter".

22.4 The Chair provided the following reply:

"No, we haven't as there are no delays caused by the cycle lanes".

(2) Survey responses

22.5 Peter Harland put the following question:

“Quoting from this meetings agenda (Page 10)

“Respondents over 45 (but under 75), those identifying as disabled, and car drivers, are over-represented when compared to 2011 census data, whereas younger people are under-represented. Schools were in lockdown and largely closed to pupils during the consultation period so opportunities to engage directly with schools/ pupils were unfortunately limited.

The above needs to be taken into account when reviewing the findings of the survey.”

Can you please explain to me what this means and in particular “The above needs to be taken into account” when reviewing the findings of the survey?”

22.6 The Chair provided the following reply:

“This comment is highlighting that the survey response is not fully representative of the city’s population profile and offers an explanation as to why this is the case.

The views of those underrepresented groups will not be reflected in the analysed, factual results. In drawing conclusions, this will have been noted by officers who will have also assessed the responses from all other forms of engagement. For example, section 7.8 on page 26 of the report about Old Shoreham Road outlines that stakeholder workshops with younger people showed that they generally welcomed the improvements particularly on this key route to schools and colleges”.

22.7 Peter Harland asked the following supplementary question:

“Are you not making too many assumptions”

22.8 The Chair provided the following reply:

“We’re not making too many assumptions, we had a stakeholder workshop which, as I’ve said, generally they were positive about active travel infrastructure and we need to take into account that it was under-represented by younger people so we need to consider that when looking at the full results”.

(3) Road Layout Changes

22.9 Jonathan Holley put the following question:

“Why is the Green Administration continuing to impose road changes on Hove residents which are the opposite of ‘green’ and detrimental to public Health and Safety?

Specifically:-

- Air quality has deteriorated markedly due to the OSR being halved causing traffic jams which never existed before.
- Recycling has been discouraged as Residents were turned away from Hove Tip or forced to queue for up to 40 mins causing new traffic jams & pollution.
- road safety for pedestrians, cyclists and drivers is worse especially in the Holmes Ave area resulting in accidents and near misses”.

22.10 The Chair provided the following reply:

“As part of our monitoring strategy additional air quality monitoring stations have been setup along the Old Shoreham Road, however it is too early to report back on these at this point.

The relocation of vehicles to the lane further away from people on the pavement and adjacent property frontages does help to increase dispersion and reduce the effects of vehicle emissions on people’s health. The council is investing in active travel modes in line with central government direction and guidance, in order to make walking and cycling an option for shorter journeys (or as part of a longer journey). Putting in place high quality infrastructure to travel around the city by these modes aims to reduce the number of vehicle journeys, improve air quality and road safety. The solution to improving air quality is not to double the spaces for cars.

We have not seen any significant fluctuation in accidents being reported in the area where the temporary cycle lanes have been installed.

We are aware that traffic does get busy with vehicles wishing to access to the recycling centre and having marshals in place has helped with this. I have asked Officers to looking into this in more detail to see what other measures might help”.

22.11 Jonathan Holley asked the following supplementary question:

“The results of the questionnaire show the majority of residents do not want the cycle lane sited on the Old Shoreham Road from Hove Park to Portslade so I’d like to know why you are ignoring this”.

22.12 The Chair provided the following reply:

“We’re not ignoring it, it wasn’t a referendum it was a consultation so what we’re proposing to do is improve the route and keep it in place to provide a safe facility for people”

(4) Stakeholder Workshops

22.13 Andrew Peters put the following question:

“Throughout the Agenda it states ‘Stakeholder Workshops’ were held on the various areas such as the A23, A259 Western Road, Old Shoreham Road In all cases it states: “As part of the consultation, officers organised stakeholder workshops which local groups and organisations were invited to”

The Brighton & Hove taxi trade consists of around 1000 licensed vehicles and 1300 licensed drivers and so it is a significant transportation stakeholder. We are not aware of any invitations to such stakeholder workshops. Can the chair please explain why this so?”

22.14 The Chair provided the following reply:

“Information was sent out via email from BHCC’s Hackney Carriage Office to all taxi drivers in the city registered with them. This included information about the consultation generally as well as an invitation to participate in a stakeholder workshop on the 25th of February.

Information was also presented / feedback sought at a meeting of the city's Transport Partnership, on 2nd March 2021, where the taxi trade is represented. The consultation was publicised broadly in the city and was open to all to express views, not just those directly contacted by the council.

We received nearly 5,000 survey responses in total which compared to other consultations of this nature in the city is very high".

22.15 Andrew Peters asked the following supplementary question:

"In the early stages of the Valley Gardens project, there were at least three specific workshops where we the trade as stakeholders sat around a table with the plans with officers. Would you agree that was a proper workshop and perhaps what you were offering was not a workshop specifically for the trade?"

22.16 The Chair provided the following reply:

"I appreciate why you might feel like that so if you like we can set up a meeting to discuss it in a more specific way".

(5) Active Travel Grant

22.17 Andi Holley put the following question:

"Why hasn't the Green Administration spent half the nearly £3m Active Travel grant on promoting Walking as this is what the money was intended for and all Residents walk or use pavements be they young or old or disabled on mobility scooters, instead of spending the vast majority on cycling which benefits only 5% of Residents?"

22.18 The Chair provided the following reply:

"All of the Active Travel Fund proposed schemes have benefits for pedestrians. This is important to us, as everyone is a pedestrian at some point in their journey. Despite the main focus of some schemes appearing to be largely cycling-based, there are also many improvements proposed for pedestrians as well. This is something we will look to highlight more in the future as part of our Communications Plan.

The schemes proposed include numerous benefits for pedestrians including:

- Western Road – walking is a key focus in this project and proposes to bring numerous benefits to pedestrians by improving footways and crossings (formal and informal)
- A23 – numerous benefits for pedestrians including improvements to busy junctions, creation of new pedestrian crossing points at junctions and desire lines, improvements to bus stops and creation of pedestrian-only footways along the route as opposed to many of these being shared with cyclists currently.
- Old Shoreham Road – improvements for pedestrians at crossings including at Newtown Road and Hove Park
- A259 – pavement widening along Victoria Terrace shop frontage area, as well as improvements to the King's Esplanade route to benefit pedestrians, drivers and cyclists.

In addition to the above, many of the Tranche 1 schemes involved pedestrian-specific improvements including pavement widening”.

22.19 Andi Holley asked the following supplementary question:

“What percentage is being spent on promoting walking facilities and aiding elderly and disabled people by improving the poor state of pavements which frankly are dangerous”.

22.20 The Chair provided the following reply:

“I don’t have that percentage to hand but we can get that information to you”.

(6) Air Quality Holmes Avenue junction

22.21 The questioner did not attend the meeting to ask the question.

(C) DEPUTATIONS

(1) Cycle Network

22.22 The Committee considered a Deputation that presents four key areas that support the urgent necessity for a high quality, key cycle network link on the only direct route in the north-west of the city.

22.23 The Chair provided the follow response:

“Thank you for your deputation. I agree with you – it is vital that we provide safe cycle facilities on routes including the Old Shoreham Road - a key direct route serving the north-west of the city.

It is not simply a case of moving safe cycling facilities to another route, we need facilities on multiple routes in the city if we are to achieve a comprehensive and safe cycling network in line with national cycling design standards (a requirement of government funding), and our strategic work on our LCWIP provides an evidence-based assessment of strategic routes that are needed in the city, this includes the Old Shoreham Road. A particularly interesting finding from the consultation was that many cyclists are now using the Old Shoreham Road when previously they were using other routes to cycle, it is important to recognise the demand for safe cycling on this key route, particularly for children and we’re hearing some of these stories today. I hope that other members of the committee can consider the strategic importance of the cycling network in this part of the city when making decisions today”.

22.24 **RESOLVED-** That the Committee note the deputation.

(2) Children and use of Old Shoreham Road cycle lanes

22.25 The Committee considered a deputation that set out the benefits to children and young people of the temporary cycle lane on Old Shoreham Road.

22.26 The Chair provided the following response:

“Thank you for this deputation, I am delighted to hear how you have personally benefitted from the improvements we’ve made to date, and we know many others have too.

I’ve mentioned earlier about the importance of a strategic cycling network and how we can open up demand for cycling for all when we provide safe facilities. We have heard from many people in the consultation who have benefitted from the improvements, with many stories about being able to cycle with children on this route when previously this was too unsafe.

Sadly, we didn’t hear enough from young people in the consultation. The young people we did hear from were keen to have additional cycling facilities in place to enable them to safely travel to educational facilities and other destinations, and this has been a consideration in the interpretation of the consultation results and the way forward. I urge all members of this committee to think about the younger generations when voting today.

Once again, I am pleased you have been able to benefit from our improvements and hope that the decision we take today will mean you and other young people & families can continue to do so”.

22.27 **RESOLVED-** That the Committee note the Deputation.

(3) A259 Cycle route

22.28 The Committee considered a deputation that supported the retention of the A259 cycle route on the basis of safety and the health benefits of active travel.

22.29 The Chair provided the following response:

“Thank you for your deputation, it is great that you have highlighted the benefits active travel can bring to physical and mental health.

I’m pleased you have been able to benefit from the improved cycle facilities on both the Seafront and Madeira Drive – we are very proud of these facilities and the impact that additional space for both walking and cycling is already having on people’s lives.

For the Seafront cycle route we recognise that more is needed to achieve the full benefits here – for example taking cyclists in both directions off the carriageway – however we are pleased with the usage figures to date and propose to keep the temporary scheme in place, with the proposed extension, and continue to monitor usage. One of the key issues for this scheme is not just about cycling but making improvements for pedestrians – we are doing this by providing a dedicated facility for westbound cyclists, away from both motor vehicles and pedestrians, reducing conflict between cyclists and pedestrians; and additionally providing widened pavements, loading and disabled bays on this route as well as improvements to the King’s Esplanade area.

Building on the achievements of this temporary scheme, we would seek funding for more ambitious permanent improvements with wider benefits (the type of which you mention) as this route features in our strategic network”.

22.30 **RESOLVED-** That the Committee note the deputation.

(4) Cycle lane network

22.31 The Committee considered a deputation that set out the health and wellbeing benefits of active travel and cycling and urged the retention on the Old Shoreham Road cycle lane.

22.32 The Chair provided the following response:

“Thank you very much for your deputation and I’m particularly pleased to see the statistics highlighted in relation to the cost of physical inactivity and how investment in active travel can proactively help address this issue.

During the pandemic we have all shown appreciation for our incredible NHS staff, and I hope that all members present listen to you today.

Providing space and networks for active travel will enable everyday exercise by residents, visitors and employees alike, however, to achieve this we need a safe and comprehensive network.

We know that many people don’t cycle in the city as they don’t feel safe – with many travelling by car for short journeys as they feel there is no alternative. We know that facilities need improving for pedestrians as many pavements and crossings just aren’t up to scratch. This all needs to change and highlights the importance and gravity of what we are recommending today – fully funded by government money just for this purpose. We’ve still got lots of work to do on the wider strategic routes in the city but by approving the recommendations today the committee would be taking the city in the right direction for improving the health of many of our residents by investing in walking and cycling improvements for all, and thus supporting our National Health Service. Many thanks for you and your colleagues for bringing this deputation today”.

22.33 **RESOLVED-** That the Committee note the deputation.

23 MEMBER INVOLVEMENT

(A) PETITIONS

(1) Petition to stop Brighton & Hove Council closing Stapley Drive

23.1 The Committee considered a petition signed by 660 people and referred from the Full Council meeting held on 15 July that requested the Council not to implement a no right turn restriction into Stapley Road.

23.2 The Chair provided the following response:

“I can inform you that following consultation with residents as part of the Old Shoreham Road phase 2 scheme that there are no proposals to introduce a closure at Stapley Road”.

23.3 **RESOLVED-** That the Committee note the petition.

24 ACTIVE TRAVEL FUND

24.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that outlined the consultation exercise undertaken on four of the Active Travel Fund schemes (Western Road, A23, A259 Fourth Avenue to Glendor Road, and Old Shoreham Road) and recommended proposals for the next steps of these schemes.

24.2 On behalf of the Labour Group, Councillor Wilkinson moved a motion to amend the recommendations as shown in bold italics and where struckthrough below:

~~2.4 That the Committee agrees to progress the development of improvements to the Phase 1 Old Shoreham Road cycle lane as a temporary scheme (from The Drive to Hangleton Road) and to undertake continued monitoring of the scheme. The improvements are as set out in Appendix 8, including temporary changes to increase vehicle capacity at the Olive Road / Stapley Road junction.~~

2.4 That the Committee requests that an Urgency Sub-Committee be convened before 11 August 2021 to consider the removal of the Phase 1 cycle lanes on Old Shoreham Road

2.5 That the Committee requests officers explore alternative local routes for a temporary scheme, including but not limited to, Portland Road and New Church Road, in consultation with local residents and bring a report back to the committee with potential options.

~~2.6 That the Committee agrees to proceed with the proposed pedestrian crossing improvements to Old Shoreham Road at Newtown Road and Hove Park as set out in Appendix 8.~~

~~2.9 That the Committee agrees to proceed with~~ **that prior to considering** the proposals for Phase 2 of the Seafront (A259) temporary westbound cycle lane and proposals to introduce an experimental traffic scheme on King's Esplanade (and adjoining roads), as set out in Appendix 11, **officers are to consult and engage fully with the businesses and residents directly impacted, and bring a report to the next full meeting of the ETS Committee.**

~~2.10 That the Committee agrees to officers progressing with the Active Travel Fund 2021/22 bid to the Department for Transport (DfT), to secure future funding for schemes including consideration of Marine Parade, Old Town, A23 and~~ **alternatives to the current temporary scheme on Old Shoreham Road (including options that are not limited to Portland Road and New Church Road),** as well as consideration of a 'Mini-Hollands' proposal for the City.

24.3 Councillor Appich formally seconded the motion.

24.4 On behalf of the Conservative Group, Councillor Nemeth moved a motion to amend the recommendations as shown in strikethrough below:

~~2.1 That the Committee agrees to the preliminary designs for the Western Road scheme (presented in Appendix 5), to the advertisement of a Traffic Regulation Order (TRO) (including for the proposed changes to loading bays and amendments to the bus lane in the vicinity of the Dyke Road junction), and the commencement of construction on elements of the scheme which do not require a TRO.~~

~~2.2 That the Committee agrees to the preliminary design for the A23 scheme (presented in Appendix 7), to initiate further discussion with key stakeholders to inform design development, to progress the development of designs, to undertake further public consultation and return to a future ETS Committee with detailed design recommendations on the A23 scheme.~~

24.5 Councillor Bagaeen formally seconded the motion.

24.6 On behalf of the Conservative Group, Councillor Nemeth moved a motion to amend the recommendations as shown in bold italics and where struckthrough below:

2.3 That the Committee agrees to progress a trial ***calls for an officer report to be presented at the Committee's next meeting on the Administration's proposals for*** a trial Park & Ride site at Mill Road from Summer 2022, working with Brighton & Hove Bus and Coach Company.

24.7 Councillor Bagaeen formally seconded the motion.

24.8 On behalf of the Conservative Group, Councillor Nemeth moved a motion to amend the recommendations as shown in bold italics and where struckthrough below:

2.4 That the Committee agrees ***to request an officer report setting out the implications of the removal of the Phase 1 Old Shoreham Road cycle lane to an Urgency Sub-Committee to be convened at the earliest possible opportunity*** to progress the development of improvements to the Phase 1 Old Shoreham Road cycle lane as a temporary scheme (from The Drive to Hangleton Road) and to undertake continued monitoring of the scheme. The improvements are as set out in Appendix 8, including temporary changes to increase vehicle capacity at the Olive Road / Stapley Road junction.

~~2.6 That the Committee agrees to proceed with the proposed pedestrian crossing improvements to Old Shoreham Road at Newtown Road and Hove Park as set out in Appendix 8.~~

2.9 That the Committee ***authorises officers to extensively consult residents, businesses and disabled groups in the wards of Central Hove, Westbourne and Wish prior to the presentation of proposals for Phase 2 of the Seafront (A259) temporary cycle lanes at a future meeting of the Committee*** agrees to proceed with the proposals for Phase 2 of the Seafront (A259) temporary westbound cycle lane and proposals to introduce an experimental traffic scheme on King's Esplanade (and adjoining roads), as set out in Appendix 11.

24.9 Councillor Bagaeen formally seconded the motion.

24.10 In response to questions from Councillor Platts, it was explained that removal of the Old Shoreham Cycle Lane would place this and future rounds of funding at risk. With regards to the presentation of the data, that reflected the way it had been collected and analysed specifically, the questions were not a binary choice and more nuanced meaning one comment could be categorised over several area. In addition, the report highlighted the difficulty in engagement with people, particularly young people during a

national lockdown. Schools were largely closed and rather than conducting in person workshops as would normally be the case, information was sent to schools who then passed this on to parents.

- 24.11 In response to a question from Councillor Bagaeen, it was explained that the consultation ran from the 21st February to mid March and schools were mostly closed during this period. No engagement had taken place with children and schools outside of the consultation period. The meetings of the Youth Climate Assembly had indicated support for active travel measures and additional information to inform decision making.
- 24.12 In response to a question from Councillor Wilkinson, the Executive Director, Economy, Environment & Culture stated that it was now felt a report would be required to remove the Old Shoreham Road Cycle Lane as there were wider financial, sustainability, equalities and public health implications relating to the removal that were not detailed or covered in the report being considered by the committee at the meeting.
- 24.13 In reply to questions from Councillor Appich, it was explained that the 'Mini-Holland' proposal related to cycling and walking improvements and would form part of the council's bid to government for Tranche 3 funding. Furthermore, there was an active program to maintain and enhance pavements and would be taken forward on the Local Transport Plan Capital Programme.
- 24.14 In response to a query from Councillor Bagaeen, it was clarified that details of the 'Mini-Holland' project had been included in the report so the process of apply for funding could start. Should the application be successful, officers would work with councillors on locations for appropriate schemes.
- 24.15 Councillor Platts stated that a decision needed to be made on fact and the results indicated majority support for the Old Shoreham Road cycle lane.
- 24.16 Councillor Lloyd stated that whilst a decision was not easy, it was clear that the least vulnerable road users were those most in favour of removal of the cycle lane and the committee should be minded toward supporting those most vulnerable.
- 24.17 Councillor Hamilton stated that the elderly were also a vulnerable group and often relied upon a car to travel. Councillor Hamilton stated that there had been a tremendous increase in traffic relating to the installation of the cycle lane and it was clear to him that it was in the wrong place.
- 24.18 The Chair noted that the data collected indicated there had been no increase in congestion along the Old Shoreham Road.
- 24.19 Councillor Platts agreed that an alternative cycle lane was needed, and the Labour Group were committed to supporting cycling.
- 24.20 Councillor Lloyd stated that one of the reasons Old Shoreham Road was an optimal location was because a cycle lane did not cut through private parking spaces and was on a school corridor route. Councillor Lloyd stated that a discussion should not focus on alternative routes but additional ones and no consultation had taken place on harmful traffic measures.

- 24.21 Councillor Hills stated that removing the cycle lane would force more cars on to the road as cycling would no longer be a viable option. Councillor Hills expressed surprise at the position taken by the opposition groups that was very different to the colleagues in other areas of the country. Councillor Hills highlighted Waltham Forest as a pioneer on the matter and their active travel measures were now very popular with residents and were realising significant health and environmental benefits.
- 24.22 Councillor Davis stated that Portland Road had 38 junctions and 350 pay and display parking bays as well as many more resident parking bays meaning it significantly more difficult to introduce a cycle lane along the road compared to Old Shoreham Road. Councillor Davis stated that people locally and nationally were dying prematurely because of air pollution and Members should not be swayed by a noisy minority seeking to remove the cycle lane. Councillor Davis added that 97.3% of roads in Brighton & Hove did not have cycling routes and it was imperative to increase this figure.
- 24.23 Councillor Nemeth commented the issue of the cycle lane had been manufactured into a culture war. Councillor Nemeth stated that minority groups could support motor infrastructure and he believed more effort could have been put into winning people over.
- 24.24 Councillor Wilkinson stated that his Group supported the vast majority of the schemes proposed in the report however, it was clear that the temporary Old Shoreham Road cycle lane was not working and was unpopular. Councillor Wilkinson noted that his Group did not want to remove the cycle lane but find a suitable relocation. Councillor Wilkinson stated that it was imperative for the council to listen to residents and act in meaningful ways.
- 24.25 Councillor Hills stated that the only method to promote cycling was to make the option available and make it safe.
- 24.26 Councillor Lloyd commented that he believed both opposition groups had created negativity around the Old Shoreham Road cycle lane via negative press releases. Councillor Lloyd felt that active travel measures required more visible support from Members to create unity.
- 24.27 The Chair then put the first Conservative Group motion to the vote which failed with 8 votes against and 2 in favour.
- 24.28 The Chair then put the second Conservative Group motion to the vote that passed with 6 votes in favour and four against.
- 24.29 The Chair then put the third Conservative Group motion to the vote that passed with 6 votes in favour and four against.
- 24.30 The Chair then put the Labour Group motion to the vote that passed with 6 votes in favour and four against.
- 24.31 The committee then held an adjournment in order for a substantive amendment to be drafted comprising of the amendments carried.

24.32 The Chair then put the recommendations, as amended to the vote that were unanimously agreed.

24.33 **RESOLVED-**

- 1) That the Committee agrees to the preliminary designs for the Western Road scheme (presented in Appendix 5), to the advertisement of a Traffic Regulation Order (TRO) (including for the proposed changes to loading bays and amendments to the bus lane in the vicinity of the Dyke Road junction), and the commencement of construction on elements of the scheme which do not require a TRO.
- 2) That the Committee agrees to the preliminary design for the A23 scheme (presented in Appendix 7), to initiate further discussion with key stakeholders to inform design development, to progress the development of designs, to undertake further public consultation and return to a future ETS Committee with detailed design recommendations on the A23 scheme.
- 3) That the Committee calls for an officer report to be presented at the Committee's next meeting on the Administration's proposals for a trial Park & Ride site at Mill Road from Summer 2022, working with Brighton & Hove Bus and Coach Company.
- 4) That the Committee requests that an Urgency Sub-Committee be convened before 11 August 2021 to consider the removal of the Phase 1 cycle lanes on Old Shoreham Road
- 5) That the Committee requests officers explore alternative local routes for a temporary scheme, including but not limited to, Portland Road and New Church Road, in consultation with local residents and bring a report back to the committee with potential options.
- 6) That the Committee agrees not to proceed with the Phase 2 Old Shoreham Road temporary cycle lane proposals at this stage.
- 7) That the Committee agrees not to proceed at this stage with the proposals for Nevill Road, Windlesham Close, Weald Avenue and Stapley Road (access restrictions).
- 8) That the Committee agrees to progress the development of improvements to the Phase 1 Seafront A259 temporary westbound cycle lane (from West Street to Fourth Avenue) as an experimental scheme, including to disabled parking, as set out in Appendix 10, and to undertake continued monitoring.
- 9) That the Committee that prior to considering the proposals for Phase 2 of the Seafront (A259) temporary westbound cycle lane and proposals to introduce an experimental traffic scheme on King's Esplanade (and adjoining roads), as set out in Appendix 11, officers are to consult and engage fully with the businesses and residents directly impacted, and bring a report to the next full meeting of the ETS Committee.
- 10) That the Committee agrees to officers progressing with the Active Travel Fund 2021/22 bid to the Department for Transport (DfT), to secure future funding for schemes including consideration of Marine Parade, Old Town, A23 and alternatives to the current temporary scheme on Old Shoreham Road (including options that are not limited to

Portland Road and New Church Road), as well as consideration of a 'Mini-Hollands' proposal for the City.

- 11) That the Committee notes the summary of the Active & Inclusive Travel Forum to date as set out in Appendix 16.

25 ITEMS REFERRED FOR FULL COUNCIL

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

The meeting concluded at 8.05pm

Subject:	Petitions	
Date of Meeting:	21 September 2021	
Report of:	Monitoring Officer	
Contact Officer: Name:	John Peel	Tel: 01273 291058
	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 where it is considered more appropriate, calls for an officer report on the matter.

3. PETITIONS

3. (i) Residential parking tarmac verge

To receive the following petition signed by 22 people at the time of publication:

We the undersigned petition Brighton & Hove Council to Tarmac the grass verges along Birchgrove Crescent to provide parking for residents. Parking along Birchgrove Crescent has become increasingly difficult. Residents are having trouble finding parking spaces on the road and often resort to parking on the grass verges. These are now becoming in extremely poor condition and serve no purpose. We as residents propose removing the grass verges and tarmac them to provide much needed space.

3. (ii) Keep the Free Customer Parking in Preston Drove and Ditchling Road, Fiveways

To receive the following petition signed by 130 people at the time of publication:

We the undersigned petition Brighton & Hove Council to overturn the decision to Change the 1 hour free parking on Preston Drove and Ditchling Road, back in to Pay and Display parking. We believe that retaining the 1 hour free parking for customers, will encourage shoppers

continue to support local shops, already suffering after a year of Covid 19 related closures.

Original Introduction of Pay & Display parking in 2015 on Preston Drove had a significant & detrimental impact on trade for all businesses in the area.

The current free parking was instated after our original petition to the Environment, Transport and Sustainability Committee, March 2015.

We would like the parking to stay as it is: 1 hour free parking, no return for 2 hours.

Whilst we understand that the council faces numerous financial challenges, we do not believe that retaining the limited free spaces on Preston Drove and Ditchling Road, would have a significant impact on income for the council, and would be extremely damaging to the local area and businesses, which would be damaging to the city, the local area and the vibrancy and diversity of shopping for local people.

3. (iii) Traffic calming on Marmion Road

To receive the following petition signed by 167 people at the time of publication:

We the undersigned petition Brighton & Hove Council to Survey the area to assess traffic on Marmion road linking to school road. Mark 20mph speed limit on road & add sufficient signage. Flashing school signs at peak school times. Speed bumps or 1 way system to Marmion Road to slow traffic.

With traffic increasing in recent years, Marmion Road has become a cut through. With 2 schools a nursery and a park we feel traffic calming measures should be bought to the road to match the local Poets Corner calming measures. There is also the additional 105 dwellings on school road with increased traffic that poses a concern.

3. (iv) Speed Bumps on Upper North St

To receive the following petition signed by 5 people at the time of publication:

We the undersigned petition Brighton & Hove Council to help slow down the traffic on Montpelier Place / Terrace / Upper North Street via speed bumps, cameras or any other means

I've lived here less than 3 years and in that time I've witnessed 3 traffic collisions. Bearing in mind we've had lockdown (so less traffic) and that these are the accidents I've witnessed at first sight (so there could be more), I worry that the next time could be fatal.

3. (v) Buller Road Cycle Storage Petition

To receive the following petition signed by 20 people at the time of publication:

We, the undersigned, are in support of having a covered cycle storage container on Buller Road. We understand it will be on the road, covered and

locked. We would like Brighton and Hove City Council to consider our road as soon as possible.

3. (vi) Increase Pedestrian Safety on Shirley Drive

To receive the following petition signed by 524 people at the time of publication:

Install pedestrian crossings along Shirley Drive and reduce the speed limit to 20mph.

There have been numerous collisions along Shirley Drive in recent years and it is indefensible that Brighton and Hove council refuse to install a pedestrian crossing anywhere along this road.

There are four primary schools and two secondary schools close by, as well as all the foot traffic going to and from Hove Park and Hove Rec. This means there's nowhere safe to cross for a large number of school children, young families, the elderly and disabled - who all have to try and navigate a 30mph road with no crossing. The speed limit should also be reduced to 20mph to increase safety and reduce noise pollution.

From the seafront up to the start of Hove Rec there are eight pedestrian crossings and a 20-mph limit. I do not understand why Shirley Drive is exempt from these safety measures when it is an extension of the same road.

WRITTEN QUESTIONS

A period of not more than fifteen minutes shall be allowed at each ordinary meeting for questions submitted by a member of the public.

The question will be answered without discussion. The person who asked the question may ask one relevant supplementary question, which shall be put and answered without discussion. The person to whom a question, or supplementary question, has been put may decline to answer it.

The following written questions have been received from members of the public:

(1) Bristol Estate Refuse Collection – Ben D'Montigny

The residents of Bristol Estate have had several issues relating to the frequency and consistency of waste collection from the newly built bin area resulting in severe overfill. This area was originally built for two buildings but is servicing five blocks of flats. There are many academically proven healthcare issues related to poor waste management, including increased infection transmission risks, such as covid-19. Can the chair consider the collection dates to a more appropriate twice-weekly regime to prevent the overfilling and subsequent fly-tipping of waste?

(2) Arundel Drive West – Greg Moore

Heavy and constant traffic flows on the A259 mean that exiting Arundel Drive West in Saltdean is a dangerous and stressful experience for pedestrians crossing to the bus stop and for all types of vehicles including buses and bicycles.

As part of its initiative to increase active travel, would the council please conduct some research into the viability of new traffic lights here?

(3) Refuse collection – Leela D'Arcy

I live in a block of flats called Teynham House in Saltdean. In total there are 3 refuse bins, 2 recycling bins and 2 glass bins which we share with Curzon House.

The bin collections teams regularly miss us out and we simply can't understand why, as there must be a schedule.

Please would you assign a member of staff who ensures that our bins are emptied every week?

(4) Bristol Gardens Traffic Calming – David Trangmar

In November 2019 I presented a petition requesting the installation of traffic calming measures, /options for Bristol Gardens to prevent motorists using the road as a rat run. Since then I have asked a number of times for a progress report but have received no update on what's happening if anything.

Please would you give me an update including likely timescales?

(5) Cycle path at Ovingdean roundabout – Kevin Tilson

Having revisited the area, I believe my accident was a result of the poor condition of the cycle lane both in terms of design and in terms of maintenance such as foliage growing over the cycle lane and a lack of signage.

Please would the council meet me at the site to discuss how the bike lane here can be improved? As I would hate to think of someone else suffering in the way I currently am.

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 32(a)

Brighton & Hove City Council

Subject: Items referred from 15 July 2021 Full Council meeting- Petitions
Date: 21 September 2021
Report of: Monitoring Officer
Contact Officer: Name: John Peel Tel: 01273 291058
E-mail: john.peel@brighton-hove.gov.uk
Wards Affected: Various

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To receive petitions referred from the Full Council meeting of 15 July 2021.

2. RECOMMENDATIONS:

- 2.2 That the Committee responds to the petition either by noting it or, where it is considered more appropriate, calls for an officer report on the matter.

3. PETITIONS

(1) Whitehawk Speed Bumps

To receive the following petition referred from the meeting of Full Council and signed by 60 people:

We the undersigned petition Brighton & Hove Council to install speed bumps along Whitehawk Road from St Davids Hall to the Primary School and include traffic calming measures as part of the planning process for new builds

Motorists and bikes are driving at excessive speeds along this road where there are: Nurseries; Schools; Wellsbourne health centre; Family centre; Youth club; Library and residents including elderly; disabled and families with young children.

Four new blocks of flats have opened in the area with a fifth under construction, all using the above facilities. If the proposal for 700 new flats at Black Rock goes ahead this will add to the existing traffic problem.

(2) Portland Road Crossing

To receive the following petition referred from the meeting of Full Council and signed by 323 people:

We the undersigned petition Brighton & Hove Council to make the pedestrian crossing close to Westbourne Street one with buttons and lights to halt the traffic – and prevent further misery after the latest terrifying collision between a driver and a pedestrian. There are several of this form of crossing along nearby New Church Road. There have been several injuries and frequent near-hits on this Crossing, which is frequently obscured.

(3) 20mph Speed Limit on Portland Road

To receive the following petition referred from the meeting of Full Council and signed by 687 people:

We the undersigned petition Brighton & Hove Council to 1. Immediately bring forward an officer report to Environment, Transport & Sustainability Committee with a view to introducing a 20mph speed limit to Portland Road in Hove; 2. Detail within said report why safety measures for Portland Road that have been negotiated already by Cllrs Nemeth and Peltzer Dunn have not been introduced; and 3. Increase patrols to tackle dangerous parking on Portland Road.

1. Immediately bring forward an officer report to Environment, Transport & Sustainability Committee with a view to introducing a 20mph speed limit to Portland Road in Hove;

2. Detail within said report why safety measures for Portland Road that have been negotiated already by Cllrs Nemeth and Peltzer Dunn have not been introduced; and

3. Increase patrols to tackle dangerous parking on Portland Road.

(4) Free school travel for children in Whitehawk, Bristol Estate and Manor Farm

To receive the following petition referred from the meeting of Full Council and signed by 545 people:

We the undersigned petition Brighton & Hove Council to provide free return transport to secondary school for all children and young people living in the East Brighton communities of Whitehawk, Manor Farm and Bristol Estate from September 2021. We also request the provision of suitable transport for students who attend after school activities at Longhill High School, and a direct bus service from our neighbourhood to the Brighton Aldridge Community Academy.

For the past sixteen years children living in our estates have not had access to a local secondary school. This means that they travel more than six miles a day to attend secondary school. They must do so on

public transport as the length and nature of the routes mean they cannot walk or cycle.

(5) Bexhill Road Play area crossing

To receive the following petition referred from the meeting of Full Council and signed by 317 people:

Bexhill Road playground and skatepark is a popular attraction for Woodingdean's children. It's the only play area in this part of Woodingdean. But getting into the play area can be dangerous. It involves crossing a busy road with speeding cars and parked vehicles blocking the view of both drivers and pedestrians. Back in 2014 the council looked into it but decided the essential criteria for a crossing point weren't met. So nothing happened!

The amount of fast traffic on Bexhill Road has increased in recent years - as drivers cut through Woodingdean to avoid the queue of vehicles trying to get into Brighton.

A crossing point at the playground and skatepark would be a massive help for Woodingdean. It would:

Reduce the perception of danger our children feel when crossing a busy road which is often used as cut through.

Make it easier for everyone to access the green space beyond the playground and park.

Provide safer access to bus services which serve the local area.

Make it easier for those with impaired mobility to cross the road.

WRITTEN QUESTIONS

The question will be answered without discussion. The person who asked the question may ask one relevant supplementary question, which shall be put and answered without discussion. The person to whom a question, or supplementary question, has been put may decline to answer it.

The following written questions have been received from Members:

(1) Councillor Yates- Motorcycle Parking

Can the council commit to review their policies for the parking of motorbikes with respect to:

- On street paid spaces
- Access to residents parking permits
- Provision of on street secure parking facilities such as tethers

Residents see parking facilities for both cycles and motor cars and those residents and visitor who use motorcycles deserve similar consideration rather than the haphazard approach where a motorbike visitor to the CPZ cannot use the visitors permit to park in a bay that we would be happy for a car to use

(2) Councillor Fishleigh- Bike Racks on The Undercliff at Saltdean

The Undercliff is a very popular cycle route promoted by the council. Please could we have bike racks installed at the Saltdean end which is where many people stop for the cafe and sandy beach.

There are bike racks by the lido but they are not signposted from the Undercliff and are a bit far from the seafront.

(3) Councillor Fishleigh- LCWIP

Residents from Ovingdean and Rottingdean have already been to numerous committees to ask for pavements and bike lanes beside Greenways and Roedean Road which are both busy main roads. These will help them out of their cars. Will pavements and bike lanes at these locations be included in the Local Cycling and Walking Infrastructure Plan, when will the plan be finished and who is working on it?

(4) Councillor Fishleigh- Bins in Ovingdean

An Ovingdean resident came to committee and asked for new bins throughout the village. He even suggested locations. Sadly, no bins have appeared so please would you give me an update?

(5) Councillor Fishleigh- Refuse collections

My friends in East Saltdean never have any problems with their bin collections. Not before COVID. Not during and not now. They even have food waste collections. What lessons can BHCC learn from LDC?

(6) Councillor Nemeth- Seafront Cycle Lane Safety

What assessment has been made of safety to vulnerable, disabled and other pedestrians, and to cyclists themselves, of misleading markings that are still in place on the seafront cycle lane and of the continued misuse of that cycle lane whereby many cyclists continue to cycle along it in the wrong direction?

(7) Councillor Nemeth- Wish Park Path

When will a path on the west side of Wish Park be reinstated, as per the wishes of ward Councillors and various other interested parties, to overcome the current unacceptable situation which sees vulnerable and disabled park-users having to leave the park itself just to get around it when the ground is wet?

(8) Councillor Nemeth- Aldrington Tunnel

Why did the Chair back the removal of pedestrian safety measures at Aldrington Tunnel without assessing the risk in any way whatsoever to vulnerable and disabled pedestrians and without discussing the matter with any groups, such as Possability People and BADGE, that represent those who are now most in danger?

(9) Councillor Nemeth- Parking Permits

What assistance has the Council been giving to the thousands of vulnerable residents who have found it impossible to renew their parking permits in recent months and since I raised the subject at the June meeting of this committee?

(10) Councillor Nemeth- Bikeability in schools

What discussions has the Chair had with schools to address concerns over a reduction in Bikeability training over the forthcoming year?

(11) Councillor Nemeth- Madeira Drive

Knowing full well how hard the Council's Events Team has worked to ensure the continuation of events on Madeira Drive, why has the Chair overseen inadequate consultation of interested parties when painting a large proportion of the road green amid warnings from event organisers and myself at the last meeting of this very committee?

(12) Councillor Nemeth- Barley Grass

What, if anything, is the Chair doing to tackle the proliferation of highly-invasive barley grass in our parks, on our pavements and around trees to ensure the safety of dogs and to increase biodiversity?

Dear Environment, Transport & Sustainability committee

TRO-8a-2021 Surrenden Road

I am writing in support of the proposed Controlled Parking Zone (CPZ), but also in support of a resident proposal regarding the crossovers found on the north side (and two on the side south) of Surrenden Road in Patcham Ward (see Fig. 1).

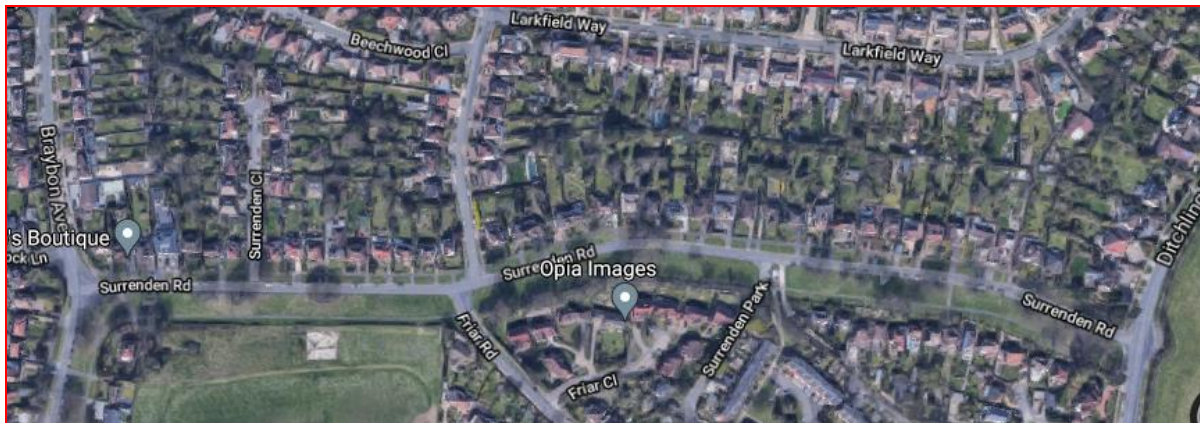


Fig. 1: the north side of Surrenden Road in Patcham Ward

As can be seen from Fig 2 below, Surrenden Road in Patcham is very narrow, and due to parked cars on the south side of the road, essentially a single-file road. This results in frequent traffic jams, especially when buses use the road, hence the urgent need for the CPZ.

It can also be noted that there are substantial crossovers on the north side of Surrenden Road (and two on the south side), a feature special to this section of road, from Ditchling Road to Braybon Avenue, which allows residents to park their cars off-road, in front of their properties, significantly reducing the need for on-road parking.

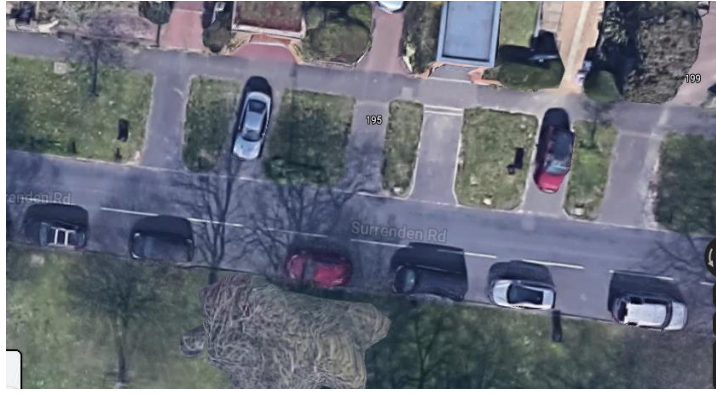


Fig. 2. Surrenden Road – essentially a single lane road

It is this special feature of the road which residents wish to maintain after the implementation of the Controlled Parking Zone. If they could not continue to do so, they would be required to park on other streets in Patcham and Withdean Wards, increasing the difficulty of parking in those areas, which, needless to say, already have significant parking issues.

One proposal is that these crossovers be protected by Access Protection Markings (white lines). Practice varies between individual Councils and within Brighton regarding crossovers. Crossovers elsewhere in the city are indicatively protected with a white line. Around Hove station, there are white lines instead of double yellow lines over dropped kerbs within a parking zone (see Fig. 3).



Fig. 3: white lines near Hove Station in a Controlled Parking Zone

It is my feeling that residents' concerns should very much be taken into consideration a) because the Controlled Parking Zone is to assist safe parking, not to remove perfectly safe parking unnecessarily, and b) the Zone will only properly work with resident cooperation.

There is also a similar precedence for this request, as outlined below in a report from the London Borough of Bromley (Report No. ELS06272 agenda item 5), which suggested an exemption for parking on vehicle crossovers taking into account the diversity of the highway network:

- 3.19 If an exemption for parking on vehicle crossovers were to apply, the vehicle must be parked in such a manner that it created no hazard to pedestrians or other road users, did not obstruct sight lines at junctions, and did not obstruct access or cause obstruction to the free flow of traffic. The criteria for such an exemption would relate to road safety considerations and the position of a clearly defined route for pedestrians and the clear access of the crossover to the edge of carriageway
- 3.20 Due to the diversity of the design of the borough's highway network, it would not be possible to apply an exemption of all crossovers as this would clearly not be practicable. Any exemption could only apply where there is a clearly defined footway for pedestrians and a long crossover area. It is envisaged that this would affect only a small number of streets in the borough, predominately in areas with pavements combined with wide grassed amenity and/or highway verges either side of the pavement. Members may wish to consider an exemption for such streets permitting parking on a vehicle crossover on the frontage owner's side of a clearly defined pavement (e.g. between the clearly defined pavement and the boundary of the property).

As can be seen in Fig. 2 above, vehicles parked on the crossovers in Surrenden Road do not obstruct pedestrians using the clearly defined footway, as mentioned in paragraph 3.20 above, nor obstruct sight lines for vehicles, as mentioned in 3.19.

It must be remembered that the existing driveways and garages for a number of properties on both sides of the road are completely impractical for the residents' needs, because they are insufficiently wide and/or too steep for the driver and passengers to embark and disembark from a medium-sized modern family car. The reason the crossovers are in current use at a number of these properties is because the existing driveway/garage is totally impractical for families with children and adults needing assistance who cannot embark/disembark and/or be "dropped off" and left at the property alone.

CPZs are usually designed to allow residents to have more chance of parking closer to their homes, but if crossover parking on this road were removed it would have the *opposite* effect. As well as impacting parking in neighbouring roads there will be many more resident cars parked on Surrenden Road itself, particularly in sections where, at the moment, on street parking is relatively light.

Road safety is a key concern. Because the top of Surrenden Road is essentially single-file because of parked cars, the heated arguments that can develop and that I have witnessed due to excess visitor parking, and because of the cars trying to navigate each other in a tight space, there is significant hazard to parked cars and pedestrians. This would only be exacerbated if cars currently parked on crossovers could no longer do so, and were forced to park on the road.

The considerable number of short term visitors who are currently causing residents parking problems on Ditchling Road and in Surrenden Road will still be causing these problems during the unrestricted hours of the scheme (i.e. most of the time), but within a more restricted area. Short term visitors include Hollingbury park users, dog walkers, cyclists and hikers who frequently park their cars and use the shared walking/cycle path to access Stanmer woods, Hollingbury woods, Hollingbury fort, visitors to Varndean school, Varndean college and Fiveways, and park and ride visitors from outside the city. Residents who are unable to use their driveways and garages as outlined above are extremely concerned that they will have nowhere to park except outside their own CPZ area.

In short, I support the residents of Surrenden Road in continuing their practice of parking on crossovers, and that this should be protected, because a) they have a parking precedence which should be respected b) it would help the parking situation across two wards c) it would not hinder pedestrian access d) it would increase safety by reducing the amount of on-road parking e) the issue has been identified by other councils as an acceptable solution f) it would not affect the overall purpose of the Controlled Parking Zone in reducing on-road parking.

Because it is such a unique situation, how parking on crossovers would be implemented requires thought. Residents propose that either these crossovers be protected from non-resident obstruction either a) with Access Protection Markings (white lines) or b) with double yellow lines with specific exemption to allow parking on tarmac crossovers of sufficient (specified) dimensions. Unlike other areas of the city, the extremely wide grass verges on this section of road are already protected from parking initiated by residents and facilitated by the council in previous years.

Residents would also be very grateful if officers could consult with them and utilise their local knowledge regarding where passing places might be situated most effectively to improve traffic flow.

It must be remembered also that the significant cost of these large crossovers has been borne by the residents themselves, not by the council, and many residents (not the council) have paid to improve and maintain these crossovers in recent years.

Residents would like to make it clear that they do not wish to avoid paying for resident permits by parking on their crossovers; indeed it might be helpful to utilise the existing resident permit system to ensure that the crossovers are used appropriately.

My key request at this stage is recognition that Surrenden Road is a very long, diverse highway, requires bespoke solutions for different areas, and that the crossovers in Patcham Ward provide an opportunity to reduce on-street parking on surrounding streets while being able to introduce a CPZ which most residents in this stretch of Surrenden Road are in favour of.

I have written in full support of the CPZ, which is clearly needed to reduce congestion, but would also like the issue of parking on crossovers investigated, urgently, to help reduce on-road parking, and to continue to allow residents to park safely without having to cross this busy road to access their properties.

I trust that the committee will give due consideration to this proposal.

Yours faithfully

Cllr Alistair McNair

NOTICE OF MOTION

TREE PLANTING

CONSERVATIVE GROUP

This Committee calls for an urgent Officer Report to address confusion amongst residents and community groups over tree-planting costs which clearly sets out:

- i. The costs of different types of tree;
- ii. The costs in different planting situations such as park, old tree pit, etc; and
- iii. How applications should be made.

Proposed by: Cllr. Robert Nemeth

Seconded by: Cllr. Samer Bagaeen

Subject:	Citywide Roll-out of Real-Time Air Quality Monitoring System. Items referred from the Council meeting held on the 15 July 2021		
Date of Meeting:	21 September 2021		
Report of:	Executive Lead Officer for Strategy, Governance & Law		
Contact Officer:	Name:	Mark Wall	Tel: 01273 291006
	E-mail:	mark.wall@brighton-hove.gov.uk	
Wards Affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To receive the following Notice of Motion which was debated at and referred from the full Council meeting held on the 15 July 2021.

2. RECOMMENDATIONS:

- 2.1 That the Committee responds to the motion concerning a citywide roll-out of real-time air quality monitoring system either by noting it or where it is considered more appropriate, calling for an officer report on the matter as requested, which may give consideration to a range of options.

3. CONTEXT / BACKGROND INFORMATION

- 3.1 The following resolution from the full council meeting held on the 15 July 2021 for the committee to consider is detailed below:

BRIGHTON & HOVE CITY COUNCIL

COUNCIL

4.30pm 15 JULY 2021

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillors , Mears (Deputy Chair), Allcock, Appich, Clare, Ebel, Evans, Fishleigh, Knight, Lloyd, Mac Cafferty, Nemeth, Shanks, Simson and Yates

PART ONE

NOTICES OF MOTION

- 31.1 The Notice of Motion as listed in the agenda was moved by Councillor Fishleigh as an Independent Member, and formally seconded by Councillor Ebel.
- 31.2 Councillor Evans spoke in support of the motion.
- 31.3 The Deputy Mayor then put the following motion to the vote:

This Council notes that:

- The city needs publicly available real-time data about pan-city air pollution (NO₂ and PM) to enable:
 - Officers to assess how interventions, building configuration changes or traffic flow changes affect air quality
 - Residents and visitors vulnerable to air pollution to plan their days when pollution levels are high.

This Council also agrees to request that:

- The Environment, Transport and Sustainability Committee explores investing in a city-wide real-time AQ monitoring system with information available in real-time via a website for residents, councillors and officers.
- The Tourism, Equalities, Communities & Culture Committee considers amending planning policy to ensure that all residential and business developments that come to planning committee install and maintain an AQ monitor with data available to BHCC.

- 31.4 The Deputy Mayor confirmed that the motion had been **carried** unanimously.

NOTICE OF MOTION**CITYWIDE ROLLOUT OF REAL-TIME AIR QUALITY MONITORING SYSTEM**

This Council notes that :

- The city needs publicly available real-time data about pan-city air pollution (NO₂ and PM) to enable:
 - Officers to assess how interventions, building configuration changes or traffic flow changes affect air quality
 - Residents and visitors vulnerable to air pollution to plan their days when pollution levels are high.

This Council also agrees to request that:

- The Environment, Transport and Sustainability Committee explores investing in a city-wide real-time AQ monitoring system with information available in real-time via a website for residents, councillors and officers.
- The Tourism, Equalities, Communities & Culture Committee considers amending planning policy to ensure that all residential and business developments that come to planning committee install and maintain an AQ monitor with data available to BHCC

Supporting Information:

- Air quality is an issue of concern for residents and the council, and the health consequences of poor air quality are well documented.
- The City has 56 NO₂ diffusion tubes in 54 locations across the city which give yearly and monthly averages.
- The City has 4 NO₂ & PM monitoring stations providing data in 15-minute averages.
- The pioneering work of Breathe London, with its public website that displays air quality information in real time <https://www.breathelondon.org/>
- A new project which will *“provide residents in Neath Port Talbot, Wales with accurate ‘real-time air pollution measurements...to achieve a better understanding of air quality on a local level which will allow the council to effectively identify pollution hotspots and then target interventions”*.

<https://airqualitynews.com/2021/06/21/new-project-will-provide-residents-with-real-time-air-pollution-data/>

Subject:	Urgent Review of Allotments. Items referred from the Council meeting held on the 15 July 2021		
Date of Meeting:	21 September 2021		
Report of:	Executive Lead Officer for Strategy, Governance & Law		
Contact Officer:	Name:	Mark Wall	Tel: 01273 291006
	E-mail:	mark.wall@brighton-hove.gov.uk	
Wards Affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To receive the following Notice of Motion which was debated at and referred from the full Council meeting held on the 15 July 2021.

2. RECOMMENDATIONS:

- 2.1 That the Committee responds to the motion concerning a citywide roll-out of real-time air quality monitoring system either by noting it or where it is considered more appropriate, calling for an officer report on the matter as requested, which may give consideration to a range of options.

3. CONTEXT / BACKGROUND INFORMATION

- 3.1 The following resolution from the full council meeting held on the 15 July 2021 for the committee to consider is detailed below:

BRIGHTON & HOVE CITY COUNCIL

COUNCIL

4.30pm 15 JULY 2021

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillors , Mears (Deputy Chair), Allcock, Appich, Clare, Ebel, Evans, Fishleigh, Knight, Lloyd, Mac Cafferty, Nemeth, Shanks, Simson and Yates

PART ONE

NOTICES OF MOTION

- 35.1 The Notice of Motion as listed in the agenda was proposed by Councillor Nemeth on behalf of the Conservative Group and formally seconded by Councillor Simson.
- 35.2 Councillor Appich noted that a Councillor Briefing had been circulated and that a report was due to come to committee and therefore could not support the motion.
- 35.3 Councillor Lloyd noted that officers were working hard to resolve problems but stated that he was happy to support the motion.
- 35.4 Councillor welcomed Councillor Lloyd's support.
- 35.5 The Deputy Mayor then put the following motion to the vote

This Council resolves to:

1. Note concerns that have been raised by Site Representatives and Allotment Holders with regard to (i) the administration of the Council's Allotment Service and (ii) deviation away from the aims of the Brighton & Hove Allotment Strategy 2014-2024;
 2. Request the Environment, Transport & Sustainability Committee to call for an officer report on options for improvement which provides the following:
 - (i) Breakdown by site of the different sizes of plot (i.e. full/half/third);
 - (ii) Breakdown by site and plot type of rent that was paid during the last accounting period;
 - (iii) Breakdown by site and plot type of plots that are currently unlettable;
 - (iv) Breakdown by year of the number of people who have joined the allotment waiting list and paid the £17 charge, and how the funds have subsequently been spent;
 - (v) Breakdown of the resources that are allocated to the Allotment Service;
 - (vi) Breakdown of annual expenditure by site;
 - (vii) Description of the role of Allotments Officer;
 - (viii) Detail on which recommendations in the Allotment Strategy have been implemented and which remaining outstanding;
 - (ix) Estimate by site of annual cost of water leaks;
 - (x) Detail on when and why regular joint liaison meetings between Allotments Service staff, BHAF and other key stakeholders stopped; and
 - (xi) Total amount that has been raised by voluntary donations from plot holders.
- 35.6 The Deputy Mayor confirmed that the motion had been **carried** by 9 votes to 5.

NOTICE OF MOTION**URGENT REVIEW OF ALLOTMENTS**

This Council resolves to:

1. Note concerns that have been raised by Site Representatives and Allotment Holders with regard to (i) the administration of the Council's Allotment Service and (ii) deviation away from the aims of the Brighton & Hove Allotment Strategy 2014-2024;
2. Request the Environment, Transport & Sustainability Committee to call for an officer report on options for improvement which provides the following:
 - (i) Breakdown by site of the different sizes of plot (i.e. full/half/third);
 - (ii) Breakdown by site and plot type of rent that was paid during the last accounting period;
 - (iii) Breakdown by site and plot type of plots that are currently unlettable;
 - (iv) Breakdown by year of the number of people who have joined the allotment waiting list and paid the £17 charge, and how the funds have subsequently been spent;
 - (v) Breakdown of the resources that are allocated to the Allotment Service;
 - (vi) Breakdown of annual expenditure by site;
 - (vii) Description of the role of Allotments Officer;
 - (viii) Detail on which recommendations in the Allotment Strategy have been implemented and which remaining outstanding;
 - (ix) Estimate by site of annual cost of water leaks;
 - (x) Detail on when and why regular joint liaison meetings between Allotments Service staff, BHAF and other key stakeholders stopped; and
 - (xi) Total amount that has been raised by voluntary donations from plot holders.

Supporting Information:

Subject:	National Bus Strategy: Bus Service Improvement Plan		
Date of Meeting:	21 September 2021		
Report of:	Executive Director Economy, Environment & Culture		
Contact Officer:	Name:	Owen McElroy	Tel: 01273 293693
	Email:	owen.mcelroy@brighton-hove.gov.uk	
Ward(s) affected:	All		

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

- 1.1 The National Bus Strategy, published in March 2021, set out a number of requirements for Local Transport Authorities (LTAs) in order to improve bus services and help them recover from the Covid-19 pandemic. This included forming of an Enhanced Partnership and preparing a Bus Service Improvement Plan (BSIP). The ETS Committee agreed to commence the process of forming an Enhanced Partnership in June 2021. The report to that meeting also committed to presenting the BSIP to the September 2021 ETS meeting. This is in order to meet the Department for Transport's (DfT) deadline of 31 October 2021.
- 1.2 The purpose of this report is therefore to present the draft BSIP to the Committee and to ask the Committee to approve this with delegated authority to amend, finalise and submit the document in advance of the DfT's deadline.

2. RECOMMENDATIONS:

- 2.1 That the Committee approves the draft BSIP.
- 2.2 That the Committee grants delegated authority to the Executive Director Economy, Environment & Culture to:
- (i) approve any amendments to the draft BSIP that the Executive Director may consider appropriate or expedient following further consultation with the Chair of ETS, Chair of the Quality Bus Partnership, ETS Lead Spokespersons and members of the Quality Bus Partnership; and
 - (ii) approve the submission of the final BSIP before the deadline set by the DfT (currently 31 October 2021).
- 2.3 That the Committee notes the receipt of a further £124,481 Capacity Funding provided by the DfT to the Council to respond to the tasks set out by the DfT in the National Bus Strategy and that the Committee agrees for such funding to be used in the development of Enhanced Partnership schemes.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The National Bus Strategy aims to improve bus services across the country and grow passenger numbers. This is in response to low usage and poor services in some parts of the country. The Strategy includes aspirations to increase service frequencies, simplify ticketing, improve bus journey times and reliability, and reduce fares. The purpose of BSIPs is to set out how councils and operators will work together to meet these aspirations.
- 3.2 The DfT has stated that councils must form an Enhanced Partnership with bus operators and produce a BSIP if they are to continue to receive both bus and non-bus transport funding from central government. This includes the support being provided to bus operators following the fall in bus passenger numbers as a result of the pandemic.
- 3.3 Brighton & Hove had relative success before the pandemic with some of the highest rates of bus use in the country. However, there is still significant potential to grow bus use and the DfT has said that “even in high-performing bus towns, further improvements (for instance to priority and fares) are always necessary”¹. Increasing the proportion of journeys which are made by public transport will also be important if the Council is to meet its aspirations to be a carbon neutral city by 2030. It is also relevant to a number of the recommendations of the Climate Assembly including:
- Recommendation 2 that the public transport system should be affordable/accessible.
 - Recommendation 5 relating to the introduction of mobility hubs, which provide an interchange between different types of travel, including public transport and cycle hire.
 - Recommendation 7 to introduce a park and ride to minimise car use in the city.
 - Recommendation 8 to make public transport a more convenient alternative to driving a car.
- 3.4 The Bus Service Improvement Plan (provided in Appendix 1) outlines a series of proposals which will help the city to respond to the above. BSIPs are intended to be a high-level strategic document. This means that proposals, for example, for infrastructure improvements, do not need to be confirmed in detail at this stage. The next step of the process will be to develop ‘schemes’ as part of the Enhanced Partnership process which will include a formal written agreement between the Council and operators.
- 3.5 The proposals in the BSIP are currently unfunded. However, further detail is awaited from the DfT as to how funding announced in the National Bus Strategy will be allocated from April 2022. The DfT is encouraging councils to match the ambition shown in the National Bus Strategy in their BSIPs. This is expected to be one of the determinants of future funding alongside continued commitment to

¹ National Bus Strategy: Bus Service Improvement Plans – Guidance to local authorities and bus operators (DfT, 2021, paragraph 51)

Active Travel as detailed in the revised Statutory Traffic Management Act 2004 Guidance issued in July 2021.

3.6 Section 6 of the BSIP contains details of all proposed measures with a summary provided in Appendix E of the BSIP. These include proposals to:

- Maintain good frequencies on well-served routes.
- Trial improved frequencies on less-well served routes. This could include those supported by the Council to communities not served by the commercial bus network, such as Stanmer Park and parts of East Brighton, and commercial routes to towns to the north of Brighton & Hove.
- Establish a road map to all operators introducing zero emissions fleets.
- Exploration of additional limited stop services.
- Improvements to bus priority, including to consider the feasibility of further measures on the A259 and A23 south of Preston Park.
- Measures to simplify ticketing and ensure passengers are getting the lowest fares.
- Marketing campaign to encourage people back on to buses and encourage new users, including visitors to the city.
- Review of supported school bus services in response to requests from schools, to ensure fair and equitable provision across the city, and to encourage use of sustainable modes of travel to school.
- Continued improvement to stops, including shelters, accessible kerbs and the introduction of route and wayfinding maps.

3.7 Reference is also made in the BSIP to a Park & Ride trial; however, this would be subject to a separate decision by this Committee.

3.8 The BSIP will also contain targets which are to be agreed with operators and will be confirmed prior to completion of the final document. The DfT require targets to cover journey times, journey reliability, passenger numbers and passenger satisfaction. The majority of actions feed into these targets as summarised in Appendix E of the BSIP. Actions in other areas such as zero emissions vehicles will also be monitored and reported against.

3.9 The DfT require BSIPs to be updated at least annually whilst progress against targets should be published every six months. These updates and progress against actions will be made available on the Council's website and it is intended that a progress update on the BSIP will be provided to ETS Committee in Autumn 2022.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 The BSIP includes a range of measures that have been developed in response to each of the aspirations of the National Bus Strategy. These measures have been developed in partnership with bus operators and in accordance with the DfT's guidance on preparing BSIPs. There would be an option for the measures proposed to be more ambitious, for example, to introduce completely new bus routes or heavily subsidised fares. However, it is unclear what long-term funding would be available to support this and it could be that funding becomes a future liability of the Council.

- 4.2 There would also be an option to make the proposed measures less ambitious. However, BSIPs which do not reflect the ambitions of the National Bus Strategy are less likely to receive funding. Measures have therefore been selected which have the potential to encourage a significant shift in bus use. Future liabilities will be reflected in encouraging measures which are more likely to become self-sustaining in future and/or trial initiatives so success can be measured and changes made if necessary.
- 4.3 Another option is to pursue franchising. Franchising is where LTAs issue tenders for bus companies to operate in their area. This can follow a model where authorities specify route and service standards and provide funding to maintain these, as in London, or could be on an area basis with operators having more influence over service design. As Brighton & Hove is not a Mayoral Combined Authority, franchising requires new legislation and is likely to take a number of years. The DfT has also requested that authorities progress Enhanced Partnerships with operators in the first instance. If this BSIP and the Enhanced Partnership fail to deliver the benefits that the Council would like to see, the option of franchising remains open in future and the recommendations included in this report do not rule that out. In response to a decision by ETS members in June 2021, officers have commissioned a study to look at the feasibility of franchising which it is planned will be reported to the November 2021 ETS meeting. However, this has potential to have substantial cost implications that will need to be considered when looking at this option and any other operating models, such as local authority ownership of a bus company.
- 4.4 A final alternative option is to do nothing. This is not considered to be a viable option as the DfT has said that authorities that fail to comply with their requests to prepare BSIPs and form Enhanced Partnerships will not receive future funding. This includes both bus and non-bus transport funding which is outlined further in the financial implications in Section 7.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The DfT does not require full public consultation to be completed when preparing BSIPs. The deadlines set by the DfT, combined with committee timescales, mean there has been very little time to produce the BSIP and, as such, full public consultation has not been undertaken. The reason for the deadlines set by the DfT is so that BSIPs are in place to help bus services recover from the pandemic.
- 5.2 These timescales are not within the control of the Council and indeed a considerable amount of additional work has been done using existing resources. Nevertheless, officers have sought to engage with representatives of bus users, disabled people and business groups in accordance with DfT guidance. The BSIP has also been developed in consultation with the Quality Bus Partnership. The Quality Bus Partnership is formed of all bus operators in the city and Brighton & Hove Buswatch who represent bus users.
- 5.3 The engagement undertaken is summarised in full in the BSIP (see Appendix 1, Section 4) with a full list of organisations contacted provided in Appendix D of the BSIP.

- 5.4 The formation of the Enhanced Partnership will follow a statutory process which will take place between October 2021 (following completion of the BSIP) and April 2022 (DfT deadline). In addition, specific schemes would be subject to public consultation and/or engagement with relevant stakeholders as they come forward. This will be subject to the nature of each scheme. For example, bus priority proposals would typically include a public consultation, whereas measures to improve bus accessibility would be subject to targeted engagement with bus users.

6. CONCLUSION

- 6.1 This report has summarised the National Bus Strategy requirements and introduced the BSIP. As per the recommendations in Section 2, the Committee is asked to approve the draft BSIP and to provide delegated authority for the Executive Director to make amendments to, and submit, the BSIP before the DfT's deadline at the end of October 2021. This will be subject to further consultation with the Chair of ETS, Chair of the Quality Bus Partnership, ETS Lead Spokespersons and members of the Quality Bus Partnership.
- 6.2 The reason for requesting delegated authority to submit the final document is to be able to use the full time period provided by the DfT. This will allow the BSIP to be as high quality as possible and ensure that it fully reflects the Council's and Quality Bus Partnership's aspirations. It will also allow officers to respond to additional guidance and advice that is still being received from the DfT.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 In April 2021, the DfT made £100,000 of funding available to LTAs to support with implementing the immediate actions of the National Bus Strategy. This includes preparing the BSIP and forming an Enhanced Partnership. The Council has applied for and received this funding which is being spent on legal support, consultancy to update the Bus Network Review and consultancy to undertake a franchising study. The BSIP itself has been produced in-house by reprioritising existing resource.
- 7.2 An additional £124,481 was allocated to the Council by the DfT in August 2021 on a formula basis. This funding is intended to continue to support the formation of the Enhanced Partnership. The DfT require this to be spent on work associated with producing the BSIP and establishing the Enhanced Partnership, including developing scheme proposals and support with resourcing.
- 7.3 Some of the ambitions outlined in the National Bus Strategy and, consequently the Council's BSIP, are currently unfunded. Further detail is awaited from the DfT; however, and as noted elsewhere in this report, the BSIP aims to respond to the ambition of the National Bus Strategy which is a requirement for future funding. Available funding will be considered when implementing measures, such as additional services. If funding does not become available, some measures will not be implemented. If funding is time-limited, it is likely that changes will be implemented on a trial basis to ascertain whether usage increases to a level where they would be self-sustaining going forward. If this is not the case and

funding ends, any new trial services may need to be withdrawn or alternative funding identified by the Council.

- 7.4 The Enhanced Partnership process will require more ongoing administration than the current Quality Bus Partnership, for example, the need to report progress every six months. The cost of this in officer time is currently unclear; but it is likely to be less than the amount of funding the Council could miss out on were it not to comply with the DfT's instructions.
- 7.5 Were the Council to choose not to agree to the requests contained in the National Bus Strategy, it would not receive Bus Service Recovery funding. During the pandemic, the government has provided Covid Bus Service Support Grant (CBSSG) funding to provide for the loss of revenue caused by lower passenger numbers. This includes payments to the Council for supported bus services and has been necessary to keep services running. In September 2021, this will be replaced with a new recovery fund that is intended to support bus operators whilst passenger numbers remain lower than they were before the pandemic.
- 7.6 This amount will be dependent on how quickly passenger numbers return and if these reach pre-pandemic levels. It is not possible to predict this but, based on current levels of support, were passenger numbers to reach 75% of pre-Covid levels this would be approximately £900k per year. This will be lower were passenger numbers to return at a quicker rate. In addition, savings may be obtained as a result of the re-tendering of some routes. The latter was agreed by Policy & Resources Committee on 1 July 2021 and the procurement process is ongoing.
- 7.7 Where there is a failure to form an Enhanced Partnership or agree a BSIP through no fault of commercial bus operators, the DfT has said that bus operators will continue to receive funding directly.
- 7.8 Finally, were the Council not to comply with the requirements to produce a BSIP and form an Enhanced Partnership, it would not receive future grant funding for improving bus services. In addition, the DfT has said "Government will also take into account an LTAs performance with respect to the policies set out in the Strategy when considering funding allocations for wider, non-bus local transport schemes"².

Finance Officer Consulted: John Lack

Date: 12/08/2021

Legal Implications:

- 7.9 The Environment, Transport & Sustainability Committee is the appropriate committee for the recommendations set out in paragraph 2 above in accordance with Part 4 of the Council's constitution.
- 7.10 The BSIP and the Enhanced Partnership proposals will need to be prepared in accordance with the requirements of the Transport Act 2000 and the Bus Services Act 2017.

² National Bus Strategy: Bus Service Improvement Plans – Guidance to local authorities and bus operators (DfT, 2021, paragraph 39)

Equalities Implications:

- 7.11 An Equalities Impact Assessment will be produced as part of the development of the Enhanced Partnership to consider the impact of different options.
- 7.12 Were ETS Members to oppose the recommendations of this report and alternative funding not identified, it is possible Council-funded services would need to be withdrawn from 2022-23. Bus services supported by the Council include those to areas with no commercial bus service. By the nature of these locations and distance to alternative services, it is more likely that older and mobility impaired residents will be more disadvantaged by a withdrawal of services.

Sustainability Implications:

- 7.13 Returning the proportion of trips undertaken by bus to pre-pandemic levels and growing this further will be important in helping the Council to meet its targets around climate change, including commitment to a net zero carbon city by 2030, and air quality. The aspirations of the National Bus Strategy and report recommendations are consistent with these aims.

Brexit Implications:

- 7.14 None identified.

Any Other Significant Implications:

- 7.15 None identified.

Crime & Disorder Implications:

- 7.16 None identified.

Risk and Opportunity Management Implications:

- 7.17 Risks identified at this stage are covered by financial and equalities implications above.

Public Health Implications:

- 7.18 Reducing the number of trips made by private car has benefits for air quality whilst bus use has the potential to encourage active travel through walking to bus stops and reducing the need for car ownership.
- 7.19 Complying with the National Bus Strategy requirements will mean the Council continues to be eligible for future DfT funding for cleaner vehicles and the opportunities this brings to improve air quality.

Corporate / Citywide Implications:

7.20 Improving bus services can contribute to a number of the Council Plan outcomes, including around supporting the economy and helping residents to live healthier lives but, in particular, it will help with the outcome to be 'a sustainable city'. In terms of buses, the plan seeks to:

- Protect vital bus services, including those the Council supports in outlying areas.
- Increase bus use by supporting multi-operator fare payment technology.
- Improve air quality through clean, efficient buses and seek further investment in zero emissions buses.

7.21 These aims are reflected in the measures proposed in the BSIP.

SUPPORTING DOCUMENTATION

Appendices:

1. Draft Brighton & Hove Bus Service Improvement Plan (BSIP)

Background Documents

1. National Bus Strategy – Bus Back Better (March, 2021):
<https://www.gov.uk/government/publications/bus-back-better>
2. National Bus Strategy – Bus Service Improvement Plans: Guidance to local authorities and bus operators (May, 2021):
<https://www.gov.uk/government/publications/bus-service-improvement-plan>

Brighton & Hove **DRAFT** Bus Service Improvement Plan (BSIP)

September 2021



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This document is draft and its contents, including targets and proposed measures, are subject to change prior to its submission to the Department for Transport at the end of October. This will follow further consultation with members of the Quality Bus Partnership, ETS Chair and ETS Lead Spokespersons as outlined within the accompanying Committee report.

1. Executive Summary

- 1.1 Bus Service Improvement Plans (BSIPs) were introduced by the Department for Transport (DfT) in its National Bus Strategy, Bus Back Better, published in March 2021. This document provides the BSIP for Brighton & Hove.
- 1.2 The BSIP is a strategic document and its purpose is for the council and local bus operators to set out how bus services in the city could be improved. Specifically, this includes how the council and operators will respond to the aspirations of the National Bus Strategy and grow bus use.
- 1.3 Brighton & Hove benefits from a nationally recognised bus network. Before the Covid-19 pandemic, the city saw a sustained increase in bus use and had the highest number of bus trips per head amongst English local authorities outside of London¹. A contributor to this has been the Quality Bus Partnership between the council, operators and bus users, which the National Bus Strategy cites as an example of success². The council and operators have a strong track record of working through the partnership to deliver improvements to bus services. Operators have innovated and invested heavily to deliver high quality, frequent services, which in many parts of the country is not the case. This has been aided by successive administrations of the council who have introduced policies which encourage bus use.
- 1.4 However, the Covid-19 pandemic has presented a major challenge to bus services nationally and locally. Ways of working and journey patterns have changed significantly and it remains unclear what the long-term implications of this will be. It will be crucial that the proportion of trips made by bus not only returns to pre-pandemic levels but increases if the council is to achieve its ambitions for a carbon neutral city by 2030.
- 1.5 Bus users tell us they are happy with bus services in the city but some perceive fares to be high. Requests are also commonly made for new or amended bus routes and cleaner buses, whilst bus journeys are also less reliable and taking longer than they did a few years ago. This is increasing operating costs and, consequently, fares. The council supports a number of bus services to communities not directly served by commercial services, including some of its most deprived areas; however, there remain some gaps in provision and the service provided is not consistent with the rest of the city. The BSIP sets out how the council and operators aim to address these issues.

¹ Passenger journeys on local bus services per head of population by local authority 2019/20

<https://www.gov.uk/government/statistical-data-sets/bus01-local-bus-passenger-journeys>

² Bus Back Better (DfT, 2021, p.23) <https://www.gov.uk/government/publications/bus-back-better>

- 1.6 The National Bus Strategy is ambitious in setting out its plans for improving services and growing bus use. It is also clear that areas which had experienced success before the pandemic, such as Brighton & Hove, need to go further and the BSIP needs to respond to this challenge.
- 1.7 The schemes proposed include measures to enhance services to the least well-served parts of the city and the South Downs National Park. Measures are also included to attract people who would not usually use the bus, and improve journeys for those who already do, by simplifying ticketing, providing better information and making journeys faster. It also sets out ambitions for zero emissions buses.
- 1.8 The measures included in this BSIP will be complemented by other initiatives planned by the council, including current work on exploring options for a Liveable City Centre (previously known as Car Free City Centre) and an expansion of the city centre Ultra Low Emissions Zone (ULEZ) to cover other parts of Brighton & Hove.
- 1.9 Many of the schemes identified are currently unfunded; however, the BSIP will be used as the basis for future funding bids and the DfT has said that the ambition shown in BSIPs will be a factor in determining these.

2. Introduction



2. Introduction

- 2.1 This section provides an introduction to BSIPs and the content of the BSIP for Brighton & Hove.

Area covered by the BSIP

- 2.2 The Brighton & Hove BSIP covers the whole area within the Brighton & Hove City Council (BHCC) boundary. A map of the area covered is provided in Figure 1.1.
- 2.3 Some services do operate into neighbouring authorities, meaning there is overlap with the BSIPs being developed by East Sussex County Council (ESCC) and West Sussex County Council (WSCC) whilst two services also continue beyond Sussex into Kent and Hampshire respectively. Measures concerning cross-boundary services have been discussed with neighbouring authorities to ensure that BSIPs are consistent.

Figure 1.1: Map showing Brighton & Hove City Council area covered by this BSIP



Contains Ordnance Survey and National Statistics data © Crown copyright and database right

What is the Bus Service Improvement Plan (BSIP)?

- 2.4 BSIPs were introduced by the DfT in its National Bus Strategy, published in March 2021, where it asked all Local Transport Authorities to produce BSIPs

by the end of October. This document provides the first BSIP for Brighton & Hove. It will then be updated annually as required by the DfT.

- 2.5 BSIPs are strategic documents which set out how councils and bus operators will work together to implement the actions of the national bus strategy. The DfT's BSIP guidance³ states:

“the overall aim of the BSIP and its individual sections is to explain LTA ambition to improve buses and the plans and policies that will deliver them.”

- 2.6 Specifically, BSIPs are required to:

- Focus on delivering the bus network that LTAs (in consultation with operators) want to see, including how to address the underprovision and overprovision of bus services and ensuring buses integrate with other modes
- Set out how they will grow bus use
- Set out how they will be delivered

- 2.7 The detail on specific schemes will follow on from this BSIP. This would include consultation around certain proposals, for example, bus priority schemes, and all measures would be subject to funding being identified.

Relationship with Enhanced Partnership

- 2.8 This document will form the basis of an Enhanced Partnership agreement between the council and bus operators. The DfT has asked that all councils not already pursuing franchising introduce an Enhancement Partnership. This is a statutory arrangement under the Transport Act 2000 (as amended by the Bus Services Act 2017). In Brighton & Hove, the Enhanced Partnership will build on the long-standing Quality Bus Partnership but will be a more formal arrangement with agreed targets and actions and regular reporting against these.
- 2.9 Members of the council's Environment, Transport & Sustainability (ETS) Committee agreed that the council should set out its intent to form an Enhanced Partnership in June 2021. The DfT require Enhanced Partnerships to be in place by April 2022.

³ National bus strategy: bus service improvement plans – guidance to local authorities and bus operators (DfT, 2021, p.30) <https://www.gov.uk/government/publications/bus-service-improvement-plan>

- 2.10 Further information about the development of the Enhanced Partnership can be found at <https://www.brighton-hove.gov.uk/enhanced-partnership-and-bus-service-improvement-plan>
- 2.11 The council is also separately exploring the feasibility of franchising. Whether this is pursued further would be subject to a number of considerations; however, as required by the National Bus Strategy, the council is committed to the Enhanced Partnership as a means of delivering the necessary improvements in the first instance.

Duration and review of the BSIP

- 2.12 The BSIP is a living document and will be subject to an annual review. An update report on progress against targets will be presented to the ETS Committee in the autumn of each year.

Alignment with wider transport plans

- 2.13 The BSIP will be aligned with the Local Transport Plan (LTP) and Local Cycling and Walking Infrastructure Plan (LCWIP). Further details are provided in Section 3.

Contents of the BSIP

- 2.14 The structure and content of this BSIP is as follows and is based on the DfT's BSIP Guidance⁴.
- Section 3 provides a summary of relevant national and local policy
 - Section 4 provides an overview of the current situation for buses in the city
 - Section 5 sets targets for the BSIP
 - Section 6 outlines proposed measures, including for improving infrastructure, improving ticketing and delivering cleaner vehicles
 - Section 7 details how the BSIP will be reviewed in future years
 - Section 8 provides the overview table
- 2.15 The BSIP also incorporates the Bus Passenger Charter which can be found in Appendix A. Evidence of operator involvement in and support for the BSIP is provided in Appendix B.

⁴ Bus service improvement plans – guidance to local authorities and bus operators (DfT, 2021)

3. Strategic and Policy Context



3. Strategic and Policy Context

- 3.1 This section provides background on the national policy guiding the development of BSIPs. It also summarises relevant local policies and how the BSIP relates to these.

National policy

National Bus Strategy

- 3.2 The government's new National Bus Strategy for England, Bus Back Better, sets out its ambitions to grow bus usage. This asked all local authorities to commit to forming an Enhanced Partnership with operators by April 2022 (see Section 2.8), produce a BSIP by October 2021 and to have the Enhanced Partnership in place by April 2022. The National Bus Strategy is complemented by guidance on the development of BSIPs⁵ and updated guidance on establishing Enhanced Partnerships⁶.
- 3.3 In particular, the government has a desire to make bus services:
- More frequent
 - Faster and more reliable, including bus priority schemes
 - Cheaper
 - More comprehensive, reducing overprovision in some areas and addressing underprovision in others, including providing and enhancing socially and economically necessary services
 - Easier to understand, including information at bus stops and avoiding complex changes to routes, for example at weekends
 - Easier to understand, including common ticketing between operators
 - Better to ride in, with more comfortable buses with features such as stop information and WiFi
 - Better integrated with other bus services and other modes such as rail
 - Cleaner, with aspirations for fleets to become completely zero emissions
 - Accessible, including bus stops as well as buses themselves
 - Be seen as a safe mode of transport, including information and lighting at bus stops

⁵ National Bus Strategy: Bus Service Improvement Plans – Guidance to local authorities and bus operators (DfT, 2021)

⁶ Delivering Bus Service Improvement Plans using an Enhanced Partnership (DfT, 2021)
<https://www.gov.uk/government/publications/bus-services-act-2017-enhanced-partnership-creation>

Other relevant national policies

- 3.4 The National Bus Strategy's aspirations to grow bus use and decarbonise bus travel are integral to the government's new plan for decarbonising transport⁷. The decarbonisation of transport cannot be achieved through electrification of vehicles alone and there is a need for more journeys to be undertaken on foot, by bike and by public transport if the UK is to achieve its goal of net zero carbon emissions by 2050.
- 3.5 For buses, the decarbonisation plan seeks to:
- Increase mode share for public transport, including addressing the decline caused by the pandemic, noting that car use has returned more quickly
 - Redress the balance between the cost of car travel compared to bus, with the cost of driving having gone down in recent years
 - Achieve a fully zero emissions bus fleet
- 3.6 Related to this is the government's policy to increase the number of short trips undertaken by active travel. Its Gear Change⁸ strategy, published in 2020, sets out a target for half of all journeys in towns and cities to be cycled or walked by 2030. This will be achieved in part by improving infrastructure for cycling with all transport schemes required to comply with the LTN 1/20 Cycle Infrastructure Design guidance⁹.
- 3.7 The government has set out clear instructions to local authorities to deliver improvements for buses and active travel. It has stated that a failure to comply with the BSIP process will put at risk both funding for buses and non-bus transport funding¹⁰. Likewise, if schemes fail to consider the needs of active travel, wider funding, including for buses, could be limited¹¹. It should be noted however that efforts to increase the proportion of trips by bus, on foot and cycling are complementary. For example, the bus will provide for journeys which are less convenient or practical to complete by active travel, whilst all bus users need to walk or wheel to and from bus stops. Paragraph 3.17 provides further detail on the overlaps between the BSIP and the council's emerging Local Cycling and Walking Infrastructure Plan (LCWIP).

Local policy

⁷ Decarbonising Transport: A better, greener Britain (DfT, 2021)
<https://www.gov.uk/government/publications/transport-decarbonisation-plan>

⁸ Gear Change: A bold vision for cycling and walking (DfT, 2020)
<https://www.gov.uk/government/publications/cycling-and-walking-plan-for-england>

⁹ Local Transport Note 1/20: Cycle Infrastructure Design (DfT, 2020)
<https://www.gov.uk/government/publications/cycle-infrastructure-design-ltn-120>

¹⁰ National Bus Strategy (DfT, 2020, p.30)

¹¹ LTN 1/20: Cycle Infrastructure Design (DfT, 2020, p.10)

Council Plan

3.8 The Council Plan includes six outcomes¹². Growing bus use can help support the economy as well as help residents live healthier lives but, in particular, it will help with the outcome to be 'a sustainable city'. The council declared a climate emergency in 2018 with a priority for the city to become carbon neutral by 2030. Transport makes a significant contribution to the city's carbon emissions and developing an active and sustainable travel network will be important in meeting the 2030 target. Specifically, in terms of buses, the plan seeks to:

- Protect vital bus services, including those the council supports in outlying areas
- Increase bus use by supporting multi-operator fare payment technology
- Improve air quality through clean, efficient buses and seek further investment in zero emissions buses

3.9 These aims are reflected in the measures proposed in Section 6 of this BSIP.

Climate Assembly

3.10 The council established a climate assembly in 2020 which brought together a representative group of the city's residents to consider how to tackle climate change over the next ten years. The climate assembly agreed ten recommendations¹³. These are intended to complement each other rather than be delivered as standalone schemes; however, the following are particularly relevant in the development of the BSIP:

- Recommendation 1 was to introduce a car free city centre (now known as liveable city centre)
- Recommendation 2 was that the public transport system should be affordable/accessible
- Recommendation 5 was the introduction of mobility hubs which provide an interchange between different types of travel, including public transport and cycle hire
- Recommendation 7 was to introduce a park and ride to minimise car use in the city
- Recommendation 8 was to make public transport a more convenient alternative to driving a car

¹² Our Plan 2020 to 2023: A fairer city, a sustainable future (Brighton & Hove City Council, 2020)
<https://www.brighton-hove.gov.uk/our-plan-2020-2023>

¹³ <https://www.brighton-hove.gov.uk/brighton-hove-climate-assembly/report-response-and-next-steps>

Youth Climate Assembly

3.11 A youth climate assembly was also established¹⁴ and included the following suggestions on public transport:

- Improve affordability
- Encourage uptake of zero emissions buses
- Improve bus routes to less well connected parts of the city
- Run a campaign highlighting the cost of driving compared to the cost of using public transport
- Implement mobility hubs
- Reduce congestion and introduce more bus lanes to improve reliability of buses

City Plan

3.12 The City Plan Part One¹⁵ was adopted in 2016. It provides policies which guide development in the city to 2030 and decisions on planning applications. This includes Policy CP9, Sustainable Transport, which encourages development to be directed to areas where there are good sustainable transport links and that development supports or provides sustainable transport measures, including bus infrastructure.

3.13 The City Plan also sets out the council's aspirations to provide further bus priority measures on strategic corridors, including Lewes Road, Edward Street and Eastern Road, A259 and London Road. These locations have been considered further in identifying corridors for bus priority measures as part of this BSIP in Section 6.

3.14 The City Plan Part One will be accompanied by the City Plan Part Two¹⁶ which will build on the strategic policy framework, identify and allocate additional development sites and set out a detailed policy framework for determining planning applications. This is currently undergoing examination and is expected to be adopted in 2022.

3.15 The determination of planning applications is guided by both the National Planning Policy Framework¹⁷ and City Plan. In terms of the impact of development on buses:

¹⁴ <https://www.brighton-hove.gov.uk/climate-change/young-peoples-action-climate>

¹⁵ <https://www.brighton-hove.gov.uk/content/planning/planning-policy/city-plan-part-one>

¹⁶ <https://www.brighton-hove.gov.uk/content/planning/planning-policy/city-plan-part-two>

¹⁷ <https://www.gov.uk/government/publications/national-planning-policy-framework--2>

- Construction impacts are not a reason for refusal; however, where significant impacts are likely, certain developments will be required to submit a Construction and Environment Management Plans (see emerging City Plan Two Policy DM35)
- Developments which will help and allow occupants to travel sustainably are more likely to be in accordance with City Plan Part One Policy CP9
- Measures to encourage bus use by occupants or users of new developments will be encouraged through Travel Plans and developer contributions

Local Transport Plan

3.16 The fourth LTP (LTP4)¹⁸ for Brighton & Hove was adopted in 2015. It sets out the priorities, programmes and projects that need to be progressed in the future to help people move around the city more safely, sustainably, and easily. LTP4 identifies three main ways the council will help keep the city moving:

- Maintaining and renewing the transport network and its infrastructure to increase resilience
- Managing movement on the transport network, changing travel behaviour and informing people's travel choices in dynamic ways to increase efficiency and sustainability
- Improving sustainable and accessible transport infrastructure, connections, information and options to link people with places and communities, and provide a safer and more attractive environment.

3.17 The council is currently developing its fifth Local Transport Plan (LTP5)¹⁹ which will build on the success of the current LTP. Members of the council's ETS committee agreed five key outcomes and key principles in June 2021. The measures contained in this BSIP will be important in helping to achieve these and, in particular, the principle to encourage greater use of public transport for longer journeys.

3.18 The priority areas and proposed interventions will be subject to a public consultation in autumn 2021.

3.19 Going forward, the DfT requires the BSIP to be reflected in the LTP and this will be addressed in the production of LTP5.

¹⁸ <https://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/local-transport-plan>

Bus Network Review

- 3.20 The council commissioned a Bus Network Review in 2018²⁰. The purpose of the study was to identify locations where buses are frequently delayed and to suggest potential improvements. Since the review was published, there have been a number of changes to the network locally, as well as the new government policy on buses and active travel referenced above. Other recommendations have already been implemented (such as traffic management to reduce delays at Brighton Station and junction improvements at Ditchling Road / Viaduct Road and Old Shoreham Road / Sackville Road) whilst others (Dyke Road / Clock Tower junction) are in development and due to start construction shortly. The Bus Network Review is therefore being updated and will provide further detail for developing proposed Enhanced Partnership schemes.

Local Cycling and Walking Infrastructure Plan (LCWIP)

- 3.21 The LCWIP is currently in development and will set out a proposed cycling and walking network for the city and provide a long-term plan for delivering this. A public consultation on the plan is taking place in Autumn 2021.
- 3.22 The DfT's active travel guidance and National Bus Strategy²¹ requires walking and cycling to be considered in all schemes and for BSIPs to be reflected in LCWIPs. The bus strategy also seeks the introduction of additional bus priority to be introduced "where there is a frequent bus service, congestion and physical space to install one"²². The LCWIP and BSIP will therefore seek to progress schemes with multi-modal benefits where this is possible, for example, with the proposed bus priority corridors outlined in Section 6.
- 3.23 Space constraints will mean in some locations that dedicated infrastructure is not possible, while allowing buses to use cycle lanes will not always be compliant with new national design guidance (see paragraphs 3.6-3.7). In cases where it is not possible to provide dedicated space for buses, or the alternative of introducing point-closures for other traffic is not feasible, mitigation and other bus priority measures will be considered as part of scheme development.
- 3.24 All routes included in the LCWIP and BSIP would be subject to design development and public consultation as they come forward. Timescales would be subject to funding.

²⁰ <https://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/bus-network-review>

²¹ National Bus Strategy (DfT, 2021, p.40)

²² National Bus Strategy (DfT, 2021, p.46)

Air Quality Management Plan

3.25 The city has six Air Quality Management Areas (AQMAs) as follows:

- AQMA1: City centre
- AQMA2: Rottingdean High Street
- AQMA3: South west Portslade
- AQMA4: Junction of Sackville Road and Old Shoreham Road
- AQMA5: South Street and A23 north of Preston Park
- AQMA6: Eastern Road at the Royal Sussex County Hospital

3.26 Further details of these are available in the council's 2020 Air Quality Assessment²³. All are on bus routes and many have already benefited from the introduction of hybrid vehicles able to run on electric power for a limited range following investment by Brighton & Hove Buses. The city centre Ultra Low Emission Zone (ULEZ) has required operators to invest in progressively cleaner vehicles, with vehicles currently needing to be Euro V standard as a minimum, with this increasing to Euro VI by 2024. The limited range electric buses run with zero emissions in the city centre but also generate less emissions than conventional diesel vehicles elsewhere. These represent a stepping stone to zero emissions vehicles but there is still work to do and measures contained within this BSIP to progress towards fully zero emissions vehicles will complement the council's priorities for improving air quality in the AQMAs and city more broadly.

Home to School Transport Policy

3.27 The council has a statutory duty to provide free transport to school where children live more than two miles (if under 8) or three miles (if over 8) from their nearest suitable school. Additional help may be provided for children from low income households or for those with disabilities, subject to specific requirements. Further details are provided in the council's Home to School Transport Policy²⁴.

3.28 The council funds several school bus services; however, these do not provide free travel unless children meet the criteria above. Brighton & Hove Buses also operate a number of school bus services commercially. It is not the purpose of this BSIP to provide a comprehensive review of school bus services. However, these are considered in the context of proposals for supported bus services in Section 6.

²³<https://www.brighton-hove.gov.uk/environment/detailed-air-quality-assessment-2020>

²⁴<https://www.brighton-hove.gov.uk/children-and-learning/support-school/who-can-get-free-school-transport>

4. Current Situation



4. Current Situation

- 4.1 This section provides an overview of current bus services in the city. Section 6 provides further detail of the current status against the BSIP outcomes and sets out actions against each of these.

Current bus operations in the city

- 4.2 The city is generally well served by the commercial bus network with services along all main corridors as shown in Appendix C²⁵. Table 4.1 provides a summary of services, together with daytime and evening frequencies.
- 4.3 Prior to the pandemic, most services were run commercially with the majority of these operated by Brighton & Hove Buses. Additional long-distance services are operated by Stagecoach and Metrobus. The council provides financial support for bus routes to communities not served by the commercial network, including parts of Saltdean, Ovingdean, East Brighton, Hangleton and Portslade, as well as the South Downs National Park.
- 4.4 All operators come together in the Quality Bus Partnership, alongside the council and Buswatch, the local branch of Bus Users UK representing local bus users. The partnership is a voluntary arrangement and meets quarterly. It was originally formed in 1997 with the main operator, Brighton & Hove Buses, and relaunched in 2015 to include all operators. Regular meetings also take place between the council and operators of supported bus services whilst a network operational meeting is also held monthly between the council and Brighton & Hove Buses.
- 4.5 Buswatch also have strong dialogue with operators outside of these meetings and produce regular newsletters. Suggestions from bus users through these forums has resulted in a number of improvements for the city's bus users. This has included:
- Proposal for a one hour single mobile ticket which has been implemented
 - Suggestions for timetable improvements, including new all day limited stop services (12X to Eastbourne and 25X to University of Sussex)
 - Highlighted anomalies in some short hop fares which have subsequently been amended
- 4.6 The council and operators have a proven track record of working in partnership to deliver improvements to bus services in Brighton & Hove which

²⁵ Provided by Brighton & Hove Buses, covering all bus operators. For up to date maps for different parts of the city see <https://www.buses.co.uk/services>

have included the following, although there remains more to be done as outlined in this BSIP (see Section 6).

- Introduction of bus priority measures on key corridors including the A259, A23 and Lewes Road, and bus lane enforcement
- Shared initiatives on greening fleets, including joint bids and projects for the retro-fitting of diesel engines and shaping the ULEZ
- Use of roadworks permit scheme with bus operator consultation to minimise disruption to the network
- Bus operators are key stakeholders in all development affecting transport, and have a strong relationship with the council's parking enforcement contractor to help keep bus routes flowing
- Joint marketing and promotion initiatives for the health and wellbeing benefits of sustainable active travel choices
- Strong partnership with Police and Racial Harassment Forum, many disabled people's groups and LGBTQ+ groups to listen to and promote service for many minority customer and community groups helping to make the city's public transport inclusive and accessible

Table 4.1: Summary of bus services in Brighton & Hove (not including school services)

Data based on summer 2021 timetables. For full detail of services please refer to operator websites.

Colour coding indicates compliance with National Bus Strategy aspirations:

Green	Daytime: Services on major corridors are so frequent that passengers can turn up and go without a need for a timetable. Evening: Services on major corridors every 15 minutes. Other routes: Service is available and with daytime frequencies of at least every 20 minutes (no minimum stated in National Bus Strategy for these services).
Amber	Major corridors: Service frequencies are close to the National Bus Strategy's aspirations but could be improved. Other routes: Service is available but relatively infrequent (no minimum stated in National Bus Strategy for these services).
Red	Service does not run during time period identified or is infrequent

Route	Destination	Operator	Commercial?	Weekday frequency		Last bus ²⁶	Operates at weekends?	
				Daytime	After 7		Sat	Sun
1,1A, N1	Whitehawk-Mile Oak	B&H Buses	Yes	6-7 minutes	10-15 minutes	N/A	Yes	Yes
2	Rottingdean to Steyning	B&H Buses	Yes	20 minutes	30 minutes	00:10 / 23:06	Yes	Yes
5, 5A, N5	Patcham to Hangleton	B&H Buses	Yes	10 minutes	15-20 minutes	N/A	Yes	Yes
5B, N5	Hollingbury to Hangleton	B&H Buses	Yes	10 minutes	15-20 minutes	N/A	Yes	Yes

²⁶ Based on last weekday departure from city centre in each direction unless stated

Route	Destination	Operator	Commercial?	Weekday frequency		Last bus ²⁶	Operates at weekends?	
				Daytime	After 7		Sat	Sun
6	Brighton Station to Portslade	B&H Buses	Yes	15 minutes	15-30 minutes	00:14	Yes	Yes
7, N7	Brighton Marina to Hove	B&H Buses	Yes	8 minutes	10-15 minutes	N/A	Yes	Yes
12, 12A, 12X, 13X	Eastbourne to Brighton	B&H Buses	Yes	Every 10 min 12/12 A combined 12X Express every 20 minutes 13X Express every 30 minutes in summer	10-15 minutes (combined)	23:55 (Eastbourne), 00:20 (Seaford)	Yes	Yes
14, 14A, 14B, 14C	Newhaven to Brighton	B&H Buses	Yes	15 minutes	15-35 minutes	23:43	Yes	Yes
16	Hangleton to Portslade Health Centre	Subject to tender	Supported by BHCC	Hourly	N/A	18:00 (Portslade)	Yes	No
17	Brighton to Horsham	Stagecoach	Yes	Hourly	Hourly	18:45 (to Horsham), 19:45 (to Henfield)	Yes	No
18	Queens Park to Brighton Station	B&H Buses	Yes	20 minutes	20 minutes	00:20	Yes	Yes
21, 21A, 21E	Brighton Marina to Goldstone Valley	B&H Buses	Section within Goldstone Valley funded by BHCC	30 minutes to/ from Whitehawk, currently hourly to/from Hove	Hourly	19:06 (to Hove) 23:00 (to Whitehawk)	Yes	Yes

Route	Destination	Operator	Commercial?	Weekday frequency		Last bus ²⁶	Operates at weekends?	
				Daytime	After 7		Sat	Sun
22	Woodingdean to Churchill Square	B&H Buses	Yes	20 minutes	30 minutes	23:45	Yes	Yes
23	University of Sussex to Brighton Marina	B&H Buses	Yes	30 minutes	Hourly	23:40 (from Marina)	Yes	Yes
24	Churchill Square to Hollingbury via Coldean	B&H Buses	Yes	20 minutes	20-30 minutes	23:44	Yes	Yes
25, 25X, N25	Universities to Portslade	B&H Buses	Yes	25 6-7 minutes 25X 10 minutes (during term time)	10 minutes	N/A	Yes	Yes
26	Hollingbury to Churchill Square	B&H Buses	Yes	20 minutes (10 if include 46)	30 minutes	00:02	Yes	Yes
27, 27C	Saltdean to Westdene	B&H Buses	Yes	15 minutes	20-30 minutes	00:15 (Saltdean) 23:50 (Westdene)	Yes	Yes
28, 29, 29X	Tunbridge Wells to Brighton	B&H Buses	Yes	10 minutes to Lewes 30 minutes to Uckfield Hourly to Tunbridge Wells	30 minutes to Lewes	20:40 (Tunbridge Wells) 23:10 (Uckfield) 00:40 (Lewes)	Yes	Yes
37/37B	Meadowview to Bristol Estate via	Compass	Supported by BHCC	Two per hour from Meadowview to city centre with extra	45 minutes	23:44 (to Bristol Estate), 23:25 (Meadowview)	Yes	37 only

Route	Destination	Operator	Commercial?	Weekday frequency		Last bus ²⁶	Operates at weekends?	
				Daytime	After 7		Sat	Sun
	city centre, Hanover and Queens Park			hourly journey to Lewes Road Sainsbury's 30 mins from Bristol Estate Hourly from Hanover and Queens Park				
46	Hollingbury to Southwick	B&H Buses	Yes	20 minutes (increasing to 10 minutes alongside 2 and 26 on Ditchling Road	30-60 minutes	23:24	Yes	Yes
47	Saltdean to Benfield Valley	Subject to tender	Supported by BHCC and ESCC	Hourly	N/A	18:54 / 18:59	Yes	No
48	Lower Bevendean to Churchill Square	B&H Buses	Yes	20 minutes	30 minutes	23:57	Yes	Yes
49	East Moulsecoomb to Portslade	B&H Buses	Yes	10 minutes	15-20 minutes	00:01 (Moulsecoomb) 23:58 (Portslade Station)	Yes	Yes
50	University of Sussex to Churchill Square via Hollingdean	B&H Buses	Yes	15 minutes	20 minutes	00:09	Yes	Yes

Route	Destination	Operator	Commercial?	Weekday frequency		Last bus ²⁶	Operates at weekends?	
				Daytime	After 7		Sat	Sun
52	Patcham to Woodingdean via Ovingdean	Subject to tender	Supported by BHCC	Hourly	N/A	19:07 / 19:09	Yes	No
57	Saltdean to Brighton Station	Subject to tender	Supported by BHCC and ESCC	N/A – provides Sunday service to Saltdean and Ovingdean in place of Mon-Sat services (47 and 52)				Yes
77	Palace Pier to Devil's Dyke	B&H Buses	Part funded by BHCC (prior to the Covid-19 pandemic included contribution from National Trust)	45 minutes (summer only)	Hourly (summer only)	20:35 (from Devil's Dyke, summer)	Yes	Yes
78	Brighton Station to Stanmer Village	B&H Buses	Supported by BHCC	No weekday service			Yes	Yes
79	Brighton Station to Ditchling Beacon	B&H Buses	Supported by BHCC	No weekday service			Yes	Yes
270	Brighton to East Grinstead	Metrobus	Yes	Hourly	N/A	18:50	Yes	Limited
271	Brighton to Crawley via Haywards Heath	Metrobus	Part funded by University Hospitals Sussex NHS and BHCC	Less than hourly	Less than hourly	22:31	Yes	Limited
272	Brighton to Crawley via Haywards Heath and Three Bridges	Metrobus	Part funded by WSCC and NHS	Less than hourly	Less than hourly	21:31	Yes	No

Route	Destination	Operator	Commercial?	Weekday frequency		Last bus ²⁶	Operates at weekends?	
				Daytime	After 7		Sat	Sun
273	Brighton to Crawley via Hurstpierpoint	Metrobus	Yes	Less than hourly	N/A	17:59	Yes	No
700, N700	Brighton to Portsmouth	Stagecoach	Yes	10 minutes	15-20 minutes	23:58 (to Worthing) (no last bus on Friday and Saturday)	Yes	Yes

- 4.7 In addition to the local bus services listed, long distance coach services are operated by National Express. These are not covered by this BSIP, although coaches will also benefit from bus priority measures proposed. Community transport services are run by Brighton & Hove Community Transport. These are also not within the remit of the BSIP but have an important role in providing transport to residents who are unable to access either commercial services or those supported by the council.

Council financial support for bus services

- 4.8 The council provides financial support to a number of bus services, as listed in Table 4.2. These include services to the South Downs National Park, communities not served by the commercial bus network and school buses.
- 4.9 Before the pandemic, the council provided approximately £1.23m per annum in funding for supported bus services, of which £308,000 is for school services. Since then, it has been providing additional payments to operators to ensure services can continue to run despite the reduced demand. This has been funded through the Covid Bus Service Support Grant (CBSSG) provided by the DfT. The council has committed to providing additional support where it is necessary until September 2022, with the expectation this will be funded in full or in part through the Bus Recovery Fund, following the end of CBSSG funding in September 2021.
- 4.10 In addition, the council funds payments for passengers travelling for free on all bus services in the city under the English National Concessionary Travel Scheme (ENCTS) for disabled and older people, at a cost of approximately £10.8m per year. Nationally, the scheme allows travel between 9.30am and 11pm but in Brighton & Hove these hours are extended from 9am to 4am. In order to support the bus industry during the pandemic, the DfT has encouraged local authorities to maintain payments at pre-Covid levels rather than pay for actual use. The council has responded to this request and is continuing to make payments at pre-Covid levels until further notice.

Table 4.2: Supported bus services

Route	Destination	Funding source	Approximate supported mileage (km)
BHCC Supported			
16	Hangleton to Portslade Health Centre	BHCC	32,500

Route	Destination	Funding source	Approximate supported mileage (km)
21	Whitehawk to Goldstone Valley	Section within Goldstone Valley funded by BHCC	28,500
37/37B	Meadowview to Bristol Estate via city centre and, Hanover and Queens Park	BHCC	95,000
47	Saltdean to Benfield Valley	BHCC, with ESCC funding section of route outside city boundary	139,000
52	Patcham to Woodingdean via Ovingdean	BHCC	134,000
57	Saltdean to Brighton Station	BHCC, with ESCC funding section of route outside city boundary	14,500
77	Palace Pier to Devil's Dyke	Weekend and daytime commercial during summer, BHCC fund summer evening service and weekend daytime for the rest of the year (prior to the Covid-19 pandemic included contribution from National Trust)	16,300
78	Brighton Station to Stanmer Village	BHCC	7,700
79	Brighton Station to Ditchling Beacon	BHCC	11,000
72, 74, 75, 76, 76A, 91, 96, 95A	School buses	BHCC (additional services operate commercially)	17,300
Total BHCC supported			496,207
Other Supported			
271	Brighton to Crawley via Haywards Heath	BHCC part-fund Sunday service with University Hospitals Sussex NHS. NHS also provide support on other days	8,061
272	Brighton to Crawley via Haywards Heath and Three Bridges	Part supported by NHS on weekdays	6,014

- 4.11 The council has a small marketing budget (currently £8,000) for the promotion of these services. Most of this is spent on the Breeze up to the Downs routes,

alongside funding from Brighton & Hove Buses and working with partners to encourage sustainable travel to the South Downs National Park.

- 4.12 The council also employs a public transport team, comprising of a Senior Project Manager, two full time equivalent Public Transport Officers, one Project Support Officer, one full time equivalent administrator role and one apprentice. The Senior Project Manager has responsibility for managing the team and overseeing the management of contracts for supported bus services and bus shelters. The public transport officers and support officer are responsible for customer engagement, monitoring of service standards and delivery of some projects, including bus stop and bus priority schemes. The team also provide an interface between the council and rail operators.

Bus patronage in Brighton & Hove

- 4.13 Before the Covid-19 pandemic, Brighton & Hove had experienced considerable growth in bus use over a number of years as shown in Figure 4.2. This resulted in the city having the highest bus use outside of London with 172 bus trips per head in 2018-19. This compares to a combined figure of 39 for local authority areas in the South East, 247 for London and 77 for England as a whole²⁷.
- 4.14 However, as Figure 4.2 shows, passenger numbers dropped significantly as a result of the Covid-19 pandemic²⁸. Whilst the 2020-21 figures will be explained largely by restrictions on travel, patronage at the time of writing had only returned to 50-60% of pre-Covid levels, despite the easing of most restrictions.
- 4.15 Time will be needed to assess the long-term impact on travel patterns and mode choices; however, the government's Transport Decarbonisation Plan highlights the apparent discrepancy with car journeys which appear to have returned at a quicker rate. It emphasises the need for immediate action to encourage residents and visitors back on to buses:

*"To avoid the worst effects of a car-led recovery, we need to not only shift those additional journeys back quickly, but by making radical improvements to local public transport as normal life returns we can encourage even more people to complete even more of their journeys by public transport."*²⁹

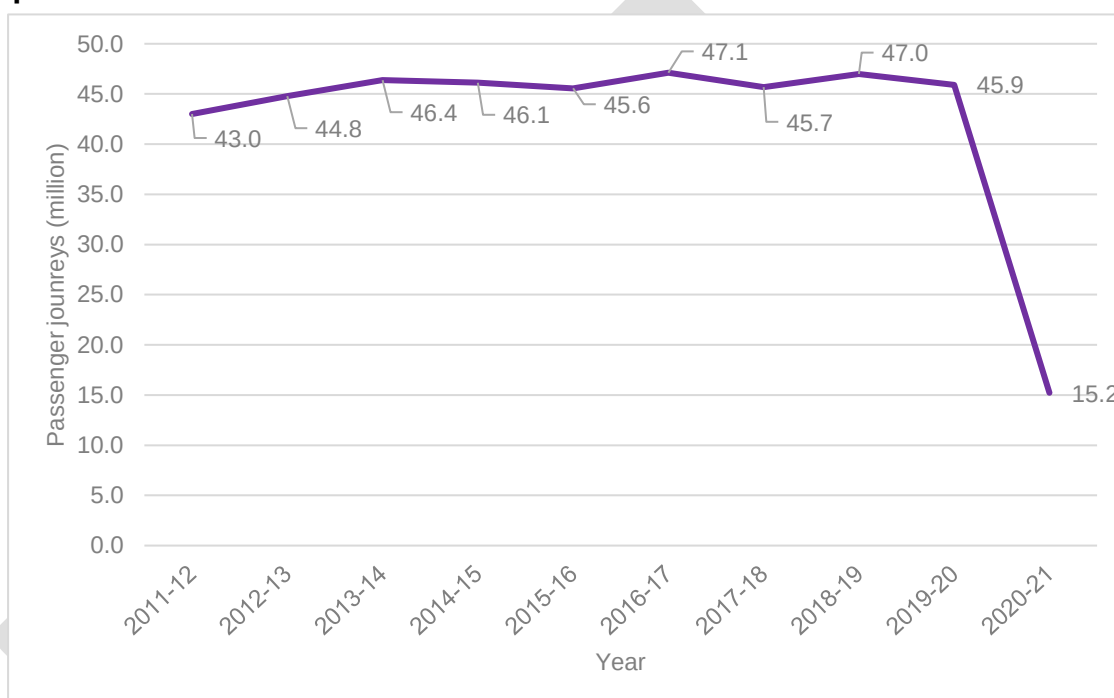
²⁷ Passenger journeys on local bus services per head of population by local authority
<https://www.gov.uk/government/statistical-data-sets/bus01-local-bus-passenger-journeys>

²⁸ Passenger numbers based on data supplied by operators. Figures for 2020-21 are provisional

²⁹ Decarbonising Transport: A better, greener Britain (DfT, 2021, p.64)

- 4.16 There were also challenges evident before the pandemic, with increasing journey times for buses. Although there was an annual increase in bus passengers in 2018/19, the last full year before the pandemic, there is a need to avoid a negative impact on passenger numbers as a result of worsening journey times. The impact of this can be seen in London which has experienced a number of years of decline, despite fare freezes for part of this period. The measures in this BSIP include additional bus priority measures to help address this.

Figure 4.2: Growth in bus use in Brighton & Hove and impact of the pandemic



Bus journey times and bus priority

- 4.17 The council has installed bus lanes or bus gates on a number of major routes including A23, A259 and Lewes Road. The total length of road restricted to buses is approximately 14km.
- 4.18 A report undertaken by Professor David Begg on behalf of the bus industry in 2016³⁰ highlighted the impact congestion can have on bus journey times and reliability, making them less attractive and resulting in reduced passenger numbers. It also noted that congestion can increase costs for bus operators with more buses being required to run the same service with this cost being

³⁰ The Impact of Congestion on Bus Passengers (Greener Journeys, 2016) <https://www.cpt-uk.org/media/swmhxwwe/prof-david-begg-the-impact-of-congestion-on-bus-passengers-digital-final-1.pdf>

passed on to passengers. This in turn risks contributing to a further fall in passenger numbers.

- 4.19 The report cites Brighton & Hove as an area where increasing bus journey times poses a risk to the future of services. Although its predictions in terms of declining bus patronage did not materialise before the pandemic, lower bus speeds are likely to constrain the recovery and growth beyond pre-pandemic levels.

Fares and ticketing

- 4.20 A consequence of most commercial routes being operated by Brighton & Hove Buses is that ticketing is consistent across the majority of services. Supported bus service operators also accept the same tickets and charge the same fares as Brighton & Hove Buses, with the latter managing a multi-operator smartcard and mobile phone system. However, whilst all operators accept contactless payments, the system does not currently allow multi-operator payment and commercial services operated by Stagecoach have a different fare structure.
- 4.21 Comparing fares between different operators and areas can be complex because of the different offers and time periods for which tickets are available. Analysis completed by Brighton & Hove Buswatch³¹ shows that the single adult fare for London (£1.55) is between 35p and £1.15 lower than in Brighton & Hove (£1.90 - £2.70) depending on operator and payment method. However, annual tickets in Brighton & Hove are £207 lower than in London for Brighton & Hove Buses' services and £348 lower if using Stagecoach services only.
- 4.22 It should also be noted that bus services in London receive a significant subsidy from Transport for London and single fares for similar areas such as Oxford (£1.20 - £2.30), Portsmouth (£2), Reading (£2 - £2.50) and Southampton (£2)³² are more comparable.
- 4.23 There are a large number of tickets and offers available, including those aimed at certain groups and discounts for certain payment methods. Operators have also run time-limited offers in the past, such as free accompanied travel for young people in December.
- 4.24 Ticket offers from Brighton & Hove Buses are summarised below³³:

³¹ Buswatch research correct as of August 2021. It has been a requirement of CBSSG funding that fares remain frozen at pre-Covid levels and there has been no increase in Brighton & Hove since January 2020

³² Checked August 2021

³³ Full details of Brighton & Hove Buses' offer can be found at <https://www.buses.co.uk/fares-and-tickets>

- **Adult SAVER:**
 - **Day tickets** can be bought on-bus, or on a smartphone as an M-ticket.
 - The **networkSAVER** offers unlimited travel anywhere on all Brighton & Hove Buses' services, and the **citySAVER** offers unlimited travel within the city and as far west as Shoreham.
 - Longer period tickets can also be bought online (loaded onto Brighton & Hove Buses' 'key' smartcard) or as M-Tickets on a smartphone, or from travel shops. Some newsagents also sell 'scratch-off' versions of the one day and seven day SAVER.
 - SAVER tickets are available for **periods of up to one year**. The one year SAVER ticket offers unlimited travel for £2 per day or less, and a further 20% discount is available to anyone buying the ticket via **East Sussex Credit Union (ESCU)**. ESCU offer affordable loans to spread the cost over 12 monthly payments.
 - **Family** versions of the Day SAVER (up to two adults and three children) cost £9 as M-tickets or £10 if bought from the bus driver.
- **busID** is a free to obtain smartcard which offers children and young people, up to age 18, reduced prices on bus fares (from 50p) and the range of SAVER tickets. A further 10% discount on the one year ticket is available through ESCU.
- There is also a **Sibling SAVER**, offering discounts on the 90 day and one year tickets when buying for more than one child.
- A range of discounted SAVER tickets for **Students and Apprentices** of over 25% with free travel to some through a hardship fund.
- **Community Deals:**
 - Free travel for people seeking employment via the Community Works 'Routes' project.
 - **4WorkSAVER** offers four weeks free travel for the first four weeks in employment, via employers who have signed up to the scheme (also offered to their existing employees when changing workplace location).
 - Discounted bus fares for **unpaid carers** who hold a Brighton & Hove Carer's Card (or Young Carer's Card), or a Compass Card.
- Discounted bus travel for linking to train journeys with the **Southern SAVER, Thameslink SAVER** and **PlusBUS** or **keyGo**.

4.25 Metrobus³⁴, also part of Go Ahead, offer the **Metrovoyager**, which gives unlimited travel on Metrobus and Brighton & Hove Buses services and is

³⁴ Full details of all Metrobus fares and tickets can be found at <https://www.metrobus.co.uk/fares-and-tickets>

available for periods from one day to one year. **Free patient travel** is available to people attending appointments at Princess Royal Hospital (funded by University Hospitals Sussex NHS Foundation Trust) and there is free or discounted travel for the Trust's staff and medical students.

4.26 Stagecoach's³⁵ offer includes the following, although these are not transferable to different operators.

- **Brighton DayRider:** Unlimited travel on Stagecoach services between Shoreham, Brighton and Patcham. Can be brought on the bus or as an M-ticket on a smartphone.
- **Brighton Megarider:** Unlimited travel on Stagecoach services between Shoreham, Brighton and Patcham. Available online (to load onto a Stagecoach smartcard) for periods from 28 days up to one year. There is also a seven day ticket, which can be bought on the bus or as an M-ticket on a smartphone.
- **Megarider Gold:** Unlimited travel on Stagecoach services in the city plus West Sussex, Surrey and Hampshire. Available online (to load onto a Stagecoach smartcard) for periods from 28 days up to one year. There is also a seven day ticket, which can be bought on the bus or as an M-ticket on a smartphone.
- **Gold DayRider:** Unlimited travel on Stagecoach services in the city plus West Sussex, Surrey and Hampshire. Can be bought on the bus or as an M-ticket on a smartphone.
- **Gold NightRider:** Unlimited travel on Stagecoach services in the city plus West Sussex, Surrey and Hampshire. Available after 7pm and up to 4am (supplement payable if using the N700). Can be bought on the bus or as an M-ticket on a smartphone.

4.27 Finally, the **Discovery**³⁶ is a one day ticket, intended for longer journeys where passengers might need to travel on services run by more than one operator. It is the only ticket to offer unlimited travel on all bus companies' services throughout the city but also throughout East and West Sussex, Kent, Surrey and parts of east Hampshire. It is available to buy on the bus only with adult, child and family versions.

4.28 The individual offers are likely to be important to those who use them and consideration would need to be given to the impact of withdrawing these. However, there is an opportunity to use technology to simplify and automate

³⁵ Full details of their offer can be found at <https://www.stagecoachbus.com/tickets/all-tickets>

³⁶ <https://www.southdowns.gov.uk/travelling-around/south-downs-discovery-ticket/>

the fare selection process to ensure passengers are always getting the best value fare for them, for example, when using contactless payment.

- 4.29 There has been a move to cashless payment with a low proportion of transactions now undertaken by cash. Brighton & Hove Buses are planning to go cashless in order to reduce dwell times at bus stops. However, this will be accessible to everyone and people without a bank account or mobile phone will be able to use a card that can be topped up using cash in shops.

Bus fleet in Brighton & Hove

- 4.30 Table 4.3 summarises the size of bus operator fleets at the time of writing, together with the vehicle type and engine type where appropriate. Paragraph 3.25 provides further detail on the Air Quality Management Plan and recent progress in upgrading fleets to cleaner vehicles.

Table 4.3: Current buses operating in Brighton & Hove³⁷

Operator	Zero emissions	Diesel					Total
		Euro 6 with zero emissions for limited range Euro 6 hybrid	Euro 6	Euro 5	Euro 4	Euro 3	
Brighton & Hove Buses		54	100	111			265
Compass Bus			4				4
Metrobus			10		29	1	40
Stagecoach			30	7			37
The Big Lemon ³⁸	9			5			14
Total	9	54	144	123	29	1	360

- 4.31 During the pandemic, all operators have introduced measures to ensure buses are safe which has included enhanced cleaning regimes, anti-virus air filters and wedging open windows. These measures are continuing in accordance with public health advice but also to provide current and potential passengers with reassurance.

Complementary measures: parking and enforcement

- 4.32 Over a number of years, the council has introduced on-street parking controls across much of the city. This helps to generate more sustainable travel,

³⁷ Based on data provided by operators. Where vehicles have received conversions, they are categorised according to their current classification

³⁸ Operator plans to have a fully electric fleet by the end of the 2021; however, routes operated for Brighton & Hove City Council are currently subject to retender

including on buses, through encouraging lower car ownership. The management of parking in areas with high parking pressure and inconsiderate parking also helps reduce bus delays through these areas.

- 4.33 The council also has a policy of encouraging visitors to travel into the city centre by sustainable modes where possible and this is reflected in parking charges. There are a number of non-council car parks; however, these generally charge at a similar level to council car parks. The exception is free parking available at out-of-town retail sites, Brighton Marina and some public parks.
- 4.34 The council's parking enforcement contractor employ a team of Civil Enforcement Officers and the council also has a network of cameras monitoring the city's bus lanes. In total, the council spent approximately £8.5m on enforcement in 2019/20 and further details, including the number of Penalty Charge Notices (PCNs) issued and a breakdown of spending is provided in the council's Parking Annual Report³⁹.

Passenger satisfaction and stakeholder feedback

- 4.35 The DfT does not expect a public consultation to be undertaken to inform the BSIP but does request that local transport user groups, MPs, representatives of disabled people and business groups are engaged and responses included⁴⁰. The council has invited comment from various stakeholders to inform the BSIP proposals with further details provided below. Feedback is also available from local responses to the National Highways & Transport (NHT) survey and a survey of users of supported bus services conducted on behalf of the council.

NHT survey

- 4.36 The council participates in the NHT public satisfaction survey each year. This is undertaken by Ipsos MORI and the University of Leeds Institute of Transport Studies for the NHT Network⁴¹ of authorities.
- 4.37 The most recent survey was undertaken in June 2020 and covered 109 authorities. 6,000 residents in the city were invited to take part with 1,466 participating⁴². The survey asks a range of questions on different aspects of highways and transport in the city, including buses. Table 4.4 provides a

³⁹<https://www.brighton-hove.gov.uk/parking/parking-annual-report>

⁴⁰ BSIP Guidance (DfT, 2021, p.48)

⁴¹ <https://nhtnetwork.org/>

⁴² This response rate of 24.4% was in line with the national average of 23.8%

summary of the responses relevant to the development of this BSIP. Public satisfaction is expressed as a percentage out of 100.

Table 4.4: NHT survey – bus results (2020)

Indicator	Brighton & Hove	NHT rank	NHT average	Gap from average
Bus services				
Local bus services (overall)	74%	3	60%	14%
Frequency of bus services	78%	2	60%	18%
Reliability of buses (whether they arrive on time)	67%	4	57%	11%
Bus fares	41%	108	50%	-9%
Quality and cleanliness of buses	69%	11	63%	6%
Helpfulness of drivers	73%	13	68%	5%
Personal safety on buses	72%	12	68%	4%
Information				
Public transport information (overall)	64%	2	44%	20%
The clarity of information	67%	2	58%	9%
The accuracy of information	65%	4	58%	7%
Ease of finding the right information	63%	2	55%	8%
Information about accessible buses	60%	3	53%	7%
Information to help people plan journeys	65%	6	59%	6%
Reliability of electronic display information	66%	3	52%	14%
Provision of public transport information	67%	2	56%	11%
Bus stops				
Number of bus stops	83%	2	70%	13%
The state of bus stops	70%	3	60%	10%
How easy buses are to get on and off	81%	2	73%	8%
Raised kerbs at bus stops	72%	7	66%	6%
Personal safety at bus stops	68%	15	63%	5%

- 4.38 The results show Brighton & Hove performs well in comparison to other areas across the majority of criteria and is in the top three for overall satisfaction with local bus services and information. It is possible that changes to people's travel patterns during the Covid-19 pandemic will have affected responses; however, overall satisfaction was largely consistent with 2019, improving by one percentage point and remaining well above the national average.

- 4.39 The one area where Brighton & Hove performs less well compared to other areas is on fares which are perceived to be high by survey respondents.

Supported bus services survey

- 4.40 A survey of users of supported bus services was completed in March 2020, with 277 interviews taking place across the ten supported bus services. The results indicated that the services are important to those who use them and, across all of the services, 68% of passengers asked said they would not have an alternative means of making their journey if the bus service did not exist.

Engagement completed for this BSIP

- 4.41 BSIPs are required to seek stakeholders' views on the merits and demerits of bus services locally, as well as feedback on the performance of operators and the LTA (in this case the council).
- 4.42 Buswatch have been involved in the development of the BSIP from the outset with engagement taking place through meetings and an opportunity provided to comment on draft documents by email.
- 4.43 Other groups were invited to comment by email with a list of organisations contacted provided in Appendix C. Some then chose to distribute more widely amongst their networks. They were provided with an introduction to the National Bus Strategy and BSIP, together with a summary of the council's role in relation to bus services, and invited to answer the following questions:
- Please provide your views on current bus services in the city:
 - What are the positives?
 - What would you like to see improved?
 - How do you feel local bus operators perform?
 - How do you feel the council performs in respect of bus services?
- 4.44 A written update was also provided to the city's Transport Partnership and a presentation given to the city's Active Travel Forum. Further engagement will take place as schemes come forward, including public consultation where appropriate.
- 4.45 In total, 28 responses were received which can be broken down as follows:
- Six from residents and/or organisation not specified
 - Five from politicians (one MP and four councillors)
 - Five from community representatives
 - Three from organisations representing transport users

- Two from organisations representing people with disabilities
 - Two from service providers
 - Two from other public bodies
 - One from an organisation representing older people
 - One from a business
 - One from an education provider
- 4.46 A summary of the responses received is provided in Table 4.5. This indicates the number of times a theme was raised, meaning a single response providing three separate comments will appear three times.
- 4.47 Overall, it can be seen that there is a good level of satisfaction with local bus services and this is also likely to be reflected in the relatively low number of responses, for example from the business community. The most common issues or areas for improvement raised related to the frequency or routing of some services and the cost of fares.

Table 4.5 Summary of comments by theme

Theme	Number of times raised
Positive comments on bus services	
Good level of bus coverage / frequency	11
General positive comments on coverage	10
Positive comments on accessibility	7
Support for zero emissions vehicles	5
Modern / comfortable buses	4
Easy to pay / plan journeys	3
Improvements requested	
More frequent services on supported bus routes / later services ⁴³	10
New / amended routes ⁴⁴	8
Concern about affordability / high cost	6
More frequent service on specified commercial route(s) ⁴⁵	5
Need zero emission / less polluting vehicles	5

⁴³ Requests included for more frequent and later services on suburban services (16, 37/37B, 47, 52) and weekday services for Breeze up to the Downs services, including Stanmer Park.

⁴⁴ Requests included for fewer services to go through the city centre with direct connections between outer areas, better coverage for the seafront and Old Shoreham Road.

⁴⁵ Requests included for routes 24 (Coldean), 50 (Hollingdean), 14 (Newhaven), 21/21a (Goldstone Valley) and routes to mid Sussex.

Theme	Number of times raised
Improve real time information / app coverage / consider other means of providing real time in outlying areas / screens at destinations	4
Requests for bus stop improvements	4
Going further on accessibility - driver training / engagement from all operators / automatic ramps on buses / bigger timetables	4
Space for bikes / different types of bikes on more routes to the Downs	4
Run a campaign targeting car dependency / price comparison	3
Faster services / limited stop ⁴⁶	2
Make ticketing options clearer / consistency of information between operators	2
Need to ensure council gets value for money on supported bus services	1
Need to undertake a stronger review of routes	1
Need to review school buses to address issues for disadvantaged pupils	1
Need cleaner buses (on-board)	1
Smoother bus journeys (less bumpy)	1
Request for a concession for carers	1
Request for flexible season ticket	1
Publicise / make more of other routes to the South Downs	1
Request to reinstate printed bus times magazine / need to consider those without access to internet	1
Comments on operator performance	
General positive comments on service provided	10
Concern about operator profit levels	3
Helpful / polite drivers	3
Praise for operator openness and responsiveness	2
Request to consider franchising	1
Comments on council performance	
Good performance	2
Needs to be firmer on reducing car dependency	2
Be firmer on requesting routes go to underserved areas	2
Request for bus lane extensions / support bus priority	2
Enforce parking at bus stops / on footways	1

⁴⁶ Requests for services to Woodingdean and the west of the city (Hangleton, Portslade and Mile Oak).

Do bus services in Brighton & Hove meet BSIP outcomes?

- 4.48 Brighton & Hove benefits from the coverage and frequency of services which many places do not. As such, the city already performs well against several of the BSIP outcomes. However, there is still great potential to increase bus use in the city and this will be essential if the council is to meet its target of becoming carbon neutral city by 2030. The DfT has also stated that “even in high-performing bus towns, further improvements (for instance to priority and fares) are always necessary”⁴⁷.
- 4.49 In addition, uncertainty around how quickly passengers will return following the pandemic poses a significant threat. Work is therefore needed to make buses more attractive to entice passengers back and encourage new users to try them. This will include a need for additional bus priority to speed up bus journeys and a simplification of ticketing to ensure passengers are always getting the best value fare. There is also a need to improve services to areas not served by the commercial network, including to some of the city’s most deprived communities.
- 4.50 Section 6 lists each of the areas for improvement included in the BSIP guidance and summarises how Brighton & Hove currently performs against each, together with actions that will be required to achieve all of the BSIP outcomes.

⁴⁷ National Bus Strategy: Bus Service Improvement Plans – Guidance to local authorities and bus operators (DfT, 2021, para 51)

5. Targets



5. Targets

5.1 This section will set out targets for improvements to bus services and how they will be monitored. These will be confirmed in advance of submission to the DfT in October following agreement with operators.

5.2 Although the targets will be agreed with operators in principle and indicate aspirations for buses in the city, these will be subject to change through the establishment of the Enhanced Partnership.

5.3 The general themes around journey times, reliability, passenger growth and customer satisfaction reflect guidance from the DfT. Guidance on setting targets produced by Transport Focus has also been considered⁴⁸.

Journey times

5.4 Targets for journey times are likely to focus on specific corridors.

5.5 These targets will be monitored every six months based on data provided by operators.

Reliability

5.6 Targets for reliability will reflect overall adherence to timetables.

5.7 These targets will be monitored every six months based on data provided by operators.

Passenger growth

5.8 Targets for passenger growth are subject to the further development of LTP5. This will set 2030 targets for each mode of transport. The following targets will be updated accordingly in the next version of the BSIP.

- By 2023-24, the aim is for bus passengers to have returned to at least pre-Covid levels. *Because of expected reduced demand as a result of permanent changes to travel habits, such as people working from home more often, this is likely to require other journeys to be transferred on to bus*
- By 2024-2025, the target is for bus passengers to increase by 5% on the 2018-19 baseline
- By 2030, the target is for bus passengers to have increased 15% on the 2018-20 baseline

⁴⁸ <https://www.transportfocus.org.uk/publication/bsip-guidance/>

- 5.9 The targets set for passenger numbers exceed the level of growth achieved between 2011-12 and 2018-19 (c.10%). This indicates this level of increase is achievable, subject to the extent of measures which can be delivered through this BSIP and future demand following the pandemic.
- 5.10 This target will be monitored every six months based on data provided by operators and collated by BHCC.

Customer satisfaction

- 5.11 Customer satisfaction levels are already high in many areas; however, it is important to maintain these and, where possible, increase them. As summarised in Section 4, the council has taken part in the National Highways and Transport (NHT) satisfaction survey for many years. As this includes measures of satisfaction with bus services and is already funded, it is proposed to continue to use this measure going forward. However, this survey only takes place once a year with results usually available in October. Therefore, it is proposed that this target be monitored annually as opposed to every six months as is the case with the other targets. Alternative survey methods will be considered were further DfT guidance to recommend this and ongoing funding to be confirmed.
- 5.12 The targets for customer satisfaction reflect that there is relatively good satisfaction with local bus services, both overall and across individual indicators, but that residents appear to be least satisfied with bus fares. The targets are as follows:
- By 2025, the NHT overall satisfaction score for local bus services will have increased to no less than 80%. This compares to 73% in 2018-19 and 74% in 2019-20
 - By 2025, the NHT survey score for satisfaction with bus fares will have increased from 41% to 60%

Monitoring progress against BSIP actions

- 5.13 As noted above, the DfT require targets to cover journey times, journey reliability, passenger numbers and passenger satisfaction. The majority of the actions identified later in this BSIP (see Section 6) are designed to feed into and help achieve these targets. For example, actions around fares and ticketing respond to the targets to improve customer satisfaction.
- 5.14 Some actions, such as to deliver zero emissions vehicles, do not relate in full to one of these main target areas. However, progress against all actions will be monitored and reported against alongside the high-level target, which will

be provided every six months as required by the DfT. Further details on how the targets and progress will be reported are provided in Section 7.

DRAFT

6. Delivery



6. Delivery

- 6.1 The following pages list each of the requirements in the BSIP guidance, under each of the main themes included in the National Bus Strategy such as improved service frequencies, journey times and ticketing. It then summarises current progress against each in Brighton & Hove and sets out actions for meeting the strategy's requirements. A summary of actions and how they respond to the BSIP targets is provided in Appendix E.
- 6.2 Many of the actions listed will be subject to the funding which the DfT has indicated will be awarded partly on the basis of the ambition of BSIPs. However, the approach taken with the BSIP actions is that they should ideally be self-sustaining going forward, with the initial investment having helped to grow passenger numbers. All would be subject to a trial period and could therefore be withdrawn were funding to be reduced or they fail to become self-sustaining.
- 6.3 It is not a requirement for BSIPs to be fully costed at this stage; however, supplementary guidance⁴⁹ from the DfT requires the submission of a funding and prioritisation template. This is provided in Appendix F. All costs are approximate and subject to change as schemes are developed further.
- 6.4 The actions outlined would be complemented by the council's wider transport policies that will be contained within the fifth Local Transport Plan which is currently in development. The council has also committed to developing options for a liveable city centre, which would reduce the amount of general traffic accessing the centre of the city, and an expansion of the Ultra Low Emission Zone.

⁴⁹ Bus Service Improvement Plans: Presentation of funding requirements (DfT, 25 August 2021)

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
Bus Back Better Theme 1: Services to be “more frequent, with turn-up-and-go services on major routes and feeder or demand-responsive services to lower-density places”				
Frequent services on key radial routes – daytime frequencies of every few minutes so passengers do not need to rely on a timetable.	Mostly All the main strategic corridors into the city centre have frequent services. Some routes such as supported services have lower frequencies; however, these are not on the main corridors. Services on routes between neighbouring areas are well provided for towns to the east and west but could be improved on routes to the north. This includes to urban areas not directly connected to Brighton & Hove by the rail network, such as Henfield and Horsham. There is also an opportunity for buses to connect with trains at Three Bridges to provide a 24 hour link to London.	1.1 Brighton & Hove Buses and Stagecoach to commit to maintaining the equivalent of current daytime service levels on commercial routes, whilst allowing scope for adjustments in response to changing customer requirements and unforeseen circumstances. 1.2 The council will work with operators and neighbouring authorities to explore how services to areas to the north of Brighton & Hove can be enhanced, including more frequent services and a Sunday service on route 17 to Horsham. 1.3 Brighton & Hove Buses will review current 23 and 14C services in order to provide a more frequent direct services from the east of the city to Falmer and the universities. It is hoped that these actions could be complemented with enhanced	Immediate Subject to funding Subject to funding	The other measures in this BSIP will be important in supporting the return of passengers following the pandemic. However, in the medium term, maintaining these frequencies is likely to be subject to continued government support. Were government support to be withdrawn, operators are committed to working with partners to establish how this can best be managed without further impacting on bus use. Any enhancement to services will be subject to government funding.

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
		frequencies on supported bus routes (see Action 1.9). There is also a desire to provide more limited stop or express services (see Action 2.7).		
Frequent services on key radial routes – evening services of every 15 minutes.	Mostly Some routes do not have services every 15 minutes (see Section 4, Table 4.1)	1.4 Brighton & Hove Buses and Stagecoach to commit to maintaining the equivalent of current evening service levels on commercial routes, whilst allowing scope for adjustments in response to changing customer requirements and unforeseen circumstances. 1.5 Brighton & Hove Buses and Stagecoach to investigate increasing frequencies on evening services where there is an opportunity for growth.	Immediate Subject to funding	As above, retaining existing frequencies will be dependent on the return of passengers and is likely to require continued government support in the medium term. Similarly, any increase in frequencies will be subject to government funding in the first instance.
Consider the need for network redesign – are high-frequency feeder services needed?	N/A Feeder services are not currently provided in Brighton & Hove; however, the size of the city means this is not typically necessary.	Although no proposal for a feeder service is contained in this BSIP, there is a desire to retain and enhance services to underserved communities, including those experiencing deprivation. This is addressed by Actions 1.7, 1.8 and 1.9 below.	N/A	Feeder services have been requested for East Brighton; however, it is unlikely these would be commercially viable, even were additional funding available to support them in the first instance. This would mean they would require additional long-term funding from the council once any initial funding associated with the National Bus Strategy

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
				ends. Experience also suggests that where passengers are required to change, they prefer doing this in the city centre where there are frequent connecting services and interchange facilities. For example, this was tried in 2012 with the 52 service requiring passengers to change at the marina for onward travel to the city centre and potentially changing there again to reach other locations in the city.
Agree common route numbering system (avoiding different operators having different routes with the same name).	Yes	N/A- existing cooperation to be continued.	N/A	N/A
All bus operators shown on the same timetable.	Yes All operators are displayed at stops and were published in Brighton & Hove Buses' Bus Times biannual magazine up until the pandemic. Although useful to some passengers, it is unclear whether the magazine is needed in its previous form in the digital age.	1.6 Brighton & Hove Buses to develop alternative means of timetable communication were Bus Times magazine not to re-enter publication. All other operators to contribute to this.	September 2022	Operators in the city have previously been committed to coordinating on timetable changes and publication. This will continue with timetables at stops. Any replacement of hard copy timetables in other forms will need to consider accessibility by all passengers.

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
Routes as far as possible the same in the evenings and at weekends as in the daytime.	Yes There is currently minimal route variation, although some supported services are altered on Sundays and bank holidays.	See Action 1.9 on supported bus services.	N/A	N/A
Consideration should be given to simplification of routes – preference for high frequency on major routes rather than many low-frequency services combining. Reduce number of route variations and letter suffixes.	Yes The current number of route variations is limited and has been reduced.	N/A	N/A	N/A
LTAs should consider the role of Demand Responsive Transit (DRT) in improving access to bus services in rural areas.	N/A	N/A	N/A	Although not directly applicable within the city boundary, improving bus services in less accessible areas surrounding Brighton & Hove will help increase the proportion of people coming into the city by bus and reduce the need to travel by car. The council will therefore welcome initiatives by operators and neighbouring authorities to improve the reliability and frequency of services in these areas.

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
Review socially and economically necessary services, ensuring access to employment not served by bus routes as well as social and leisure facilities.	Partially The council currently supports a number of bus services as summarised in Section 4. Some stakeholders have expressed a desire to enhance these services, both in terms of frequencies and the routes covered. These services are important in connecting some of the city's most deprived communities; however, the level of service is not consistent with that provided by those in reach of commercial services. The National Bus Strategy identifies a need to better connect socially and economically disadvantaged residents as part of the government's levelling-up agenda⁵⁰. There is also currently a lack of consistency between weekend and weekday services.	1.7 The council maintain current supported bus routes until at least September 2022. 1.8 The council will review the need for future changes to supported bus services as a result of permanent changes in demand on these and other routes. 1.9 The council will explore opportunities to increase frequencies on supported bus services. This may include: • More frequent daytime service on all supported bus routes and enhancements to the partly supported 21 service. • Running the 37B on Sundays for a trial period in order to improve frequency and provide a service via Queens Park. • Replacing the 57 (Sunday service between Saltdean – city centre) with a trial Sunday service on the 47 (Saltdean –	Immediate September 2022 Subject to funding	Additional services would be subject to long-term funding as it is unlikely these would be commercially viable, even if initial funding could be used to grow usage. It is therefore necessary to consider the potential long-term need for greater public funding when committing to new services. In addition, when identifying services most in need, the extent to which services overlap with commercial services for part of the route will need to be considered. Indeed, the existing services currently need greater public support because of a reduction in patronage following the pandemic. These would be at risk were passenger numbers not to return or government support not to continue. The priorities for supported bus services could also change were patronage not to return to services operated commercially before the pandemic. As future use is unknown at this stage, it is not possible to plan in detail for what the supported bus network may look like in future.

⁵⁰ National Bus Strategy (DfT, 2021, p.47)

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
		Portslade) and 52 (Woodingdean to Patcham) in order to provide a consistent service and ensure all communities are served on Sundays. Operating the 78 Breeze service to Stanmer village on weekdays.		The council has committed to providing additional funding for the current supported bus services until September 2022, with the help of ongoing government support. It is intended this will provide more time for market conditions to settle and a full review to take place.
Coordination of services with other public-sector transport provision: Schools	Yes There are currently a number of school bus services run commercially with others funded by the council. This provision goes beyond the council's statutory requirements (see Section 3). All school bus services form an integrated part of the wider network, for example, appearing on timetables and journey planners. Stakeholders have expressed a desire for changes to school services. This includes requests to better serve catchment areas and to assist in helping disadvantaged children.	As per Action 1.6, the council has committed to maintain current supported services until September 2022. This includes school buses. However, the following additional actions are also applicable to schools: 1.10 To review school services funded by the council to consider stakeholder requests and future demand across the network following the pandemic.	September 2022	School services do not operate in isolation. Funding is able to go further as a result of the current operator, Brighton & Hove Buses, using vehicles and drivers on other, commercially operated, services. Adjusting services to meet requests from individual schools will often necessitate the need for additional vehicles or mean they cannot be operated commercially. This would significantly increase the cost to the council. A number of school bus services are currently provided commercially to cater for demand across the wider bus network. Where demand has potentially changed permanently, for example, because of changes to working patterns, there may be less need for a dedicated service as there

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
				is space for children to travel on other public services. The review will take place when issues relating to the pandemic are more settled and be undertaken in consultation with operators and schools. The council will also need to consider any future review of school catchment areas, as well as transition arrangements for pupils using current services.
Coordination of services with other public-sector transport provision: Hospitals	Partially The Royal Sussex County hospital is well-served by 24 hour commercial routes together with a number of less frequent services to other parts of the city and beyond. The council partly funds Sunday services on the 271 between the Sussex County Hospital and Princess Royal, Haywards Heath. Support is coordinated with University Hospitals Sussex NHS Foundation Trust and the service forms an integrated part of the wider network; however, there is an opportunity to enhance this route to	As covered in Action 1.2, the council and neighbouring authorities are keen to see an enhanced service on routes to the north of Brighton & Hove. The 271 service would be included in this review.	TBC	Enhancements to the service, including more frequent services will be subject to funding.

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
	better provide for both hospital patients, staff and other users of this route, including providing an evening service at weekends.			
Bus Back Better Theme 2: Services to be “faster and more reliable, with bus priority wherever necessary and where there is room”				
Bus lanes on routes where there is a frequent bus service, congestion and physical space.	Partially Key bus corridors where there is space such as the A23, A259, Edward Street and Lewes Road already have bus lanes. However, there is scope to extend or improve these in some places. Improving journey times for buses reduces costs for operators and it is more likely that fares could be reduced as a result.	The council is currently reviewing its Bus Network Review schemes to reflect changes in the city since 2018 and revised government policy on buses and active travel. This will contain specific actions which it is expected will form part of the Enhanced Partnership agreement. 2.1 The council will develop schemes in the Bus Network Review as funding becomes available. The above is expected to include assessing the feasibility of bus priority schemes on the following corridors included in City Plan Policy CP9⁵¹. 2.2 A259 between Brighton Marina and Ovingdean. 2.3 A259 between Brighton Palace Pier and Lower Rock Gardens.	Development of initial corridor proposals by September 2022.	All schemes would be subject to further design development, funding and public consultation. The review of the A259 corridor would also take into account work by East Sussex County Council. As outlined in Section 3, (alignment with other policies) there are other demands on road space and the council will consider the needs of active travel in accordance with government requirements. The corridors identified are expected to have potential for multi-modal solutions which will benefit both buses and active travel. Schemes elsewhere will need to consider whether there is scope for the incorporation of bus priority or whether mitigation for buses is possible. This will be reviewed and updated in the annual update to this BSIP as schemes come forward in the future.

⁵¹ City Plan Part One (BHCC, 2016, page 172)

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
		2.4 A23 between Preston Park and St Peter's Place. The council will work with West Sussex County Council to explore opportunities to enhance the A259 west corridor between Brighton and Shoreham (see also Action 2.11 on Bus Rapid Transit) which, together with the above measures and existing bus priority linking to East Sussex, would provide a high quality bus corridor along the south coast.		
Traffic signal priority on key corridors.	Partially There is an ongoing upgrade traffic signal upgrade programme across the city, including the installation of MOVA⁵² technology. This manages individual junctions based on the number of vehicles present rather than a pre-determined cycle. This is not a bus priority measure but the incorporation of MOVA can speed up junctions for all vehicles, particularly at junctions where there is more limited demand for certain	As per Action 2.1, the council will develop schemes included in the Bus Network Review as funding becomes available. In addition: 2.5 The council will review whether additional bus detection / bus priority is feasible / will benefit buses as junctions come forward as part of the signal upgrade programme.	Reviewed annually as signal upgrade programme developed	The incorporation of bus detection can improve bus journey times; however, where buses approach from multiple arms of the junction, the impact on different routes needs to be assessed. Similarly, the smooth operation of junctions for all traffic may be necessary to avoid congestion elsewhere on the network which could impact on buses. For this reason, it will need to be considered on a site-by-site basis.

⁵² Microprocessor Optimised Vehicle Actuation

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
	movements. In addition, there may be scope to introduce bus detection in some locations in order to prioritise certain bus movements and/or allow buses running behind schedule to catch up.			
Bus stop locations and spacing.	No There has been no comprehensive review of bus stops in the city to date. The placement of stops in the city is typically closer than in many other areas. This brings some advantages in ensuring that services are convenient and accessible. However, there is an opportunity to review some closely spaced stops in order to speed up journey times. Similarly, a review may provide an opportunity to provide additional stops where the distance between them is currently greater than is desirable, without having an impact on bus journey times.	2.6 The council will work with operators to review the placement of bus stops. Areas are to be agreed; however, it is likely the initial focus will be on specific corridors such as Eastern Road. 2.7 Limited-stop services to be investigated from suburban parts of the city in order to speed up services. Locations to be considered will include Mile Oak, Portslade, West Hove and Woodingdean.	TBC, subject to funding	The relocation of stops would be subject to funding, detailed site investigations and public consultation. Any reduction in stop locations will need to carefully consider safety and accessibility by all. The Department for Transport's Inclusive Mobility guidance states that bus stops should be within 400m walking distance of people's homes. However, bus use reduces where the distance is more than 200m for disabled users (250m for other users)⁵³. Gradient should also be considered and closer placement of stops may be needed on hills. In some locations, it is likely that this would be addressed by reviewing all stop locations on a section of a route and replacing these with new stops in optimum

⁵³ Inclusive Mobility (DfT, 2005, Section 6)

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
				locations, rather than removing intermediate stops and retaining others. In some locations, there is also likely to be an opportunity to provide better, more accessible, bus stops overall, albeit with fewer stops. For example, where a change of level between the pavement and road makes the provision of accessible kerbs and shelters difficult and more costly. In removing two stops with steps to the bus, it may be possible to replace them with one stop including a ramp to road level.
Impact of loading and parking provision.	Partially The council already has in place a parking policy that complements efforts to encourage sustainable travel. In particular, this includes parking charges in the city centre which make the cost of bus travel competitive. Residential Controlled Parking Zones are also in place across much of the city. However, there are issues with loading and indiscriminate parking	2.8 The council will trial red routes on Lewes Road and London Road, including Valley Gardens. Red routes provide additional restrictions to prevent most vehicles stopping to park or load. Additional locations may be considered in future were the trial to be successful. 2.9 The council will continue to support a change in legislation which allows councils in England	Subject to funding and scheme development. Ongoing	The implementation of red routes or other changes to parking and loading restrictions will be subject to funding and public consultation. In relation to key routes and identifying space for bus lanes, the BSIP guidance states that “non-residential parking will not generally be an efficient use of road space on such routes” ⁵⁴ . In many cases, this is residential parking where there may not be an alternative location but, in others, the removal of some parking may be possible. The loss of parking revenue will need to be

⁵⁴ DfT BSIP Guidance para 76

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
	in some locations which leads to delays to buses. Footway parking can also hinder passenger access to bus stops and additional enforcement is required. There is also a need for further complementary measures in order to reduce the number of cars in the city centre and congestion across the city generally.	outside of London to enforce pavement parking. 2.10 A member of staff or contractor would be appointed with a dedicated role to manage parking and loading at bus stops or other locations which cause delays to buses.	Subject to funding	considered in the business case for schemes; however, such measures would be compatible with aspirations to reduce traffic in the city centre. Congestion in the city is a result of current levels of private car use. The council is developing options for a Liveable City centre, which is intended to support an attractive and vibrant city centre by reducing the number of vehicles. Exemptions would need to be in place for disabled people and other essential businesses while access to major car parks would be retained. This wider project has the potential to complement the measures in this BSIP by reducing the number of vehicles travelling into the city centre, and the congestion this creates.
Bus Rapid Transit (BRT)	No The council's City Plan⁵⁵ outlines its aspirations for a BRT system on the A259 corridor. This is reflected in the council's vision document for LTP5 which includes a proposal for Greater Brighton mass transit – an	2.11 The council will seek funding for a Strategic Outline Business Case for BRT scheme on the seafront between East and West Sussex and other major corridors (see also actions 2.2 and 2.3).	Subject to funding	BRT would be a long-term transformation scheme and subject to extensive scheme development, working with neighbouring authorities. The BSIP Guidance states "LTAs should include aspirations in this area in their BSIPs, even if they are not yet at SOBC stage, to help generate a better

⁵⁵ City Plan Part One (BHCC, 2016, policy CP9, page 172)

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
	express bus-based system connecting Brighton to Shoreham and Worthing. The council has allocated a budget of £30k for a 'feasibility study for a seafront sustainable transport corridor' which would encompass bus.			understanding of where such schemes are potentially feasible"⁵⁶. The council is directly engaged in Transport for the South East's (TfSE's) strategic Outer Orbital and South Central Radial Area Studies and therefore the outputs of those studies will also help shape the council's future consideration and approach to BRT. It is likely other measures would be needed in the interim as reflected in Actions 2.2 and 2.3. There is also a need to ensure that any scheme incorporates active travel routes along the corridor.
Bus Back Better Theme 3: Services should be “Cheaper, with more low, flat fares in towns and cities, lower point-to-point fares elsewhere, and more daily price capping everywhere”				
Lower flat rate fares, lower single fares and lower daily price capping.	Partially Longer term tickets offer passengers savings; however, there is an issue with fares being considered high by some residents. In some cases, this is a comparison to London where buses are heavily subsidised. In others, there is a need for discussion on some fares	3.1 Brighton & Hove Buses to extend contactless fare capping period to cover up to one week rather than one day. This will ensure passengers using the bus on a number of days benefit from one-week saver tickets. 3.2 Operators to develop a 'best fare finder' online tool / app and ensure	2021 to support recovery from Covid-19 and new travel patterns September 2022	Further details will be included in the Enhanced Partnership agreement at a multi-operator level or through a separate agreement on an individual operator basis. The introduction of standalone offers will need to be balanced against the aspiration to simplify ticketing with cost effective tap-on, tap-off payments to be favoured.

⁵⁶ BSIP Guidance para (DfT, 2021, para 107)

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
		3.5 The council and operators will continue to promote the BetterPoints Move for Change scheme which provides residents with rewards for travelling by public transport, on foot or by bike⁵⁸. 3.6 Brighton & Hove Buses to explore expansion of discounted/free travel for young people, previously offered at Christmas, to potentially include some other periods during the year. Stagecoach to explore introduction of similar offer. 3.7 Operators to review the current Discovery ticket (usable across all operators) to provide a simplified, discounted ticket, available across all routes to and from Brighton & Hove from East and West Sussex, allowing change to different operators within Brighton & Hove. Operators will also explore integration of the Discovery ticket with rail.	Ongoing September 2022 September 2022	

⁵⁸ <https://www.brighton-hove.gov.uk/onejourneybetter/move-change-powered-betterpoints>

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
		These initiatives will be complemented by those under Theme 7 which include measures to simplify bus services and better integrate them with other modes.		
Bus Back Better Theme 4: Services to be “more comprehensive, with overprovision on a few corridors reduced to boost provision elsewhere and better services in the evenings and weekends, not necessarily with conventional buses”				
Services should be spread between corridors, avoiding significant over and under provision.	Partially The city does not have significant overlap between competing operators. However, the design of the bus network does mean that the majority of services are routed along North Street in the city centre.	4.1 The council will work with operators to explore whether some services terminating in the city centre could be re-routed to avoid travel along North Street.	2023	Other measures to avoid or complement any re-routing will also be explored and could include further reviewing bus stopping arrangements, which has already had some success, and measures to address non-bus congestion in Castle Square. Any re-routing will be subject to an assessment of the commercial viability of services with the need for public subsidy to be avoided. The impact of terminating services before Churchill Square on people using these services to access shops will need to be considered. It will also be subject to sufficient stand capacity and suitable interchange between services being identified in other areas,

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
				such as the Old Steine and Pool Valley coach station.
Bus Back Better Theme 5: Services should be “easier to understand, with simpler routes, common numbering, co-ordinated timetable change dates, good publicity, and comprehensive information online”				
Bus stops should show accurate information about the services stopping there.	Partially Timetables at bus stops are maintained in line with timetable changes by Brighton & Hove Buses on behalf of all operators. The majority of stops in the most used stop locations have Real Time Public Transport Information (RTPI). Real time service information at other stops can be obtained from bus operator apps. Not all supported services reliably connect to the RTPI system. Compatibility issues can also be experienced with cross-boundary services.	5.1 The council will continue to maintain the current RTPI network and produce a RTPI strategy. 5.2 The council will work with supported bus service operators to ensure connectivity to RTPI systems. This will be a contractual requirement.	Ongoing April 2022	Any additional RTPI signs will be subject to securing funding. Requirements for new signage will be reviewed in line with the future RTPI Strategy which will consider bus stop location and boarding numbers. In locations without RTPI, passengers will be directed to operator apps as another source of real time information. The council will continue to seek funding, including developer contributions, to supplement any grants made available as part of the National Bus Strategy.
Every area should have easy to access, up to date maps, showing all local bus services.	Partially Maps are available on operator websites; however, these vary in detail and consistency between operators. There are currently no	5.3 Maps to be developed for shelters. This will begin with interchange locations and stops with multiple services, with a view to rolling out to all shelter locations. It is	Template and first locations to be developed by September 2022	Wayfinding base map is already available. Funding and staff resource will be required to develop bespoke maps for each location.

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
	maps of routes at stops which would assist visitors and others new to buses in the city.	intended these will utilise the city's wayfinding map (used on signage and other materials) to provide a consistent and recognisable map. Where required, additional information panels will be installed in shelters.		
Bus stops should be named consistently by operators running the same bus routes.	Yes	N/A	N/A	N/A
Local branding should reflect the community and not the operator, though successful existing brands should not be sacrificed.	Partially As Brighton & Hove Buses are the main operator, this does mean that there is a consistent identity to the majority of services. Brighton & Hove Buses and Stagecoach have developed route branding for individual routes (including 700 to Portsmouth, Coaster to Eastbourne and Regency to Lewes and Tunbridge Wells) making them recognisable and assisting in marketing services, in particular long-distance routes. Recent	5.4 A common brand should be developed to indicate that tickets can be used across different services; however, this will complement rather than replace current branding.	2023	Any common logo will be subject to further discussion with operators and neighbouring authorities. This will need to take account of the fact some buses operate through a number of areas and inclusion of too many brands could be counterproductive.

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
	branding has been community-based.			
Timetable changes should be minimised and co-ordinated across operators, so they happen at the same time.	Yes Regular timetable changes occur twice a year in April and September. More frequent changes have been necessary during the pandemic and the intention will be for operators to revert to less frequent changes to avoid confusion. However, there have been some benefits in being more agile and there would be an advantage in continuing this under certain circumstances, providing this is well communicated.	N/A	N/A	N/A
Heavy promotion and marketing to familiarise non-users with their local buses, to demystify the service for non-users, and introductory offers to promote the service to them.	Partially Local operators have undertaken regular marketing campaigns. However, the public satisfaction data provided in Section 4 indicates that there is much that could be done to inform non-users on the benefits of buses, as well as features they may not be aware of such as ticketing offers and WiFi.	Actions to promote services will be supplemented by the marketing campaign around ticketing (Action 3.4). 5.5 All operators to introduce a targeted campaign to encourage people to try out buses with a discounted ticket. 5.6 Brighton & Hove Buses to continue to provide daytime staff presence at Brighton Station and in One	Subject to funding Subject to funding	Further details to be confirmed and included in Enhanced Partnership agreement.

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
		Stop travel shops in Brighton and Hove. Presence of customer service staff at Churchill Square and availability of staff via phone and social media in evenings to be explored. 5.7 Operators to explore introduction of passenger counting technology to provide more comprehensive information on how busy buses are.	Subject to funding	
More should be done to promote buses to visitors.	Partially Operators have existing relationships with tourism bodies, including VisitBrighton. The Breeze up to the Downs services run between central Brighton and the South Downs National Park which have been supported by the council for many years. However, there remains significant potential to grow and enhance these services, as well as encourage use of services to suburban areas and those linking Brighton with nearby towns and	5.8 The council will work with operators, neighbouring authorities, South Downs National Park, National Trust and Community Rail Partnership to expand on the existing Breeze up to the Downs campaign. This could include: Building on the existing 'Breeze up to the Downs and Beyond' leaflet highlighting additional locations in the National Park served by other routes such as the 1 (Mile Oak) 270/271 (mid Sussex)	Summer 2022	Campaigns subject to funding for staff time and materials. Improving frequencies of these services would be subject to funding.

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
	other attractions for leisure purposes.	and 28/29 (Lewes). This is likely to include details of circular and point-to-point routes and ticket options so users can have confidence in travelling back via an alternative service. • Reinstating 'Take the Bus for a Walk' leaflet series. These leaflets showed detailed maps of linear walks and gave details of how to access them by bus. • Preparing route-specific route guides, including timetable information. To complement this, the council has a desire to implement improved frequencies on Breeze services, including a weekday service to Stanmer Park (see Action 1.9). The reintroduction of open top buses on these routes would also be supported and is likely to boost usage. This is however expected to increase		

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
		contract costs were operators required to invest in bespoke vehicles. 5.9 Operators to work with tourism industry on a marketing campaign so that visitors are aware of buses in advance of and during their visit, including expanding on a trial scheme to offer bus travel with hotel stays. 5.10 Brighton & Hove Buses to work with tourism industry to promote Park & Ride trial to visitors from outside the area (subject to agreement of trial by BHCC).	Summer 2022 Summer 2022	
Bus Back Better Theme 6: Services to be easier to use, with common tickets, passes and daily capping across all operators, simpler fares, contactless payment, and protection of bus stations				
All buses should accept contactless payment.	Mostly All operators accept cards; however, tap-on, tap-off function to be expanded to all operators.	6.1 Council and operators to support development of a national system to allow continuous contactless ticketing and fare capping for journeys across different operators. 6.2 Operators to investigate ticket machine upgrades to allow faster contactless/smart/mobile read speeds to reduce boarding times.	TBC Subject to funding	

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
All operators running on the same route should accept the same tickets.	Mostly Most commercial services are operated by one operator (Brighton & Hove Buses / Metrobus). In addition, services supported by the council specify the same fare structure and accept the same tickets, meaning there is consistency across the vast majority of bus services. Only services where ticket structure is different are those operated by Stagecoach.	6.3 Stagecoach tickets to be accepted by Brighton & Hove Buses and supported bus service operators and vice versa.	2022	Exact details and restrictions to be confirmed as part of Enhanced Partnership agreement.
Bus stations should be protected from closure and redevelopment and be improved and well maintained.	Partially Brighton & Hove does not have a bus station, although key interchanges are located at Old Steine, Brighton Station, Churchill Square and Palmeria Square. Pool Valley coach station is not currently used by public buses; however, there is scope for it to be better utilised, such as to provide additional or replacement bus stand	6.4 The council will explore opportunities for the enhancement of Pool Valley and support its use by public bus services where capacity allows.	2024	These actions will be subject to funding.

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		neighbourhood locations. These will provide interchange between different forms of sustainable travel, which may include bus, rail, cycle hire and car clubs, depending on the location.		
Consideration of Park & Ride	No The city does not have a formal Park & Ride, although the car park at Withdean Sports Complex adjacent to the A23 has been promoted as a place people can park in order to catch scheduled bus services into the city centre.	7.5 Trial Park & Ride (subject to separate ETS Committee decision).	2022	The trial Park & Ride scheme would use Mill Road adjacent to the A23/A27 junction, as is used for match days at the AMEX Community Stadium. The location would be intended to intercept visitors travelling into Brighton to reduce traffic in the city centre. The trial would be subject to a full evaluation to understand who is using it and how they would have travelled otherwise. Consideration will also be given to the site forming a strategic mobility hub that enables people to switch from cars and coaches to bike share (including eBikes), buses and taxis to reach the city centre or other final destination.
More bus routes and demand-responsive services should serve railway stations and, for easy connections between	Yes All eight rail stations in the city are served by bus routes. Brighton, Hove and Portslade benefit from bus stops being located adjacent to	As part of proposals to improve information at bus stops, including maps (Action 5.3), station locations will be considered a priority. This will be particularly the case where buses	N/A	Integration at suburban rail stations could also be provided through mobility hubs as noted above.

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
modes, bus services should be timed to connect with trains.	stations. For other stations it would not be possible or desirable to route buses to the station entrance; however, bus routes are available in close proximity. In all cases, services are frequent which helps to provide a reliable interchange between bus and rail.	cannot physically reach stations or where rail replacement services do not stop in the immediate vicinity of the station. It will also help guide bus users to quicker journeys to stations by signposting walking routes to alternative services not serving the station directly, such as between Brighton Station and St Peter's Church.		
Buses must also work better with each other to eliminate poor connections and uncoordinated timetables.	Yes The majority of bus services run at frequencies where reliable interchange can be made in the city centre.	It will be important to maintain current frequencies as per the actions outlined under Theme 1.	N/A	N/A
Engagement between different operators from different transport modes.	Yes All bus operators actively participate in the Quality Bus Partnership. Brighton & Hove Buses and Buswatch also attend the city's Transport Partnership which is a quarterly forum attended by representatives of different modes, including rail, active travel and taxis.	The council and operators are committed to continuing to engage in current partnership meetings and any that supersede this as a result of the Enhanced Partnership.	N/A	N/A

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
	Brighton & Hove Buses also actively participate in the South East Community Rail Partnership and the city's recently established Active Travel Forum. The council attends monthly Network Management meetings with Brighton & Hove Buses to understand current issues and prioritise measures to address these.			
Bus Back Better Theme 8: “Bus services should be safe and perceived to be safe by all”				
Making bus stops more accessible.	Partially The council has a long running programme to provide accessible kerbs at bus stops.	8.1 The council will continue its rolling programme to provide accessible kerbs and reduce street clutter at bus stops with the ultimate aim of making all stops accessible. 8.2 The council will continue to extend accessible kerbs at bus stops to accommodate double-door buses.	Annual programme as funding allows	This programme is subject to funding with an annual allocation from the council's LTP programme. An additional £200k has been allocated in 2021-22 from the council's Climate Action Fund for accessible bus stops in suburban areas. Brighton & Hove Buses has previously funded the extension of accessible kerbs at some stops to accommodate new double-door buses. Additional funding will allow the programme to continue at a quicker pace.

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
Improvements to the waiting environment.	Partially There is good bus shelter provision in the city but a number of additional stops would benefit from shelters. A bee friendly shelter with a planted roof was installed in summer 2021 at Palmeria Square. This has wider environmental benefits for the city, as well as helping to provide a more attractive waiting environment and helping to promote buses. Subject to the success of this trial, there would be an opportunity to provide similar shelter upgrades in other locations.	8.3 The council will continue to upgrade bus stop waiting environments to provide improved and more attractive facilities. This will include working with the council's shelter contractor and prioritise stops with higher numbers of boarding passengers. 8.4 The council will consider the installation of seating at additional bus stops with or without shelters. 8.5 The council will investigate and install 'superhub' bus shelters in key interchange locations such as Churchill Square and Valley Gardens. These would provide improved waiting environments, including upgraded information screens, WiFi, USB charging points and CCTV. In addition, they could potentially include other features which make them a landmark and, in doing so, help in the marketing of bus services.	Annual programme as funding allows	The installation of shelters and seating will be subject to funding. Under current arrangements, the council typically installs shelters at a small number of sites per year, funded through revenue from the shelter advertising contract. Superhub bus shelters are currently unfunded and exact features, design and footprint would be subject to the setting of the shelter and site investigations

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
Consideration of improvements to walking routes to stops.	Partially The majority of bus stops are served by a walking route. Bus stops in some locations could be improved where pavements are at a different level to the carriageway and others would benefit from pedestrian crossing improvements. In some locations, pavements may not be fully compliant with current guidance ⁵⁹ such as in relation to recommended footway widths.	Priorities for improvements to walking routes and areas will be identified as part of the LCWIP. Measures are likely to include improvements to pavement condition, lighting and accessibility. Other infrastructure schemes, such as those identified elsewhere in this BSIP will consider access to bus stops where possible.	Linked to implementation and funding of the LCWIP	Improvements to walking routes are subject to available funding. The council will continue to explore funding opportunities from bus and non-bus grants and seek developer contributions where possible.
All vehicles have working CCTV.	Yes Although buses do have CCTV, stops do not. This is addressed in Action 8.5.	N/A	N/A	N/A
Safety should be included in customer relations with clear complaints procedures, liaison with the police and local stakeholders.	Yes All operators have complaints procedures in place. Operators work closely with Sussex Police to investigate any incidents which do occur, such as hate crimes. Brighton & Hove Buses employ a dedicated Police Liaison Officer.	N/A	N/A	N/A

⁵⁹ Manual for Streets (DfT, 2007); Inclusive Mobility (DfT, 2005)

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
	These are taken seriously to ensure no passenger is made to feel unsafe or unwelcome travelling on buses. Procedures are in place for the discrete reporting of incidents and Brighton & Hove Buses have been working with Sussex Police to encourage this.			
Bus Back Better Theme 9: <i>Providing “modern buses and decarbonisation”</i>				
All LTAs must work with bus operators and energy providers to include ambitions to decarbonise the local bus fleet. <i>In addition to decarbonisation, there is a need to address local air quality in Brighton & Hove’s Air Quality Management Areas from other emissions, such as Nitrogen Dioxide, and particulates.</i>	Limited Significant private investment has been made by operators in cleaner vehicles with operators meeting the progressively higher standards introduced by the council for vehicles to run through the city’s Low Emissions Zone and, subsequently, its Ultra Low Emissions Zone. This has been complemented by the council successfully bidding for and providing its own funding, alongside Brighton & Hove Buses,⁶⁰ for the conversion of older vehicles to reduce emissions.	9.1 All operators to convert to a fully zero emissions fleet. 9.2 The council will continue to support operators with funding bids for zero emissions vehicles. 9.3 The council will specify that buses on supported bus routes will operate Euro VI vehicles as a minimum from 2022 and be zero emissions from 2026. 9.4 Operators will commit to procuring energy for zero emissions vehicles from environmentally friendly sources.	2030 subject to funding Ongoing 2026 Ongoing	The pathway to fully zero emissions fleets will be agreed as part of the Enhanced Partnership agreement. This will include milestones based on the percentage of fleets which are fully zero emissions in each year with an expectation this will include a significant proportion by 2030. The council made a joint bid with Brighton & Hove Buses and East Sussex County Council to the DfT’s Zero Emissions Bus Regional Areas (ZEBRA) fund in July 2021. Unfortunately, this was not successful; however, at current market prices, government subsidy is likely to be essential to enabling the large-scale transition to zero emissions vehicles. As uptake by more

⁶⁰ <https://www.brighton-hove.gov.uk/news/2021/air-quality-boost-brighton-hove-after-funding-award-cleaner-buses>

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
	The Big Lemon run a small fleet of electric buses. At the time of writing, The Big Lemon operate some supported bus services which are currently subject to retendering. Brighton & Hove Buses have recently invested significantly in limited range electric buses which operate on an electric battery though the city centre Ultra Low Emissions Zone (ULEZ). Although these generate emissions elsewhere, they are cleaner than all other buses in the fleet and represent a stepping stone to zero emissions. Both Go-Ahead group⁶¹ (the parent organisation of Brighton & Hove Buses and Metrobus) and Stagecoach⁶² have an aim for their bus operations to be net zero by 2035.			operators nationally increases, it is hoped that the cost difference between zero emissions and diesel vehicles will reduce. In addition, continued private investment by operators in vehicles is heavily dependent on the return of passengers following the pandemic. The limited range of standard electric batteries, length of time buses are in service and the topography of the city makes an all-electric fleet challenging for most routes. As such, Brighton & Hove Buses expect hydrogen technology to be the solution. In any case, the shift to zero emissions fleets will require the redevelopment of bus depots.
Making buses more accessible.	Largely	9.5 All operators to work together to prepare a joint accessibility	2022	

⁶¹ <https://www.go-ahead.com/sustainability/climate-change>

⁶² <https://www.stagecoachbus.com/news/west-scotland/2021/june/stagecoach-marks-clean-air-day-with-call-for-mass-post-covid-switch-from-car-to-public-transport>

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
	All buses are step free and most have information screens, audio stop announcements and hearing loops. Brighton & Hove Buses are an industry leader in ensuring their services are accessible, employing a dedicated Accessibility and Communities Manager. Close engagement with groups representing disabled and older people has seen a number of innovations, including: • Making services accessible for people with dementia⁶³ • Development of an assistance card • Taxi guarantee scheme (if for any reason a wheelchair is unable to board the bus)⁶⁴ • Discounted travel for carers • Accessibility champions	standard for services in order to ensure the features currently seen on some buses / operators are available on all with this being a requirement for services operating in the city through the Enhanced Partnership. 9.6 The council will require compliance with the accessibility standard to be considered in assessing the quality of tenders for supported bus services.	2022	
Provide ample areas for pushchairs and luggage in	Partially	The need to allow for storage of both pushchairs and wheelchairs will be		

⁶³ <https://www.buses.co.uk/shirley-brings-bus-trip-life-dementia-action-week>

⁶⁴ <https://www.buses.co.uk/wheelchair-taxi-guarantee-scheme>

What does the National Bus Strategy / BSIP guidance require?	Has this already been achieved in Brighton & Hove?	Actions	Timescale	Further considerations
addition to the wheelchair space.		considered in the accessibility standard (Action 9.5).		
Audible and visible information and WiFi on all services.	Yes Audi-visual information, WiFi and chargers are available on the majority of services.	9.7 Operators will continue to specify audio-visual stop information in the procurement of new vehicles. 9.8 The council will make audio-visual information a requirement for future operators of supported bus services. 9.9 Operators will explore the introduction of 5G WiFi as technology allows. 9.10 USB chargers to be retrofitted to additional buses.	Ongoing 2022 Subject to funding Subject to funding	
More buses, particularly in rural areas, should also carry cycles.	Limited Foldable bikes are permitted on all services; however, the only services to permit non-foldable bikes currently are the Breeze up to the Downs services supported by the council. Stakeholders have requested an increase in capacity for cycles and for this to be rolled out to other services.	9.11 Operators will investigate options for allowing cycles on additional routes serving the South Downs.	Subject to funding	It is likely that any on-board capacity for cycles will need to be flexible, for example, with fold down seats and capacity for wheelchairs will need to be prioritised. The impact on reduced seating capacity will also need to be considered.

7. Reporting



7. Reporting

- 7.1 As required by the National Bus Strategy, the BSIP will be reviewed annually and progress against BSIP targets will be published every six months. This will be made available on the council's website on the following page:
<https://www.brighton-hove.gov.uk/enhanced-partnership-and-bus-service-improvement-plan>
- 7.2 Progress will also be reported to the council's Environment, Transport and Sustainability Committee annually, alongside the yearly review of the BSIP. This will include progress against the targets for passenger numbers, journey reliability and customer satisfaction provided in Section 5. It will also summarise progress against the actions outlined in Section 6.
- 7.3 It is expected that meetings that currently take place between operators, the council and Buswatch will continue under the Enhanced Partnership should this be agreed. These joint meetings currently take place quarterly and progress against BSIP targets would form a standing item on the agenda.

8. Overview Table

8. Overview Table

- 8.1 Table 8.1 provides a summary of the main outputs of the BSIP and how it responds to the National Bus Strategy. This is based on the template provided in the BSIP guidance.

The table will be populated on completion of the final BSIP for submission to the DfT in October.

- 8.2 A summary of all actions is provided in Appendix E with further detail provided in Section 6.

Table 8.1: BSIP Overview Table

Name of authority or authorities:	Brighton & Hove City Council
Franchising or Enhanced Partnership (or both):	Enhanced Partnership initially; however, options for franchising being considered
Date of publication:	October 2021
Date of next annual update:	October 2022
URL of published report:	https://www.brighton-hove.gov.uk/enhanced-partnership-and-bus-service-improvement-plan

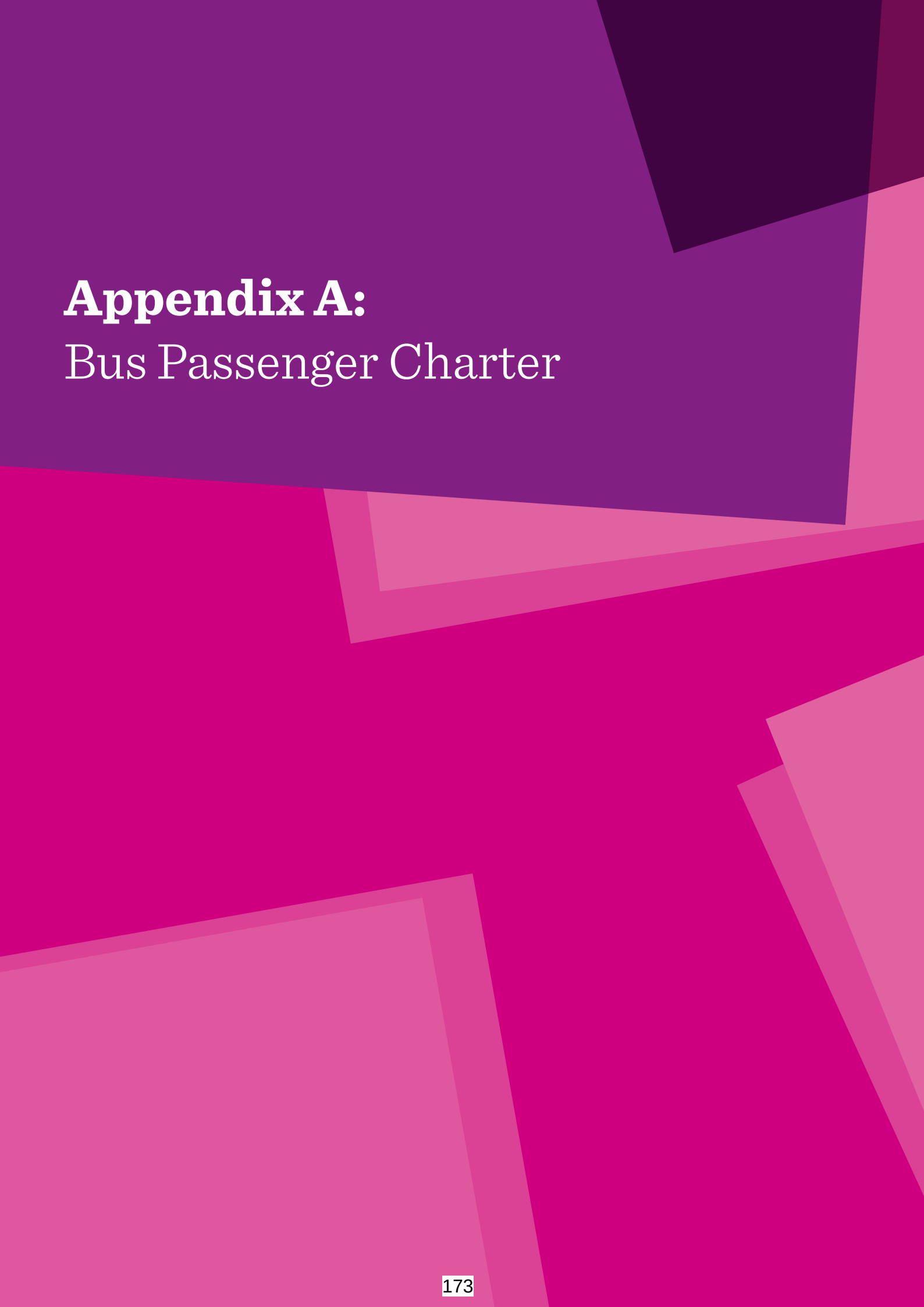
Targets	2018/19	2019/20	Target 2024/25	Description of how each will be measured (max 50 words)
<i>Journey time</i>				
<i>Reliability</i>				
<i>Passenger numbers</i>				
<i>Average passenger satisfaction</i>				

Delivery - Does your BSIP detail policies to:	Yes/No	Explanation (max 50 words)
Make improvements to bus services and planning		
<i>More frequent and reliable services</i>		
<i>Review service frequency</i>	Yes	
<i>Increase bus priority measures</i>	Yes	

<i>Increase demand responsive services</i>	No	This has been considered but is not deemed to be the right solution in Brighton & Hove. The trial of feeder services has previously been unsuccessful. The proposed measures therefore focus on the supported bus network.
<i>Consideration of bus rapid transport networks</i>	Yes	
<i>Improvements to planning / integration with other modes</i>		
<i>Integrate services with other transport modes</i>	Yes	
<i>Simplify services</i>	Yes	
<i>Review socially necessary services</i>	Yes	
<i>Invest in Superbus networks</i>	No	Superbus networks (see p.47 of the National Bus Strategy) focus on 'intermediate' areas (neither fully urban or deeply rural). As such and, taking account of the existing network, the other measures proposed are deemed to be more appropriate in Brighton & Hove.
<i>Improvements to fares and ticketing</i>		
<i>Lower fares</i>	Yes	
<i>Simplify fares</i>	Yes	
<i>Integrate ticketing between operators and transport</i>	Yes	
Make improvements to bus passenger experience		
<i>Higher spec buses</i>		
<i>Invest in improved bus specifications</i>	Yes	
<i>Invest in accessible and inclusive bus services</i>	Yes	
<i>Protect personal safety of bus passengers</i>	Yes	
<i>Improve buses for tourists</i>	Yes	
<i>Invest in decarbonisation</i>	Yes	
<i>Improvements to passenger engagement</i>		
<i>Passenger charter</i>	Yes	
<i>Strengthen network identity</i>	Yes	
<i>Improve bus information</i>	Yes	
Other		

<i>Other</i>		

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Appendix A:

Bus Passenger Charter

Appendix A: Bus Passenger Charter (to follow)

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Appendix B:

Partner support for BSIP

Appendix B: Partner support for BSIP (to follow)

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Appendix C:

Map of bus routes in Brighton & Hove

Brighton Area Bus Routes

KEY

Regular Brighton & Hove frequent services are shown in colour

Other less regular and other operator services are shown in grey. Most services operate peak times, evenings or Sundays. See timetable for full details.

Bus stop and name

Accessible bus stop and name

Route terminus

Evening or Sunday service only

Peak time or infrequent service

Route operates one-way

Start for bus walks-leaflets from Visitor Information Centre

Railway line and station

2

59

49

14B*

55#

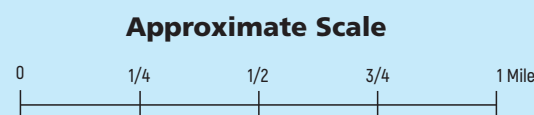
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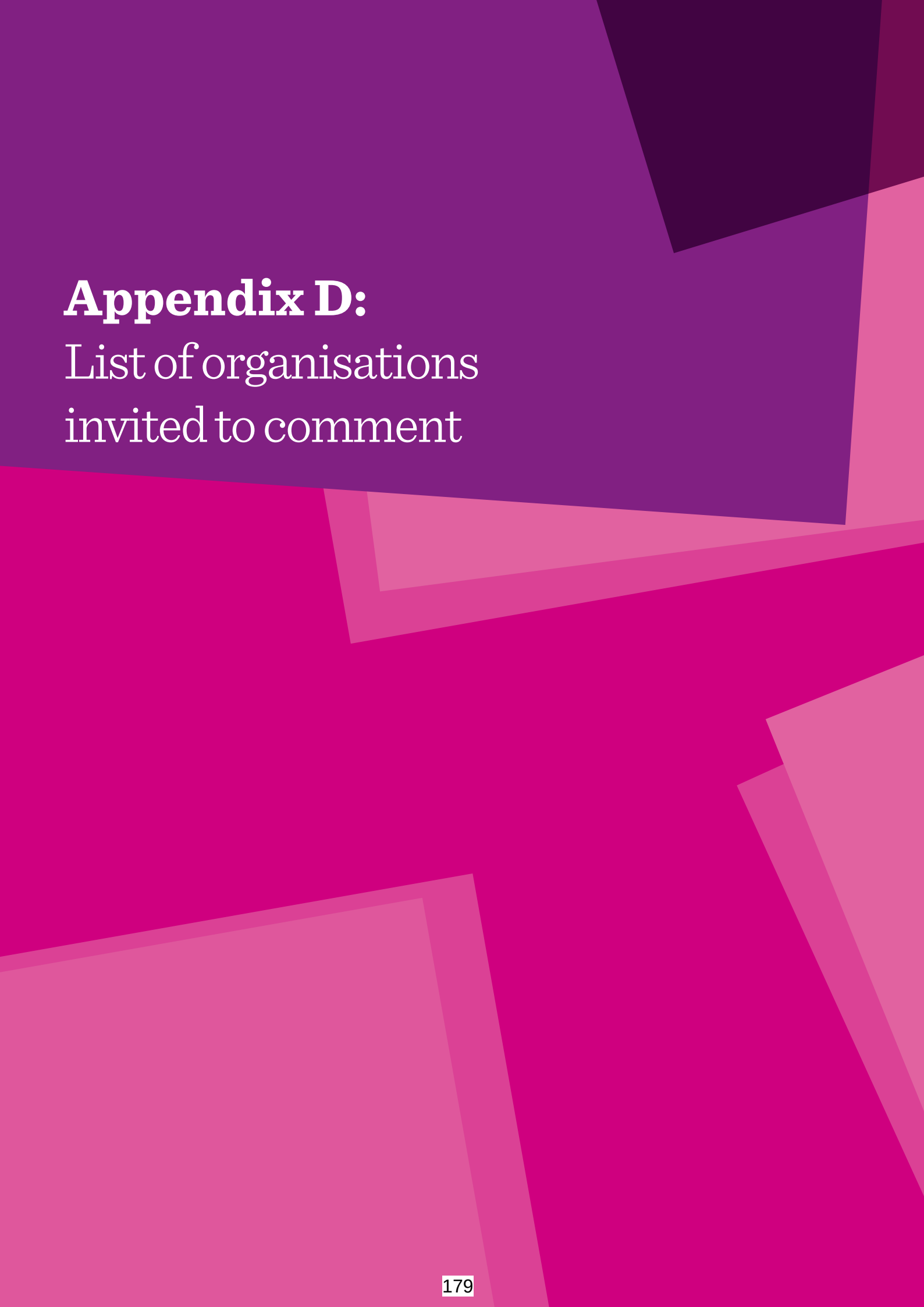


Key to frequent services			
1/1A	18/21/21A	22	23/25/25X
2	24/26/46/50	27	28/29
5/5A/5B	37/37B	48/49	
6			
7			
12/12A/12X/13X			
14/14C			
16 or 47 or 52			

Brighton & Hove
essential travel for our city



Brighton City Centre
See City Centre enlargement of this area for details



Appendix D:

List of organisations invited to comment

Appendix D: List of organisations invited to comment

The following provides a list of organisations or individuals who were invited to provide comments on current bus services and what could be improved. This was used to inform the development of proposed measures. Further details on the engagement undertaken and compliance with DfT guidance is outlined in Section 4.

This is in addition to engagement undertaken with members of the Quality Bus Partnership throughout the development of the BSIP. The Quality Bus Partnership comprises:

- Brighton & Hove City Council
- Brighton & Hove Buses
- Brighton Area Buswatch
- Compass Travel
- Stagecoach
- The Big Lemon

The other organisations and individuals invited to take part were:

Local politicians

- MPs for Brighton Kemptown, Brighton Pavilion and Hove & Portslade
- All Brighton & Hove City Council councillors
- Rottingdean Parish Council

Representatives of disabled people

- Amaze Sussex
- Brighton Access for Disabled Groups Everywhere (BADGE)
- Brighton & Hove Speak Out
- Brighton & Hove Mencap
- DeafCOG
- East Sussex Vision Support
- Disabled Workers and Carers Network
- Grace Eyre
- Mind
- Pedal People
- Parent Carers Council
- Possability People
- Sussex Ehlers-Danlos Syndromes (SEDS) and Hypermobility Support
- Sussex Deaf Association
- Tennant Disability Group

Other representatives of bus / transport user groups

In addition to an update provide to the city's Transport Partnership and presentation to the city's Active & Inclusive Travel Forum, the following were contacted:

- Brighton & Hove Active Travel
- Brighton & Hove Friends of the Earth
- Community Rail Partnership
- Community Works

Business representatives

- Brighton & Hove Chamber of Commerce
- Brighton & Hove Economic Partnership
- Brighton Business Improvement District (BID)
- Circular Business
- Eagle Labs
- Entrepreneurs Cafe
- Federation of Small Business
- George Street Traders Association
- Green Growth Platform (University of Brighton)
- MD HUB
- Mumpreneurs
- Plat9orm (office space provider)
- Plus X (coworking space provider)
- Restaurateurs Association
- Sussex Innovation Centre
- The Good Business Club
- The Skiff (community workspace)
- The Werks
- Tourism Alliance
- VisitBrighton
- Wired Sussex

Education

- Headteachers of all secondary schools
- University of Brighton
- University of Sussex

Other organisations

- Job Centre Plus
- National Trust
- South Downs National Park
- South Downs Network

Appendix E:

Summary of BSIP actions and contribution to targets

Appendix E: Summary of BSIP actions and contribution to targets

Action	Target				
	Improved journey times	Improved reliability	Increase in bus use	Improved customer satisfaction	Other
1.1 Brighton & Hove Buses and Stagecoach to commit to maintaining current daytime frequencies on commercial routes.					✓
1.2 Brighton & Hove Buses and Stagecoach to commit to maintaining the equivalent of current daytime service levels on commercial routes, whilst allowing scope for adjustments in response to changing customer requirements and unforeseen circumstances.			✓		
1.3 Brighton & Hove Buses will review current 23 and 14C services in order to provide a more frequent direct services from the east of the city to Falmer and the universities.		✓	✓	✓	
1.4 Brighton & Hove Buses and Stagecoach to commit to maintaining the equivalent of current evening service levels on commercial routes, whilst allowing scope for adjustments in response to changing customer requirements and unforeseen circumstances.					✓
1.5 Brighton & Hove Buses and Stagecoach to investigate increasing frequencies on evening services where there is an opportunity for growth..			✓	✓	
1.6 Brighton & Hove Buses to explore possible alternative means of timetable communication were Bus Times magazine not to re-enter publication. All other operators to contribute to this.				✓	✓
1.7 The council will maintain current supported bus routes until at least September 2022.				✓	✓

Action	Target				
	Improved journey times	Improved reliability	Increase in bus use	Improved customer satisfaction	Other
1.8 The council will review the need for future changes to supported bus services as a result of permanent changes in demand on these and other routes.					✓
1.9 The council will explore opportunities to increase frequencies on supported bus services.			✓	✓	
1.10 To review school services funded by the council to consider stakeholder requests and future demand across the network following the pandemic.				✓	✓
2.1 The council will develop schemes in the Bus Network Review as funding becomes available.	✓	✓	✓	✓	
2.2 The council will consider additional bus priority measures on A259 between Brighton Marina and Ovingdean.	✓	✓	✓	✓	
2.3 The council will consider additional bus priority measures on A259 between Brighton Palace Pier and Upper Rock Gardens.	✓	✓	✓	✓	
2.4 The council will consider additional bus priority measures on A23 between Preston Park and St Peter's Place.	✓	✓	✓	✓	
2.5 The council will review whether additional bus detection / bus priority is feasible / will benefit buses as junctions come forward as part of the signal upgrade programme.	✓	✓		✓	
2.6 The council will work with operators to review the placement of bus stops.	✓				
2.7 Limited-stop services to be investigated from suburban parts of the city in order to speed up services.	✓		✓	✓	
2.8 The council will trial red routes on Lewes Road and London Road, including Valley Gardens.		✓			

Action	Target				
	Improved journey times	Improved reliability	Increase in bus use	Improved customer satisfaction	Other
2.9 The council will continue to support a change in legislation which allows councils in England outside of London to enforce pavement parking.		✓			
2.10 A member of staff or contractor will be appointment with a dedicated role to manage parking and loading at bus stops.		✓			
2.11 The council will seek funding for a Strategic Outline Business Case for BRT scheme on the A259.	✓	✓	✓	✓	
3.1 Brighton & Hove Buses to extend contactless fare capping period to cover up to one week rather than one day.				✓	
3.2 Operators to develop a 'best fare finder' online tool / app and ensure contactless payment provides the best price available (not just the best on-bus price).				✓	
3.3 All operators to enter into credit union agreement.				✓	
3.4 Operators will deliver a marketing campaign focusing on fares, including how to get the best value.			✓	✓	
3.5 The council and operators will continue to promote the BetterPoints Move for Change scheme.			✓	✓	
3.6 Brighton & Hove Buses to expand Christmas discounted family ticket to cover other periods.			✓	✓	
3.7 Operators to review the current Discovery ticket (usable across all operators) to provide a simplified, discounted ticket, available across all routes to and from Brighton & Hove from East and West Sussex, allowing change to different operators within Brighton & Hove. Operators will also explore integration of the Discovery ticket with rail.			✓	✓	
4.1 The council will work with operators to explore whether some services terminating in the city centre could be re-routed.					✓

Action	Target				
	Improved journey times	Improved reliability	Increase in bus use	Improved customer satisfaction	Other
5.1 The council will continue to maintain the current RTPI network and produce a RTPI strategy.				✓	
5.2 The council will work with supported bus service operators to ensure connectivity to RTPI systems.				✓	
5.3 Maps to be developed for shelters.				✓	
5.4 A common brand should be developed to indicate that tickets can be used across different services.			✓	✓	
5.5 All operators to introduce a targeted campaign to encourage people to try out buses with a discounted ticket.			✓		
5.6 Brighton & Hove Buses to provide customer service staff at Churchill Square and continue to provide staff at Brighton Station and in One Stop travel shops in Brighton and Hove with expanded presence in evenings.				✓	
5.7 Operators to explore introduction of passenger counting technology to provide more comprehensive information on how busy buses are.				✓	
5.8 The council will work with operators, neighbouring authorities, South Downs National Park and Community Rail Partnership to expand on the existing Breeze up to the Downs campaign.			✓		
5.9 Operators to work with tourism industry on a marketing campaign so that visitors are aware of buses in advance of and during their stay.			✓		
5.10 Brighton & Hove Buses to work with tourism industry to promote Park & Ride trial to visitors from outside the area.			✓		
6.1 Council and operators to support development of a national system to allow continuous contactless ticketing and fare capping for journeys across different operators.			✓	✓	

Action	Target				
	Improved journey times	Improved reliability	Increase in bus use	Improved customer satisfaction	Other
6.2 Operators to investigate ticket machine upgrades to allow faster contactless/smart/mobile read speeds to reduce boarding times.	✓	✓		✓	
6.3 Stagecoach tickets to be accepted by Brighton & Hove Buses and supported bus service operators and vice versa.				✓	
6.4 The council will explore opportunities for the enhancement of Pool Valley and support its use by public bus services where capacity allows.					✓
7.1 Bus operators will work with rail partners to develop a consistent and attractive PlusBus offer and market this to rail passengers.			✓	✓	
7.2 The council and operators will support the development of a national system to allow continuous contactless payment between all bus operators and rail.			✓	✓	
7.3 The council will work with the bike share operator and bus operators to explore an integrated payment system.			✓	✓	
7.4 The council will explore options for local mobility hubs in neighbourhood locations.			✓	✓	
7.5 Trial Park & Ride (subject to separate ETS Committee decision).			✓		
8.1 The council will continue its rolling programme to provide accessible kerbs at bus stops.				✓	
8.2 The council will continue to extend accessible kerbs at bus stops to accommodate double-door buses.	✓			✓	
8.3 The council will continue to work with its shelter contractor to install or upgrade standard bus shelters at bus stops with high numbers of boarding passengers.				✓	
8.4 The council will consider the installation of seating at additional bus stops.				✓	

Action	Target				
	Improved journey times	Improved reliability	Increase in bus use	Improved customer satisfaction	Other
8.5 The council will investigate and install 'superhub' bus shelters in key interchange locations.			✓	✓	
9.1 All operators to convert to a fully zero emissions fleet.			✓	✓	✓
9.2 The council will continue to support operators with funding bids for zero emissions vehicles.			✓	✓	✓
9.4 Operators will commit to sourcing energy for zero emissions vehicles from environmentally friendly sources.			✓	✓	✓
9.5 All operators to work together to prepare a joint accessibility standard for services in order to ensure the features currently seen on some buses / operators are available on all.			✓	✓	
9.6 The council will require compliance with the accessibility standard to be considered in assessing the quality of tenders for supported bus services.			✓	✓	
9.7 Operators will continue to specify audio-visual stop information in the procurement of new vehicles.			✓	✓	
9.8 The council will make audio-visual information a requirement for future operators of supported bus services.			✓	✓	
9.9 Operators will explore the introduction of 5G WiFi as technology and funding allows.			✓	✓	
9.10 Operators will explore allowing bikes on additional routes serving the South Downs.			✓	✓	
9.11 USB chargers to be retrofitted to additional buses.			✓	✓	

Appendix F:

Funding template

Appendix F: Funding template (to follow)

DRAFT

Subject:	Highway Works Framework Contract		
Date of Meeting:	21st September 2021		
Report of:	Executive Director Economy, Environment & Culture		
Contact Officer:	Name:	Andrew Westwood	Tel: 01273 292468
	Email:	Andrew.westwood@brighton-hove.gov.uk	
Ward(s) affected:	All		

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

- 1.1 As highway authority the Council has a statutory duty to main the Highway Asset and to facilitate this, employs a highway contractor to provide the specialist resources, plant and equipment to ensure that this duty is met. The Council also carries out a range of services related to the highway including new projects, lining works and maintenance of other assets. These services are delivered through a number of contracts that are approaching the end of their term.
- 1.2 The report seeks the committee approval to retender the contract which are expiring and incorporate other services into the tender process to improve efficiency.
- 1.3 The authority needs to maintain its assets and aims to reduce the number of claims that the Council receives. The new contract will be designed to support the risk based approach to highway maintenance that was approved at the ETS Committee in March 2021.
- 1.4 A report has been presented to the Procurement Advisory Board on the 6th of September.

2. RECOMMENDATIONS:

- 2.1 That the Committee authorises the procurement of a framework agreement for new highways works and grants delegated authority to the Executive Director Economy, Environments & Culture to enter into call-off contracts in accordance with the terms of that framework agreement.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Highways works Framework contract covers a range of services and enables the authority to deliver maintenance and several complex capital schemes that are delivered across the whole City. It enables the Council to be able to respond quickly to funding opportunities and enable sift delivery of projects to meet policy objectives.

3.2 The estimated lifetime value of the contract to be awarded exceeds £1million so will be also presented to the Policy and Resources Committee on the 7th October 2021.

3.3 The current Highway Works and Safety Maintenance Framework Contract has two lots and is used to maintain and improve the City's road network. The highway assets consist of carriageway (624km), footways (975km), cycleways, traffic management systems, signs, and street furniture.

Lot 1 is used to deliver projects across the city funded through the Local Transport Plan. The existing contract spend varies year on year and is approximately £6m per annum in terms of works ordered.

Lot 2 is used to deliver safety maintenance and urgent repairs to the highway. It provides supplementary winter maintenance duties and an emergency call-out provision. This includes approximately 7,000 works tickets annually. The existing contract spend varies year to year and is approximately £1.3m per annum in terms of services provided.

The value of each lot fluctuates depending on the funding available to and within the Council. Approximately 94% of the spend is by City Transport, through other divisions including Bereavement, Development Planning, Royal Pavilion and Museums, City Clean, Regeneration and Financial Services have also delivered works through the existing Highway Works and Safety Maintenance Framework.

3.4 The existing contract will end in April 2022 and cannot be extended any further. It is already used by a range of services, but there is scope to meet the needs of more, so the opportunity has been taken to fully review operational needs for this to inform the development of the new contract. An independent consultant has been commissioned to review the current contract and they have provided support and advice on the shape and scope a proposed new Framework.

3.5 The new contract will support the move to a risk-based approach to highway maintenance that has already been approved by the ETS Committee in March 2021. This strategy focuses the best use of available funding to reduce the Council's liability in relation to claims and targets delivery of maintenance schemes at the area of the highway asset that brings about maximum benefit, using detailed surveys of the condition of the network. The tender process will involve engagement with the private sector to ensure that the contract does deliver value for money.

The new contract will include additional service areas to improve efficiency and reduce procurement costs. Road lining, coastal protection, drainage, and structural maintenance will now be included in the contract.

3.6 It is proposed that the new Highways Works Framework contract for maintaining and improving the highway asset should be developed, tendered and awarded for a 4-year period with 2 possible extensions of 2 years taking the possible total contract period to 8 years. The contract will consist of the following lots:

- Lot1: Highways, coast protection and structures works & improvements (up to 3 suppliers)

- Lot2: Highways Safety Maintenance, operations and small pavement works (single supplier)
- Lot3: Road lining works for Parking Enforcement (single supplier)

The Council's consultant has advised that the rational for contract award period (4 years plus two possible extensions of two year durations) is intended to provide the standard shortest duration feasible. If the contractor's performance is acceptable performance and they are continuing to provide value for money, the Council will have the opportunity to extend the contract as encouraged by the Government's Construction Playbook. This states that "the length and size of individual contracts should be designed for specific markets with suitable break points and clear contractual obligations to drive continuous improvement in safety, time, cost and quality".

The previous framework also had extension periods built into the contract and the extension periods will allow the council to drive value for money when they are due. They allow a review of the market and will enable informed decisions to be taken at each break point.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 The consultants advising the Authority independently assessed a range of delivery options for providing the contract.

- An Alliance contract where parties collaborate to deliver services, share risk and work openly was considered. However, due to the need to have sufficient awareness of forward programmes of work, the need to have a technical team with sufficient skills and more resource as they do place more pressure on council resources to manage such a contract it was not recommended. This approach may also be at odds with the Councils social value policies as it is likely that any larger contractor would bring in senior management resources from some distance and not the local community
- Providing the service in-house would require significant investment in specialist equipment and would require the Council to absorb significant costs associated with the risk of a varying workload. The private sector is able to balance this with other works they undertake and utilise their supply chain to meet service demands.

An in-house contract would present real challenges in how the service deals with workloads and budget fluctuations. The Council has been fairly consistent in spend on highway maintenance over the past three years; however, the investment need is expected to increase in order to maintain a previously stable asset which has started to decline in quality and residual life in recent times. Over the next decade the expansion of active travel, change in vehicle fleet to low emission vehicles and need for electrical charging points, together with changes anticipated to accommodate autonomous vehicles are significant. This will need new specialist resources and true innovation which is readily available in the private sector to help overcome these new challenges and bring best global practice to Brighton and Hove. The service also has ongoing

challenges with staff recruitment, retention and absenteeism, all of which support continuing substantively with the current arrangements.

- A 'Joint Venture' option was considered, this is where the council works with a private provider to form a commercial company, but due to the lack of public accountability and the lack of an attractive offering these contracts would provide for the private sector investment it is not recommended. The authority is surrounded by larger county shires with their own contract providers so the market would be extremely limited and therefore likely to be unappealing to the private sector. The review concluded that the existing highways contract arrangement provide a flexible approach for service delivery and enables the authority to bring about change if and when required.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Schemes delivered through the highways contracts are subject to consultation when they are being designed.

6. CONCLUSION

- 6.1 The independent review assessed not only what contract options exist, but how the contracts should interact with staff. It identified that the existing contract enables the authority to meet its obligations and that by bringing some changes to the way the contract is specified, should bring about improvements in service delivery. It also concluded that the recommendations set out above, offer the route to market with the least risk to the Council.
- 6.2 Including other services will reduce procurement costs and enable call off and delivery of services using clear methodology. This should improve how the various contractors will collaborate when delivering schemes.
- 6.3 The work undertaken in the review supports the recommendation as set out in the recommendations above.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The safety works are funded through council revenue and the projects delivered through the framework using mainly Local Transport Funding although other grants or sometimes used.

Finance Officer Consulted: Jeff Coates

Date: 17/8/21

Legal Implications:

- 7.2 This contract exceeds the relevant threshold for the procurement of works contracts, and it therefore needs to be procured in compliance with the Public Contracts Regulations 2015. The Council's Contract Standing Orders (CSOs) will also apply.

Section 33(3) of the Public Contracts Regulations provides that 'The term of the framework agreement shall not exceed 4 years, save in exceptional cases duly justified, in particular by the subject-matter of the framework agreement.' The reasons why a term of 6 years is justified is set out at 3.6 above.

Lawyer Consulted: Rachel Pugh

Date: 31/08/21

Equalities Implications:

- 7.3 Any contractors will be obliged to meet the Council's policies on equality and inclusion. This will also form part of the evaluation criteria.

Sustainability Implications:

- 7.4 The new contract will offer the opportunity for new approaches to be taken that support the Council's ambitions to become carbon neutral by 2030. This includes a review of the vehicle fleet and a move away from the reliance on fossil fuels, as well as a chance to reconsider the impact of the materials that used to maintain the highway asset. There will be a requirement for the bidding contractors to set out how they can reduce the carbon impact of their operations, which will be assessed as one of the quality questions in the evaluation criteria.

Greater use of recycled materials will be a key element of the contract and achieving a more sustainable approach is why this aspect of the quality criteria will be independently evaluated.

Brexit Implications:

- 7.5 None

Any Other Significant Implications:

- 7.6 None

Crime & Disorder Implications:

- 7.7 None

Risk and Opportunity Management Implications:

- 7.8 A full risk assessment of the contract has been carried out. The top five risks identified from this assessment are:
1. Delay to award of new contracts leads to unsafe highway network
 2. Delay in provision of TUPE data from incumbent provider impacts tender process
 3. Assets deteriorate to a level that requires closure of assets (eg: Roads / Bridges)
 4. High Sustainability requirements reduce attractiveness to supply chain.
 5. Challenge to procurement process and award.

Public Health Implications:

7.7 None

Corporate / Citywide Implications:

7.8 None

SUPPORTING DOCUMENTATION

Appendices:

1. None

Background Documents

1. B&H Procurement Options Report



City Transport Services

Procurement Options Report

Document No. BESP/0033/REP02

28 July 2021

Brighton and Hove City Council

Commercial in Confidence

Procurement Options Report

Project No: BESP0033
Document Title: Procurement Options Report
Document No.: BESP/0033/REP/02
Revision: 0
Document Status: Working Draft
Date: July 28 2021
Client Name: Brighton and Hove City Council

Project Manager: David Sandercock
Author: David Sandercock
File Name: TBA

Jacobs

Jacobs UK Limited
2nd Floor
Cottons Centre
Cottons Lane
London SE1 2QG

www.jacobs.com

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Document history and status

Revision	Date	Description	Author	Checked	Reviewed	Approved
0.0	05/07/2021	Draft – Work in Progress for discussion.	D Sandercock			
0.2	28/07/2021	Updated Draft report – Awaiting input from BHCC for 2.2	D Sandercock	A Croll	N Smart	D Sandercock

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A.3	Public Contract Regulations 2015 (PCR 2015)
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A.7	Policy Papers and Consultations on Public Procurement:
A.7.1	(5) (1) Cabinet Office:
A.7.2	(5)(2) Green Paper – Transforming Public Procurement:
A.7.3	5(3) National Procurement Policy Statement (NPPS)

Tables

Table 0.1: Historic three year spend with Key Contracts supporting City Transport Services

Table 0.2 BHCC Spend by Council Department with Key Contractors 2018-2020 (estimated full year outturn)

Table 1.2.1: Historic three year spend with Key Contracts supporting City Transport Services

Table 1.2.2 BHCC Spend by Council Department with Key Contractors 2018-2020 (estimated full year outturn)

Table 5.1 a) Existing BHCC service suppliers understood capabilities

Table 5.1 b) Potential new suppliers understood capabilities

Figures

Figure 0.1 Proposed BHCC Contract Structure

Figure 2.1.1 BHCC's Values

Figure 3.1.1 Typical Service Delivery Models (1)

Executive Summary

Jacobs undertook a review of Brighton and Hove City Council's (BHCC) current Operations and Maintenance in Spring 2021 (BESP/0033/REP/01). This first phase of preparation for replacement contracts to those currently deployed to deliver highways renewal, capital scheme and operations and maintenance of Brighton and Hove City Council's network, assessed the current service and identified a need for change.

This report forms part of Phase 2 of the three-phase approach to development of replacement Highways Contracts and explores and evaluates the procurement route options to address those needs. In parallel, as part of Phase 2, Jacobs is undertaking further review and audit of key areas and receive further information to develop the requirements for the new Contracts.

Phase 3 will follow to develop improvement plans and support defining and development of any new contracts / contract changes, to meet an overarching deadline of live replacement contracts in April 2022. It is anticipated Phase 2 and 3 will overlap to some extent.

The report is informed by feedback provided by members of the City Transport and other teams within BHCC through workshops, one-to-one meetings, and fortnightly progress meetings.

Assessment of Existing Performance, Contract Scopes and Budgets

The 2020 National Highways and Transport Network survey report for BHCC provides some customer insights into perceptions of those sampled at the time. *"The survey report advises respondents were most satisfied with 'Local bus services' and least satisfied with 'The condition of roads'. 'The condition of roads' was the most popular choice for improving the level of service and spending more. Brighton's satisfaction scores range from a high of 83% for 'Number of bus stops (PTBI02)', to a low of 32% for 'Speed of repair to damaged roads (HMBI30)'. The largest positive difference from the NHT Average was for 'Local bus services (aspects) (KBI07)' which was 21% above average, while the indicator with largest negative difference in satisfaction from average was 'Traffic pollution (KQI04)' which was -11% below average with an actual score of 34%."*

There are two Lots under the current Highways Safety Contract which is where the majority of spend on traditional civil engineering functions takes place. Lining and drainage are not included within the scope of the current Highways Safety Contract. Parking services appoint the lining works contractor, having the greatest need for these services, and, from an operational perspective, a fully functional service generating a significant source of revenue for BHCC.

Street lighting and Traffic Signal Contracts both have significant durations left before expiry and hence the contracts have not been reviewed. It is understood that these are performing well.

There is system duplication within BHCC and opportunity to rationalise the number of systems in use and to make better use of the functionality of those systems.

Details of historic 3-year spend, with Key Contractors is summarised in Table 0.1 below. Table 0.2 below shows 3-year spend on each of these contractors by each BHCC Department.

Contract	Lot	3 year Spend	Prime Department Using	Other BHCC departments using
Highways Asset Management	1	£18.27M	CT – Transport Projects and Engineering	See Table 1.2.2
Highways Asset Management	2	£4.01M	CT – Traffic Management	See Table 1.2.2
Drainage and Gulley Cleansing	N/A	£1.07M	CT – Traffic Management	See Table 1.2.2
Lining	N/A	£1.12M	CT – Parking	CT - TM
Street Lighting	N/A	£6.91M	CT – Traffic Management	N/A
Traffic Signals	N/A	£1.66M	CT – Traffic Management	N/A
Asset Management Systems	N/A	£0.58M	CT – Traffic Management / CT – Transport Projects and Engineering	N/A
Hampshire Framework – Valley Gardens	N/A	£10.1M	CT – Transport Projects and Engineering	N/A

Table 0.1: Historic three year spend with Key Contracts supporting City Transport Services

Service Area *	R J Dance Ltd	Edburton Ltd	F M Conway Ltd	3 year spend
Transport Projects and Eng	£8,428,029	£2,217,771	£1,067,729	£11,713,529
Highways Assets and Maint	£4,013,961	£6,441,006	£-	£10,454,967
Traffic Management	£188,078	£1,050,890	£-	£1,238,968
City Parks	£520,757	£174,508	£1,486	£696,751
Sport and Leisure	£184,119	£16,395	£7,343	£207,857
Property and Design	£34,196	£80,196	£413	£114,805
Property & Investment	£106,997	£-	£-	£106,997
Major Projects	£-	£76,119	£-	£76,119
Bereavement	£54,078	£-	£-	£54,078
Development Planning	£-	£44,500	£-	£44,500
Parking Services	£36,153	£-	£-	£36,153
Royal Pavilion and Museums	£17,050	£-	£-	£17,050
City Clean	£3,675	£2,850	£7,940	£14,465
Head of Regeneration	£14,400	£-	£-	£14,400
Transport Policy and Strategy	£2,476	£10,294	£-	£12,770
Financial Services	£5,800	£-	£-	£5,800
Subtotal	£13,609,769	£10,114,529	£1,084,911	£24,809,212
City Transport Total (from Table 9.4 below)	£12,624,597	£9,667,360	£1,066,779	£23,358,736
Total Other Departments	£985,172	£447,169	£18,132	£1,450,473

Table 0.2 BHCC Spend by Council Department with Key Contractors 2018-2020 (estimated full year outturn)

*** BHCC published expenses data against Service Area has been found not to align with some department records using other systems. The top two rows in the table have been modified to department records for Lot 2. However, the total spend is considered a robust estimate.**

Lot 1 is utilised widely across other divisions within BHCC. Review of the detailed data reveals this to be primarily with Environment & Regulatory Services, and with Housing Management. These divisions should be considered key stakeholders to be engaged with when developing plans which might impact their ability to readily procure repair and maintenance works alongside all departments from the City Transport Directorate.

Although there are KPIs within the Contracts, these are not of a form which enables their use to appropriately monitor and drive continuous improvement in performance. They are also monitored either in an ad-hoc fashion, with no agreed measure, or else not measured at all. There are no regular Framework meetings with suppliers, no active works pipeline, and management of the contracts is often by word of mouth.

The Need for Change

The current arrangement of City Transport currently presents some opportunities to streamline under functional arrangements. There is some overlap between Projects and Engineering and Traffic Manager Services. The Business Development Manager function could be expanded to cover Project Management and Control functions across all City Transport service areas, for example: monitoring software licences, to avoid duplication

of coverage and consolidate with existing service providers to City Transport as appropriate; document management; document storage processes and procedures. These changes are being explored in parallel and are to be considered in place for the delivery of the next generation of highway services contracts.

Similarly, Project Delivery under the Framework Contract will be placed under the stewardship of a Framework Manager, potentially with individual Lot Managers as appropriate, to provide BHCC staff with guidance on the use of the Frameworks. Key Framework Manager/Lot Manager duties would include: responsibility for sharing guidance to those using the Framework; ensuring consistency of documents sent to contractors and management of contracts by reviewing proposed tenders and awards; compiling, maintaining, and sharing a scheme pipeline with Contractors; and providing processes and procedures for contract management, which they monitor, arranging audits to ensure a consistent, robust and professional approach is taken.

Recommendations

From the analysis presented in section 3 of this report it is recommended that the **Multiple Provider** delivery model remain in place for:

- Street Lighting
- Traffic Signals

The difference between **In-house with top-up** and **Multiple Provider** delivery models is not significant. Arguably, the current arrangement with inspections undertaken and works details being developed in-house already exploits the **In-house with top-up** delivery model to some degree. Therefore, the challenge is in what and how to outsource to bring the best of the Private Sector forward to work with BHCC.

It is further recommended that this **Multiple Provider** delivery model should also encompass:

- Medium Works and Improvements (Lot i)
- Highways Safety Maintenance, Operations and Small Works (Lot ii)
- Lining Works for Parking Enforcement (Lot iii); and
- Asset Management Systems provision (To replace existing systems providers Yotta and Symology)

The rationale behind the recommendation for these services is:

- Medium Value Works and Improvements (Lot i) – Such schemes by their nature are varied in type, volume and timing and therefore better suited to the private sector. It is typically outsourced by most authorities in the UK. Currently Works and Improvements construction is provided through Lot 1 of the Framework. Seeking 3 suppliers with the ability to use both single source and competitive options for works schemes enables a degree of competition to be maintained through the life of the contract, in addition to the competition to secure a place on the framework.
- Highways Safety Maintenance, Operations and Small Works (Lot ii) - Day-to-day Highway Safety Maintenance and Operations – BHCC has statutory duty to maintain the highway and repair defects within short turn-around times. Currently, this is provided through Lot 2 of the Framework and this has been outsourced for over 20 years.
- Lining Works for Parking Enforcement (Lot iii) – Parking revenue is extremely significant for BHCC and well-maintained and statutorily compliant white and yellow lines are crucial to obtaining revenue collection and to support enforcement where needed. The expected volume of work does not seem adequate to support multiple suppliers, therefore, a single quality supplier is needed to ensure maintenance of this significant revenue stream.
- Asset Management Systems – BHCC does not have the ability in-house and the majority of local authorities either procure this themselves or through one or more of their existing service providers. By procuring this themselves, BHCC maintain control over the systems and their functionality and can better manage their other suppliers through these, rather than if these were procured and controlled through one or more of its existing service providers.

- The outsourced suppliers all support other local authority contracts and since BHCC does not hold labour with the skills, plant and equipment in house, in-sourcing would be a significant risk.

A key challenge for BHCC is maintaining enough resources available through the Highways Safety Maintenance and Operations Lot 2 to provide the services when needed, and yet keep them busy on productive work for BHCC rather than on standby when not.

Current spend with the incumbent is a mix of Lot 1 and Lot 2 work totalling about £55K per month. As reported in Jacobs Highways Operation and Maintenance Review (Report BESP/0033/REP-001), the existing service provider, RJ Dance, advised that they typically have 5 to 6 two-man gangs working on the current Lot 2 and bring in other teams as and when needed. Two Supervisors, one for civils and one for patching, are employed full time on by RJ Dance for this works. These resources are likely to be subject to TUPE Regulations and appropriate notifications should be sent by the council to obtain details for all incumbent service providers where appropriate.

At the Contract and Procurement Workshop on 15th June 2021, the need for an amount of work to keep the Highways Safety Maintenance and Operations resources productive and available was acknowledged, and this was explored further at the Risk and Opportunities Workshops on 1st and 21st June 2021. There is the risk that a supplier under the new Lot ii) supplier (for Highways Safety Maintenance, Operations and Small Works) does not gain a position on Lot i) (for Medium Value Works and Improvements).

To enable the suppliers to have sufficient local resources available, it is therefore proposed to add in small value works and improvements (Small Works) to the Highways Safety Maintenance and Operations (Lot ii).

An NEC Framework Contract is the recommended head contract and recommended to sit over all lots. Three main Lots are proposed, being:

- Medium Value Works and Improvements (Lot i) – up to 3 suppliers
- Highways Safety Maintenance, Operations and Small Works (Lot ii) – single supplier
- Lining Works for Parking Enforcement (Lot iii) – single supplier

In addition, it is recommended that a Scope for Asset Management Systems is prepared and procured. This may be better suited to Supply terms or a NEC Professional Services Contract (PSC), but it could otherwise form Lot iv).

The proposed Contract Strategy is:

- Lots i) and iii) would both use the Engineering and Construction Contract (ECC), or the Engineering and Construction Short Contract (ECSC) where appropriate.
- Lot i) would be able to use ECC Main Options A to D with ability to add new items to a tendered Activity Schedule or Bill of Quantities or Price List (as applicable).
- Lot i) would have both Direct Award and Mini-Competition routes available, with the ability to procure Early Contractor Involvement.
- Lot ii) would be a mix of Term Service Contract (TSC) and ECC/ECSC. Modelling the works element on an ECC Option A/B basis (activity schedule or price list / bill of quantities) will create some commercial competition at Framework Tender.
- Lot iii) would suit an ECC Option B Bill of Quantities format with ability to add new items.
- Elements of Option E will need to be considered and incorporated through Z Clauses in all contracts to reflect change in service and works elements anticipated over the duration of the Contract.

It is recommended that a 4-year initial contract period with possible extensions arrangement (4 + 2 + 2) is adopted for all lots under the NEC4 Framework Agreement, extendable on the basis of performance, with the ability to terminate any one or all lots at a break point, in addition to the standard termination requirements.

The Construction Playbook (UK Government Procurement Policy Note 09/20) encourages authorities to 'Review future projects and programmes regularly (at least quarterly) to identify opportunities to bring appropriate work together in portfolios and leverage economies of scale to drive investment into new technologies and MMC (Modern Methods of Construction)'. Thus, the ability to compound a number of Small Works into a Medium Value works order is available to BHCC to manage workload through the lots.

It is recommended that a Framework Manager(s) is/are appointed to place governance on the operation of the framework contract, supplemented by individual Lot Managers and project managers under their direction as appropriate.

It is recommended that the delivery market is engaged to assist in the development of the contract to gauge appetite for this proposed approach and shape the contract to ensure sufficient response and attractiveness for a fair and competitive competition.

Secondary options will be considered further by Jacobs in the Procurement Plan and will be derived through the contract drafting process. It is recommended that development of the Procurement Plan and contract drafting commences on the basis of the recommendations above and runs in parallel with market engagement and governance approvals.

Figure 0.1 Proposed BHCC Contract Structure [Lot iii) Name to be corrected]

Delivery Model		Multiple Providers		Existing Street Lighting and Traffic Signals		
				New as lots below and new contract(s) for Asset Management System		
Overarching / Head contract				NEC4 Framework Contract		
Contract Period		4 + 4 + 2				
Lot Name	Lot I)		Lot II)		Lot III)	
	Medium Value Works and Improvements		Highways Safety Maintenance Operations and Small Works		White Lining for Parking Enforcement	
No of Suppliers Proposed	3		1		1	
Contract Form	ECC/ECSC options		TSC for Service and ECC for Small Works		ECC/ECSC	
ECC Works Main Option	Main Options - A, B, C or D		Main Option B		Main Option B*	
	Direct Award Threshold TBD		Direct Award up to Threshold TBD		Direct Award	
	Mini-Comp above threshold		Limited Small Works - Pavement only?		Limited to white lining only	
TSC Main Option			Option A			
Scope			CAT 1 and 2 Defects Depot FM Option Winter Service Option			

* Need to review current contract which is understood to be working well

1. Introduction

1.1 Purpose

Jacobs undertook a review of Brighton and Hove City Council's (BHCC) current Operations and Maintenance in Spring 2021 (BESP/0033/REP/01). This first phase of preparation for replacement contracts to those currently deployed to deliver highways renewal, capital scheme and operations and maintenance of Brighton and Hove City Council's network, assessed the current service and identified a need for change.

The current arrangement of City Transport currently presents some opportunities to streamline under functional arrangements. There is some overlap between Projects and Engineering and Traffic Manager Services. The Business Development Manager function could be expanded to cover Project Management and Control functions across all City Transport service areas, for example: monitoring software licences, to avoid duplication of coverage and consolidate existing service providers to City Transport as appropriate; document management; document storage processes and procedures. These changes are being explored in parallel and are to be considered in place for the delivery of the next generation of highway services contracts.

Similarly, Project Delivery under the Framework Contract will be placed under the stewardship of a Framework Manager, potentially with individual Lot Managers as appropriate, to provide BHCC staff with guidance on the use of the Frameworks. Key Framework Manager/Lot Manager duties would include: responsibility for sharing guidance to those using the Framework; ensuring consistency of documents sent to contractors and management of contracts by reviewing proposed tenders and awards; compiling, maintaining, and sharing a scheme pipeline with Contractors; and providing processes and procedures for contract management, which they monitor, arranging audits to ensure a consistent, robust and professional approach is taken.

The report is informed by feedback provided by members of the City Transport and other teams within BHCC through workshops, one-to-one meetings, and fortnightly progress meetings. BHCC staff have been open and honest in sharing details of current practices and use of the current contract arrangements to inform the development of the recommended approach, together with provision of data. Without their help, this report would not have been possible. Due to the ongoing COVID pandemic restrictions, face-to-face meetings and working alongside BHCC staff has not been possible; however, the use of MS Teams calls, and dialogue has proven effective within these constraints.

This report forms part of Phase 2 activities of the three-phase approach to development of replacement Highways Contracts and explores and evaluates the procurement route options to address those needs. In parallel, also as part of Phase 2, Jacobs is undertaking further review and audit of key areas and to receive further information to develop the requirements for the new Contracts.

Phase 3 will follow to develop improvement plans and support defining and development of any new contracts / contract changes, to meet an overarching deadline of live replacement contracts in April 2022. It is anticipated Phase 2 and 3 will overlap to some extent.

1.2 Scope and Operation of Existing Contracts

The current framework delivery contract is split into two operational contracts:

- Lot 1 – Highways Works & Improvements
- Lot 2 – Highways Safety Maintenance

Lot 1 retains three contractors: RJ Dance, Edburton, and Aggregate Industries. This Lot delivers Capital Engineering Projects, with works of varying size and nature.

Lot 2 retains a single contractor, RJ Dance. This Lot delivers Category 1 & 2 Defects repair, Emergency Works, and small maintenance works, e.g. discrete lengths of carriageway resurfacing.

There was also a stand-alone contract with FM Conway for Drainage maintenance and repair.

Street lighting is provided under a separate Contract by Colas and Traffic Signals by Siemens. There is also a separate works contract held by Parking for lining with Hi Way Services.

Repairs, reconstruction, and general maintenance of BHCC's 14km of coastline from the impact of coastal erosion and flooding together with highway structures were previously awarded under an Engineering and Construction Contract that expired in 2019. A paper was presented to BHCC Policy Resources and Growth Committee on 18 July 2019 which recommended a new Framework with a four-year contract value estimated at £2.6M, typical commission values of under £90K, and annual spend of £300K were quoted within the paper. As a result, Coastal Structures strengthening and refurbishment together with Structures strengthening and refurbishment are within Scope.

The existing key contracts identified from Jacobs Review in Spring 2021 are shown in Table 1.2.1.

Contract	Lot	3 year Spend	Prime Department Using	Other BHCC departments using
Highways Asset Management	1	£18.27M	CT – Transport Projects and Engineering	See Table 1.2.2
Highways Asset Management	2	£4.01M	CT – Traffic Management	See Table 1.2.2
Drainage and Gully Cleansing	N/A	£1.07M	CT – Traffic Management	See Table 1.2.2
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Asset Management Systems	N/A	£0.58M	CT – Traffic Management / CT – Transport Projects and Engineering	N/A
Hampshire Framework – Valley Gardens	N/A	£10.1M	CT – Transport Projects and Engineering	N/A

Table 1.2.1: Historic three year spend with Key Contracts supporting City Transport Services

The current Winter Service provision is being reviewed and allowance should be made for an option to include this contract. In addition, there is ongoing consideration for a new Highways Operations and Maintenance Depot at Hangleton. This should similarly be considered as an option. Separate parallel workstreams are looking at the options and requirements for both Winter Service and a Depot in the medium and long term and will be subject of separate reporting.

Predominantly, Lot 1 and Lot 2 are used by City Transport, including by Projects and Engineering, Traffic Management and Parking Services. Lot 1 and, to a lesser degree, the Lot 2 Contract are, however, also used by several departments across the wider Council, such as departments in the Economy, Environment and Culture Executive including City Environmental (Parks), Cultural and Tourism and Sport (Sea Front Services) amongst others. Housing, which is part of the Neighbourhood's', Communities and Housing executive have access and use this contract to procure works, too. Table 1.2.2 below summarises use by other departments of these Contracts.

Service Area	R J Dance Ltd	Edburton Ltd	F M Conway Ltd	3 year spend
Transport Projects and Eng	£8,428,029	£2,217,771	£1,067,729	£11,713,529
Highways Assets and Maint	£4,013,961	£6,441,006	£-	£10,454,967
Traffic Management	£188,078	£1,050,890	£-	£1,238,968
City Parks	£520,757	£174,508	£1,486	£696,751
Sport and Leisure	£184,119	£16,395	£7,343	£207,857
Property and Design	£34,196	£80,196	£413	£114,805
Property & Investment	£106,997	£-	£-	£106,997
Major Projects	£-	£76,119	£-	£76,119
Bereavement	£54,078	£-	£-	£54,078
Development Planning	£-	£44,500	£-	£44,500
Parking Services	£36,153	£-	£-	£36,153
Royal Pavilion and Museums	£17,050	£-	£-	£17,050
City Clean	£3,675	£2,850	£7,940	£14,465
Head of Regeneration	£14,400	£-	£-	£14,400
Transport Policy and Strategy	£2,476	£10,294	£-	£12,770
Financial Services	£5,800	£-	£-	£5,800
Subtotal	£13,609,769	£10,114,529	£1,084,911	£24,809,212
City Transport Total (from Table 9.4 below)	£12,624,597	£9,667,360	£1,066,779	£23,358,736
Total Other Departments	£985,172	£447,169	£18,132	£1,450,473

Table 1.2.2 BHCC Spend by Council Department with Key Contractors 2018-2020 (estimated full year outturn)

* BHCC published expenses data against Service Area has been found not to align with some department records using other systems. The top two rows in the table have been modified to department records for Lot 2. However, the total spend is considered a robust estimate.

2. Objectives and Critical Success Factors

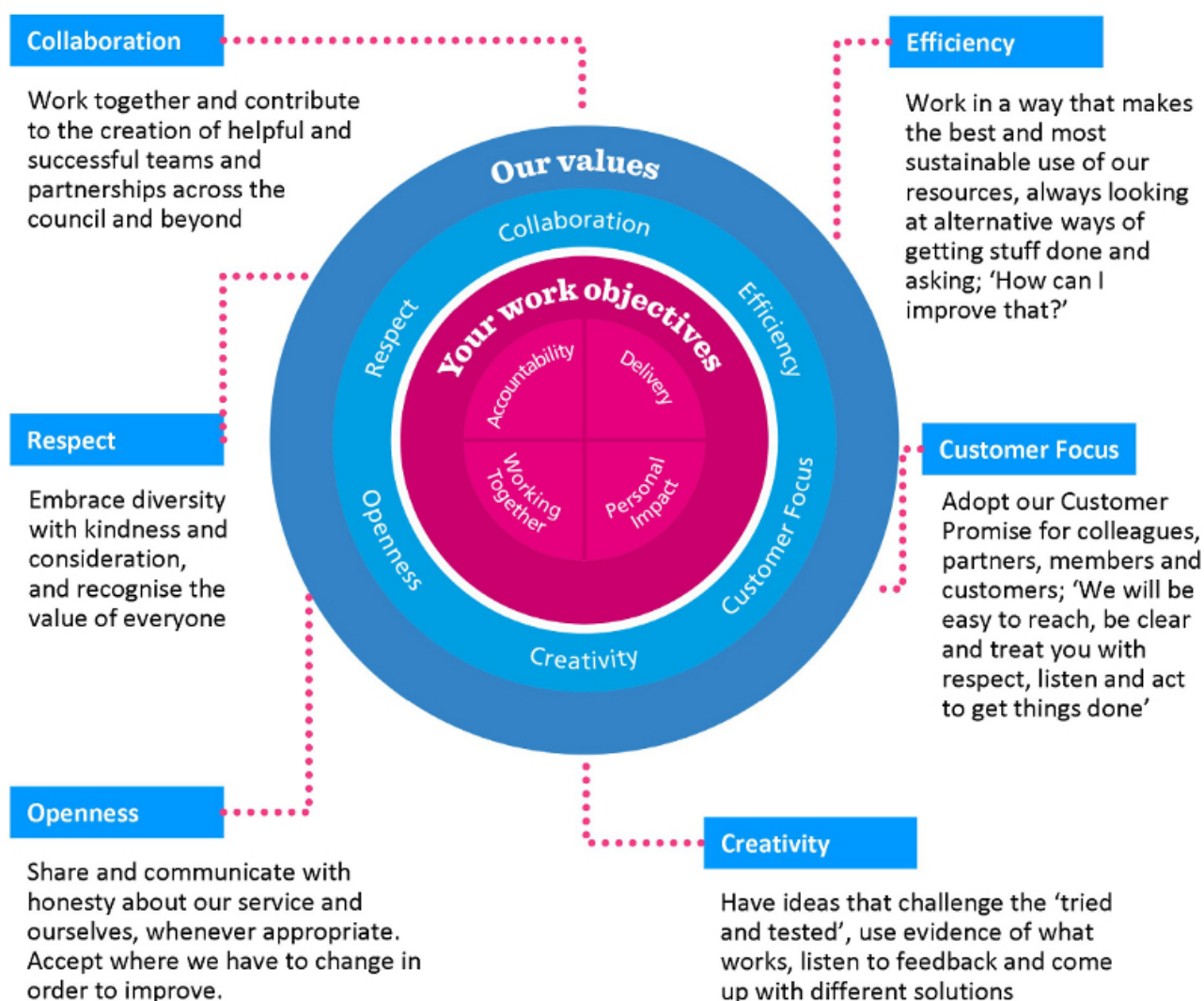
2.1 BHCC's Values

With support from the organisation and from their managers, all council officers are expected to give their personal best for our customers, citizens and for the city. To ensure that everyone is able to understand what this means, BHCC employees created and agreed six organisational values. Their values describe the qualities every officer is expected to demonstrate when carrying out their job.

There are four key areas of responsibility used in individual performance development plans, that work objectives are based on:

- **Accountability:** What you are accountable for and/or who you are answerable to?
- **Delivery:** What do you have to do or achieve?
- **Personal Impact:** How does your behaviour impact on others?
- **Working Together:** Who do you need to work with e.g. colleagues, customers and external partners?

Figure 2.1.1 BHCC's Values



2.2 BHCC's Policies and Strategic Objectives (Call with James(BHCC) to flesh this out)

BHCC's policies and strategic objectives are:

- Customer Promise
- Corporate Procurement Strategy https://www.brighton-hove.gov.uk/sites/default/files/migrated/article/inline/Corporate%20Proc%20Strategy%202014_1.pdf
- Contracts and tenders page policies <https://www.brighton-hove.gov.uk/topic/contracts-and-tenders>
- Local resources?
- Other policies and objectives?
- Standard competition requirements???

2.3 BHCC's Beliefs and Aims for its Highways Contracts

BHCC's beliefs and aims for its Highways Contracts are:

- **On-Time Delivery** - ensuring that disruption to road users and local communities is kept to a minimum
- **Quality as expected** - good performance will be when this is combined with on-time delivery
- **Long-term predictable work allocation** visible to supply chain partners
- **Price Certainty** - ensuring BHCC secures the best value throughout the project and not just at tender award
- **Whole Life Cost** - balancing investment cost with future maintenance costs to achieve the best value over the life of the assets
- **Innovation** - improving value and reducing the overall `
- **Incentives** - encouraging the supply chain to seek continuous improvement and cost saving initiatives throughout the delivery of the project
- **Supply Chain Integration** - reducing the potential for project delays with all suppliers working to one plan. Building collaborative long-term relationships. Greater trust in supply chain to deliver
- **Year-on-year improvements**
- **Lean Contract Management** - minimising project resource requirements through effective and efficient contract management with single points of contact
- **Shared learning and knowledge**
- **Risk Sharing** - ensuring the ownership of risk is apportioned in line with securing best value
- **Social value** - optimising content against BHCC's corporate priorities

2.4 BHCC's Critical Success Factors for its Highways Contracts

Critical success factors controlled by BHCC are:

- Scheme pipeline maintained and shared with suppliers
- Regular supplier briefings and updates
- Whole life cost
- Lean Contract Management
- Social Value
- Clear risk allocation

Critical success factors expected of Framework Suppliers working with BHCC are:

- On-Time Delivery
- Price Certainty
- Quality as expected
- Innovation
- Incentives
- Year-on-year improvements

Critical success factors expected of all stakeholders:

- Shared learning and knowledge

3. Delivery Model

There are a range of delivery models available to provide highway services. Jacobs' analysis in this section is based on the toolkit and guidance document for Highways Maintenance and Efficiency Programme – Procurement Route Choices for Highway Maintenance Services – Use of Toolkit and Guidance document, version 2 August 2014 (Ref 1).

Figure 3.1.1 below summarises the risks associated with the range of potential options available. (Reference 1)

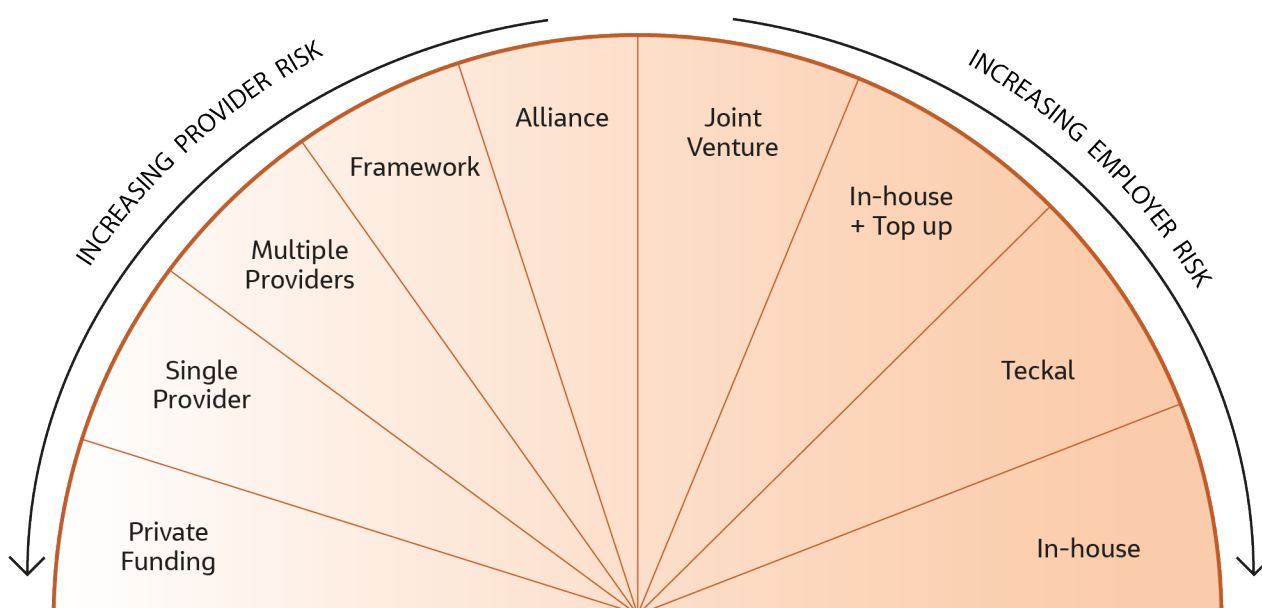


Figure 3.1.1 Typical Service Delivery Models (1)

BHCC currently runs a number of Services in-house, such as its refuse collection by Cityclean. Its current Highways Contracts range from a single service provider, for highways operations and maintenance, to a Framework with multiple service providers for its Scheme implementation.

3.1 Private Funding

Private Funding has been ruled out due to a lack of initial core investment need, which typically underpins the use of such a model and could be undertaken by the private sector at their risk. The lengthy, complex, and costly procurement and negotiation phases do not suit BHCC. Historic difficulties in maintaining flexibility and control of the assets under such a model, equally do not suit BHCC's need to maintain control of their assets using their in-house asset team.

3.2 Single Provider

3.2.1 Arrangements

A **Single Provider** option is currently in place for the neighbouring East Sussex County Council highways services. If followed, this model would see BHCC enter into a single contract with a single supplier to deliver all highways related services for a defined time period. BHCC would retain a small team to manage the contract with the selected supplier. This offers the potential to enter into a long- term strategic partnership between the public and private sectors.

The strategic partner may be able to provide all services or may be responsible for procuring some or all services from other sources whilst retaining overall responsibility for service delivery and integration of the supply chain.

This arrangement requires a long-term commitment between the parties.

3.2.2 Advantages

The advantages of a Single Provider option are:

- Commercial and performance service risk can be passed to private sector
- Easy to administer with one point of responsibility for all disciplines
- Ability to develop a consistent “brand” for customers and stakeholders
- Maximises ability to develop long-term collaborative relationships with selected supplier and customer/ other stakeholders
- No ongoing tender costs
- Engages private sector and allows access to skills
- Maximises ability to deliver an integrated service and consistent approach to service delivery
- Likely to be attractive to private sector, medium sized contractors, with long timeframe and extent of workload, maximising opportunity for cost savings and competitive pricing.

3.2.3 Disadvantages

The disadvantages of a Single Provider option are:

- Potential for “cosy” relationship to develop with resulting issues of probity
- Majority of knowledge transferred out of authority
- Possibility of being “stuck” with inappropriate supplier for duration of contract period
- Difficult to terminate unsatisfactory performance without causing major disruption to delivery of whole service
- At renewal if a new supplier is selected not all staff may wish to transfer to new employer resulting in loss of retained knowledge
- No ongoing competition between suppliers. Requirement to implement robust measurement performance regime
- Risk of incorrect specification / definition of service leading to potential for claims in the event of change in service requirements

3.3 Using another Authority’s supplier

An option would be to use **another Authority’s supplier**, say East Sussex County Council, to provide the services in Brighton. This may be either for just the schemes or for the whole service.

The risk of being stuck as a secondary client for the supplier, with a supplier in place for the duration of the contract period, is a major concern. At the Contracts and Procurement Workshop on 15th June, it was expressed as a significant concern that the contracting party would be likely to get better service and prioritise their delivery over BHCC. BHCC has recent experience of this from Valley Gardens where procurement was through Hampshire County Council Framework. BHCC also have some unique authority challenges which are different to county authorities and would need to be accommodated by the supplier. This delivery model has therefore been discounted.

3.4 Multiple Provider

3.4.1 Arrangements

In a **Multiple Provider** model, the authority enters into a contract with multiple suppliers to deliver the various highways related maintenance services for a defined time period. The authority retains a team to manage the contract with the various suppliers. This offers the benefit of ensuring specialist organisations deliver the relevant discrete highway maintenance service element such as street lighting.

This arrangement is best served by a longer-term commitment between the parties and longer-term contract duration in order to make the investment worthwhile for the suppliers.

This is the current arrangement at BHCC for most of its highway services contracts, except Lot 1.

3.4.2 Advantages

The advantages of a multiple provider option are:

- Engages private sector and allows access to skills and resources
- Commercial and Service performance risks may be transferred to private sector
- Maximises ability to build long term collaborative relationships with selected suppliers and customer/ other stakeholders
- No ongoing tendering costs
- Likely to be attractive to specialist private sector with long time frame and repeat workload, maximising opportunity for cost savings and competitive pricing
- Unlikely to be “stuck” with inappropriate supplier for a particular service

3.4.3 Disadvantages

The disadvantages of a multiple provider option are:

- Some potential for “cosy” relationships to develop with resulting issues of probity
- Majority of knowledge transferred out of authority
- More difficult to administer with multiple points of responsibility for various disciplines
- Difficult to develop a consistent “brand” for customers and stakeholders
- Reduces the ability to deliver an integrated service and consistent approach to service delivery
- Difficult to terminate unsatisfactory performance without causing major disruption to delivery of a specialist service
- TUPE Regulations may be difficult to apply because of the “multiple” service provision
- No ongoing competition between suppliers. Requirement to implement robust measurement performance regime
- Risk of incorrect specification /definition of service leading to potential for claims in the event of change in service requirements

3.5 Framework

3.5.1 Arrangements

Under a **framework** option, the authority enters into a series of framework contracts for the provision of particular services. The frameworks may cover individual disciplines, e.g. surface dressing, or may include a

number of bundled disciplines, e.g. multi-discipline design services. Frameworks can be single supplier frameworks or include 3 or more suppliers. The maximum duration of a framework under European Union Regulations is 4 years. However, Transport for London has recently let four framework contracts for an 8-year period based on appropriate advice and Highways England are currently letting 15-year contracts.

This is the current arrangement at BHCC for Lot 1.

3.5.2 Advantages

The advantages of a framework option are:

- Ability to access “best in class” suppliers in specialised disciplines
- Flexibility of choice of suppliers
- Ability to deal with peaks and troughs in workload – workload risk with private sector
- Ability to benchmark suppliers against one another and drive continuous improvement
- Potential for steady workload can lead to reduction in prices from market

3.5.3 Disadvantages

The disadvantages of a framework option are:

- Maximum duration is typically 4 years, without extensions
- Requires significant management by the authority
- Co-ordination can lead to gaps and overlaps in service
- Suppliers may lose interest if work volumes through frameworks are small and or unpredictable
- May lead to loss of in-house skills
- Less opportunity to build up collaborative relationships with multiple suppliers
- Possibility of “learning curve” for each commission

3.6 Alliance

An **alliance** contract is an agreement where the client and its supply chain agree to act in good faith and to collaborate to achieve a common goal. The client and its supply chain share in the success or failure of the project. Alliancing refers to the legal/commercial relationship between suppliers - designers and contractors - referred to as “non-owner participants” (NOPs) with the employer/client (referred to as “owner participant”) for the design, construction and maintenance of a project where there are varying levels of collaboration and risk sharing.

The key characteristics of an alliance are:

- Integration – project teams are integrated, rather than as currently the contractor being under supervision of a client
- One Voice – a joint governance framework is agreed whereby one representative acts for each entity – decisions are made together that are “best-for-project” with value for money always being a key objective
- One Outcome – the parties succeed or fail together and typically share the risks equally between them. There is a “no blame” culture with parties not permitted to litigate, with the NOPs either receiving a “gainshare” or “painshare” depending on performance.

The client retains the majority of the risk for delivery of the project, as payment to the NOPs is made on a cost-plus basis until the Target-Outturn-Cost is reached (i.e. the contract sum). This means that, in some cases, the NOPs may be fully reimbursed for all their costs, despite a project finishing late.

To date, BHCC's preference has been an owner to contractor relationship, and this is something BHCC would like to retain and have found to deliver value for money. There is little certainty around the target-outturn-cost approach and, whilst current year budgets are known, future years are not known. Therefore, trying to set a Target-Outturn-Cost could be challenging, given the known pipeline of work, but spend per annum does appear relatively consistent and a mechanism could be introduced to manage this arrangement.

The budgets for BHCC are significantly less than that for other UK alliances. A test of market appetite alongside planned market engagement as to whether the Tier 2/3 Contractors would be comfortable and want to work under an alliance contract with BHCC would be an important step if this were considered appropriate.

An effective alliance would need a much more consistent internal approach in BHCC than was identifiable from the review undertaken in Phase 1. Authorities entering alliances are typically assessed at Programme Maturity Level 3 or greater, that is, they have centrally coordinated processes and procedures and these are applied consistently to programmes and to individual projects. Whilst actions are underway in BHCC to improve collaboration and drive consistency internally, this will take some time to embed effectively, and significant training investment may be needed to develop the programme maturity needed for an alliance arrangement to operate successfully.

As to form of alliance contracts, there are several:

- the FAC-1 Framework Alliance Contract;
- the JCT Constructing Excellence Contract 2016;
- the NEC4 Alliance Contract;
- the PPC2000 Project Partnering Contract; and
- the TAC-1 (Term Alliance Contract).

This option has been discounted due to a recognised strong preference in BHCC for a client-managed relationship to drive value for money; the identified need for better internal collaboration and consistency to be able to effectively manage existing arrangements; the likely need for training and upskilling BHCCs resources to improve organisational Programme Maturity to reflect the level of expertise needed to manage an alliance; and the lack of perceived appetite in the supply chain for an alliance of this scale (other alliances are typically significantly greater in scale). The budgets for BHCC are significantly less than that for other UK alliances. A test of market appetite alongside planned market engagement as to whether the Tier 2/3 Contractors would be comfortable and want to work under an alliance contract with BHCC would be an important step if this were considered appropriate.

3.7 Joint Venture

A **joint venture model** is distinct from the consortium arrangement in that it involves entering into an agreement with the private sector. A joint venture describes a range of different commercial arrangements between two or more organisations but, in this context, it is a situation whereby the entities create a joint venture company with its own separate legal identity. The joint venture company then enters into a contract for the provision of the services with the local authority.

The shares in the joint venture company can be held in any proportion but are generally held in proportion to each shareholder's investment. A shareholder may, however, have preferential rights attached to its share.

Joint venture arrangements are typically used for the purpose of optimising an operation's potential by investing a resource that otherwise would not be available, such as start up or expansion capital. Within the local authority marketplace, this model is likely to suit an arrangement where there is a need for investment in assets, the development of land and/or buildings and/or the provision and delivery of services.

As profit will be made through the joint venture, the new company must be limited by shares. This arrangement is easily understood by the private sector and a company limited by shares is a much simpler structure to enable a change in participants, since a withdrawing or retiring participant can simply transfer its shares to those who remain or to potential new participants.

A joint venture will have its own legal capacity, separate from its original stakeholders. Consequently, this allows the joint venture to own and deal in assets, employ people and enter into contracts in its own right. The duration can continue beyond the contract period thus providing the basis of a long-term partnership. Joint ventures create wealth based on the performance of its operations and this wealth can be realised through the disposal of shares.

This option has been ruled out due to the lack of public accountability and the lack of an attractive offering for these contracts for private sector investment or ability to control their own destiny.

3.8 In-house with Top-up

3.8.1 Arrangements

In an '**In-house with Top-up**' model, the authority delivers certain elements of the highway services in-house and procures other elements of the service via contracts with external organisations, whether it is a single service area or multiple service areas. The amount and type of support procured from the external organisations may be defined as a percentage split of work but perhaps more commonly by type of work.

3.8.2 Advantages

The advantages of an 'in-house and top-up' arrangements are:

- Ability to externalise those elements of the service that are "failing" or would be better provided by another organisation
- Some access to external service suppliers' skills
- Some opportunity to benchmark performance between service suppliers
- Some risk transfer for service quality and finances to private sector (but only in areas externalised)
- Utilisation of specific private sector skills to complement in-house resources
- In-house knowledge substantially retained

3.8.3 Disadvantages

The disadvantages of an 'in-house and top-up' arrangements are:

- Limited flexibility in the event of budget / workload changes
- Potential lack of clarity in roles and responsibilities between parties
- Lack of co-ordination of services and potentially an inconsistent "brand" / point of responsibility to customers and stakeholders
- Potential lack of clarity in which elements are to be externalised and why
- Limited risk transfer to the private sector
- Depending on nature and size of workload may be unattractive to private sector
- Impact of private sector on majority of services would be limited
- Limited opportunity to develop partnership working with the private sector and multi-party delivery may inhibit partnership with community and other agencies

3.9 Teckal Option

3.9.1 Arrangements

The 'Teckal' option (named after a particular legal case) consists of the establishment of a wholly-owned public sector company that is able to provide services for public sector bodies and is exempt from procurement regulations.

There are a number of rules which apply if Teckal status is to be achieved:

- The local authority exercises a control similar to that which it exercises over its own departments
- The exercise must be a power of decisive influence over both strategic objects and significant decisions of the company
- The principal part of its activities must be undertaken with the authority and any other activities must have no more than marginal significance

The Teckal Exemption still applies even where multiple contracting authorities share the control over the proposed service providing that the constitution gives decisive influence to the public sector owners acting together. This must include the ability to determine the strategic objectives and significant decisions of the company, with any proposal to move outside an agreed business plan being referred back to the members. The participating authorities must each have the opportunity to appoint a representative to the board.

3.9.2 Advantages

The advantages of the 'Teckal' option are:

- Ability to enter into shared services arrangements with other authorities and continue to market test for the life of the arrangement (unlikely to be realised given neighbouring authorities' existing approaches)
- As a wholly owned company local authority Members can easily remain actively engaged
- The councils have flexibility in the way that works are allocated without being concerned about contractual rights. This would not necessarily be the case where services are delivered through external suppliers.
- All profits are returned to the council in the form of dividend or rebate which allows the council to reinvest in other services. Although good value must be demonstrated, open advertising and tendering rules for public contracts do not apply, resulting in procurement savings.
- The arrangement is relatively straight forward and quick to create.
- Can add further services at a future point in time, provided the company is structured to take advantage of the Teckal exemption.
- Commercial focus but not sole motive.
- Agile - ability to rapidly respond to reduced budgets or changing priorities and be flexible, without financial penalty or commercial renegotiation.
- Strong alignment with vision and priorities of parent authority.
- Greater ability to align Terms and Conditions to reflect market forces
- Significant time and financial savings in procurement.

3.9.3 Disadvantages

The disadvantages of the 'Teckal' option are:

- Unfamiliarity with the potential arrangement - insufficient skills and experience within BHCC to set up and operate the Teckal arrangement

- Lack of resource/funding to establish the arrangement
- Lack of suitability of existing systems to accommodate changes
- Limited influence from private sector
- little access to innovative practices /up to date practice of private sector
- Difficulties in retaining specialist resources and skills for "occasional" services.
- No transfer of the risk for service quality and financial performance to the private sector.
- Limited opportunities to enter into shared services arrangements with neighbouring authorities, given their existing arrangements
- There is a clear limit on pursuing external commercial activities.

3.10 In-House

3.10.1 Arrangements

Local authorities have traditionally delivered services via "In-House" teams. Although many authorities have externalised services to a greater or lesser degree in recent years, some authorities continue with the '**In-house approach**'.

This model allows for internal provision of the highway services by the authority and staff remaining within the employment of the authority.

3.10.2 Advantages

The advantages of In-house arrangements are:

- Authority exercises total control over provision of service – ability to co-ordinate service provision
- Single point of responsibility for service delivery
- Consistent "brand" and point of contact for customers /stakeholders
- All knowledge relating to highways is retained In-house
- Familiarity with process is built up and retained
- Appreciation of corporate objectives and political decision-making process by managers and staff
- Consistent approach to delivery of services
- Minimal requirement to manage external interfaces and administer contracts
- Generally, no requirement to tender the services.

3.10.3 Disadvantages

The disadvantages of In-house arrangements are:

- Lack of flexibility to deal with workload / budget fluctuations and changing future service requirements
- Lack of a diverse supply chain typically found in the private sector
- Difficulties in retaining specialist resources and skills for "occasional" services
- Lack of external competition and commercial expertise of private sector
- Less ability to protect long term interests of staff in event of budget fluctuations / changes in practice
- Limited access to innovative practices / up to date practice of private sector
- Little opportunity to develop relationships with external organisations

- External contracts, when required, will require tendering and are unlikely to be attractive to private sector without premium rates
- Ongoing staff recruitment, retention and absenteeism issues for local authority
- No transfer of the risk for service quality and financial performance to the private sector.

In authorities such as BHCC, where a degree of outsourcing has been adopted, moving to in-house arrangements has additional risks of recruitment, upskilling and training to be able to provide continuity of service. Whilst TUPE arrangements in theory enable transfer of resources to the authority, in practice resources can choose to stay with their current employer and are often part of a supplier's supply chain, rather than a direct employee.

3.11 Discussion and Recommendation

The lack of an investible need for capital to create new assets, or create a step change in asset quality, make both **Private Finance** and **Joint Venture** options unlikely to attract interest and hence these models have been discounted.

The risk of **Single Provider** for all highways services is not palatable to BHCC. This is the approach in neighbouring East Sussex County Council, but in that instance the level of investment and network size are both much greater. The option of using another Authority's supplier as a single provider is also unpalatable to BHCC. The possibility of being "stuck" with an inappropriate supplier for duration of contract period on a smaller but important network is a concern voiced by several officers at BHCC and considered high risk, i.e. the poor relation syndrome. Therefore, both routes to this option have been discounted.

An **In-House** arrangement presents real challenges in how to deal with workload and budget fluctuations. BHCC has been fairly consistent in spend over the past three years; however, its investment need is expected to increase to maintain a previously stable asset which is starting to decline in quality and residual life over recent times. Over the next decade the expansion of active travel, change in vehicle fleet to low emission vehicles and need for electrical charging points, together with changes anticipated to accommodate autonomous vehicles are significant. This will need new specialist resources and true innovation which is readily available in the private sector to help overcome these new challenges and bring best practice globally to BHCC. BHCC has ongoing challenges with staff recruitment, retention and absenteeism all of which point to this arrangement, and likewise the **Teckal** arrangement, not being a good fit.

An **Alliance** option has been discounted due to a recognised strong preference in BHCC for a client-managed relationship to drive value for money; the identified need for better internal collaboration and consistency to be able to effectively manage existing arrangements; the likely need for training and upskilling BHCCs resources to improve organisation Programme Maturity to reflect the level of expertise needed to manage an alliance; and the lack of perceived appetite in the supply chain for an alliance of this scale (other alliances are typically significantly greater in scale). The budgets for BHCC are significantly less than that for other UK alliances. A test of market appetite alongside planned market engagement as to whether the Tier 2/3 Contractors would be comfortable and want to work under an alliance contract with BHCC would be an important step if this were considered appropriate.

The difference between **In-house with top-up** and **Multiple Provider** options is not significant. Arguably, the current arrangement with inspections undertaken and works details being developed in-house already exploits the **In-house with top-up** delivery model to some degree. Therefore, the challenge is in what and how to outsource to bring the best of the Private Sector forward to work with BHCC.

The **Multiple Provider** delivery model will remain in place for:

- Street Lighting
- Traffic Signals

It is recommended that this **Multiple Provider** delivery model should also encompass:

- Medium Works and Improvements (Lot i)
- Highways Safety Maintenance, Operations and Small Works (Lot ii)
- Lining Works for Parking Enforcement (Lot iii); and
- Asset Management Systems provision (To replace existing systems providers Yotta and Symology)

The rationale behind the recommendation for these services is:

- Medium Value Works and Improvements (Lot i) – Such schemes by their nature are varied in type, volume and timing and therefore better suited to the private sector. It is typically outsourced by most authorities in the UK. Currently Works and Improvements construction is provided through Lot 1 of the Framework. Seeking 3 suppliers with the ability to use both single source and competitive options for works schemes enables a degree of competition to be maintained through the life of the contract, in addition to the competition to secure a place on the framework.
- Highways Safety Maintenance, Operations and Small Works (Lot ii) – Day-to-day Highway Safety Maintenance and Operations – BHCC has statutory duty to maintain the highway and repair defects within short turn-around times. Currently, this is provided through Lot 2 of the Framework and this has been outsourced for over 20 years.
- Lining Works for Parking Enforcement (Lot iii) – Parking revenue is extremely significant for BHCC and well-maintained and statutorily compliant white and yellow lines are crucial to obtaining revenue collection and to support enforcement where needed. The expected volume of work does not seem adequate to support multiple suppliers, therefore a single quality supplier is needed to ensure maintenance of this significant revenue stream.
- Asset Management Systems – BHCC does not have the ability in-house and the majority of local authorities either procure this themselves or through one or more of their existing service providers. By procuring this themselves, BHCC maintain control over the systems and their functionality and can better manage their other suppliers through these, rather than if these were procured and controlled through one or more of its existing service providers.
- The outsourced suppliers all support other local authority contracts and since BHCC does not hold labour with the skills, plant and equipment in house, in-sourcing would be a significant risk.

The packaging underlying these recommendations is discussed further in section 4 of this report.

4. Packaging Options

4.1 Packaging options under a new Framework / Contracts

A workshop was held with BHCC staff to consider packaging options.

It was agreed at the outset that the following should be considered constraints:

- Street Lighting will continue under current contract with Colas
- Traffic Signals will continue under current contract with Siemens.

The associated highway asset management and works order systems are provided by a mixture of direct procurement to BHCC and indirectly through the existing service provider on contracts. This current arrangement has proven problematic. There is no 'single source of the truth' in the systems and BHCC are not able to tailor reporting to meet their needs. Therefore, there is a strong preference for BHCC to obtain and licence systems which the suppliers under the replacement contracts will all be required to use. This was taken as a further constraint to enable BHCC to better monitor and agree key performance indicators based on system records with their suppliers in the future.

The conclusion of the packaging workshop is presented in the Table 4.2.1 below.

Attribute	Lot i) Medium Works and Improvements	Lot ii) Highways Safety Maintenance & Operations and Small Works	Lot iii) Lining Works for Parking Enforcement	Systems lot or separate procurement
Works and Improvements	X	X (Small Works)		
Highways Safety Maintenance and Operations	X (of area of any TM)	X (Except within TM for Medium Works and Improvements)		
Drainage gully cleansing and maintenance	X (of area of any TM)	X (Except TM for Medium Works and Improvements)		
Lining	X (For scheme)	X (Where necessary for repairs it undertakes)	X (For parking enforcement)	
Street Lighting	Not Applicable ^{*1}	Not Applicable ^{*1}		
Traffic Signals	Not Applicable ^{*1}	Not Applicable ^{*1}		
Systems	Not Applicable ^{*2}	Not Applicable ^{*2}	Not Applicable ^{*2}	X
Major Projects	X			
Structures	X			
Coastal	X			
Depot provision	X (Option)			
Depot FM		X (Option)		
Winter Service		X (Option)		

Notes:

^{*1} - Contracts to require liaison with and include mechanisms for notifying and seeking support from Street Lighting and Traffic Signals contracts as appropriate (this may be indirect or direct and will be explored during drafting)

^{*2} - Contracts will include obligations for Suppliers to populate the systems with details as appropriate (to be explored and defined during drafting)

The workshop saw merits in including as many complementary disciplines as possible in the Medium Works and Improvements (Lot i). There was considerable debate around lining, and the quality of delivery needed to enable enforcement by the Parking department is a key concern. Although a common specification will be included in all contracts, a separate lot is to be made available to Parking department only, for remedial works for enforcement. Lining falling within Medium Works and Improvements, or Highways Safety Maintenance and Operations and Small Works, will be undertaken by the contractors for each of those lots as appropriate.

In terms of number of suppliers anticipated, the requirement derived from discussions at the workshop is:

Medium Value Works and Improvements (Lot i) – up to 3 suppliers

Highways Safety Maintenance, Operations and Small Works (Lot ii) – single supplier

Lining Works for Parking Enforcement (Lot iii) – single supplier

(Note this naming is derived from analysis in Section 7 below)

5. Is the Market ready?

During feedback sessions to review current performance, existing Lot 1 service providers, Edburton and RJ Dance, expressed interest in bidding for the next generation Works Framework (Lot i). RJ Dance is also keen to bid for the Highway Safety Maintenance (Lot ii).

The potential contractors indicated in Table 5.1 below are either existing service providers to BHCC (Table 5.1 a), regionally known suppliers, or those who have directly contacted BHCC (Table 5.1 b). At the initial Contract Workshop, each contractor's ability to perform the proposed different services was explored to gain the benefit of the knowledge and understanding in the room. This is summarised in Table 5.1 below where an 'X' indicates an existing service provider is thought by those at the Contracts and Procurement workshop on 15th June 2021 to have that capability.

Element	Existing service suppliers' understood capabilities							
	Edburton	RJ Dance	FM Conway	Hi Way Services	Colas	Siemens	Yotta	Symology
Small and Medium Works	X	X	X		X			
Highways Safety Maintenance and Operations	X	X	X		X			
Drainage cleansing	X	X	X		X			
Lining	X	X	X	X	X			
Street Lighting	X	X	X		X			
Traffic Signals						X		
Systems Databases	X	X	X		X		X	X
Major Projects			X		X			
Structures	X	X	X		X			
Coastal	X	X	X		X			
Depot Construction			X		X			
Depot FM	X	X	X		X			
Winter Service		X	X		X			

Table 5.1 a) Existing BHCC service suppliers understood capabilities

Element	Potential new suppliers' capabilities			
	Dyer and Butler	Dean & Dyball	Roadway	Landbuild
Small and Medium Works	X	X	X	X
Highways Safety Maintenance and Operations			X	
Drainage cleansing	X	X	X	X
Lining	X	X	X	X
Street Lighting				
Traffic Signals				
Systems Databases	X	X	X	X
Major Projects	X	X		
Structures	X	X		
Coastal	X	X		
Depot Construction	X	X		
Depot FM				
Winter Service				

Table 5.1 b) Potential new suppliers' understood capabilities

It is not clear whether suppliers would be keen to bid for Winter Service provision, particularly if this requires provision of new equipment, nor whether they would find the depot of benefit. It is recommended, as part of the procurement process initial market engagement, to include a standard questionnaire to validate appetite and the proposed approach, and to seek any guidance on potential alternative approaches which may better suit the market.

6. Contract Approach

6.1 NEC Framework Contract

BHCC have decided, as a council, that the New Engineering Contract (NEC) suite of contracts should be its default form for most engineering procurement. The City Transport Department are aware that their resources will need training to get the best out of NEC. Framework Manager(s) will need to be appointed to ensure consistency of approach.

NEC4 has some distinct differences from NEC3 in terms of terminology, introduction of deemed acceptance of the programme and assessments for payment, if the project manager fails to respond, the option to add to the list of compensation events (CEs), and a new CE to compensate the contractor for its cost in preparing quotations that are not accepted/instructed. In summary, there are some benefits and some dis-benefits for NEC4 over NEC3 from a client's perspective. The NEC suite can be burdensome to administer, due to its principal to resolve issues as they arise rather than wait until the end to resolve issues and creating an audit trail of such resolution. On the other hand, resolving issues whilst they are fresh is more efficient and leaves the Parties free to focus on current events and future risks. It is understood that BHCC, as a council, are adopting NEC4 and therefore it is the right form of contract for use by the City Transport Department.

The NEC4 Framework Contract (FC) is typically used for the appointment of a supplier or suppliers to carry out a diverse range of works, services, and supply on an 'as instructed' or 'completed' basis over a set term.

The NEC4 Framework Contract is the recommended head contract and recommended to sit over all lots (as is currently the situations under NEC3 for Lots 1 and 2).

A Framework Contract is based upon long-term (more than three years) relationships that involved extensive selection requirements to determine the desired supplier or suppliers. **The selection of the right supplier is essential, and it is recommended this is accomplished through using the Restricted Procedure under the Public Contracts Regulations.**

The Restricted Procedure comprises a two-stage process:

- Suppliers first need to pass a pre-qualification process, this is a backwards looking questionnaire to demonstrate capability (skills, capacity, and qualifications) and allows short-listing;
- In the second stage, suppliers passing pre-qualification are invited to respond to an Invitation to Tender.

6.2 Engineering Construction Contract (ECC) / Engineering and Construction Short Contract (ECSC)

Most of the main forms of NEC4 Contract can sit under the head NEC4 Framework Contract. For Schemes, either the NEC4 Engineering and Construction Contract (ECC) or the simpler NEC Engineering and Construction Short Contract (ECSC) are likely to be appropriate, depending on the scope of works and risks involved.

The ECC is used for the appointment of a contractor for engineering and construction work, including any level of design responsibility.

The ECSC is used for the appointment of a contractor for engineering and construction work, but it is intended for simpler contracts than the ECC, i.e. those which do not require sophisticated project management controls, are lower risk, and have a lesser need for the full set of contract remedies provided in the ECC. It will be appropriate for a number of Schemes for BHCC.

Under the ECC and ECSC (or Term Services Contract (TSC) or Term Services Short Contract (TSSC), as discussed in Section 6.3), the Contractor is responsible for the quality of their workmanship; however, under the ECC, the Client has the safeguard of engaging a Supervisor, whose role is to verify that the materials and workmanship

meet the contracted quality levels. This will be an important consideration for BHCC in deciding which option to use.

It is recommended both the ECC and ECSC options are included for Schemes, which is currently the situation under the existing Lot 1 contract.

Under the NEC4 suite of contracts there is also a Design, Build and Operate (DBO) contract available. In a DBO contract, a single Contractor acts as the sole point of responsibility to the Client for the design, management, and delivery of a project, on time, within budget and usually in accordance with a performance specification. If the Client requires the Contractor to self-certify the quality of the works, the Supervisor becomes a function of the Contractor. It is understood that BHCC wish to procure the design through a separate Professional Services Contract (PSC), or BHCC will deliver any design work in-house. Therefore, the use of design-build under ECC and ECSC and the DBO variants have been discounted. However, parameters can be included to enable it under the ECC.

6.3 Term Services Contract (TSC) / Term Services Short Contract (TSSC)

The Term Services Contract (TSC) is typically used to appoint a supplier to manage or provide readily definable services using task orders awarded as needed during a defined service period. Its use includes providing a service to a client's existing building, such as facilities management, or highway maintenance or providing services within an existing asset such as planned and unplanned maintenance. It is typically used to maintain an asset with only a modest amount of improvement or "betterment" through renewal or replacement whether the renewal or replacement is part of the expected service or the subject of a task order.

The TSC addresses workmanship issues using the defects mechanisms found in ECC/ECSC but it does not have express provisions for weather risk, physical conditions risk, or certain other construction related risks addressed by the ECC/ECSC. These risks can be addressed in part by defining additional compensation events, but without benefit of the nuanced risk attribution and dedicated project control mechanisms available in the ECC/ECSC. Its use for works must be with caution and understanding that the client retains these risks.

The TSC is, however, ideally suited for Winter Service and Depot Facilities management, which can be defined clearly. Some elements of Highway Safety Maintenance and Operations (Lot ii), such as CAT 1 and CAT 2 Defect repairs and small works, sit better under an ECC/ECSC. Of the priced contract options, the TSC offers only Main Option A (Priced contract with Price List) and Option C (Target Contract with Price List), favouring a clearly defined scope with little or no remeasurement. Where scope cannot be defined in advance, Option E (Cost Reimbursable) is envisaged.

A mix of TSC for service elements and ECC/ECSC for works elements given the proposed addition of Small Works to Lot ii) would be beneficial.

The current TSC contract for Lot 2 is based on the Highways Maintenance and Efficiency Programme (HMEP), discussed below. It is recommended that the next generation contract review if it remains current and update as required, also considering latest guidance such as the Construction Playbook, which will apply to all lots.

The Highways Maintenance Efficiency Programme (HMEP) was a sector-led transformation initiative that sought to maximise returns from investment and deliver efficiencies in highway maintenance services. The Programme started in April 2011 with sponsorship from the Department for Transport and was intended to run until 2018.

As a transformation initiative, HMEP targeted ways that local highway authorities conduct their business. It sought to deliver efficiency savings through:

- Collaboration and change – considering how alliances between authorities, clients and suppliers can be formed to drive efficiencies in delivery and changes in business processes, for example by applying LEAN thinking to the processes behind service delivery;

- Procurement, contracting and standardisation – guidance of procurement routes (See section 3 in this report) and provision of tools so that efficiencies can arise through use of for example a standard form of contract and highway maintenance specification;
- Asset Management – guidance for simplistic and, where appropriate more complex, lifecycle planning to determine whole life asset costs; and
- Benchmarking and performance – collecting, sharing, and comparing performance data on Customer/Quality/Cost.

The Lining Works for Parking Enforcement (Lot iii) could be procured through the ECC form. A copy of the current contract and specification is awaited to be able to consider an optimum approach, as this contract has been reported to be working very well for BHCC.

6.4 Key Procurement Considerations

The considerations set out below are key contract clauses which could be included, depending on whether an ECC or TSC contract (not the short forms) is being used to meet BHCC objectives summarised earlier.

6.4.1 Multiparty Collaboration

Option X12 enables clients to move away from reliance on traditional contracts, to include various collaborative and partnering arrangement which provide better integration of design, construction and operation functions across a single scheme, or a programme of works. Suppliers can be collectively incentivised to achieve project objectives by the use of this Option. It should be noted that Option X12 creates an arrangement, not a multi-party contract.

Linking Option X12 to the appropriate bi-party contracts allows for collaboration across a number of contracts (for example PSC Design, ECC Construction, TSC Street Lighting). The model allows creation of a Core Group to work together to achieve the Client's Objectives, which are captured in Option X12. It allows for individual or collective incentivisation through provision of KPIs. It has some merit in consideration for the Medium Value Works and Improvements (Lot i).

6.4.2 Incentivisation

There are a range of measures that affect the time, quality, and cost aspects of delivery and which can be used to incentivise the right behaviours:

- Target cost (ECC/TSC Option C and ECC Option D) which provides a pain / gain arrangement
- Bonus for early Completion (ECC Option X6) provides a bonus for each day the supplier completed the works ahead of the contractual Completion Date
- KPIs (ECC/TSC Option X12 or X20) can be introduced through either of the secondary options, examples include the number of Defects, the total project costs, rate of progress, client satisfaction levels, sustainability or environmental targets, etc
- Value engineering (clause 16) incentivises the supplier to make proposals to reduce the cost of providing the Works (ECC, ECSC) or Service (TSC). The parties both benefit if a proposal is accepted.
- Whole life cost (ECC/TSC Option X21) provides an incentive to the supplier to make proposals which reduce the cost of operating and maintaining an asset.

6.4.3 Key Performance Indicators (KPIs)

NEC provides KPIs through Option X12 or X20. Both Options cannot be used concurrently: it is one or the other. Option X12 is with Multiparty collaboration (See 6.4.1) where Option X20 applies to a single Contractor.

Continuous improvement and innovation are the objectives of KPI with the ultimate aims of reducing costs and improving quality. It is essential to identify and describe KPIs, including achievement criteria at the outset in the tender documents. These must then be measured during delivery to be effective.

Clearly, an optimum number of incentives is needed, enough to make a difference, but not too many that reporting becomes burdensome and potentially compromises BHCC objectives.

6.4.4 Risk Management

NEC encourages active risk management which is essential for good project delivery. This relies upon risk being allocated to the party best able to manage it.

It is vital those developing schemes for Lot i) should prepare and share a risk register, with a particular Z Clause added to stipulate arrangements for its update and management during the works, to reflect all risks surrounding a given project. Consideration should be given as to which additional risks to transfer to the contractor, if they are better able to manage it for a given works package order or service task order. Managing of risks by both the client and contractor during delivery is a key aspect of the NEC Contract and not an issue to be overlooked. Timely engagement, meeting recording and actions are essential and the party responsible is often the client.

6.4.5 Early Contractor Involvement (ECI)

ECI is a method of appointing a Contractor or Subcontractor at an early stage, to help develop designs and proposals. ECI has many benefits, including early involvement of contractors and suppliers in the design, encouraging innovation, collaboration, design for off-site manufacture, whole life solutions, jointly reducing risk, planning resources, negotiation of price, and creating a sound business case.

There are three options available under the NEC for ECI:

- Use ECC Option C or E with Option X22 (early Contractor involvement).
- Place two or more contracts in sequence, use the PSC form for ECI prior to award under an ECC. This would require a PSC option under the Framework to apply for say Lot i) (Medium Value Works and Improvements).
- A combination of the two options highlighted above.

Key success factor is ensuring compliance with procurement regulations when engaging in ECI. This needs to be considered in the procurement of the Framework and allowed for if required. It could be beneficial for some schemes.

6.4.6 Information Modelling

ECC/TSC Option X10 allows for requirements for Information Modelling to be included within the contract. This is likely to be beneficial for Schemes, under the ECC, if not catered for in the design contracts through the PSC

6.5 ECC Main Options

The ECC Main Options are summarised in Table 6.5.1 below

	Main Option	Short Description
A	Priced contract with activity schedule	Lump Sum / payment against complete activities / price list
B	Priced contract with bill of quantities	Bill of quantities/ remeasurement
C	Target contract with activity schedule	Lump sum with agreed pain / gain share (range set in the Contract Data)

	Main Option	Short Description
D	Target contract with bill of quantities	Bill of quantities/ remeasurement with agreed pain / gain share (range set in the Contract Data)
E	Cost reimbursable contract	Cost reimbursable (however some costs may be disallowed depending on approach in the contract and Scope)
F	Management contract	Main Contractor appointed – client takes the risk of subcontract cost

A management contract is not appropriate for this situation. Main Options A to E all have their merits.

Option E puts a significant amount of risk with the client in terms of both cost outturn and programme. It has some merits for small value works and could be a suitable solution for the Highways Safety Maintenance and Operations (Lot ii).

The current approach is to use Option A for the existing Highway Safety Maintenance and Operations Lot 2 and Option A, B, C or D for the existing Schemes Lot 1 as appropriate. To incentivise better behaviour and outturn, there are some merits in moving projects where there is scope for Innovation and new efficiencies to Option C or D. When combined with ECI and an initial upfront target price agreed on basis of a standard approach there is merit in Options C and D becoming the default. An alternative and equally viable approach is to procure ECI through the PSC design contracts, where buildability expertise and construction know-how could be sought alongside traditional design delivery. The disbenefits of this is, however, that the contractors might not have the plant and equipment available for such an innovative approach and hence some kind of combination through ECI is likely to engender downstream benefits and economies the PSC route might not achieve.

A key decision for the Highways Safety Maintenance and Operations (Lot ii) is whether it should all be delivered as a service under the TSC, as works under an ECC or a mix with elements such as small works under an ECC. The ECC would allow more flexibility of Main Options, whereas the TSC would traditionally be solely Option A (albeit that the design of the Price List could resemble a Bill of Quantities but without the detailed remeasurement mechanisms). The current and HMEP documents are written around a TSC delivery approach. The TSC is ideally suited for Winter Service and Depot Facilities management, which can be defined clearly. Some elements of Highway Safety Maintenance and Operations (Lot ii), such as CAT 1 and CAT 2 Defect repairs and small works, sit better under an ECC/ECSC. Of the priced contract options, the TSC offers only Main Option A (Priced contract with Price List) and Option C (Target Contract with Price List), favouring a clearly defined scope with little or no remeasurement.

The Lining Works for Parking Enforcement (Lot iii) is ideally suited to either Option B or A under an ECC.

At the Contract and Procurement Workshop on 15th June, a strong desire was expressed for a Bill of Quantities based approach rather than Activity Schedule. This would require more effort to define the bill of quantities but would have the benefit of providing improved visibility through remeasurement. It does, however, also put the risk of outturn cost with the Client, whereas Option A is intended to place this with the Contractor. There is some merit in adopting Option B.

Option E (cost reimbursable) would require BHCC to review the real or actual costs of the contractors works and/or service. A target cost arrangement such as ECC option D (target contract with bill of quantities) could also be possible, to incentivise the client and contractor to collaborate with the contractor to minimise costs. Options E or D would require the Employer to pay on the basis of 'actual' costs which introduces the need for significant auditing as compared with the simpler priced option, which could as currently be procured under the TSC or TSC/ECC hybrid as described above. Unlike the ECC, the TSC does not include for either 'option D' or for a detailed definition of the contractor's cost. If the principle of paying the contractor based on actual cost is of interest to BHCC, these options could be further investigated. The expertise and management effort to review and audit the contractor's actual costs should not be underestimated. This would not be simple to manage.

7. Recommended Commercial and Procurement Approach

A key challenge for BHCC is maintaining enough resources available through the Highways Safety Maintenance and Operations (Lot ii) to provide the services when needed, and yet keep them busy on productive work for BHCC rather than on standby when not.

Current spend with the incumbent is a mix of Lot 1 and Lot 2 work totalling about £55K per month. During Jacobs' review of the existing service provider, RJ Dance advised they typically have 5 to 6 two-man gangs working on the current Lot 2 and bring in other teams as and when needed, managed by two Supervisors, one for civils works and one for pavement patching. These resources are likely to be subject to TUPE Regulations and appropriate notifications should be sent by BHCC to obtain details for all incumbent existing service providers where appropriate.

At the Contract and Procurement Workshop on 15th June 2021, the need for an amount of work to keep the Highways Safety Maintenance and Operations resources productive and available was acknowledged, and this was explored further at the Risk and Opportunities Workshop. There is the risk that the new Lot ii) supplier does not gain a position on Lot i).

To enable the supplier to have sufficient local resources available, it is therefore proposed to add in small value works and improvements (Small Works) to the Highways Safety Maintenance and Operations (Lot ii).

The Construction Playbook (UK Government Procurement Policy Note 09/20) encourages authorities to '*Review future projects and programmes regularly (at least quarterly) to identify opportunities to bring appropriate work together in portfolios and leverage economies of scale to drive investment into new technologies and MMC (Modern Methods of Construction)*'. Thus, the ability to compound a number of Small Works into a Medium Value works order is available to BHCC to manage workload through the lots.

7.1 Contract Strategy

From the analysis presented in section 3 of this report it is recommended that the **Multiple Provider** delivery model will remain in place for:

- Street Lighting
- Traffic Signals

The difference between **In-house with top-up** and **Multiple Provider** delivery models is not significant. Arguably, the current arrangement with inspections undertaken and works details being developed in-house already exploits the **In-house with top-up** delivery model to some degree. Therefore, the challenge is in what and how to outsource to bring the best of the Private Sector forward to work with BHCC.

It is further recommended that this **Multiple Provider** delivery model should also encompass:

- Medium Works and Improvements (Lot i)
- Highways Safety Maintenance, Operations and Small Works (Lot ii)
- Lining Works for Parking Enforcement (Lot iii); and
- Asset Management Systems provision (To replace existing systems providers Yotta and Symology)

The rationale behind the recommendation for these services is:

- Medium Value Works and Improvements (Lot i) – Such schemes by their nature are varied in type, volume and timing and therefore better suited to the private sector. It is typically outsourced by most authorities in the UK. Currently Works and Improvements construction is provided through Lot 1 of the Framework. Seeking 3 suppliers with the ability to use both single source and competitive options for works schemes

enables a degree of competition to be maintained through the life of the contract, in addition to the competition to secure a place on the framework.

- Highways Safety Maintenance, Operations and Small Works (Lot ii) – Day-to-day Highway Safety Maintenance and Operations – BHCC has statutory duty to maintain the highway and repair defects within short turn-around times. Currently, this is provided through Lot 2 of the Framework and this has been outsourced for over 20 years.
- Lining Works for Parking Enforcement (Lot iii) – Parking revenue is extremely significant for BHCC and well-maintained and statutorily compliant white and yellow lines are crucial to obtaining revenue collection and to support enforcement where needed. The expected volume of work does not seem adequate to support multiple suppliers, therefore a single quality supplier is needed to ensure maintenance of this significant revenue stream.
- Asset Management Systems – BHCC does not have the ability in-house and the majority of local authorities either procure this themselves or through one or more of their existing service providers. By procuring this themselves, BHCC maintain control over the systems and their functionality and can better manage their other suppliers through these, rather than if these were procured and controlled through one or more of its existing service providers.
- The outsourced suppliers all support other local authority contracts and since BHCC does not hold labour with the skills, plant, and equipment in house, in-sourcing would be a significant risk.

Based on the analysis presented in Sections 5 and 6, the following approach is recommended:

An NEC Framework Contract is the recommended head contract and recommended to sit over all lots.

Framework agreements have been widely used since their inclusion in the Public Contract Regulations and proven to demonstrate benefits in terms of administrative efficiency, at the risk of reduced competition if frameworks are too wide, too long, or cover a very large part of the public sector demand.

Three lots are proposed under the head contract, the NEC Framework Contract, being:

- Medium Value Works and Improvements (Lot i) – up to 3 suppliers
- Highways Safety Maintenance, Operations and Small Works (Lot ii) – single supplier
- Lining Works for Parking Enforcement (Lot iii) – single supplier

In addition, it is recommended that a Scope for Asset Management Systems is prepared and procured. This may be better under Supply terms or a NEC4 PSC Contract but it could otherwise form Lot iv) – Asset Management Systems. This should be confirmed through market testing with potential suppliers.

The proposed Contract Strategy is:

- Lots i) and iii) would both use the Engineering and Construction Contract (ECC), or the Engineering and Construction Short Contract (ECSC) where appropriate.
- Lot i) would be able to use ECC Main Options A to D with ability to add new items to a tendered Activity Schedule or Bill of Quantities or Price List (as applicable).
- Lot i) would have both Direct Award and Mini-Competition routes available, with the ability to procure Early Contractor Involvement.
- Lot ii) would be a mix of Term Service Contract (TSC) and ECC/ECSC. Modelling the works element on an ECC Option A/B basis (activity schedule (or price list) / bill of quantities) will create some commercial competition at Framework Tender.
- Lot iii) would suit an ECC Option B Bill of Quantities format with ability to add new items.
- Elements of Option E will need to be considered and incorporated through Z Clauses in all contracts to reflect change in service and works elements anticipated over the duration of the Contract.

Secondary options will be considered further by Jacobs in the Procurement Plan and will be derived through the contract drafting process. It is recommended that development of the Procurement Plan and contract drafting commences on the basis of the recommendations above and runs in parallel with market engagement and governance approvals.

7.2 Contract Durations

In terms of Contract durations, Highways England have been letting up to 15-year Maintenance and Response Contracts (for its equivalent of the Highways Safety Maintenance and Operations Lot 2/Lot ii) and its Works Frameworks are including for potential extensions (e.g.: 4 + 2 + 2). Transport for London has included similar potential contract durations.

New procurement policies are being published on a regular basis with an increased interest from Government following Brexit. Currently, UK regulations generally revoke and reinstate EU Regulations but some changes are impacting Public Sector procurement. A Summary of the Impact of new UK Procurement Regulations is included in Appendix A.

Regulations.33(7) to (11) of the Public Contracts Regulation 2015 (PCR2015) set out the specific rules for the call-off of contracts within a framework agreement. As regards to framework agreements concluded with a *single economic operator* by one or more contracting authorities (reg.33(7) PCR2015), the rules are restricted to requiring that contracts based on that agreement should be awarded within the limits of the terms laid down in the framework agreement. Therefore, the contracting authority or authorities will have substantial flexibility to set contractual terms adjusted to its or their specific needs and, if necessary, may consult the operator party to the framework agreement in writing, requesting it to supplement its tender as necessary. In this regard, it may be important to emphasise that such consultations and supplements of the tender should not result in a substantial amendment of the terms of the framework agreement (reg.33(6) PCR2015).

The rules applicable to framework agreements concluded with *several economic operators* suggest there should be at least three (by analogy with reg.65 PCR2015).

Regulation 33(3) of PCR2015 establishes that the term of a framework agreement shall not exceed 4 years, save in exceptional cases duly justified, in particular by the subject-matter of the framework agreement, i.e., according to the specific technical or commercial characteristics of the goods, works or services included in the framework agreement. This rule seems to provide full discretion to contracting authorities for the conclusion of framework agreements of durations of up to four years, and to impose a higher obligation to prove the necessity to conclude agreements with a duration in excess of that period to ensure its feasibility from a technical, commercial or some other perspective.

Nonetheless, the discretion of the contracting authorities in determining the duration of these agreements must clearly be restricted by competition considerations [ex reg.18(1) PCR2015]. Therefore, even under the threshold of four years of duration, contracting authorities must set the validity of the agreement so as to avoid unnecessary restrictions and distortions of competition, based on a case by case analysis [along the same lines, S Arrowsmith, *The Law of Public and Utilities Procurement. Regulation in the EU and the UK*, Vol. 1, 3rd edn (London, Sweet & Maxwell, 2014) 1175–77.

The duration of the framework agreement can extend beyond the four year limit, given that the duration of the contracts awarded under the framework 'does not need to coincide with the duration of that framework agreement, but might, as appropriate, be shorter or longer' (rec 62 dir 2014/24).

Procurement Policy Note 09/20: The Construction Playbook states that '*The length and size of individual contracts should be designed for specific markets with suitable break points and clear contractual obligations to drive continuous improvement in safety, time, cost and quality. For example, 8 years of relatively certain work provided by a 4 + 4 contract (with an extension based on good performance) could deliver faster, better and greener delivery and improved outcomes when used appropriately.*'

It is recommended that a 4-year initial contract period with possible extensions arrangement (4 + 2 + 2) is adopted for all lots under the NEC4 Framework Agreement, extendable on the basis of good performance, with the ability to terminate any one or all lots at a break point, in addition to the standard termination requirements.

The Construction Playbook (UK Government Procurement Policy Note 09/20) encourages authorities to '*Review future projects and programmes regularly (at least quarterly) to identify opportunities to bring appropriate work together in portfolios and leverage economies of scale to drive investment into new technologies and MMC (Modern Methods of Construction)*'. Thus, the ability to compound a number of Small Works into a Medium Value works order is available to BHCC to manage workload through the lots.

7.3 Framework Management

It is recommended that a Framework Manager(s) is/are appointed to place governance on the operation of the contract(s), supplemented by individual Lot Managers and project managers under their direction as appropriate. (See Jacobs Highways Operation and Maintenance Review (Report Reference BESP/0033/REP/01))

7.4 Market Engagement

It is recommended that the delivery market is engaged to assist in the development of the contract to gauge appetite for this proposed approach and shape the contract to ensure sufficient response and attractiveness for a fair and competitive competition.

8. Other Recommendations and Next Steps

8.1 Recommendations

Recommendations are included within each section of this report and are not repeated here in detail but rather as bullet summaries. These individual recommendations have been consolidated into proposed tasks.

Phase 2, to develop a number of requirements for the future Highways Service Contract(s) and enable a more effective and robust service to be provided overall, can continue in parallel with Phase 3, development of the proposed Contract(s).

8.2 Proposed steps - Phase 3

To enable a swift transition into Phase 3, it will be important that details of all historic contracts, the tender documents, scope, contracts themselves and associated documentation are collated and shared. This will enable consideration of what can be adapted with minor changes and what needs to be drafted.

The proposed tasks for Phase 3 - To prepare the Contracts will as a minimum include:

- Improvement Plans for internal council approach
- Draft Contract Scopes (or Schedules)/ Works Information
- Design Payment / Commercial requirements
- Compile Contracts
- Prepare Business Base
- Prepare Dataroom/ Site Information
- PQQ Documentation and associated Evaluation Criteria
- Instructions to Tenderers documentation
- Tender evaluation criteria
- Tender processes and procedures
- Tender Administration including tender query and response assistance
- Tender Evaluation Moderation support
- Finalisation of documentation for Contract(s) Award

Appendix A. Impact of new UK Procurement Regulations

Update: this TN was originally prepared on 4 June 2021. It will need regular updating to reflect new publications. This advice is an understanding from a technical viewpoint of the situation and should be confirmed or otherwise

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A.1 Purpose

The purpose of this note is to provide a review of the new UK Procurement Regulations that are relevant to Phase 2 Task 1. Overarching Scope is 'Highways Maintenance and Operations support', but includes new projects (Civils, Design and potentially D&B) for small and medium value schemes. Such small and medium value schemes may include structures refurbishment/strengthening associated with coastal protection, highways, and car parks.

A.2 The legal landscape

Brighton and Hove District Council is a contracting authority and is required to comply with EU Procurement Directives embodied in the Public Contracts Regulations 2015 when buying works, goods or services from external organisations to ensure that all procurement is carried out in a fair, open and transparent way.

A.3 Public Contract Regulations 2015 (PCR 2015)

PCR 2015 came into force on 26 February 2015 and implements Directive 2014/24.

It enshrines EU procurement requirements into UK law and will remain in force for the foreseeable future with amendments where needed as a result of leaving the EU (e.g. above threshold contracts will need to be advertised on Find a Tender instead of OJEU).

PCR 2015 oblige public authorities to conduct procurement activity in an open and transparent manner. Tenders and contracts entered into without complying with PCR 2015 may result in the procurement exercise and subsequent contract being legally challenged by an aggrieved party. If challenged the courts have the power to automatically suspend the contract award, apply financial damages against the contracting entity, declare the contract ineffective and issue the contracting entity with an unlimited financial penalty. In addition, there may be delays, disruption/impact of services, reputational damage, further legal and business costs.

A.4 Changes to PCR 2015 due to Brexit

The Brexit transition period ended on 31 December 2020.

- The **Public Procurement (Amendment etc.) (EU Exit) Regulations 2019** repeal the Public Contracts Regulations 2015 but then immediately re-enact them on largely the same terms.

No 560: <https://www.legislation.gov.uk/ukxi/2019/560/part/3/chapter/1/made>

- The above regulations (NO 560) were revoked and replaced by **The Public Procurement (Amendment etc.) (EU Exit) Regulations 2020 (SI 2020/1319) (PPAR 2020)** which came into force at 11pm on 31 December 2020.

PPAR 2020: No 1319 : <https://www.legislation.gov.uk/uksi/2020/1319/contents/made>

- The PPAR 2020 also revoked and replaced **the Public Procurement (Amendment etc.) (EU Exit) (No.2) Regulations 2019** – in England, Wales, and Northern Ireland.

No 623: <https://www.legislation.gov.uk/uksi/2019/623/contents/made>

Changes have been limited to those that are appropriate to reflect UK's new status outside the EU and are made only to the extent permitted to correct deficiencies. Main changes for UK contracting authorities are as follows:

- UK contracting authorities will no longer publish in the OJEU but will instead use a UK e-notification service. Find a Tender Service (FTS) is the new UK e-notification service where notices for new procurements must now be published. It replaces OJEU / TED. <https://www.find-tender.service.gov.uk/Search>,
- the transfer of the European Commission's supervisory functions to the Cabinet Office, such as the transfer of the function to revalue the main financial thresholds,
- PPAR 2020 provide that procurement procedures and framework agreements commenced before 1 January 2021 but running beyond that date, will continue to be subject to the pre-2021 rules. This means that a two-tier system will be in place for some time, and
- financial thresholds will be expressed in pounds for those procurement commenced after 1 January 2021, the first set of thresholds are set out in the PPAR 2020 and resemble those previously applicable. The procurement thresholds will continue to be based on GPA thresholds.

Further details are in the explanatory memorandum for PPAR 2020 at:

<https://www.legislation.gov.uk/uksi/2020/1319/memorandum/contents>

- Withdrawal from Europe legislation:
 - The European Union (Withdrawal) Act 2018 (EUWA)
<https://www.legislation.gov.uk/ukpga/2018/16/contents/enacted>
 - European Union (Withdrawal Agreement) Act 2020 (WAA)
<https://www.legislation.gov.uk/ukpga/2020/1/contents/enacted>
 - UK-EU Withdrawal Agreement of January 2020 (Withdrawal Agreement).
https://ec.europa.eu/info/relations-united-kingdom/eu-uk-withdrawal-agreement_en

A.5 Relationship with WTO GPA and UK-EU TCA

UK secured independent membership of the GPA, which came into force on 1st January 2021. The EU-UK Trade and Cooperation Agreement - Protecting the European Union's interests, ensuring fair competition, and continued cooperation in areas of mutual interest is on the following site:

https://ec.europa.eu/info/relations-united-kingdom/eu-uk-trade-and-cooperation-agreement_en

Contracting authorities should familiarise themselves with the UK's commitments on public procurement at "Title VI (Public Procurement)" and "Annex PPROC-1: Public Procurement" of the TCA, which are summarised at Annex A from the UK point of view, although the provisions are to be applied mutually. The EU(FR)A provides that, to the extent that the TCA is not otherwise implemented, it will be read into existing domestic law - this effectively modifies existing domestic law as necessary to ensure the UK complies with its obligations under the TCA.

See: - **PPN 02/21** - The WTO GPA and the UK-EU TCA, a procurement policy note issued by the Cabinet Office.

A.6 Other legislation:

- Equality Act 2010
- Modern Slavery Act 2015
- Bribery Act 2010
- General Data Protection Regulations (GDPR)
- The Public Services (Social Value) Act 2012
- Freedom of Information Act 2000
- Late payment of Commercial Debts (Interest) Act 1998 and Regulations 2013

A.7 Policy Papers and Consultations on Public Procurement:

A.7.1 (5) (1) Cabinet Office:

The Cabinet Office has issued Procurement Policy Notes (PPNs) to support public sector organisations in preparing for the UK's exit from the EU, dealing with COVID, the Construction Playbook as well as launching a consultation into the future of public procurement.

<https://www.gov.uk/government/collections/procurement-policy-notes#2021>

List of procurement policy notes:

- PPN 02/19 - Preparing for the UK Leaving the EU
- PPN 06/19 - New Thresholds
- PPN 01/20 - Responding to COVID-19
- PPN 02/20 - supplier relief due to coronavirus (COVID-19)
- PPN 03/20 - Use of procurement cards - COVID-19
- PPN 04/20 - Recovery and Transition from COVID-19
- PPN 05/20 - The Outsourcing Playbook V2.0
- PPN 06/20 - taking account of social value in the award of central government contracts
- PPN 07/20 - Taking account of a bidder's approach to payment in the procurement of major government contracts
- PPN 08/20 - Introduction of Find a Tender
- PPN 09/20 - The Construction Playbook
- PPN 10/20 - Public Procurement after the Transition Period ends on 31 December 2020
- PPN 11/20 - Reserving Below Threshold Procurements
- PPN 01/21 - Procurement in an Emergency
- PPN 02/21 - The WTO GPA and the UK-EU TCA
- PPN 03/21 - The Sourcing and Consultancy Playbooks
- PPN 04/21 - Applying Exclusions in Public Procurement, Managing Conflicts of Interest and Whistleblowing
- PPN 05/21 - Sets out information and guidance for contracting authorities on the National Procurement Policy Statement.

A.7.2 (5)(2) Green Paper – Transforming Public Procurement:

The Green Paper sets out the UK Government's future plans to amend the current public procurement regime, including integrating the current EU-derived suite of regulations into a single, uniform framework of simplified rules.

<https://www.gov.uk/government/consultations/green-paper-transforming-public-procurement>

The government's goal is to speed up and simplify procurement processes.

This Green Paper consultation ran from 15 December 2020 to 11:45pm on 10 March 2021. "The government's goal is to speed up and simplify our procurement processes, place value for money at their heart, and unleash opportunities for small businesses, charities and social enterprises to innovate in public service delivery." Details on : <https://www.gov.uk/government/consultations/green-paper-transforming-public-procurement>

The Government's future plans include:

- Proposals to enshrine in law the principles of public procurement: the public good, value for money, transparency, integrity, fair treatment of suppliers and non-discrimination.
- Intention to legislate to require contracting authorities to have regard to the Government's strategic priorities for public procurement in a new National Procurement Policy Statement.
- Proposal to establish a new unit to oversee public procurement with powers to review and if necessary, intervene to improve the commercial capability of contracting authorities.

It is understood that the timetable for implementing the proposals in the Green Paper (apart from the National Procurement Policy Statement) will be 2022.

A.7.3 5(3) National Procurement Policy Statement (NPPS)

This NPPS was published by the Cabinet Office via PPN 05/21. It sets out the strategic priorities for public procurement and how contracting authorities can support their delivery. The NPPS applies to contracting authorities as defined in section 39(3) and (4) of the Small Business Enterprise and Employment Act 2015. This includes local authorities. This relies in part on the definition in the Public Contract Regulations 2015 (S.I. 2015/102). PPN 05/21 has immediate effect and applies to all contracting authorities.

Link to the NPPS:

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/990289/National_Procurement_Policy_Statement.pdf

Subject:	Electric Vehicle Charge Point Update		
Date of Meeting:	21 September 2021		
Report of:	Executive Director Economy, Environment & Culture		
Contact Officer:	Name:	Paul Nicholls	Tel: 01273 293287
	Email:	paul.nicholls@brighton-hove.gov.uk	
Ward(s) affected:	All		

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

- 1.1 To update Committee on progress in expanding the electric vehicle charging infrastructure in the city, and a successful new bid for funding. The report also responds to the deputation received by Electric Brighton CarShare Ltd requesting permission to set up a local not for profit electric car club. It proposes that officers work to identify parcels of land close to the A27 trunk road suitable as a long-term investment opportunity for a rapid charging station.

2. RECOMMENDATIONS:

- 2.1 That Committee notes progress with the installation and commissioning of lamp post chargers, fast chargers and on street rapid charging hubs and the planned submission of further bids to the Office for Zero Emission Vehicles for funding for charge points
- 2.2 That Committee notes the successful bid for Innovate UK funding to create model bookable disabled bay charge points and bookable public charging for fleet vehicles where the driver has no off-street parking.
- 2.3 That Committee agrees to allocate eight car club bays at the four locations identified in this report for use by Electric Brighton CarShare Ltd, subject to the consideration of any objections to the Traffic Regulation Order.
- 2.4 That Committee agrees to re-allocate the car club bay in Ewart Street from Enterprise Rent-A-Car to Electric Brighton CarShare Ltd.
- 2.5 That Committee requests that officers work with UK Power Networks to identify a parcel or parcels of land close to the A27 trunk road suitable for inviting commercial investment in a rapid or ultra-rapid charging station under a minimum 15-year lease and other terms agreed with Property & Design.
- 2.6 That Committee notes that where possible new charge points installations will be placed on the carriageway to avoid pavement clutter.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 On 7th July 2015, the Environment, Transport and Sustainability Committee authorised officers to work with partners and stakeholders to identify and pursue opportunities to install equipment and bid for external funding to support the upgrade and expansion of Ultra-Low Emission Vehicle technology and infrastructure within the city
- 3.2 Since then, the council has submitted a series of successful bids for funding from the Office for Zero Emission Vehicles (OZEV) and Innovate UK. Following a tender process, in October 2019 the council appointed a charge point operator (EB Charging) through a concession contract to provide the remaining 25% funding, install and operate the charging network in return for a fee for the 100% renewable electricity used.
- Lamp post chargers - for overnight charging, which require around 12 hours to fully charge a vehicle from empty
 - Fast chargers— for a full charge within 4-5 hours
 - Rapid chargers— for a full charge within 30 minutes
- 3.3 Delivery of these projects is almost complete with 200 lamp post chargers, 29 fast chargers and 3 on street rapid charging hubs installed and operational. There has been a delay in starting work on the rapid charging hub with solar canopy at Brighton Racecourse. This has been due to the ongoing use of the site as a vaccination hub. We are working with Brighton Racecourse and the NHS to agree a date in the Autumn 2021 to enable these works to start.
- 3.4 Between now and March 2022 further bids will be submitted to OZEV for lamp post, fast and rapid chargers. Traffic Regulation Orders are also being drafted for exclusive recharging bays in batches so that by March 2022 around 100 lamp post chargers will be for electric vehicle recharging only, as well as all fast and rapid chargers, subject to the consideration of any objections.
- 3.5 A recent successful joint bid for Innovate UK research funding has been submitted by our charge point operator 'EB Charging' as lead partner, who will receive £283,753 Disabled Motoring UK will receive £29,898 and Brighton & Hove City Council will receive £32,058. The project aims to engage with national and local disabled drivers to understand the barriers they face when charging electric vehicles and create model accessible disabled bay charge points that can be booked. The other strand of the project is to create a booking system for electric vehicles used by the Housing Repairs Service, for drivers who can't charge the vehicles at home. The project started in August 2021 and is due to complete in March 2022.
- 3.6 In January 2021 ETS Committee received a deputation from the Electric Brighton CarShare Ltd requesting permission to set up an electric vehicle, not for profit car sharing club. Following resident surveys carried out by Electric Brighton CarShare Ltd into demand for a car sharing service 8 bays have been proposed at 4 locations. Two of these are in Ewart Street at either end of the street, one is in Portland Road and the other is in Southdown Avenue, near London Road Station.

- 3.7 One of the proposed Electric Brighton CarShare Ltd locations is in Ewart Street and is currently allocated to Enterprise Rent-A-Car. This bay was however left empty for over a year by Enterprise-Rent-A-Car due to reduced demand during the pandemic. Electric Brighton CarShare Ltd had requested that the bay be reallocated to them early this year when the bays were empty. Although the car was recently re-instated at this location by Enterprise Rent-A-Car, Enterprise Rent-A-Car has other empty car club bays where the vehicle could be relocated to instead. It would also be more aligned with the Council's carbon neutral ambitions for the car club bay to serve an electric rather than conventional car club vehicle.
- 3.8 The Council has received requests from charge point operators for land close to the A27 trunk road suitable for long term investment in a rapid or ultra-rapid charging station. The cost of connection to the grid for a high-power consumption site can vary considerably, so working with UK Power Networks to identify sites with reasonable connection costs could encourage commercial investment in a charging station. By working with colleagues in the Property, Planning and Transport Planning teams it is hoped that shortlisted sites can also be aligned with the Council's strategic objectives.
- 3.9 If a suitable site can be found the Council could invite companies to bid for the opportunity to build, maintain and operate the charging station. Requirements such as including accessible charge points could be included in any subsequent tender.
- 3.10 Predicting the absolute number of electric vehicle chargers that will be needed in the future is complex due to rapidly changing vehicle and charging technologies, economic factors such as visitor numbers and dependence on driver behaviour change means there is a great deal of uncertainty. Our current focus is on removing barriers to owning an electric vehicle in areas of the city with no off-street parking. This report also aims to encourage long term private investment in chargers at suitable locations.
- 3.11 When responding to requests for charge points officers will aim to reduce pavement clutter as far as possible. In some circumstances it may however not be possible to place the charge point in the carriageway due to the proximity of service mains or other underground obstructions.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The option of not bidding for further funding for charge points has been considered but current national estimates are that up to 55% of vehicles on the road could be electric by 2030 and as such ongoing investment in charge point infrastructure is required to keep ahead of demand.
- 4.2 The option of not agreeing to the proposed electric car club bays was considered. Given the current high up-front cost of electric vehicles and move toward home working there is an opportunity to encourage a shared ownership model of electric vehicle ownership and reduce demand for on street parking.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Informal consultation letters were sent out to residents within the immediate vicinity of proposed fast and rapid electric vehicle infrastructure installations to ask for their comments in May/June 2020 and reported to ETS Committee in September 2020. Following this informal consultation, the council formally completed the change of parking restriction at these locations to Electric Vehicle charging only through a formal Traffic Regulation Order in July/August 2020.
- 5.2 For lamp post chargers where complaints have been received about the bays being blocked by non-electric vehicles a Traffic Regulation Order can be advertised to propose converting the bay to for 'Electric Vehicle Recharging Only' and inviting comments on the proposed change. We expect half of lamp post chargers to be designated as for electric vehicle recharging only by March 2021. Officers are also engaging with national and local disabled groups as part of the Innovate UK project.

6. CONCLUSION

- 6.1 The Competition and Markets Authority have estimated that nationally we will need ten times the number of charge points by 2030. Locally we estimate that we could need the capacity to charge up to 20,000 electric vehicles in residential areas with no off-street parking by 2030. As such an ongoing programme of bids for funding for chargepoints is recommended.
- 6.2 Employers, rail stations, supermarkets, petrol stations and car clubs are all expanding their provision of charge points for their employees, passengers, and customers. We will continue to engage with organisations locally to support the expansion of the charging network in the city.
- 6.3 As the number of electric vehicles increases the commercial viability of installing charge points should improve. The identification of suitable sites for a rapid or ultra- rapid charging station should help encourage early investment in this type of facility, particularly for visitors to the city.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no direct financial implications of this update report. As set out in the original report to October 2019 Environment Transport and Sustainability Committee, the capital cost of the charge points is fully externally funded. 75% funded by grant from the Office for Low Emission Vehicles (OLEV) and 25% by the charge point operator (EB Charging). The successful joint bid for Innovate UK research funding will also fully cover the costs of the project creating model bookable disabled bay charge points and bookable public charging for fleet vehicles where the driver has no off-street parking. Any revenue implications are currently contained within existing budgets (for example, officer time). This is reviewed as part of monthly budget monitoring.

Finance Officer Consulted: John Lack

Date: 23/08/21

Legal Implications:

- 7.2 The Environment, Transport & Sustainability Committee is the appropriate committee for the recommendations set out in paragraph 2 above in accordance with Part 4 of the council's constitution.
- 7.3 As noted in the body of the report, the allocation of parking bays for specific use as car-club bays will require traffic regulation orders (TROs). The Council's powers for making TROs are found in the Road Traffic Regulation Act 1984. The procedure for making such orders is contained in the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996 which require public notice of proposed orders to be given and for the relevant documents to be placed on deposit for public inspection. Any person may object to the making of an order and any duly made objections must be given consideration by the Council.

Lawyer Consulted: Hilary Woodward

Date: 23/08/21

Equalities Implications:

- 7.4 Due to the comparatively high purchase cost of electric vehicles, the direct benefits of electric vehicle driving in terms of cheaper fuel and running costs may tend to favour more affluent residents and visitors. The purchase cost of electric vehicles is however falling, particularly as the second-hand electric vehicle market grows, spreading the direct benefits more evenly
- 7.5 Air pollution disproportionately impacts less well-off residents, children and, for short-term pollution peaks, older people and some disabled people, so electric vehicle charging indirectly benefits these groups to a greater extent.
- 7.6 An Equalities Impact Assessment has been carried out and the accessibility of charge points for disabled drivers was highlighted as a key area for consideration. We are pleased to be working with Disabled Motoring UK as well as local disabled groups BADGE and PossAbility People to understand the needs of disabled electric vehicle drivers when using the charging network, as part on the Innovate UK project.

Sustainability Implications:

- 7.7 All electric vehicles, when operating in electric mode generate no emissions of toxic, airborne pollution such as oxides of nitrogen, which are serious health concerns, particularly in the city's Air Quality Management Areas. Electric vehicles do still generate some particulate matter from tyre and brake wear but are overall, less polluting than conventional vehicles.
- 7.8 The promotion of electric car clubs can reduce the number of vehicles on the road by between 7-17 vehicles per car club bay, depending on usage. All the city's charge points are powered by 100% renewable electricity.

Brexit Implications:

- 7.9 None.

Crime & Disorder Implications:

- 7.9 None

Risk and Opportunity Management Implications:

- 7.10 There is a risk that there is insufficient demand for the newly formed Electric Brighton CarShare Ltd to be viable.

Public Health Implications:

- 7.11 The adoption of electric vehicles has the potential to reduce air pollutant and greenhouse gas emissions resulting in fewer premature deaths and negative health consequences.

SUPPORTING DOCUMENTATION

Appendices:

1. Information on charge point infrastructure development and usage

Background Documents

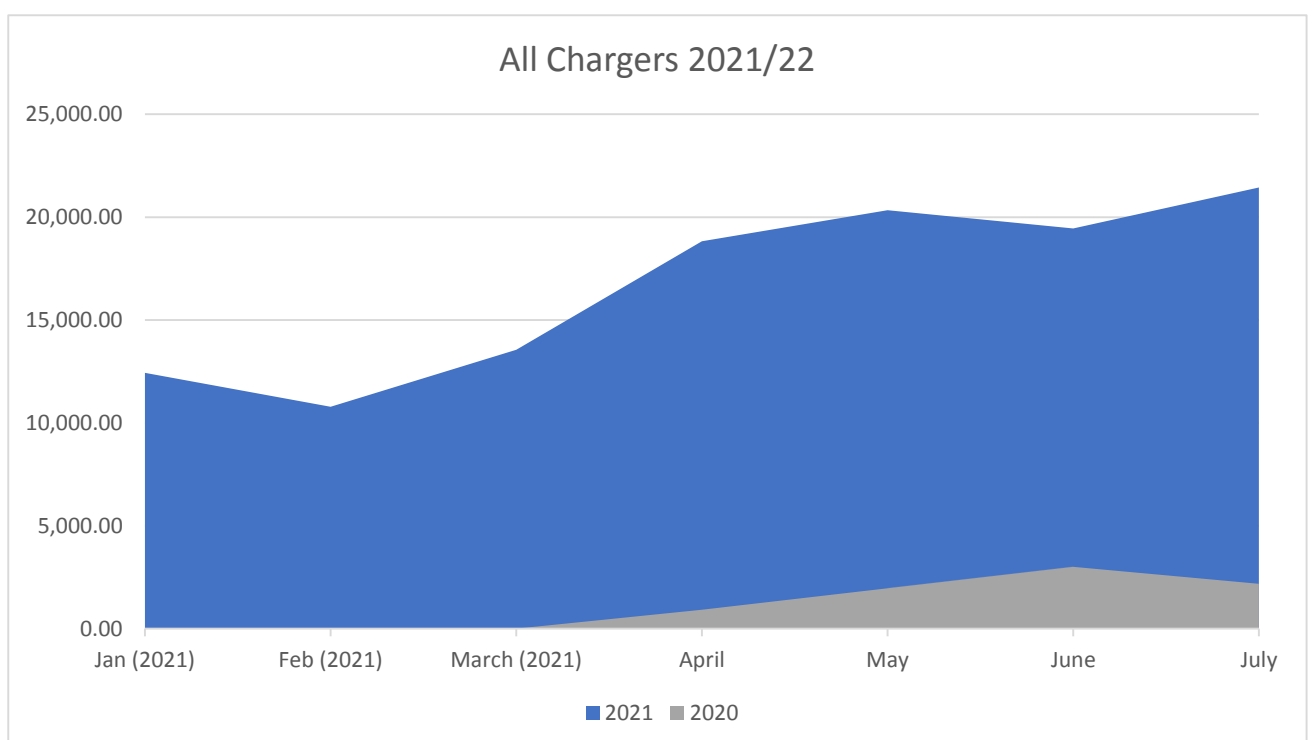
1. Electric Vehicle Charge Point Infrastructure Update to ETS Committee 29th September 2020 [Subject: \(brighton-hove.gov.uk\)](http://brighton-hove.gov.uk)

Appendix 1

Information on charge point infrastructure development and usage

	kWh delivered	
	Lamppost Chargers	Fast Chargers
Apr-20	915.42	0.00
May-20	1,957.31	0.00
Jun-20	3,003.75	0.00
Jul-20	2,174.26	0.00
Aug-20	3,463.08	0.00
Sep-20	5,601.88	36.34
Oct-20	7,853.84	519.42
Nov-20	6,992.23	1,120.92
Dec-20	12,178.07	1,338.07
Jan-21	11,236.90	1,194.89
Feb-21	9,698.83	1,081.91
Mar-21	12,350.70	1,206.28
Apr-21	16,974.75	1,856.62
May-21	17,396.48	2,944.10
Jun-21	16,860.52	2,596.60
Jul-21	17,667.59	3,780.66

Annual Demand growth	Lamppost Chargers
April	1,854%
May	889%
June	561%
July	813%

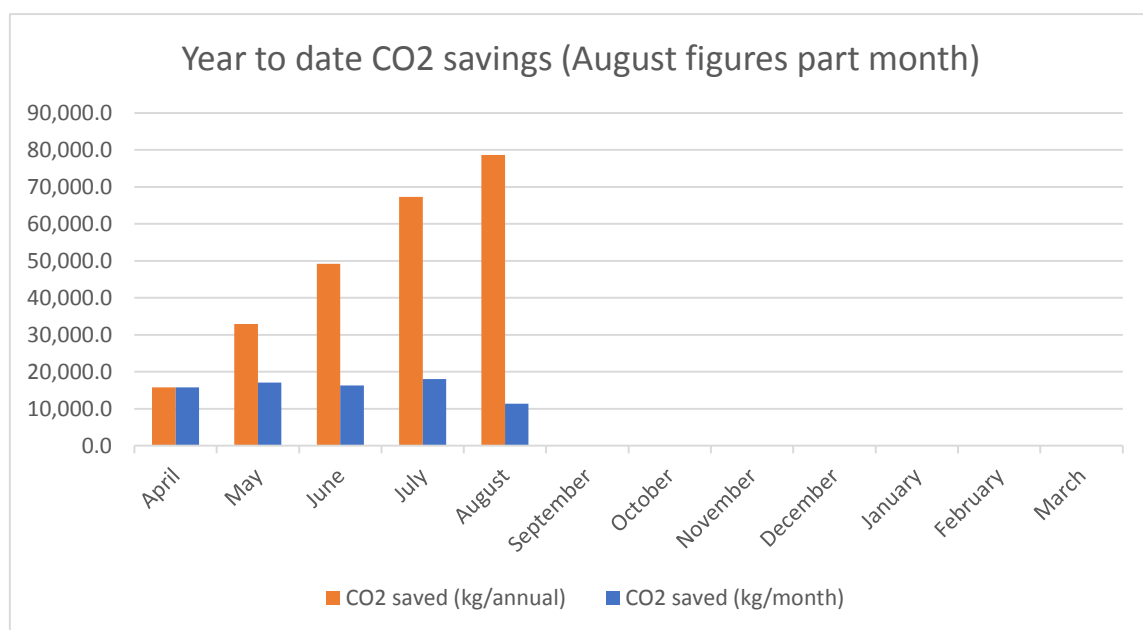


Appendix 1

Information on charge point infrastructure development and usage

Pricing Structure (£/kWh)	Lamppost	Fast	Rapid
	£0.26	£0.27	£0.27

Number of Chargers	Lamppost bays	Fast Bays	Rapid - Public Bays	Rapid - E-Taxi bays
2019/20	5	12	0	0
2020/21	200	36	0	0
2021/22 (to August 2021)	200	58	6	12



Subject:	Parking Scheme Update Report		
Date of Meeting:	21st September 2021		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Catherine Dignan	Tel: 01273 292235
	Email:	catherine.dignan@brighton-hove.gov.uk	
Ward(s) affected:	Withdean, Patcham, Preston Park, Hollingbury and Stanmer, St Peters and North Laine		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to update Committee on the progress of the recent parking consultation in Hazeldene Meads and The Beeches.
- 1.2 The report also asks Committee for approval on recent Traffic Regulation Orders for the Surrenden area and for agreement that residents of Ditchling Road Nos. 204-276 (evens) shall be restricted to applying for a resident permit for Zone J only.

2. RECOMMENDATIONS:

- 2.1 That the Committee having taken account of all duly made representations and comments, agree to proceed to the next stage to advertise the Traffic Regulation Order for a scheme in the Hazeldene Meads and The Beeches area (Extension to Zone P – Hove Park)
- 2.2 That the Committee having taken account of all duly made representations and comments, agree that the following Traffic Regulation Orders are approved to enable the Surrenden area parking zone 10 to proceed to the implementation stage: -

BRIGHTON & HOVE VARIOUS CONTROLLED PARKING ZONES
CONSOLIDATION ORDER 2018 AMENDMENT ORDER NO.* 202* (TRO-8A-2021)

BRIGHTON & HOVE OUTER AREAS (WAITING, LOADING AND PARKING)
AND CYCLE LANES CONSOLIDATION ORDER 2018 AMENDMENT ORDER
NO.* 202* (TRO-8B-2021)

- 2.3 That the Committee having taken into account of all duly made representations and comments, agree that the following Traffic Regulation Order is approved and the choice of Zones G and J for residents within this area is changed to Zone J only.

3. CONTEXT/ BACKGROUND INFORMATION

Hazeldene Meads and The Beeches

- 3.1 The committee agreed to consult this area at the same time as the Hove Park review on the Parking Scheme Priority Timetable in 2019 to see whether there was support within this area for a resident parking scheme.
- 3.2 A consultation letter was sent out to households in Hazeldene Meads and The Beeches in December 2020. The results outlined that 95% of respondents were in favour of a Resident's Parking Scheme in the area based on a 74% response rate. The recommendation was to consult on a light touch parking scheme as 57% of respondents preferred this.
- 3.3 Following ETS approval on 16th March 2021, it was agreed to contact residents and businesses in Hazeldene Meads and The Beeches with a detailed design of the scheme (as shown on the plan - Appendix A) to find out if there was support for a Light Touch Residents Parking scheme Monday to Friday 9am to 10am and 1pm to 2pm, joining the existing Zone P (Hove Park area)
- 3.4 Brighton & Hove City Council Land and Property Gazetteer was used to provide 53 property addresses in Hazeldene Meads and The Beeches. A frequently asked question sheet and the detailed design was sent to each address. Respondents were invited to complete the survey and return it using a prepaid envelope. 29 (54.7%) responses were received by mail. The consultation ran from 16 July to 6 August 2021.
- 3.5 The results outlined that 93% of respondents supported the idea of a resident parking scheme in the area based on a 54.7% response rate (results on Appendix B)
- 3.6 The Withdean Ward Councillors are happy with the way forward within their ward; however, Hove Park Ward Councillors have outlined their concerns to the extension to the Hove Park area. In advance of the original consultation, officers outlined to the Hove Park ward Councillors that resident parking schemes are not ward based and are more geographic, depending on links to other roads and there were no concerns about displacement as the Hove Park area is very underutilised. Ward Councillors in the Hove Park ward are aware that this area is included in this report.

Surrenden Area

- 3.7 Following Environment, Transport & Sustainability (ETS) Committee on 27th November 2018, it was agreed to write to all residents and businesses in the Surrenden area in January 2020 to find out if there is general support for a resident parking scheme and if so, what days and hours of operation may be preferred.

- 3.8 Brighton & Hove City Council Land and Property Gazetteer was used to provide 1704 property addresses in the Surrenden area. A questionnaire, frequently asked questions sheet and a prepaid envelope for reply was sent to each address. Respondents were also invited to complete the survey online via the council's Consultation Portal should they wish to. 686 (74.6%) responses received were by mail and 233 (25.3%) online and 1 response by email. The consultation ran from 7th January to 15th February 2020.
- 3.9 The results outlined that 69.2% of respondents support the idea of a resident parking scheme in the area based on a 54% response rate.
- 3.10 63.6% of respondents wanted a light touch scheme while 36.4% preferred a full scheme. 62.2% of respondents supported a Monday – Friday scheme while 37.8% supported a Monday – Sunday scheme.
- 3.11 Following ETS approval on 23rd June 2020, it was agreed to contact residents and businesses in the Surrenden area to find out if there was support for a Light Touch Residents Parking scheme Monday to Friday.
- 3.12 Brighton & Hove City Council Land and Property Gazetteer was used to provide 1660 property addresses in the Surrenden area. A frequently asked question sheet and the detailed design was sent to each address. Respondents were invited to complete the survey online via the council's Consultation Portal. Residents could also request paper copies should they need it. 420 (97%) responses were received online, 12 (2.8%) by mail and 1 via email. The consultation ran from 17 July to 14 August 2020.
- 3.13 The results outlined that 74% of respondents supported the idea of a resident parking scheme in the area based on a 26.2% response rate.
- 3.14 It was agreed at the ETS committee meeting on 24 November 2020 to advertise a Traffic Regulation Order (TRO) to allow the implementation of the Surrenden Area parking scheme. The TRO was advertised on 19 March 2021 with the closing date for comments and objections on the 16 April 2021. The Ward Councillors for the area were consulted as were the statutory consultees such as the Emergency Services.
- 3.15 The notice was published in the Argus newspaper on the 19 March 2021.
- 3.16 Detailed plans and the TRO were available to view online.
- 3.17 Due to a number of errors the TRO was withdrawn and re-advertised on 18 June 2021 with the closing date for comments and objections on the 9 July 2021.
- 3.18 We received 55 items of correspondence to the proposals from residents. This included support and objections. From residents who live within the proposed Zone there were 10 items of correspondence in support of the proposals due to the parking problems, while there were 42 objections.
- 3.19 There were 2 objections from residents living outside of the scheme due to concerns about parking within the area and 1 regarding commuting.

- 3.20 The comments/objections are listed in Appendix C alongside an outline of the officer comments.
- 3.21 Officers have discussed the consultation and results with the Ward Councillors who are happy for the scheme to be implemented.

Zone G to J Permit Option for Ditchling Rd (204-276 evens)

- 3.22 Parking Services has introduced an online permit system designed to be incorporated into the Council 'My Account' system. In order for this system to work accurately and satisfy audit and fraud prevention measures each address must be allocated to a specific parking zone. Allowing residents to continue to choose which parking zone they have is not a viable option if the effective and efficient implementation of surcharges on additional permits and financial assistance to those most in need is to be achieved in the coming months.
- 3.23 The affected section of Ditchling Road falls within Zone J and historically residents had the option of choosing either Zone G or J as many had rear access to Zone G. Currently, there are three residents that have applied for the option of G while there are eleven valid permits for J.
- 3.24 The choice of choosing a parking zone where two zones meet has been withdrawn throughout the City. The application process is also linked to a map within the website so the Council needs to ensure that roads fall into the same zone rather than be separated by different permits in the same road. It is regrettable that some residents will be disappointed, and it is recognised that many of those affected had campaigned to have the choice of zone G, but it is not practical or an effective use of resources to continue to offer a choice of zone as each time this happened a new TRO would need to be advertised under the new process and it would also undermine the agreed policy at Budget Council on surcharge prices to additional permits per household and discounts to resident permits for low income households.
- 3.25 The draft Traffic Regulation Order was advertised on 12 March 2021 with a closing date for comments and objections of 2 April 2021. The Ward Councillors for the area were consulted, as were the statutory consultees such as the emergency services.
- 3.26 The notice was published in The Argus on 12 March 2021. The documents were available to view and to respond to directly on the Council website.
- 3.27 We received 9 objections to the proposals from residents who live within the area affected by the proposals. There were no expressions of support for the proposed change although it's important to note that a total of 56 addresses at this location currently have the option of a zone G or zone J resident permit.
- 3.28 The comments/objections can be seen in Appendix D.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The main alternative options are doing nothing which would mean that the various parking scheme consultations would not be taken forward or consulting on a different option.
- 4.2 It is, however, the recommendation of officers to proceed for the reasons that are outlined within the report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 As set out in the body of the report.

6. CONCLUSION

Hazeldene Meads and The Beeches

- 6.1 Due to the consultation and reasons outlined in the report it is recommended that the Traffic Regulation Order is advertised to allow the implementation of Hazeldene Meads and The Beeches parking scheme.
- 6.2 Officers have met with the Withdean Ward Councillors who are happy to support the recommendations that we proceed to the Traffic Regulation Order stage.

Surrenden Area

- 6.3 Following the Traffic Regulation Order consultation and after responding to the objections it is proposed to proceed with the implementation of parking Zone 10.

Zone G to J Permit Option for Ditchling Rd (204-276 evens)

- 6.4 Following the Traffic Regulation Order consultation and after responding to the objections it is proposed to proceed with the change.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The costs associated with the recommendations of this report will be contained within existing Parking Services budgets and/or funded from additional parking income generated.
- 7.2 Use of surplus income from parking charges and penalty charges is governed by section 55 of the Road Traffic Regulation Act 1984. Once the direct costs of traffic management have been met, the use of surpluses is legally ringfenced to the provision of public transport services and to road, air quality and environmental improvements.
- 7.3 Parking charges are subject to the Council's Corporate Fees and Charges Policy. As a minimum, charges will be reviewed annually as part of the budget and service planning process.

Finance Officer Consulted: John Lack

Date: 25/08/21

Legal Implications:

- 7.4 The Council is under no statutory duty to consult the public prior to advertising proposals to formally make a traffic regulation order. However, should the Council decide to carry out such consultation it must be carried out in a fair way. The consultation must take place when the relevant proposals are still at a formative stage, adequate information must be given to consultees to enable them properly to respond to the consultation exercise and they must be allowed enough time within which to respond to the consultation exercise. The Council, as decision maker, must give conscientious consideration to the consultees' responses and objections.
- 7.5 Once proposals have been formulated the Council has a statutory duty, under the Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996, to give public notice of the proposed order and for the relevant documents to be placed on deposit for public inspection. A period of 21 days must be allowed for objections to the proposed order to be submitted. Any objections duly made must be given consideration by the Council in deciding whether the proposed order should be formally made.

Lawyer Consulted: Hilary Woodward

Date: 24/8/21

Equalities Implications:

- 7.6 Consultation took place and the comments and wishes of the respondents were taken into account when considering what changes would best meet the needs of those local population. Engagement with a wide range of residents has been built into the process from the start. The use and analysis of data and engagement has informed the project to ensure it meets the needs of the local population. The proposed measures will be of benefit to many road users.

Sustainability Implications:

- 7.7 Parking schemes can help to encourage less polluting travel options and reduce emissions. In addition, congestion can affect the reliability of journey times and long-term parking can reduce accessibility and the turnover of spaces. Parking schemes can help to encourage alternative transport choices and higher turnover of spaces. Better accessibility through a high turnover of vehicles being parked helps to support local businesses.

Brexit Implications:

- 7.8 No Brexit implications identified.

Any Other Significant Implications:

- 7.9 None

Crime & Disorder Implications:

- 7.10 None

Risk and Opportunity Management Implications:

7.11 None

Public Health Implications:

7.12 None

Corporate / Citywide Implications:

7.13 None

SUPPORTING DOCUMENTATION

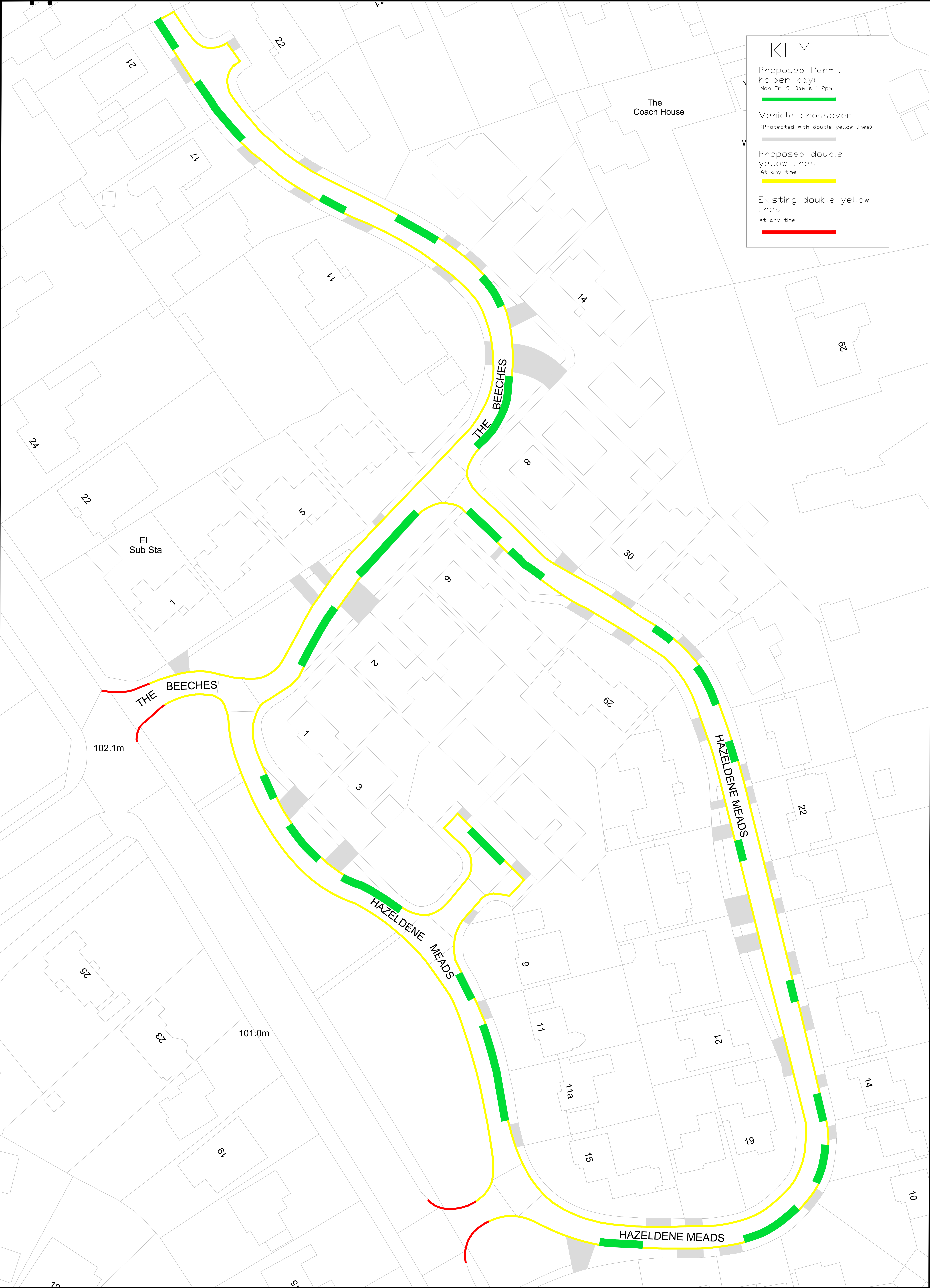
Appendices:

- A Plan for Hazeldene Meads and The Beeches
- B Results for Hazeldene Meads and The Beeches
- C Surrenden Area Comments
- D Zone G – J Comments

Background Documents:

None

Appendix A



Appendix B

Hazeldene Meads and The Beeches Detailed Design Parking Consultation report

Background

In December 2020, residents in Hazeldene Meads and The Beeches were written to in order to gauge whether there was support for a residents parking scheme.

The results from this initial consultation showed that 95% supported the introduction of a residents parking scheme with 57% of respondents supporting a light-touch parking scheme.

Headline Findings

The consultation received a response rate of 54.7%.

Support for a resident parking scheme:

- **93%** of respondents support the implementation of a residents parking scheme.
- **6.8%** of respondents do not support the implementation of a residents parking scheme

Methodology

Brighton & Hove City Council Land and Property Gazeteer was used to provide 53 property addresses in the proposed Hazeldene Meads and The Beeches scheme boundary. An information leaflet, questionnaire and detailed map were sent to each address. People were asked to complete a questionnaire and return it using a prepaid envelope. 29 (54.7%) responses were received. The consultation ran from 16 July to 6 August 2021.

Results

29 valid responses were received from within the proposed scheme boundary giving a response rate of 54.7%.

Q1 Based on the proposed design, would you like your area to be included in the existing Zone P residents parking scheme?

Yes		No		Total
Number	%	Number	%	
27	93	2	6.8	29

Results on a street by street basis were as follows:

Q1 Based on the proposed design, would you like your area to be included in the existing Zone P residents parking scheme?

Street	Number properties mailed	Number responses	Response rate %	Yes		No	
				Number	%	Number	%
Hazeldene Meads	31	17	54.8	15	88.2	2	11.7
The Beeches	22	12	54.5	12	100	0	0

Q2 Respondents were asked whether they are a resident, a business owner or manager or work in the area. (Respondents could tick more than one option).

	Number of responses
Resident	29
Business owner or manager	0
Work in the area	0
Other	0

Q3 How many cars in your household?

No. of cars	Number of responses
0	2
1	14
2	7
3	4
4 or more	2

Q4a What type of business do you own or manage in the area?

What type of business?	Number of responses
Retail outlet	0
Office-based	0
Other includes: Consultancy, carpenter, window cleaner	0
Total responses	0

Q4b How many vehicles are directly associated with your business?

No. of vehicles	Number of responses
0	0
1	0
2	0

Appendix C

		Road	Support/ Object	Reasons	Officer Response
1	Resident	Warmdene Road	Object	This will impact areas surrounding the proposed area of changes as vehicles and cars will be pushed further out. It will also impact local businesses within the areas proposed adversely as people will have limited access to the local train station.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents.
2	Resident	Surrenden Crescent	Object	Support this scheme, but object to the proposed bays either side of 1 and 3 Surrenden Crescent	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents.
3	Resident	Whittingehame Gardens	Support	Very Supportive of this. The sooner the better	
4	Resident	Harrington Road	Support	Support the proposal because something is better than nothing. The scheme needs to be 7 days a week.	
5	Resident	Surrenden Road	Support	Strongly support this proposal on the following grounds:-Surrenden Road at its upper end has a narrow carriageway width. With parked vehicles all parking in the road means that a single lane is created. Residents are often forced to park a considerable distance from their own houses because of non-resident parking The proposed scheme will prevent long-term parking and so give rise to a greater turnover of parking for genuine visitors and residents	

6	Resident	Surrenden Close	Object	There is not enough electric vehicle charging points. The parking scheme should take into account the move to electric cars and provide a surplus of points at this stage.	Residents can request additional electric vehicle charge points via the Council website, which will be considered by the Electric Vehicle Team. Officers engaged with the car club operators who advised the required number and their preferred location.
				There should be more places reserved for city car clubs as this is an attractive option especially as an alternative for a seldom used second car.	
7	Resident	Ditchling Road	Object	Concerned about Permit Parking in Hollingbury Copse as insufficient space for cars, refuse vehicles and emergency services etc. to pass safely. In favour of double yellow lines to this section of road to eliminate this issue.	Officers consider the carriageway width sufficient for access.
8	Resident	Surrenden Road	Object	In principal support the proposals, however would like an amendment to the proposals that will grant permission for vehicles to park on the cross-overs.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.
9	Resident	Surrenden Road	Object	Agree with all the proposals except the placing of double yellow lines across the cross overs that will stop parking on the same cross over.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.

10	Resident	Withdean Crescent	Object	Withdean Crescent is not wide enough to permit the Parking Bays proposed opposite drives.	Officers consider the carriageway width sufficient for access. The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents.
				The Approach adjacent to the A23, London Road. There are proposed Parking Bays on the southern side in London Road. This means that cars leaving The Approach to join London Road will be partly blocking the traffic lane for people coming off London Road into The Approach.	
				Proposed Parking Bays in Varndean Gardens at the junction with Withdean Crescent, and opposite the junction of Varndean Close, would both make these junctions unnecessarily dangerous.	
11	Resident	Cornwall Gardens	Support	See no negative reasons for introducing the proposed scheme and the go ahead should be given and subsequently implemented at the earliest opportunity.	
12	Resident	Surrenden Road	Object	As on the current proposals the houses in Surrenden Road would no longer be able to park vehicles on these crossovers. This would result in additional cars needing to be parked on this road and nearby roads.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.

13	Resident	Varndean Road	Object	Strongly believe the proposed parking scheme does not adequately consider the demand for the residents who live on Varndean Road. I agree that a light touch scheme is needed, but strongly opposed to the proposed parking for a small number of cars, which will not be enough for the residents of Grosvenor Court and Withdean Court.	Officers have proposed to formalise parking places in areas where are considered safe to park whilst ensuring continued access to off street parking places.
14	Resident	Surrenden Road	Object	Support the need for the introduction of a controlled parking zone. However would suggest one amendment to the proposal, to permit residents parking on the cross-over. Would have no objection to paying for a parking permit in order to park on a cross-over.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.
15	Resident	Varndean Road	Object	Do not agree with Permit Parking in Varndean Road especially the times specified. These times would not work. Commuters, residents within this zone and other people not living in the are would come between the times allowed. The Permit Parking should be longer hours.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. Officers would not consider pavement/verge parking as part of the final design.
				There is limited parking spaces in this road would suggested that maybe parking half on half off the verge. There could be grass protection mesh put down which would look after the verge and giving parking for extra vehicles.	

16	Resident	Brownleaf Road	Object	First of all, parking in Varndean Gardens is a road where the residents have driveways, so anyone parking in the road is not clogging up spaces which would otherwise be used for residents' vehicles.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents.
				Sympathise with people who live in Surrenden Road, but think that the council are penalizing people who just need to park for work.	
17	Resident	Surrenden Road	Object	Object to the proposed TRO as will increase the number of cars parked on Surrenden Road between Braybon Avenue and Ditchling Road and will exacerbate the congestion, pollution and road safety issues caused by the volume of traffic trying to <u>navigate what will in effect be a single-track road.</u>	The parking scheme has already been through an extensive consultation process in regard to costs and operational times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas. Officers consider there to be sufficient passing places for Surrenden Road as per the proposed design.
				The proposed passing places are insufficient to prevent congestion.	
				Residents who currently park safely and conveniently on their crossovers will be forced to compete for limited and less safe parking on the street, adding to the number of parked cars.	
				The light touch scheme, with very limited enforcement hours, will do little to deter visitors from parking.	
18	Resident	Surrenden Road	Object	Object to having double yellow lines across crossover. It is important that residents with crossovers are allowed to continue to use them, otherwise there will simply be not enough parking. Residents would be happy to pay for permits to park on crossovers.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas. Officers consider there to be sufficient passing places for Surrenden Road as per the proposed design.
				Concerned about the number of passing places being insufficient and worried about traffic safety on this road	

19	Resident	Surrenden Road	Object	The principal of the CPZ has our support but there are a number of issues that the current proposals fail to address. These are :-	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas. Officers consider there to be sufficient passing places for Surrenden Road as per the proposed design.
				Understand that residents who currently park vehicles on crossovers will be prohibited from doing so, this will result in an increased pressure for on-street parking. A solution would be for residents to be allowed to park on the crossover serving their property, subject to obtaining a residents parking permit, thereby releasing parking spaces	
				The Yellow Bus route, school buses and other vehicles that use Surrenden Road, with entry from Ditchling Road, will have to give way to traffic travelling up towards Ditchling Road as a result of all parking bays being positioned on the south side of the road. The proposed plans do not appear to provide adequate passing places	
20	Resident	Friar Walk	Object	Objecting to the provision of only three parking spaces in Friar Walk for 8 houses. There has never been a problem with parking more than three cars in Friar Walk, neither has there been a problem for emergency vehicles accessing the end of Friar Walk	Officers have proposed to formalise parking places in areas where are considered safe to park whilst ensuring continued access to off street parking places. Blue Badge holders are permitted to park for up to three hours on yellow lines where there are no loading bans in place and not causing an obstruction. They may also park within light-touch parking schemes during the hours of restriction with their badge on display. Waiting restrictions are a requirement within controlled parking zones where it is not deemed safe or appropriate for vehicles to park.
				Object to Blue Badge Holders not being able to park at any time on double yellow lines - Harrington Road, Harrington Villas, Knoyle Road, Surrenden Road	
				Also object to the vast double yellow lines to be plastered in Surrenden Road - a green lung of the City .	

21	Resident	Harrington Road	Object	This scheme is not strong enough. Waited years to get an improvement to an increasingly abysmal situation. This proposal will not solve the problem – we need longer restrictions, into the evenings and at weekends.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. The responses received indicated a preference for a light-touch parking scheme.
22	Resident	Vardean Holt	Object	Object to the scheme in general as there is no problem in the proposed area. Many of the roads in the proposal are unsuitable for roadside parking as private driveways restrict the areas for parking on the road. Object to the scheme to restrict parking by use of double yellow lines in an area where the layout of the roads already limit parking to an adequate degree. The proposal will increase any pressure on parking spaces in the residential areas to the west and north of the proposed area as normally legally parked cars migrate to nearby roads	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents
23	Resident	Surrenden Road	Support	In general I support the proposal. Like some in this area, have a garage at the back of garden accessed through a back lane. In the winter the back lane can become impossible to use due to snow/ice and have to park in Surrenden Road.	

24	Resident	Varndean Road	Object	On the plan it shows street parking using both the north and south side of the road from the bottom of Varndean Road, which only appears to give space for about 15 or so vehicles, but makes it difficult for emergency vehicles to pass.	Officers consider the carriageway width sufficient at this location for emergency service access. The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents
				The loss of spaces in this section of road will move everyone else to park further up the road, taking up space outside other residents of Varndean Road, Cornwall Gardens and Surrenden Road, which are also listed within this proposal causing them the same problem.	
				The Council could compromise on only using the land on the south side of Varndean Road outside of Grosvenor Court being given over to using half of the road and half the verge using either textured concrete or polymer grass block which enables grass growth, which would then give more parking for vehicles.	
25	Resident	Surrenden Road	Object	Not allowing parking on crossovers will mean too many residents cars trying to park in a small number of allocated bays. The crossovers are safe to park on they do not obstruct pavements or give poor visibility. Would support this scheme if parking permits were issued for parking on crossovers which residents can purchase.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.

26	Resident	Varndean Holt	Object	Object as the proposed scheme in Varndean Holt as it is not appropriate. Some of the houses have driveways that allows more than one car. Out of 17 houses in Varndean Holt only 4 properties will end up with parking outside them. Also, the parking bays are opposite driveways therefore making it very difficult for people exiting these properties.	Officers have proposed to formalise parking places in areas where are considered safe to park whilst ensuring continued access to off street parking places.
				Preference would be, if the scheme is to goes ahead that no on street parking will be allowed in the close and yellow lines will be used throughout.	
27	Resident	Surrenden Crescent	Object	Because of the ban on using crossovers this proposal lacks common sense with potential to cause more traffic nuisance and obstruction in Surrenden Crescent.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.
28	Resident	Surrenden Crescent	Object	The proposed parking restrictions are too light.	Officers consider the carriageway width sufficient at this location for emergency service access. The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. Officers addressed the issue of queuing traffic in Surrenden Crescent at the London Road junction by
				The double yellow lines where Surrenden Crescent meets the A23 need to extend much further up the hill to allow for safe entry from the A23.	
				Restrictions need to give more space at the end of driveways as parked cars are effectively parked right at the edge making exit extremely dangerous and likely to result in collision.	

				Residents need to be able to park on the crossover to their properties without fear of being ticketed.	increasing the length of the waiting restrictions. Waiting restrictions will extend beyond vehicle crossovers to deter vehicles from obstructing access to and from off street parking places.
29	Resident	Varndean Road	Object	Lack of parking spaces in Varndean Road and would suggested that maybe parking half on half off the verge.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents.
				The Light Scheme Parking is inadequate for the area. Parking should be Monday to Sunday 9am to 8pm.	
30	Resident	Preston Drove	Object	If the scheme had single white lines in front of garages / driveways so residents of those properties can park in front of them without the need for a permit, would support the proposal.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.
31	Resident	Surrenden Road	Object	Do not want yellow lines across driveways.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.
				Need more than 1 electric charging point in this road, it is simply not adequate.	

32	Resident	Surrenden Road	Object	Concern is with safety and the lack of parking that will be available with the current TRO	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.
				It will be an inconvenience to many residents due to the enforced parking restrictions on crossovers. Instead of yellow lines simply put white line in front of crossovers.	
33	Resident	Surrenden Road	Object	While broadly in agreement with this proposal concerned about double yellow lines used across driveways, as it will result in a loss of existing parking resource if residents are unable leave their car in front of the driveway.	Any vehicle exceeding 6 metres in length, 2540Kg in weight or 2.25 metres in height will not qualify for a resident's parking permit. Concessions will only be made in exceptional circumstances and at service manager discretion. Officers have proposed to formalise parking places in areas which are considered safe to park whilst ensuring continued access to off street parking places.
				Gather that there is a height restrictions for permitted vehicles. These seem entirely unnecessary in this parking zone as houses have substantial front gardens and this would not be an issue of over-shadowing residences.	
34	Resident	Withdean Crescent	Object	Happy at the overall idea and general approach to the parking scheme. However concerned about the location of a single parking bay outside No.9 Withdean Crescent as it will affect the safety of using the driveway at this property.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.

35	Resident	Surrenden Crescent	Object	Object as driveway does not appear on the proposed plan and the ability to park on crossovers.	All legal dropped kerbs will be protected by no waiting restrictions.
36	Resident	Surrenden Crescent	Object	Object to the proposal to prevent residents from parking on their crossovers in Surrenden Crescent.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.
37	Resident	Surrenden Crescent	Object	Object to the proposal to prevent residents from parking on their crossovers in Surrenden Crescent.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.
38	Resident	Surrenden Crescent	Object	Object to the proposal to prevent residents from parking on their crossovers in Surrenden Crescent.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.

39	Resident	Surrenden Crescent	Object	Object to the ability to park on the cross-overs in Surrenden Crescent being removed. To disallow parking on the cross-overs will put many more cars on the road.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.
40	Resident	Varndean Road	Object	Do not object to the introduction of Zone 10, but object to the limited amount of parking proposed on Varndean Road. This will significantly reduce the number of car parking spaces available to the residents, this is not an improvement.	Officers have proposed to formalise parking places in areas where are considered safe to park whilst ensuring continued access to off street parking places.
41	Resident	Unknown	Object	Pleased that you have opted for light touch parking restrictions but this will have an impact on the surrounding areas as people will just park further out causing problems in the nearby residential roads.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents.
42	Resident	Rookery Close	Object	Object as any visitors to Rookery Close will find it very difficult to park nearby under these current plans and will likely end up parking quite a distance away.	Rookery Close is not within the proposed scheme boundary. Parking arrangement in Rookery Close are managed independently.

43	Resident	Varndean Gardens	Object	Notice the proposed parking spaces on the section between 107 - 125 Surrenden Road are staggered and see this becoming a problem as the grass verges will become non-existent because the buses/large lorries will have trouble getting past the parked vehicles.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas. Officers consider there to be sufficient passing places for Surrenden Road as per the proposed design.
44	Resident	Withdean Crescent	Support	Supports this controlled parking Scheme.	
45	Resident	Surrenden Crescent	Support	Support this controlled parking scheme. Would like longer restricted hours.	
46	Resident	Surrenden Road	Object	Object as Hollingbury Park will now be the only park that does not have its own designated free limited waiting area due to proposed double yellow lines. This will act as a deterrent to families and disabled persons to use the park as they will now have to park some distance away, ensuring that it is not between 9-10am and 2-3pm	No waiting restrictions have been proposed in areas where Officers consider it unsafe to park. The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.
				Object to proposed double yellows across crossovers, these should be single yellow lines in conjunction with the restricted hours.	
47	Resident	Harrington Villas	Support	Support the proposed parking scheme, but concerned about obtaining a permit for a high sided vehicle.	

48	Resident	Varndean Holt	Object	Objects to the proposed restrictions in Varndean Holt as this will be unsightly.	Officers have proposed to formalise parking places in areas where are considered safe to park whilst ensuring continued access to off street parking places. Waiting restrictions are a requirement within controlled parking zones where it is not deemed safe or appropriate for vehicles to park.
49	Resident	Varndean Road	Support	Support this scheme.	
50	Resident	Varndean Gardens	Object	Object to this scheme as there is parking proposed opposite the driveway.	Officers have proposed to formalise parking places in areas where are considered safe to park whilst ensuring continued access to off street parking places.
51	Resident	Withdean Crescent	Object	Supports the need for a parking scheme, but object to parking opposite the driveway.	Officers have proposed to formalise parking places in areas where are considered safe to park whilst ensuring continued access to off street parking places.
52	Resident	Rookery Close	Object	Objections to the parking scheme in the Surrenden Area as very difficult to park in Rookery Close and usually have to park in the Surrenden vicinity and now will be unable to park as will not be entitled to a permit.	Rookery Close is not within the proposed scheme boundary. Parking arrangement in Rookery Close are managed independently.
53	Resident	Surrenden Road	Object	Objecting to the proposed days and times of the parking scheme. Would prefer a full scheme 7 days a week. Would prefer no parking bays on the Central Reservation as could cause a hazard for school children crossing the road due to poor visibility.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents.
54	Councillor	Surrenden Road	Support	Supports the parking scheme as this is clearly need to reduce congestion. Would like the parking of crossovers allowed in Surrenden Road.	

55	Resident	Surrenden Road	Object	Support the proposals, however would like an amendment to the proposals that will grant permission for vehicles to park on the cross-overs.	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents. For safety and ensured access reasons waiting restrictions are applied at traffic sensitive areas such as junctions, tactile pedestrian crossings, crossovers and turning areas.

Appendix D

	Who	Road	Support/Object	Reasons	Officer Response
1	Resident	Ditchling Road	Object	It seems odd that because the Parking Office is unable to design or implement computer systems to comply with a democratic decision, that decision should be taken away? I consider it unacceptable a Council Officer is able to take a right, I campaigned for. We organised meetings, a petition, and met with our local Councillor to ensure that a more efficient use of Zone G (Ditchling Gardens). The option allows for those residents that back on to Ditchling Gardens the ability to park there. The whole purpose of this, was to alleviate some of the parking congestions on Ditchling Road. More free spaces in Ditchling Gardens then Ditchling Road - when campaigned for change this was noticed by Council Officers. A Councillor was instrumental in helping achieve this positive campaign. It would negate all the hard work she put in to help achieve this change. There are far more spaces Ditchling Gardens versus Ditchling Road. 20% occupancy on Ditchling Gardens, versus over 80% on Ditchling Road. Note, then when we campaigned for this change, Council Officers themselves visited and could see that out of approx 35 spaces, only 8 or so were used on Ditchling Gardens (20%). Compared to nearly 100% occupancy on Ditchling Road. I've attached a letter from John Peel, the Democratic Services Officers, who carried out the monitoring and noted the lack of use of spaces at Ditchling Gardens. As part of the Covid pandemic, there are more cars at home. There is little we can do. Adding to congestion to Zone J just seems undemocratic. Just to satisfy bureaucracy. Prior to the Council implementing a Zone G, residents to the rear of Ditchling Gardens were always able to park on Ditchling Gardens. This TRO has nothing to do with parking issues. Just to do with computerised systems. A case where the computer says no, so forget democracy. A computer system can be manually amended or created to take account of the dual nature of Parking Zones. Given the surplus of £10million obtained from Parking Fees, I'm sure some of these funds can be used for a decent computer system. makes a mockery of local campaigning, for a Council Officer to take away the positive results of these campaigns. We need a more efficient use of spaces, which we achieved. Please do not take away the decision we campaigned for and achieved.	Parking Services has introduced an online permit system designed to be incorporated into The Council 'My Account' system. In order for this system to work accurately and satisfy audit and fraud prevention measures each address must be allocated to a specific parking zone. Allowing residents to continue to choose which parking zone they have is not a viable option if the effective and efficient implementation of surcharges on additional permits and financial assistance to those most in need is to be achieved in the coming months. The affected section of Ditchling Road falls within Zone J and historically residents had the option of choosing either Zone G or J as many had rear access to Zone G. Currently, there are three residents that have applied for the option of G while there are eleven valid permits for J. The choice of choosing a parking zone where two zones meet has been withdrawn throughout the City. The application process is also linked to a map within the website so the Council needs to ensure that roads fall into the same zone rather than be separated by different permits in the same road. It is regrettable that some residents will be disappointed, and it is recognised that many of those affected had campaigned to have the choice of zone G, but it is not practical or an effective use of resources to continue to offer a choice of zone as each time this happened a new TRO would need to be advertised under the new process and it would also undermine the agreed policy on surcharge prices to additional permits per household and discounts to resident permits for low income households. The additional parking pressure caused by Covid has now significantly eased. This proposal concerns three permits.
2	Resident	Ditchling Road	Object	The Council have recently decided that a new computerized system is more important than my democratic right to park my vehicle outside my house, which I campaigned for. The Council who decided that Ditchling Gardens was under utilised, after carrying out weeks of survey. It was agreed that the residents whose garden access was on Ditchling Gardens could apply for either a Zone J or G permit, giving us the right to apply for either a Zone J or G permit We fought for this right, and the Council agreed that this was the best outcome after wasting tax payers money on all the surveys and consultations etc. It now seems that all the tax payers money spent by the Council was a waste as it has unilaterally decided, that we should not be able to have the Zone G permit as it does not fit in with a computer system they want to implement. If so complicated Ditchling Gardens should be made into J With the amount of money the Council has spent changing Ditchling Gardens with various TRO, maybe that money could have been better spent on their computer system. The letter was only sent out to current Zone G permit holders. Hence the objections would be limited as the other affected residents would not be aware of this.	Parking Services has introduced an online permit system designed to be incorporated into The Council 'My Account' system. In order for this system to work accurately and satisfy audit and fraud prevention measures each address must be allocated to a specific parking zone. Allowing residents to continue to choose which parking zone they have is not a viable option if the effective and efficient implementation of surcharges on additional permits and financial assistance to those most in need is to be achieved in the coming months. The affected section of Ditchling Road falls within Zone J and historically residents had the option of choosing either Zone G or J as many had rear access to Zone G. Currently, there are three residents that have applied for the option of G while there are eleven valid permits for J. The choice of choosing a parking zone where two zones meet has been withdrawn throughout the City. The application process is also linked to a map within the website so the Council needs to ensure that roads fall into the same zone rather than be separated by different permits in the same road. It is regrettable that some residents will be disappointed, and it is recognised that many of those affected had campaigned to have the choice of zone G, but it is not practical or an effective use of resources to continue to offer a choice of zone as each time this happened a new TRO would need to be advertised under the new process and it would also undermine the agreed policy on surcharge prices to additional permits per household and discounts to resident permits for low income households. There was no legal requirement on the Council to write to any residents individually.
3	Resident	Ditchling Road	Object	I wish to appeal the decision to stop allowing us to park in Zone G. We just recently moved into 208 Ditchling Rd and part of the appeal of the property was the ability to park on Ditchling Rd Gardens which runs alongside our property and to the back. We have three young children – twins aged 2 and our son who's just turned 4 – and it's crucial being able to park right next to our house on a quiet road without the fear of them running into the busy Ditchling Rd. There's nearly always a space there making it a short distance to safely move each child into the van. If we were forced to park in Zone J we would rarely be able to park anywhere near our house as the space near the front is nearly always taken and often there are no other spaces to be found for some distance up or down the road. On top of that our campervan only has a sliding door on the off-side, it would mean having to get the kids out straight into the busy main road which is not an option. I understand the desire to automate the parking process and make it easier by having a single zone associated with each house but I implore you to rethink how this would affect us. Would it be possible to either assign us to Zone G or convert at least the first part of Ditchling Gardens to Zone J? I understand it used to be Zone J but there were complaints from the residents in the bungalows. However they don't tend to use the spaces that are much nearer our house than theirs, so it seems very unfair. I'm not being dramatic when I say we would seriously have considered not purchasing the property had we known we'd not be able to park where we do, with parking being notoriously tight in Brighton, it was one of the main draws of the house.	Parking Services has introduced an online permit system designed to be incorporated into The Council 'My Account' system. In order for this system to work accurately and satisfy audit and fraud prevention measures each address must be allocated to a specific parking zone. Allowing residents to continue to choose which parking zone they have is not a viable option if the effective and efficient implementation of surcharges on additional permits and financial assistance to those most in need is to be achieved in the coming months. The affected section of Ditchling Road falls within Zone J and historically residents had the option of choosing either Zone G or J as many had rear access to Zone G. Currently, there are three residents that have applied for the option of G while there are eleven valid permits for J. The choice of choosing a parking zone where two zones meet has been withdrawn throughout the City. The application process is also linked to a map within the website so the Council needs to ensure that roads fall into the same zone rather than be separated by different permits in the same road. It is regrettable that some residents will be disappointed, and it is recognised that many of those affected had campaigned to have the choice of zone G, but it is not practical or an effective use of resources to continue to offer a choice of zone as each time this happened a new TRO would need to be advertised under the new process and it would also undermine the agreed policy on surcharge prices to additional permits per household and discounts to resident permits for low income households.
4	Resident	Ditchling Road	Object	Having lived a this address for over 20 years parking has become more and more difficult, the previous change restricting Ditchling gardens caused more cars onto the main road. There are always spaces left empty overnight within the gardens due to the fact that the majority of the residents do not have cars. I remove my previous support on the above on the basis of the fact that I have been notified that our neighbours to the north who back onto Ditchling Gardens will loose their permit to use parking behind their properties causing more vehicles to park on Ditchling road which is over subscribed. I believe that owners of properties within Hayloft Mews which was passed at planning as NO vehicle have parking permits in Zone J, this site contained in the region of 20 garages and as such has moved cars onto Ditchling road, hence the approval for No Car development. As the habitants of Ditchling Gardens have a limited number of cars as they are unable to drive due to age or disability the spaces will become totally redundant save for a few who have disabled badges as our neighbour who luckily	Parking Services has introduced an online permit system designed to be incorporated into The Council 'My Account' system. In order for this system to work accurately and satisfy audit and fraud prevention measures each address must be allocated to a specific parking zone. Allowing residents to continue to choose which parking zone they have is not a viable option if the effective and efficient implementation of surcharges on additional permits and financial assistance to those most in need is to be achieved in the coming months. The affected section of Ditchling Road falls within Zone J and historically residents had the option of choosing either Zone G or J as many had rear access to Zone G. Currently, there are three residents that have applied for the option of G while there are eleven valid permits for J. An additional three permits in Zone J will have minimal impact.
5	Resident	Ditchling Road	Object	Removing the choice of parking and making families cross a busy main road due to bureaucratic issue doesn't seem like a solution. Ditchling road is a highly populated and is constantly busy with parking. There are lots of extra spaces on Ditchling Gardens so it makes sense for families to make use of these available spaces. I would like to continue to have the right to choose between Zone G (Ditchling Gardens) and Zone J (Ditchling Road) controlled parking zones!	Parking Services has introduced an online permit system designed to be incorporated into The Council 'My Account' system. In order for this system to work accurately and satisfy audit and fraud prevention measures each address must be allocated to a specific parking zone. Allowing residents to continue to choose which parking zone they have is not a viable option if the effective and efficient implementation of surcharges on additional permits and financial assistance to those most in need is to be achieved in the coming months. The affected section of Ditchling Road falls within Zone J and historically residents had the option of choosing either Zone G or J as many had rear access to Zone G. Currently, there are three residents that have applied for the option of G while there are eleven valid permits for J. The application process is also linked to a map within the website so the Council needs to ensure that roads fall into the same zone rather than be separated by different permits in the same road. It is regrettable that some residents will be disappointed, and it is recognised that many of those affected had campaigned to have the choice of zone G, but it is not practical or an effective use of resources to continue to offer a choice of zone as each time this happened a new TRO would need to be advertised under the new process and it would also undermine the agreed policy on surcharge prices to additional permits per household and discounts to resident permits for low income households. We are unable to discriminate between those with families and those without.
6	Resident	Ditchling Road	Object	We would like to continue to have the option to to choose between Zone G and Zone J parking. Parking in Ditchling Gardens is quiet and always has many spaces unlike Ditchling Road which is a very busy road. Family's particularly should continue to have the choice.	Parking Services has introduced an online permit system designed to be incorporated into The Council 'My Account' system. In order for this system to work accurately and satisfy audit and fraud prevention measures each address must be allocated to a specific parking zone. Allowing residents to continue to choose which parking zone they have is not a viable option if the effective and efficient implementation of surcharges on additional permits and financial assistance to those most in need is to be achieved in the coming months. The affected section of Ditchling Road falls within Zone J and historically residents had the option of choosing either Zone G or J as many had rear access to Zone G. Currently, there are three residents that have applied for the option of G while there are eleven valid permits for J. The choice of choosing a parking zone where two zones meet has been withdrawn throughout the City. The application process is also linked to a map within the website so the Council needs to ensure that roads fall into the same zone rather than be separated by different permits in the same road. It is regrettable that some residents will be disappointed, and it is recognised that many of those affected had campaigned to have the choice of zone G, but it is not practical or an effective use of resources to continue to offer a choice of zone as each time this happened a new TRO would need to be advertised under the new process and it would also undermine the agreed policy on surcharge prices to additional permits per household and discounts to resident permits for low income households. We are unable to discriminate between those with families and those without.
7	Resident	Ditchling Road	Object	I object because there is not enough space to park on ditchling road as it is	The proposal, if passed, would result in three permit holders from Zone G moving across to Zone J. We consider that the impact would be minimal.
8	Resident	Ditchling Road	Object	For a number of years residents of houses north of 208 due to their rear access have been able to park behind their houses within Ditchling Gardens. Previously ALL Permit J were allowed, these spaces were used on the basis very few residents could not or cannot drive due to health or age. To remove access to these properties because a computer cannot distinguish is beyond belief. please allow residents who have rear access to park in Ditchling Gardens as the overflow will cause more problems on Ditchling Road	Parking Services has introduced an online permit system designed to be incorporated into The Council 'My Account' system. In order for this system to work accurately and satisfy audit and fraud prevention measures each address must be allocated to a specific parking zone. Allowing residents to continue to choose which parking zone they have is not a viable option if the effective and efficient implementation of surcharges on additional permits and financial assistance to those most in need is to be achieved in the coming months. The affected section of Ditchling Road falls within Zone J and historically residents had the option of choosing either Zone G or J as many had rear access to Zone G. Currently, there are three residents that have applied for the option of G while there are eleven valid permits for J. On that basis, the Council considers that the impact on Ditchling Rd of another three Zone J permits will be minimal. The choice of choosing a parking zone where two zones meet has been withdrawn throughout the City.
9	Resident	Ditchling Road	Object	object to the removal of my right to choose a G permit which enables me to park my vehicle on Ditchling Gardens to the rear of my property and on to which I have a direct entrance. This is unacceptable and greatly increases the chances of harm to my children of having to cross an extremely busy road - Ditchling Road. I have lived at this address for nearly 4 years and have had a G permit for that period. The excuse given by the Council of only being able to assign one parking zone per address given the UPRN system is not valid. Instead of making a software adjustment, the decision is putting the lives of young children at risk.	Parking Services has introduced an online permit system designed to be incorporated into The Council 'My Account' system. In order for this system to work accurately and satisfy audit and fraud prevention measures each address must be allocated to a specific parking zone. Allowing residents to continue to choose which parking zone they have is not a viable option if the effective and efficient implementation of surcharges on additional permits and financial assistance to those most in need is to be achieved in the coming months. The affected section of Ditchling Road falls within Zone J and historically residents had the option of choosing either Zone G or J as many had rear access to Zone G. Currently, there are three residents that have applied for the option of G while there are eleven valid permits for J. The choice of choosing a parking zone where two zones meet has been withdrawn throughout the City. The application process is also linked to a map within the website so the Council needs to ensure that roads fall into the same zone rather than be separated by different permits in the same road. It is regrettable that some residents will be disappointed, and it is recognised that many of those affected had campaigned to have the choice of zone G, but it is not practical or an effective use of resources to continue to offer a choice of zone as each time this happened a new TRO would need to be advertised under the new process and it would also undermine the agreed policy on surcharge prices to additional permits per household and discounts to resident permits for low income households.

Subject:	Local Approval of B&HCC Input to Environment Agency Flood Risk Management Plan Cycle 2 (2021-2027)		
Date of Meeting:	21 September 2021		
Report of:	Executive Director Economy, Environment & Culture		
Contact Officer:	Name:	Andy French	Tel: 01273 291919
	Email:	andy-french@brighton-hove.gov.uk	
Ward(s) affected:	All Wards		

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

- 1.1 This report seeks approval for the Brighton and Hove City Council's (in its capacity as a Lead Local Flood Authority [LLFA]) input to the Environment Agency's River Catchment Area Flood Risk Management Plan [FRMP] covering the period 2021-2027.
- 1.2 Under the Flood Risk Regulations 2009 there is a duty on both the Environment Agency [EA] and on LLFAs to produce a Flood Risk Management Plan and for these plans to be reviewed at least every 6-years commencing in 2015. Following the review, a revised flood risk management plan must be prepared. There is agreement that the EA will produce this document on a River Basin District basis and compile input from each LLFA to combine with their own sections to cover all forms of flood risk.
- 1.3 Prior to publication of the consultation document, the EA require local approval of the input provided by each LLFA. The input was provided in January and June 2021, the Consultation Draft is due to be released in October 2021.

2. RECOMMENDATIONS:

- 2.1 That the Committee approve the officer input to the Flood Risk Management Plan as detailed in Appendices 1 and 2 of this report.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 There are a number of strategic flood management documents which the Council in its role as a Lead Local Flood Authority utilises to assess and manage flood risk. Flood Risk Assessments, Management Plans and Strategies help to plan, assess, promote and implement flood alleviation schemes, sustainable drainage solutions and other interventions on a risk and then business case basis. This is undertaken under our powers and duties as a flood authority to manage flood risk in the Unitary Authority Area.

- 3.2 The Flood Risk Management Plan is required by the Flood Risk Regulations 2009. There was agreement at that time for the Environment Agency to lead and co-ordinate the Plans on a River Basin Catchment basis covering all forms of flood risk.
- 3.3 The first cycle Flood Risk Management Plans covered the period 2015-2021 and the Council's proposed measures and reporting were incorporated into the Environment Agency's river basin catchment area (South East) document in 2015.
- 3.4 The sources of flood risk covered by the input produced by the Environment Agency are from rivers and seas. The input from the Council covers flooding from groundwater, surface water and sewers. The Council's input has now been provided for the second cycle covering the period 2021-2027. There are two parts to the B&HCC input; Specific Measures and Reporting attached in Appendices 1 and 2 respectively.
- 3.5 Within our Unitary Authority area there is an identified 'Flood Risk Area' (due to the level of risk and number of properties affected) identified both for the previous cycle (2015-2021) and the coming cycle (2021-2027). This is the focus of the measures and reporting which will be incorporated into the EA's documents due to be issued nationally for consultation in October this year.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The local measures were produced ahead of updating our local flood risk planning documents (Surface Water Management Plan and Local Flood Risk Management Strategy). These documents will inform the Council's flood risk management activities more closely and in more detail.
- 4.2 The proposed measures are not an exhaustive list of what the Council intends to achieve in the six year period but rather an appropriate shortlist which covers each of the EA's criteria / categories to address in accordance with their guidance. This is separate to common activities, measures or day to day management of flooding undertaken by all flood authorities which is recorded by the EA in their 'National Once Measures' attached to this report as Appendix 3 for reference.
- 4.3 The local specific measures are in addition to the common ('National Once') measures and have been agreed with the Environment Agency as suitable to cover each of the categories highlighted in the national guidance which are; Prevention, Protection, Preparedness and Recovery / Review.
- 4.4 The agreed local specific measures are:
- 1) Update the local Flood Risk Management Strategy in Brighton and Hove
 - 2) Update the Surface Water Management Plan in Brighton and Hove
 - 3) Conduct a City Wide Property Flood Resilience Scheme in Brighton and Hove
 - 4) Produce a written protocol to respond to reports of flooding and investigate flood events in Brighton and Hove
 - 5) Implement a flood protection scheme incorporating principles of Sustainable Drainage Systems in Preston Park

- 6) Complete a groundwater and telemetry study in Brighton and Hove.
- 4.5 The updates to the Flood Risk Management Strategy (1) and Surface Water Management Plan (2) are in hand and will analyse the current levels of flood risk within the city and direct the resources of the Authority toward the most effective management and intervention.
- 4.6 The property flood resilience scheme (3) will follow and widen the recently completed Central Hove and Portslade scheme. This is found to be an effective flood management tool where larger localised or neighbourhood flood alleviation interventions are not feasible or cost effective as is often the case in urban catchments.
- 4.7 The protocol for responding to flood instances (4) will formalise and seek opportunities to improve the processes currently undertaken during and after a flood event to investigate and capture data.
- 4.8 The Preston Park Surface Water Management Scheme (5) is currently at feasibility stage having been awarded funding from the Council's Sustainability & Carbon Reduction Investment Fund [SCRIF] fund for that purpose. The scheme will address a known surface water ponding and flooding area on a piece of critical transport infrastructure (A23 London Road) as well as an area of high risk for property flooding.
- 4.9 The groundwater and telemetry study (6) will seek to investigate the requirement for further telemetry in order to improve flood investigation and warning within the City. There are currently three rainfall gauges and two EA monitored boreholes. The feasibility study would investigate the potential to increase our monitoring and understanding of groundwater and surface water flooding in relation to rainfall and groundwater levels.
- 4.10 The measures are all within the Councils power to implement and, where physical works are proposed, on land which the Council controls either as landowner or Local Highway Authority.
- 4.11 The measures proposed do not represent the extent of the activity the Authority would or will undertake in the period or restrict further or other schemes and interventions. These will be partly informed by refreshed strategy documents such as the Surface Water Management Plan and Local Flood Risk Management Strategy.
- 4.12 In terms of the reporting element of the Council's FRMP input, there are no alternative options as the reporting is based upon factual information and data relevant to the Flood Risk Area.
- 4.13 Both the specific measures and the reporting elements have been approved by the EA for incorporation in the combined document.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 As an Environment Agency document, consultation will be carried out by the Environment Agency on the consultation draft which incorporates the B&HCC input. The consultation is scheduled for October 2021.
- 5.2 There has been no specific community engagement or public consultation of the FRMP input. All proposed measures are within pre-existing plans and strategies or will be consulted upon where appropriate as part of the individual project process.

6. CONCLUSION

- 6.1 There is a duty to produce a Flood Risk Management Plan document, following review, every six years under the Flood Risk Regulations 2009. Under agreement with the Environment Agency they are producing river catchment wide plans to which each local flood authority contributes.
- 6.2 Local approval is required by the Environment Agency from the Council for the input provided by us as Lead Local Flood Authority for Brighton and Hove.
- 6.3 The recommended course of action is to approve the measures and reporting which make up the B&HCC input to the EA catchment Flood Risk Management Plan (2021-2027) as appended to this report.

7. FINANCIAL & OTHER IMPLICATIONS:

- 7.1 All costs associated with updating the Flood Risk Management Plan will be funded from existing Flood Risk Management revenue budgets. It is anticipated that any financial implications expected to arise from complying with and implementing elements of the updated Local Strategy will be funded from existing revenue budget and earmarked reserve.
- 7.2 The ongoing revenue budget will be used to fund the cost of local consultation on the flood schemes, studies, ongoing maintenance costs of flood defence structures, preparation of further statutory flood risk management plans and staff costs. Bids for more expensive capital projects will be submitted to the Environment Agency for funding from DEFRA Grant in Aid, which will involve partnership funding from a range of sources potentially including the Local Levy fund, private funding from Southern Water or CIL monies and a necessary proportion of local funding from the Council.

Finance Officer Consulted: John Lack

Date: 26/08/21

Legal Implications:

- 7.3 As noted in the body of the report, the duty to produce a Flood Risk Management Plan (FRMP) is found in the Flood Risk Regulations 2009. Regulation 27 states that a FRMP is a “a plan for the management of a significant flood risk” and which must include details of objectives for the purpose of managing the flood risk and the proposed measures for achieving those objectives.

- 7.4 The Regulations provide that the Environment Agency's first review must be completed before 22 December 2021, and that a lead local flood authority's first review must be completed before 22 June 2021. A revised flood risk management plan must be prepared following the review, which must (inter alia) include an assessment of progress made towards implementing the measures in the previous plan and, if relevant, a statement of the reasons why any measures have not been implemented.
- 7.5 The Council in its role as Lead Local Flood Authority undertakes flood alleviation projects as part of strategic management of flood risk under the Flood and Water Management Act 2010.

Lawyer Consulted: Hilary Woodward

Date: 23/8/21

Equalities Implications:

- 7.6 As an Environment Agency document there will be an equalities assessment undertaken for the document as a whole by the EA where required. No specific Equalities Impact Assessment has been carried out for the local input from this Authority.
- 7.7 The measures within the FRMP benefit the whole City and properties protected are selected on a risk management and cost benefit basis targeting areas of highest risk and worst impact whilst maximising value. There is no equalities implication for the reporting element.

Sustainability Implications:

- 7.8 Flood Risk management and any measures to alleviate flooding help create a more sustainable city in terms of addressing adaption to climate change. There are no other sustainability impacts or implications associated with the proposed FRMP measures and reporting.

Brexit Implications:

- 7.9 The proposed FRMP measures and reporting have no Brexit related impacts or implications.

Any Other Significant Implications:

- 7.10 There are no other significant implications of this report in relation to crime and disorder, risk management and opportunity or corporate/citywide issues.

SUPPORTING DOCUMENTATION

Appendices:

1. BHCC Specific Flood Risk Management Plan (2021-2027) Measures.
2. BHCC Flood Risk Management Plan (2021-2027) Reporting

3. Environment Agency Flood Risk Management Plan (2021-2027) National Once Measures.

Background Documents

1. [South East River Basin District Flood Risk Management Plan 2015-2021.](#)

Measure Validation	Measure ID	Measure Label	Measure Author	Approver	Category	Type of work	Timetable	Responsible authority
OK	0205907002	Update the local Flood Risk Management Strategy in Brighton and Hove	Brighton and Hove (B) - 059	PSO East Sussex	Proposed	Prevention	2021 to 2022	Brighton and Hove City Council
OK	0205907003	Update the Surface Water Management Plan in Brighton and Hove	Brighton and Hove (B) - 059	PSO East Sussex	Proposed	Prevention	2021 to 2022	Brighton and Hove City Council
OK	0205907004	Conduct a City Wide Property Flood Resilience Scheme in Brighton and Hove	Brighton and Hove (B) - 059	PSO East Sussex	Proposed	Protection	2026	Brighton and Hove City Council
OK	0205907005	Produce a written protocol to respond to reports of flooding and investigate flood events in Brighton and Hove	Brighton and Hove (B) - 059	PSO East Sussex	Proposed	Recovery and Review	2022	Brighton and Hove City Council
OK	0205907006	Implement a flood protection scheme incorporating principles of Sustainable Drainage Systems in Preston Park	Brighton and Hove (B) - 059	PSO East Sussex	Proposed	Protection	2024	Brighton and Hove City Council
OK	0205907007	Complete a groundwater and telemetry study in Brighton and Hove	Brighton and Hove (B) - 059	PSO East Sussex	Proposed	Preparedness	2023	Brighton and Hove City Council

Other responsible authorities	Measure description	Measure location	Measure scale	Flood Risk Area	Strategic Area
	update the local Flood Risk Management Strategy	Brighton and Hove	Flood Risk Area	City of Brighton and Hove, South East (RoFSW)	
	update the Surface Water Management Plan	Brighton and Hove	Flood Risk Area	City of Brighton and Hove, South East (RoFSW)	
Environment Agency	conduct a City Wide Property Flood Resilience Scheme	Brighton and Hove	Flood Risk Area	City of Brighton and Hove, South East (RoFSW)	
	produce a written protocol to respond to reports of flooding and investigate flood events	Brighton and Hove	Flood Risk Area	City of Brighton and Hove, South East (RoFSW)	
Southern Water and the Environment Agency	implement a flood protection scheme incorporating principles of Sustainable Drainage Systems	Preston Park	Flood Risk Area	City of Brighton and Hove, South East (RoFSW)	
	complete a groundwater and telemetry study	Brighton and Hove	Flood Risk Area	City of Brighton and Hove, South East (RoFSW)	

Water Framework Directive Management Catchment	River Basin District	Measure outcome	Measure	Detailed spatial element
	South East - 07	manage flood risk	Between 2021 and 2022, Brighton and Hove City Council will update the local Flood Risk Management Strategy in Brighton and Hove to manage flood risk in the City of Brighton and Hove, South East Flood Risk Area.	No
	South East - 07	identify and address flood risk from surface water	Between 2021 and 2022, Brighton and Hove City Council will update the Surface Water Management Plan in Brighton and Hove to identify and address flood risk from surface water in the City of Brighton and Hove, South East Flood Risk Area.	No
	South East - 07	increase resilience of properties to surface water flooding	By 2026, Brighton and Hove City Council and the Environment Agency will conduct a City Wide Property Flood Resilience Scheme in Brighton and Hove to increase resilience of properties to surface water flooding in the City of Brighton and Hove, South East Flood Risk Area.	Yes
	South East - 07	be able to respond in a timely manner to any flood reports, and have a structured process for investigating flood events	By 2022, Brighton and Hove City Council will produce a written protocol to respond to reports of flooding and investigate flood events in Brighton and Hove to be able to respond in a timely manner to any flood reports, and have a structured process for investigating flood events in the City of Brighton and Hove, South East Flood Risk Area.	Yes
	South East - 07	protect infrastructure	By 2024, Brighton and Hove City Council and Southern Water and the Environment Agency will implement a flood protection scheme incorporating principles of Sustainable Drainage Systems in Preston Park to protect infrastructure in the City of Brighton and Hove, South East Flood Risk Area.	Yes
	South East - 07	to investigate the requirement for further telemetry in order to improve flood investigation and warning within Brighton and Hove City	By 2023, Brighton and Hove City Council will complete a groundwater and telemetry study in Brighton and Hove to to investigate the requirement for further telemetry in order to improve flood investigation and warning within Brighton and Hove City in the City of Brighton and Hove, South East Flood Risk Area.	No

Plan owner name	Plan name	Statutory or non-statutory	Type	Source of flood water	1	2	3	4	5	6	7	8	9
Brighton and Hove City Council	Flood Risk Management Strategy	Statutory FRMP	Individual	Multi-source	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Brighton and Hove City Council	Surface Water Management Plan	Statutory FRMP	Aggregated	Surface water flooding	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
		Statutory FRMP	Individual	Surface water flooding	No	Yes	Yes	No	No	No	Yes	Yes	No
		Statutory FRMP	Individual	Multi-source	Yes	No	No	No	No	No	No	No	No
		Statutory FRMP	Individual	Multi-source	Yes	Yes	Yes	No	No	Yes	No	Yes	Yes
		Statutory FRMP	Individual	Groundwater flooding	Yes	No	Yes	No	No	No	No	No	No

10	11	12	13	14	15	16	17	18	Objectives met	Objective categories met	Review process	Implementation status
Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18	Likelihood, Health, Environmental, Economic	Monitored as part of Local Flood Risk Management Strategy monitoring	Not started - proposed
Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18	Likelihood, Health, Environmental, Economic	Monitored as part of Local Flood Risk Management Strategy monitoring	Not started - proposed
No	No	No	No	No	Yes	Yes	Yes	Yes	2, 3, 7, 8, 15, 16, 17, 18	Likelihood, Health, Environmental	Monitored as part of Local Flood Risk Management Strategy monitoring	Not started - proposed
No	No	No	No	Yes	Yes	Yes	Yes	Yes	1, 14, 15, 16, 17, 18	Likelihood, Health, Economic	Monitored as part of Local Flood Risk Management Strategy monitoring	Not started - proposed
Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	1, 2, 3, 6, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18	Likelihood, Health, Environmental, Economic	Monitored as part of Local Flood Risk Management Strategy monitoring	Not started - proposed
No	No	No	No	No	Yes	Yes	Yes	No	1, 3, 15, 16, 17	Likelihood, Health	Monitored as part of Local Flood Risk Management Strategy monitoring	Not started - proposed

Success criteria	Support organisations	Cost range	Cost benefit	Will the measure be screened in or out of the detailed SEA, and why?	Screened out of SEA assessment - covered by existing SEA
Publication of Document	None	less than £100,000		Out. No details available regarding potential on the ground physical activities that may be included in the updated Strategy.	
Publication of Document	None	less than £100,000		Out. No details available regarding potential on the ground physical activities that may be included in the updated Strategy.	
50+ Properties Protected.	None	£100,000 to £500,000		Out. Insufficient information about whether works will involve physical activities on the ground.	
Completion of document	None	less than £100,000		Out. Improving information, action will not involve physical activities on the ground.	
Completion of physical works	None	£100,000 to £500,000		Out. No details available regarding potential on the ground physical activities that may be carried out as part of this scheme.	
Completion of document	None	less than £100,000		Out. Investigation will not involve physical activities on the ground.	

Why the action has been screened in or out of the cumulative SEA	Relevant WFD assessment	Relevant HRA assessment	Was the plan that contains the action subject to IROPI?	Protects the built and historic environment	Conservation area	Ancient monument	World heritage site
In. Proposed / new measures will be assessed as part of the cumulative SEA.				Yes	Yes	No	No
In. Proposed / new measures will be assessed as part of the cumulative SEA.				Yes	Yes	No	No
In. Proposed / new measures will be assessed as part of the cumulative SEA.				Yes	Yes	No	No
In. Proposed / new measures will be assessed as part of the cumulative SEA.				No	No	No	No
In. Proposed / new measures will be assessed as part of the cumulative SEA.				No	No	No	No
In. Proposed / new measures will be assessed as part of the cumulative SEA.				No	No	No	No

Registered park	Garden and battlefield	Listed building	Conserves and protects the natural environment	Delivers the Nature Recovery Network	Maintains or restores nature conservation protected sites	Special Area of Conservation	Special Protection Area	Site of Special Scientific Interest	National Nature Reserve	Contributes to biodiversity net gain
Yes	No	Yes	Yes	Yes	Yes	Castle Hill		Castle Hill, Brighton to Newhaven Cliffs	Castle Hill	No
Yes	No	Yes	Yes	Yes	Yes	Castle Hill		Castle Hill, Brighton to Newhaven Cliffs	Castle Hill	No
No	No	Yes	Yes	Yes	No					No
No	No	No	No	No	No					No
No	No	No	Yes	Yes	No					No
No	No	No	No	No	No					No

Includes or requires nature based solutions	NFM CODE	Creates or enhances non- riverine habitats	Area of non-riverine habitat created or enhanced (in ha)	Contributes to objectives within the River Basin Management Plan	Waterbodies associated with objective achievement in the RBMP	Contributes to the protected area objectives of river basin planning
1-25%	1-25	No		Yes	Adur and Ouse Catchment Area	Yes
1-25%	1-25	No		Yes	Adur and Ouse Catchment Area	Yes
No	no	No		Yes	Adur and Ouse Catchment Area	Yes
No	no	No		No		No
76-100%	76-100	No		Yes		Yes
No	no	No		No		Yes

Natura 2000 sites	Drinking Water Protected Areas	Drinking Water Protected Area Name	Bathing Water Protected Areas	Bathing Water Protected Area Name	Contributes to improving or maintaining water quality	Enhances river or stream habitat
No	Yes	Brighton Chalk Block	Yes	Brighton Central & Brighton Kemptown	Yes	No
No	Yes	Brighton Chalk Block	No		Yes	No
No	Yes	Brighton Chalk Block	No		No	No
No	No		No		No	No
No	Yes	Brighton Chalk Block	No		Yes	No
No	Yes	Brighton Chalk Block	No		No	No

The City of Brighton and Hove Surface Water FRA

Introduction to the City of Brighton and Hove Surface Water FRA

Figure * map showing the boundary of the City of Brighton and Hove Surface Water FRA}



The City of Brighton and Hove Flood Risk Area (FRA) is nationally significant. It has been identified as being at risk of flooding from surface water. This location was also identified as an FRA in the first cycle FRMP.

Brighton and Hove City Council (BHCC) take the lead on the development and delivery of the FRMP for this FRA. They're the Lead Local Flood Authority (LLFA) responsible for managing flood risk from 'local' sources. For Brighton and Hove, these local sources of flooding are surface water and groundwater. There are no rivers within the FRA.

Southern Water is the water and sewage company that owns, operates and maintains the sewerage network and wastewater treatment infrastructure in the FRA.

The City of Brighton and Hove FRA covers the urban district of the City of Brighton and Hove. The urban area includes:

- residential
- business
- amenity

The FRA is located in the Adur and Ouse management catchment. It is surrounded to the north by a green belt of farmland and the South Downs National Park. To the south of the city is 14km of coastal frontage and amenity beach. Within the FRA,

there are parks and several listed buildings at risk of flooding. The boundary of the FRA is shown in Figure *.

The geology in the FRA is extensively chalk downland, with isolated pockets of clay, silt and sand in the south-west. The chalk downland acts as an aquifer, providing the city with its main water supply. The highly permeable nature of this bedrock significantly contributes to flood risk within the FRA, through over land flow when rising groundwater levels reach the surface. During periods of prolonged rainfall, groundwater is known to emerge in locations on the northern edge of the urban area, such as in Portslade and Patcham. A series of earth embankments provide cut-offs and diversions for the main overland routes in the northern part of the city.

Over time, development of the city has resulted in several historic watercourses being culverted and then built over. These comprise the main Victorian sewers, which continue to provide drainage routes beneath roads through the city to the coast. In the upper catchments, there are separate surface water and foul sewers. In the lower, flatter part of the catchment, the sewer system is combined. A large modern storm water tunnel, or drain, runs along the coastal frontage of the city.

The existing soakaway and sewer system can cope with rainfall events that have less than about a 3% chance of occurring in any given year. However, in more extreme rainfall events, it can become overwhelmed. This is a particular issue in the Preston Park area, due to the combined effects of a reduction in sewer size and low-lying ground.

Flooding is made worse when the chalk aquifer also reaches capacity, resulting in combined surface water and groundwater flooding.

The risk of flooding from the sea within the FRA is not significant.

Current flood risk

Since 2015, flooding of properties and services has occurred in isolated locations including:

- Patcham
- Portslade
- Central Hove

These areas were identified as being at risk of flooding in the first cycle FRMP and measures have since been implemented to help manage this risk.

The flood hazard and risk maps show that in the City of Brighton and Hove FRA some 46,293 people are in areas at risk of flooding from surface water. Of this, 9% are in areas of high risk.

Also shown to be in areas at risk of flooding from surface water are:

- 2,571 non-residential properties
- Services, including hospitals, schools/colleges and public utilities
- 9.2km of A-roads, including parts of the A27, A23 and A259
- 8km of railway
- 36ha of agricultural land
- 107 listed buildings

- parks and gardens
- water abstraction points

The [Flood Risk Maps for Surface Water in England - December 2019](#) provide more detailed information on the likelihood and consequence of flooding for the City of Brighton and Hove FRA.

Based on this information it is concluded that further steps should be taken to reduce the likelihood of flooding and the future and current impact it can have on the:

- people
- economy
- environment

How the risk is currently managed

BHCC manage the surface water risk in collaboration with Southern Water and work with other partners including the Environment Agency.

The long-term strategy for managing local flood risk is set out in BHCC's Local Flood Risk Management Strategy and Surface Water Management Plan. These can be found on the [flood and drainage policies](#) section of the BHCC website and will both be updated in 2022.

Flood risk maps are published based on the outputs from mathematical modelling to inform:

- the public and business of their flood risk
- potential developers and local planning authorities
- the assessment and design of flood risk management work

In 2018, BHCC introduced interim planning guidance for Sustainable Drainage Systems (SuDS) for all future development within the planning authority boundary.

BHCC manage and maintain most of the permanent flood risk assets within the FRA. These include several earth embankments and open channels. Southern Water are responsible for the storm water tunnel along the coastal frontage of the city. Flood risk assets installed as part of Property Flood Resilience (or Property Level Protection) Schemes within the FRA are maintained by the homeowner.

The following flood risk improvements have been carried out in the FRA since 2015:

- Patcham Flood Alleviation Scheme
- Central Hove and Portslade Property Level Protection Scheme
- Warmdene Road Property Level Protection Scheme
- Carden Avenue Sustainable Drainage Systems Scheme, Phase 1
- Wolseley Road earth embankment and drain

As part of the BHCC, Southern Water and Environment Agency flood risk management group, a potential SuDS scheme has been identified at Preston Park. The scheme will reduce the risk of surface water and combined sewer flooding to:

- homes
- small businesses
- transport links into the city

Southern Water are developing a Drainage and Wastewater Management Plan (DWMP) for the Adur and Ouse management catchment. This will help identify further opportunities to reduce flooding and improve drainage systems.

Information on groundwater levels (3 sites, including the Ladies Mile borehole) and rainfall data (2 sites) is collected by the Environment Agency. This data is used to issue flood warnings to a groundwater flood warning area in the Patcham area. Rainfall data is also collected at three further sites across the city that are managed and maintained by the University of Brighton. All of this data is used by BHCC to inform their flood incident response and reporting activities.

You can find more information about the routine day to day work that all LLFAs carry out in the national-level measures in the Flood Plan Explorer, in interactive mapping tool.

The impact of climate change and future flood risk

As rainfall intensity increases, it means that surface water flooding will become more frequent as higher rainfall totals will be seen more often. Please refer to section XX for more information on what we know is likely to be the implications of climate change in the South East RBD.

Objectives and measures for the City of Brighton and Hove Surface Water FRA

Measures have been developed which apply specifically to the City of Brighton and Hove FRA. You can find information about these measures, including which national objectives each measure helps to achieve, in the Flood Plan Explorer, an interactive mapping tool.

LLFA National once measures for second cycle Flood Risk Management Plans

Final as agreed with ADEPT 15/09/20

These set out day to day business as usual work undertaken by LLFAs. They have been developed with the ADEPT Flood and Water Group who represent LLFAs.

The measures have been split into the four categories of prevention, protection, preparedness and recovery and review to align with the 2009 Flood Risk Regulations. They have been written in a specific measurable achievable realistic and timebound (SMART) format so that they are consistent with other measures in flood risk management plans.

These link to existing legal powers and duties as set out in the Flood and Water Management Act (2010) and other relevant policy, legislation and guidance. Hence they should not place any undue burden on LLFAs.

The notes in italics below are for context and do not form part of the measure wording itself.

Please direct any questions or feedback on these to your local flood risk management plan (FRMP) lead at the EA (or your normal Partnership and Strategic Overview team contact if you are not sure who this is). The Environment Agency will discuss any further feedback on these from LLFAs with the ADEPT Flood and Water Management Group prior to consultation on the draft flood risk management plans in 2021.

Prevention

1. Between 2021 and 2027, lead local flood authorities will maintain, keep under review, apply and monitor a local flood risk management strategy in their area to prioritise local flood management approaches.

Note: covers local flood risk management strategies

2. Between 2021 and 2027, lead local flood authorities will implement relevant government guidance on taking climate change into account for flood risk decision making in their area to mitigate the effects of climate change.

Note: covers climate change guidance

3. Between 2021 and 2027, lead local flood authorities and other risk management authorities will start implementing steps to work towards net zero carbon in the river basin to mitigate the effects of climate change.

Note: covers working towards net zero emissions (legal government target for 2050)

4. Between 2021 and 2027, lead local flood authorities will work in partnership with other risk management authorities in the river basin to reduce the risk of flooding from all sources.

Note: covers partnership working

customer service line 03706 506 506

incident hotline 0800 80 70 60

floodline 03459 88 11 88

Page 1 of 3

5. Between 2021 and 2027, lead local flood authorities will inform spatial and infrastructure planning, development and regeneration in the river basin to manage the current and future risk of local sources of flooding.

Note: covers spatial planning

6. Between 2021 and 2027, lead local flood authorities will act as a consultee for planning applications in their area to promote sustainable surface water drainage arrangements in new developments.

Note: covers responding to planning applications

7. Between 2021 and 2027, lead local flood authorities will work with other risk management authorities to maintain and update where necessary flood maps in their area to better understand the risk of flooding.

Note: covers keeping flood maps e.g. surface water mapping up to date

Protection

8. Between 2021 and 2027, lead local flood authorities will work with other flood asset owners and riparian owners to ensure a programme of maintenance is delivered to improve asset and channel performance in their area to reduce the risk of flooding from all sources.

Note: covers working with landowners to maintain assets and watercourses

9. Between 2021 and 2027, lead local flood authorities and other risk management authorities will identify a programme of nature based approaches in their area to reduce the risk of flooding from all sources.

Note: covers implementation of the 25 Year Environment Plan

10. Between 2021 and 2027, lead local flood authorities may designate third party flood risk assets and maintain a register of designated flood risk assets in their area to manage the risk of flooding from local sources.

Note: covers schedule 1 of the Flood and Water Management Act (designation of third party assets)

11. Between 2021 and 2027, lead local flood authorities will take a risk based approach to develop and maintain a register of flood risk assets/features in their area to manage the likelihood of local flood risk.

Note: covers section 21 of the Flood and Water Management Act relating to an asset register

12. Between 2021 and 2027, lead local flood authorities will regulate the condition of and third party activity on ordinary watercourses, where it may pose a flood risk, and support new works in ordinary watercourses in their area to reduce the likelihood of flooding.

Note: covers consenting and enforcement on ordinary watercourses

13. Between 2021 and 2027, lead local flood authorities will work with other risk management authorities to support the delivery of flood projects in the river basin to reduce the risk of flooding from all sources.

Note: covers flood and coastal erosion risk management grant in aid and local levy programme delivery

14. Between 2021 and 2027, lead local flood authorities will plan flood risk management projects to achieve wider environmental benefits in their area to work towards biodiversity net gain where appropriate.

Note: covers implementation of the 25 Year Environment Plan and emerging Environment Bill

Preparedness

15. Between 2021 and 2027, lead local flood authorities and other risk management authorities will support communities to increase their resilience to flooding in the river basin to reduce the risk of flooding from all sources.

Note: links to implementation of new national Flood and Coastal Erosion Risk Management Strategy and working with community groups

16. Between 2021 and 2027, lead local flood authorities will support emergency response partners and communities to plan, prepare and exercise for future flood scenarios in the river basin to reduce the consequences of flooding from all sources.

Note: links to supporting role of LLFA e.g. in providing data and information to local resilience forums and community groups

Recovery and review

17. Between 2021 and 2027, lead local flood authorities will investigate and hold a record of local flood events in their area to support the understanding of the nature of flood risk and the significant causes of flooding.

Note: covers section 19 of the Flood and Water Management Act relating to flood investigations

18. Between 2021 and 2027, lead local flood authorities will work with others to support communities through the recovery phase of a significant flood event in their area to support them to return to their homes and businesses.

Note: links to supporting role of LLFA e.g. in providing data and information to local resilience forums and community groups

Subject:		Official Feed and Food Controls Service Delivery/ Recovery Plan 1 October 2021 to 31 March 2023	
Date of Meeting:		21 September 2021	
Report of:		Executive Director of Housing, Neighbourhoods & Communities	
Contact Officer:	Name:	David Currie	Tel: 07968 515438
	Email:	David.Currie@brighton-hove.gov.uk	
Ward(s) affected:		All	

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

- 1.1 To agree the Official Feed and Food Controls Service Delivery/ Recovery Plan.

2. RECOMMENDATIONS:

- 2.1 That the committee agrees the Official Feed and Food Controls Service Delivery/ Recovery Plan for 1 October 2021 to 31 March 2023 set out in the appendix to this report.

3. BACKGROUND INFORMATION:

- 3.1 In normal times the Food Standards Agency's (FSA) Framework Agreement on Local Authority Food Law Enforcement requires the production and publication of a service plan. Every local authority was required to develop an annual food enforcement service plan, which provided the basis on which local authorities are monitored and audited by the Food Standards Agency.
- 3.2 The COVID-19 pandemic has impacted on the delivery of our Food services and during the early stages of pandemic the FSA obtained permitted deviations from the Food Law Code of Practice to minimise regulatory footfall in businesses and to enable local authorities to divert resources to urgent reactive work and other wider public health actions required locally during the pandemic.
- 3.3 The FSA have devised a Recovery Plan which commenced on 1 July 2021 to 2023/24. This plan provides a framework for re-starting the delivery system and aims to ensure that resources are targeted where they add greatest value in providing safeguards for public health and consumer protection in relation to food. It also aims to safeguard the credibility of the Food Hygiene Rating Scheme.
- 3.4 This Council's Official Feed and Food Controls Service Delivery/ Recovery Plan aligns itself with the FSA Recovery Plan.

3.5 To ensure local transparency and accountability, it is a requirement that the Official Feed and Food Controls Food Service/ Recovery Plan is submitted to the relevant member forum for approval.

3.6 The attached plan (Appendix A) is an integral part of the organisation of Regulatory Services.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 The plan and activities detailed within it are legally required to comply with the Food Law Code of Practice.

5. COMMUNITY ENGAGEMENT AND CONSULTATION

5.1 The planning process is governed by the national Food Safety Framework Agreement.

6. CONCLUSION

6.1 That the committee agrees the Official Feed and Food Controls Service Delivery/ Recovery Plan 1 October 2021 to 31 March 2023 set out in the appendix to this report.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

7.1 The proposals set out in the report will be met from the approved budget resources set out in section 4 of the attached Appendix.

Finance Officer Consulted: Michael Bentley

Date: 10/08/2021

Legal Implications:

7.2 The proposals set out in the report are in line with the FSA Recovery Plan in place from July 2021. As set out in the report the Council is required to have regard to the Food Law Codes of Practice when performing their statutory food functions.

Lawyer consulted: Elizabeth Culbert

Date 08/08/2021

Equalities Implications:

7.3 The service is mindful of the greater assistance food business operators require where their first language is not English. Written information, translation and interpreting services are employed where necessary to assist businesses to comply with regulatory requirements.

Any Other Significant Implications:

Public Health Implications:

- 7.4 The Plan is seen as key to protecting public health in the City. It is in line with the stated outcome to 'reduce health inequalities and long-standing public health issues' as part of the priority of tackling inequalities which states that 'we will continue with high profile enforcement of food and health and safety rules, maintaining our excellent record of environmental health improvements.'

SUPPORTING DOCUMENTATION

Appendices:

1. Draft Official Feed and Food Controls Service Delivery/Recovery Plan
1 October 2021 to 31 March 2023.

Background Documents

None



Official Feed and Food Controls Service Delivery/
Recovery Plan

1 October 2021 to 31 March 2023

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1 Service Aims and Objectives

1.1 Introduction

The food service function of Brighton & Hove City Council sits within the Safer Communities Service of the Housing, Neighbourhoods & Communities Directorate. This directorate consolidates Environmental Health and Trading Standards teams in one service.

The service is primarily concerned with protecting and improving public health across the city. Within this service food safety officers work to ensure that food prepared and sold from local establishments is safe. This is achieved by carrying out a programme of interventions at food businesses, sampling and responding to service requests. Wherever practicable links are formed with the business community and all relevant professional groups with the objective of increasing and promoting food safety awareness.

Trading Standards officers aim to provide a comprehensive range of enforcement and advisory services to the community within a statutory framework. Its goal is to contribute, in conjunction with other agencies, to the development of a safe, fair and equitable trading environment for all consumers and businesses, by means of advice, information, education and enforcement.

1.2 Links to Corporate Objectives and Plans

This plan links into the themes of 'Brighton & Hove City Council Our Plan 2020 to 2023, A fairer city, a sustainable future', which has identified the following six outcomes:

- A city to call home
- A city working for all
- A stronger city
- A growing and learning city
- A sustainable city
- A healthy and caring city.

2 Background

2.1 Profile of the Local Authority

Brighton & Hove is a unitary authority on the south coast of England. It is approximately 50 miles from London. It is bounded by the English Channel to the south and the South Downs to the north, it covers an eight-mile stretch of seafront and extends inland for approximately five miles.

Demographic information reported in the Corporate Plan gives a population of 290,395 (2017). One in five residents, or 19.5%, are from a Black or Minority Ethnic groups and

the population profile is younger than the national with 62% being 20 to 59 years old against the average across England of 53%.

Tourism plays a major part in the local economy supporting over 21,000 jobs in the area.

2.2 Organisational Structure

Brighton & Hove City Council is a unitary authority that operates a committee system model. Responsibility for the food safety and standards services is delegated to the Environment Transport & Sustainability Committee.

2.3 Regulation Policy

The Council has a Corporate Enforcement Policy in line with the national Regulators Compliance Code for Enforcers and is published on the Council's website. The enforcement policy is grounded in better regulation principles of proportionality, accountability, consistency, transparency and targeting.

[Environmental Health Enforcement Policy \(brighton-hove.gov.uk\)](https://www.brighton-hove.gov.uk/environmental-health-enforcement-policy)

2.4 Scope of the Food Service

Both services, Food Hygiene and Trading Standards, in normal circumstances carry out a range of interventions such as, inspections of food premises, food complaint investigation, food sampling, investigating infectious disease cases and service requests relating to businesses.

Since 1 January 2021, when the EU Exit transition period ended the Council provides a non-statutory function, the certifying of Export Health Certificates, to our food businesses who are exporting food consignments (fish/fishery products) into the EU.

Officers working within the Food Service may also carry out health and safety interventions in a range of food premises and non-food premises when matters of evident concern are identified. They also may respond to complaints from the public and investigate specific accidents which occur in the workplace.

As of 27 July 2021 a total of **3,538** food premises are subject to programmed interventions as per the following table.

Premises Type	Number
Primary Producer	5
Manufacturer/ Processor	33
Packers	8
Importers/Exporters	43
Distributors/Transporters	30
Retailers	389
Restaurants and other Caterers	3,026
Manufacturers selling mainly to retail	4
TOTAL	3,538

2.5 COVID-19 Pandemic

On 31 January 2020 the first 2 cases of COVID-19 virus were confirmed in the United Kingdom. The number of cases increased, and the first death was confirmed in the UK on 5 March 2020. In response to the pandemic, in March 2020, The Health Protection (Coronavirus Business Closure) (England) Regulations 2020 came into effect, enforcing the closure in England of businesses selling food and drink for consumption, as well as other businesses where a high risk of infection could be expected. Since then and up until 19 July 2021 there have been a variety of restrictive measures in place which have been instructed by government and being based on levels of the virus in the population.

The pandemic has impacted on the delivery of our Food services and the Food Standards Agency (FSA) obtained permitted deviations from the Food Law Code of Practice to minimise regulatory footfall in businesses and to enable local authorities to divert resources to urgent reactive work and other wider public health actions required locally during the pandemic.

The FSA advised that local authorities should concentrate on sector specific official controls and controls to support trade and enable export, such as conditional and full approval visits and inspection of fishing vessels.

Other food hygiene and food standards activities were set on a priority basis and local authorities were expected to continue with proactive surveillance of the business landscape identifying changes in businesses such as closures, new opened and changing operation activities.

At this time, unless there were concerns around public health or consumer protection which necessitated an actual visit, these activities were carried out remotely by telephone, email and /or video conferencing.

The FSA requested local authorities return information in relation to 2020/21 to obtain a picture of service delivery.

The table below represents aspects of the food service delivery during 2020/21.

FSA Information Requested as of 31 March 2021	Food Hygiene	Food Standards
Number of Staff for service delivery. Full time Equivalent (FTE).	7.3	1.6
Number of Staff diverted to COVID-19 reactive work (FTE).	3.2	0.3
Activities to support trade and enable export carried out?	Yes	Yes
Food hygiene and food standards activities carried out?	Yes	Yes
Was formal enforcement undertaken when required?	Yes	Yes
New food registrations received	397	397
Food Complaints received	21	74
Complaints about premises hygiene received	306	n/a
Food samples taken.	12	35
Inspections carried out	36	173
Requests for business advice	-	43

The table highlights how the pandemic response reduced staff resource for carrying out food service delivery, for food hygiene a reduction of 3.2 and food standards a reduction of 0.3 FTEs.

All essential controls such as enabling export activities, and urgent and essential enforcement activities continued.

Our service delivery during this period was adapted to utilising remote interventions where this was possible and actual site visits were conducted only when necessary.

3 Service Delivery/Recovery Plan from 1 October 2021 to 31 March 2023

3.1 FSA Local Authority Recovery Plan

The FSA have devised a Recovery Plan which commenced on 1 July 2021 to 2023/24. This Plan aims to ensure that resources are targeted where they add greatest value in providing safeguards for public health and consumer protection in relation to food. It also aims to safeguard the credibility of the Food Hygiene Rating Scheme.

The Recovery Plan provides a framework for re-starting the delivery system in line with the Food Law Codes of Practice for new food establishments and for high-risk and/or non-compliant establishments while providing flexibility for lower risk establishments.

This should be implemented alongside delivery of:

- official controls where the nature and frequency are prescribed in specific legislation and official controls recommended by FSA guidance that support trade and enable export
- reactive work including enforcement in the case of non-compliance, managing food incidents and food hazards, and investigating and managing complaints
- sampling, and
- ongoing proactive surveillance.

Brighton & Hove City Council's Service Delivery/Recovery Plan shall align with the FSA Local Authority Recovery Plan.

Figure 1: Outline of the FSA Local Authority Recovery Plan



Figure 1 depicts the duration of Phase 1 and 2 of the Plan. The key milestone dates within the Recovery Plan for higher risk establishments are shown.

3.2 Food Hygiene Interventions

3.2.1 Programmed Food Hygiene Inspections

The following table displays the food premises risk category and the number of premises due, as of 27 July 2021, that are required to be inspected by 31 March 2023. This number also includes the backlog of premises that require an inspection due to the impact on our service by the pandemic (1 January 2020 to 31 March 2023).

Risk Category/Frequency of Intervention	Number of Food Premises that require an onsite intervention
New food businesses	605
A/ every 6 months	4
B/ every 12 months	69
C/ every 18 months	417
D/ every 24 months	1,147
TOTAL	2,424

It should be noted that the above figures are correct as of 27 July 2021. For example, Category A premises may generate two further inspections and Category B premises may generate a further inspection within the period when inspected.

3.2.2 Control of Outbreaks and Infectious Disease

Food related infectious disease notifications are investigated in accordance with procedures agreed with the Consultant in Communicable Disease Control.

Investigation of outbreaks in accordance with the Outbreak Control Plan agreed with Public Health England. Officers within the team will be first responders in the event of a serious outbreak.

3.2.3 Food Hygiene Complaints

It is the policy of this authority to investigate food complaints in accordance with the Council's Enforcement Policy and documented procedures. It is anticipated we shall receive approximately 10 food complaints and 450 complaints in relation to condition of food premises.

3.2.4 Food Hygiene Sampling

A formal arrangement is in place with Public Health England, Food Water & Environment laboratory based at Porton Down for the analysis of samples that require microbiological examination. This authority will participate in the current national food sampling programmes where resources permit.

3.2.5 Food Safety Incidents

Food safety incidents are responded to in accordance with the provisions of The Food Law Code of Practice and all food alerts issued by the FSA will continue to be dealt with in accordance with this Code.

3.2.6 Supporting movement of Fish/ Fishery Product into the EU

On 31 December 2020 the Brexit Transitional Period ended and on 1 January 2021 the requirement to process and certify Export Health Certificates for consignments of fish/fishery products commenced.

We support our businesses involved in this process to enable guaranteed movement of these products into the EU. This is a non-statutory function and going forward the introduction of a charging system for this function shall be considered.

3.2.7 Food Hygiene advice to businesses

There is a strong commitment to providing advice to business, both new and existing, on legislative and good practice requirements. Advice is given by signposting businesses to the Council website, during inspections and by group emails which are sent to food businesses who have supplied us with their email address.

3.2.8 Ongoing Proactive Surveillance

In the recovery phase of the pandemic ongoing proactive surveillance is essential to re-establish an accurate picture of the local business landscape and to identify open/closed/ recently re-opened/ new businesses; as well as businesses where there has been a change of operation, activities or Food Business Owner.

In line with specific FSA Funding, all new food registrations received during the pandemic shall be subject to triage to identify premises which are deemed to be high priority for inspection.

3.2.9 Primary and home authority principle

The Primary Authority and the Home Authority Principle is supported by the Council. Currently there are no Primary Authority Partnerships in place.

3.3 Food Standards Interventions

3.3.1 Food Standards Inspections

The following table highlights the food standards category and the number of inspections that are due as per Phase 2 of the recovery plan.

Standards Category	Expectation	Number of Food Premises that require an onsite intervention
A (high risk)	Over the period to 30 June 2022.	690
B & C (medium & low risk)	No interventions will be required during the recovery period unless intelligence/information suggests that risks have increased or if the establishment is otherwise considered a priority for intervention due to the risk posed or because of the impact on the establishment of the new requirements on allergen labelling for products prepacked for direct sale.	As required.

3.3.2 New Businesses

Trading Standards Officers aim to assess new food businesses with 56 days of a referral. All new food businesses are risked as high until they have had an inspection, they are then re-risked accordingly.

3.3.3 Feed Hygiene

The Trading Standards service participates in the National Trading Standards feed programme. We will undertake inspections of premises identified by the national team as requiring a visit. This equates to approximately 12 visits per annum.

During 2020/2021 Trading standards have also carried out work funded by the FSA via NTSB (National Trading Standards Board) on animal feed which ties into the Official Feed and Food Controls, due to Covid restrictions this work couldn't be done and so was carried over to 2021/2022. This work will be funded again in 2021/22 but funding is likely to be reduced.

3.3.4 Food Standards Complaints

Regulations governing the labelling of food and whether they contain allergens, came into force in 2014, this is high priority as lack of allergen information and controls can

cost lives. We are already seeing a rise in allergen complaints; this could be due to businesses not having had the usual level of inspection due to the COVID pandemic.

Following the tragic death of Natasha Ednan-Laperouse, the teenager who died after suffering an allergic reaction to a 'Pret a Manger' baguette, the government have implemented stronger laws to protect consumers with allergies and give them greater confidence in the food they buy. The new allergen labelling requirement will come into force on the 1st October 2021 and will apply to food prepacked for direct sale. It is likely we will see a rise in complaints from businesses and consumers in relation to these Regulations.

3.3.5 Food Standards Sampling

The Public Analyst contract was awarded to Kent Scientific Services in 2017. The focus of the contract remains on composition, allergens labelling and chemical contamination.

Due to restrictions and resourcing issues caused by Covid 19 all 2020/21 TSSE (Trading Standards South East) led food projects and all local projects were cancelled. Instead, a decision was taken locally to undertake some Public Analyst led projects as well as participating in the FSA imported food project. We were successful in our bid to be involved in the FSA funded imported food and feed sampling project. As part of this project we tested for colours in USA Soft drinks and undeclared allergens in variety of bread products. We also participated in a project that was led by Public Analyst where we looked at testing for contaminants in coffee targeting Brighton & Hove producers, non permitted additives in USA soft drinks and undeclared sesame in bread products where we targeted local bread producers. In total we took 35 samples in total, 11 were microbiological, 16 other contaminants, 3 composition and 5 related to labelling and composition.

We are awaiting info about TSSE led food projects for 2021/2022. We have agreed to participate in the public analyst project sampling items that are prepacked for direct sale due to the new Regulations as well as meat species. The FSA recovery plan has us focusing on inspections at high-risk premises however, it is planned that in 2021/2022 we will do some allergen sampling at some medium risk premises as allergen management is the area of greatest risk.

3.3.6 Food Standards advice to businesses

Regulations governing the labelling of food and whether they contain allergens came into force 2014, as previously stated this is high priority as lack of allergen information and controls can cost lives. Officers have undertaken work to inform and educate businesses of their obligations under these regulations; compliance with the requirement to provide allergen information however remains an issue and therefore this work will continue in 2021/22 prioritising advice and support to small independent traders and new businesses. We have partnered with Allergy UK and have developed a 3-hour virtual live allergen training which we offer to all Brighton & Hove food businesses. We have been offering 2 training sessions per month at a cost of £20 per person. Since May 2020, 78 people have so far been trained from numerous businesses in the city and the feedback has been very positive.

Advice to new businesses will be a priority in relation to the Regulations that come into force in October 2021 for food items sold prepacked for direct sale. It is likely that we will see a rise in service requests for business advice relating to these new

regulations. We are also expecting a rise in referrals from Environmental Health colleagues where they pick up non-compliance on their inspections.

In October 2022 it is the intention that the Regulations relating to Restricting promotion of products high in fat, sugar and salt will come into force. We are awaiting guidance on how the regulations will apply and how they will be enforced

Advice and support to business on the changes to labelling following Brexit will also be a priority.

4 Resources

4.1 Financial Allocation

4.1.1 Food Hygiene

The Food Safety Service net budget for 2021/22 is £ 472,310. The budget for 2022/23 has yet to be agreed. It is anticipated that a similar budget for 2022/23 shall be allocated.

4.1.2 Food Standards

The Food Standards net budget for 2021/22 is £74,800. It is anticipated that a similar budget for 2022/23 shall be allocated.

4.2 Staffing Allocation

4.2.1 Food Hygiene

There are 6.55 full time equivalent (FTE) authorised officers, except 1 FTE is currently seconded to Public Health until March 2022, this means there are 5.55 FTE's. There are 2.55 FTE Technical Officers, all have recently joined the Team and are working towards being suitably authorised.

External food contractors are also carrying out food hygiene inspections on behalf of the Council.

The team is transitioning as we emerge from the pandemic. We have addressed the shortfall in authorised officers by using the services of food contractors until March 2022. We have invested in new trainees and will provide training to enable them to become 'authorised' by March 2022.

The seconded Authorised Officer will also return to the Team by March 2022.

The following tables illustrate the full complement of staff.

Job Title	Full Time Equivalent	Competency
Regulatory Services Manager	.25	Lead Food Officer
Senior Environmental Officer	1.0	Authorised
Environmental Health Officer (EHO)	1.0	Authorised (seconded)
EHO	1.0	Authorised
EHO	0.8	Authorised
Senior Technical Officer (STO)	0.8	Authorised
STO	0.7	Authorised
STO	1.0	Authorised
Technical Officer (TO)	1.0	Not Authorised
TO	0.55	Not Authorised
TO	1.0 (fixed term)	Not Authorised
Senior Technical Support Officer	0.25	---
Technical Support Officer	0.9	---
Food Nutrition Project Officer	1.0	---

4.2.2 Food Standards

Job Title	Full Time Equivalent	Competency
Regulatory Services Manager	0.05	Authorised
Trading Standards Officer	1.5	Authorised
Technical Support Officer	0.05	---

5 Quality Assessment

The service has a documented procedure relating to food control duties. Internal audits are carried out to ensure compliance with these procedures. Staff performance is reviewed, monitored and managed through the appraisal system, monthly 1-2-1 and review by the departmental management team.

6 Service Delivery Review

The FSA have set milestone dates (see Figure 1: Outline of the Recovery Plan). Service Delivery shall be gauged against these dates.

7 Summary

This report sets out the service delivery/ recovery pathway for a 18-month period. The approach is based on risk and focuses on the highest priority premises first.

It is acknowledged that service delivery methods have changed over the period of the pandemic and going forward we will endeavour to utilise a variety of approaches when required.

The training of new staff is required so that they obtain the 'suitable' qualification as required by the Food Law Code of Practice. This is necessary to obtain the full requirement of full-time equivalent staff to achieve the proposed plan.

The plan also incorporates the services of external food hygiene contractors as this is necessary to address the backlog of inspections.

It is anticipated that by 31 March 2023, that Food Service Delivery shall have normalised and that premises will be subject to the frequency of inspection based on their risk category.

Subject:	City Environment Modernisation Update		
Date of Meeting:	21 September 2021		
Report of:	Executive Director Economy, Environment & Culture		
Contact Officer:	Name:	Lynsay Cook	Tel: 01273 292448
	Email:	Lynsay.cook@brighton-hove.gov.uk	
Ward(s) affected:	All		

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

- 1.1 The Environment, Transport & Sustainability Committee last received an update on the City Environment Modernisation Programme at its meeting on 16 March 2021. This report provides a further progress update.
- 1.2 The report also provides information and updates relating to several Cityclean service areas since the March report.

2. RECOMMENDATIONS:

- 2.1 That Environment, Transport & Sustainability Committee note the progress of the Modernisation Programme, including the updates in Appendix 1.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The City Environment Modernisation Programme is developing a sustainable future for the service in Brighton & Hove in the context of reducing council budgets, increasing customer demand and potential future legislative changes. Many City Environment services are statutory and are under a lot of scrutiny. The service has an integral role in resident, business and visitor perceptions of Brighton & Hove and is fundamental to the success and attraction of the city.
- 3.2 The depth, breadth and complexity of the issues being addressed cannot be underestimated. A significant proportion of management time and effort is used to address these issues in order to build a strong foundation which is required to ensure visible and sustainable improvements in service delivery for the future.
- 3.3 Appendix 1 contains an update on each of the key projects within the Modernisation Programme. A green RAG rating means the project is on track, an amber rating means the project is slightly off track and red means the project is off track.

Highlights from Modernisation Update

- 3.4 Some key milestones achieved over the last few months include:
 - Received first electric Refuse Collection Vehicle

- Procured a ticketing and software system for the Environmental Enforcement Team, a significant step forward in modernising City Environment via digital means
- Completed bulky waste service review, identifying future improvements for the service
- Received approval to implement new model to manage commercial bins on the highway, a key part of the effort to Keep Brighton & Hove Tidy
- Received £2.7m to refurbish public toilets across the city and approval to bring the cleaning and maintenance of public toilets in-house

Service delivery

- 3.5 July and August presented some challenges for service delivery, which has continued into September. The issues started in mid-July with rising rates of Covid-19 across the country and the impact in the city resulting in many staff being 'pinged' and having to self-isolate, whilst others had Covid and also needed to isolate.
- 3.6 During the spring and summer, it was also very difficult to recruit new people or bring in agency staff, due to the need to self-isolate, with the situation made worse due to the national shortage of HGV drivers as a result of Brexit. As a result of leaving the European Union, it has also been difficult getting vehicle parts for when trucks break down, meaning the truck and crew cannot start their round, resulting in missed collections.
- 3.7 Ultimately, when rounds or street cleansing services are missed, it's then very difficult to catch up without the correct numbers of staff.
- 3.8 To help manage this, garden waste collections were suspended for two weeks from 9 August, to allow the service to focus resources where they're most needed. All subscriptions will have an extension added to make up the missed round.

Other activities

- 3.9 The council is awaiting the outcomes of the consultations on the National Resources and Waste Strategy. The consultations were seeking views on radical changes over the next five years, to fundamentally change the way materials and waste are managed. Work has started to prepare for the likely changes, such as the introduction of a food waste collection service and increasing the range of dry recyclable materials.
- 3.10 A service redesign is in the process of being implemented for the Strategy & Service Improvement Team in City Environment, covering Cityclean and City Parks. This redesign has considered service requirements in order for City Environment to manage more effectively and deliver more efficiently. Improvements are expected for strategy and project delivery, the customer experience, procurement activities and contract monitoring.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 As noted above, the City Environment Modernisation Programme is developing a sustainable future for the service in Brighton & Hove in the context of reducing council budgets, increasing customer demand and potential legislative changes. Within this, work is taking place to improve performance on refuse, recycling, garden and trade waste collections and street cleansing, as well as adopting a more commercial approach to income generating services. Without the continuation of the Programme, there is a risk that improvements will not be delivered and there will be further pressures on the City Environment budget.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Previous community and consultation activities in relation to the Modernisation Programme are detailed in the committee reports listed as Background Documents below.

6. CONCLUSION

- 6.1 This report provides Environment, Transport & Sustainability Committee with a progress report on the Modernisation Programme and other areas of Cityclean service delivery. Improvement and modernisation work continues to be delivered, but there is still some way to go.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 This report is an update report on progress on existing initiatives which are funded from existing resources. It is expected that pressure funding bids for additional resources will, if required, be brought forward for consideration in the next budget setting round.

Finance Officer Consulted: John Lack

Date: 08/09/21

Legal Implications:

- 7.2 There are no direct legal implications arising from the report's recommendations.

Lawyer Consulted: Name: Hilary Woodward

Date: 06/09/2021

Equalities Implications:

- 7.3 Any resident unable to present their refuse bin or recycling bin/box for collection can apply for an assisted collection.

Sustainability Implications:

- 7.4 Many of the projects within the City Environment Modernisation Programme have sustainability implications. This includes objectives to increase recycling, reduce litter and enhance biodiversity.

SUPPORTING DOCUMENTATION

Appendices

1. City Environment Modernisation Programme Update

Background Documents

1. National Resources and Waste Strategy to Environment, Transport & Sustainability Committee on 22 June
2. Food Waste Collection Service Update to Environment, Transport & Sustainability Committee on 22 June
3. Commercial Bins on the Highway: Outcomes of Public Consultation to Environment, Transport & Sustainability Committee on 22 June
4. Environmental Enforcement Framework to Environment, Transport & Sustainability Committee on 22 June
5. Bin Infrastructure Strategy and Action Plan to Environment, Transport & Sustainability Committee on 22 June
6. City Environment Modernisation Update to Environment, Transport & Sustainability Committee on 16 March 2021
7. City Environment Modernisation Update to Environment, Transport & Sustainability Committee on 29 September 2020
8. Internal Audit Annual Report and Opinion 2019/20 to Audit & Standards Committee on 21 July 2020
9. Fleet Procurement Options to Environment, Transport & Sustainability Committee on 26 November 2019
10. City Environment Modernisation Update to Environment, Transport & Sustainability Committee on 8 October 2019
11. City Environment Modernisation Update to Environment, Transport & Sustainability Committee on 25 June 2019
12. City Environment Modernisation Update to Environment, Transport & Sustainability Committee on 22 January 2019
13. Environmental Enforcement Framework Report to Environment, Transport & Sustainability Committee on 27 November 2018
14. Graffiti Reduction Strategy Report to Environment, Transport & Sustainability Committee on 27 November 2018
15. Public Convenience Report to Policy, Resources & Growth Committee on 11 October 2018
16. City Environmental Management – Modernisation Programme Update Report to Environment, Transport & Sustainability Committee on 9 October 2018
17. City Environmental Management – Modernisation Programme Update Report to Policy, Resources & Growth Committee on 12 July 2018
18. Update on Chargeable Garden Waste Collection Service Report to Environment, Transport & Sustainability Committee on 28 June 2016
19. Proposals for a Chargeable Garden Waste Collection Service Report to Environment, Transport & Sustainability Committee on 13 October 2015
20. Cityclean Service Plan and Priorities Report to Policy & Resources Committee on 9 July 2015

Appendix 1: Programme Update

Project Information			
Project name	Bin Infrastructure Action Plan	Project description	Implementing a new approach to managing litter and street cleansing
RAG status	Amber	Timescales	March 2023
Percentage complete	15%	Modernisation dependencies	Commercial bins on the highway Customer experience Digital Cityclean Keeping the beach clean Keeping the city clean review Managing waste responsibly
Recent activities	Received approval of Bin Infrastructure Strategy and Action Plan Started audit of on street bins, types, condition and locations in the city Started audit of dog poo bins and identify sites suitable for generic bins Started to review provision of bins in parks with a view to ensuring appropriate capacity and providing recycling facilities Worked with the Highways England to develop a forward plan for litter picking the A23/A27 Received approval for a model to manage commercial bins on the highway		
Risks and issues	Resources to implement action plan National Resources & Waste Strategy	Next steps	Continue to deliver action plan

Project Information			
Project name	Bulky waste service review	Project description	Reviewing the bulky waste service, following a change of service delivery from contractor to in-house delivery
RAG status	Green	Timescales	April 2022
Percentage complete	75%		Customer experience

Appendix 1: Programme Update

Recent activities	Review completed Recommendations agreed	Modernisation dependencies	Digital Cityclean Managing waste responsibly
Risks and issues	Resources to implement agreed recommendations	Next steps	Implement recommendations

Project Information

Project name	Commercial bins on the highway	Project description	Creating and implementing a model to manage commercial bins on the highway across Brighton & Hove
RAG status	Green	Timescales	September 2019 to September 2022
Percentage complete	60%	Modernisation dependencies	Customer experience Environmental enforcement Managing waste responsibly
Recent activities	Public consultation completed Environment, Transport & Sustainability Committee approved a model based on feedback received during consultation Environmental Enforcement Framework updated, with a go-live date of 1 February 2022		
Risks and issues	Resources to implement agreed scheme Further Covid-19 disruption Capacity of businesses and other stakeholders to follow new model National Resources & Waste Strategy	Next steps	Create webpage with all relevant information Write to businesses in T-Zones to explain new approach Write to waste management providers to explain new approach Arrange social media posts to explain new approach

Project Information

Project name	Communal bin system	Project description	Reviewing the existing communal bin system and identifying areas for improvement with the current

Appendix 1: Programme Update

			distribution of bins, capacity offered for different waste streams, improvements to glass recycling (bins, contamination of, and noise), bin bays, signage, type of bins, expansion of waste streams, and application of colour coding for the different waste streams Expanding the communal bin area
RAG status	Green	Timescales	June 2020 – March 2023
Percentage complete	30%		
Recent activities	Presented councillors with options to trial new communal bins in Brunswick & Adelaide Completed ArcGIS training, created maps and calculated route times for new communal bin options	Modernisation dependencies	Customer experience Environmental enforcement Fleet replacement Food waste Digital Cityclean Keeping the city clean review Managing waste responsibly Procurement review Wheelie bin audit and rollout [Waste composition analysis]
Risks and issues	Resources – both time and finance Lack of support for expansion from resident consultation Withdrawal of support from workforce or trade unions Highways Traffic Regulation Orders Further Covid-19 disruption Brexit – bins purchased from Europe Lack of suitable bin for glass recycling National Resources & Waste Strategy	Next steps	Finalise financing arrangements Begin engagement on expansion of communal bin area Complete analysis and produce reports for Regency, St Peter's & North Laine and Queen's Park wards Organise data for remaining wards: East Brighton, Central Hove, Westbourne, Goldsmid, Preston Park, Hanover & Elm Grove, Rottingdean Coastal and Hollingdean & Stanmer

Appendix 1: Programme Update

Project Information			
Project name	Customer experience	Project description	Improving the customer experience and providing a consistent service to everyone who contacts Cityclean
RAG status	Green	Timescales	January 2019 – December 2022
Percentage complete	30%	Modernisation dependencies	Bin Infrastructure Action Plan Communal bin system Digital Cityclean Environmental enforcement Food waste Graffiti reduction Increasing material for recycling Keeping the beach clean Keeping the city clean review Management Framework Managing waste responsibly
Recent activities	Continued review of Accessibility Line 39 compliments received in Q1, maintaining a high level of performance from Q4 70 Stage 1 complaints received in Q1 which is comparable with Q1 last year (66) but much higher than Q4 (37) 67.1% of Stage 1 complaints responded to within 10 days, improving on Q4 (59.5%) 67.1% of Stage 1 complaints upheld or partly upheld, improving on Q4 (89.2%) Providing, on average, a 48 hour response time to emails (working days) Preparing to provide a telephone line Started identifying the next roads for Traffic Regulation Orders to introduce measures to address issues of persistent missed collection Continually reviewing content of BHCC website Migrated to a new Mendix-based customer management system		
Risks and issues	Further Covid-19 disruption Loss of support for project	Next steps	Determine required Traffic Regulation Orders Prepare Standard Operating Procedures for tasks to implement service redesign Implement service redesign and associated training and support

Appendix 1: Programme Update

Project Information			
Project name	Digital Cityclean	Project description	Modernising the service and supporting the wider programme of change through technology
RAG status	Green	Timescales	February 2020 – March 2022
Percentage complete	26%	Modernisation dependencies	Bin Infrastructure Action Plan Bulky waste service review Communal bin system Customer experience Environmental enforcement Managing waste responsibly
Recent activities	Completed all project documents including the project initiation document and project plans Established the project team Established a project board Established a change management and communications strategy Begun soft market testing Researched and reviewed providers' offers on the government's 'G-cloud' to confirm and compare what is available Met and discussed project with Union representatives at CCG and agreed on-going communications and interactions Completed mapping of all 'As is' processes and confirmed sign off on all processes Started to assemble examples of good practice processes as a starting point for 'To be' process maps Confirmed Procurement support, procurement timelines, and procurement route to market Started development of Equality Impact Assessment Started development of Data Protection Impact Assessment		

Appendix 1: Programme Update

Risks and issues	Competing priorities Procurement timescales Existing poor data Withdrawal of support from workforce or trade unions	Next steps	Continue to deliver project plan 'To be' processes to be developed Finalise digital training offer Begin drafting specification

Project Information

Project name	Environmental Enforcement: CCTV	Project description	Procuring closed-circuit television (CCTV) cameras and Automatic Number Plate Recognition (ANPR) camera system for the deterrence and or detection and of fly tipping at hot-spots in Brighton & Hove
RAG status	Green	Timescales	Completed November 2020
Percentage complete	100% COMPLETE	Modernisation dependencies	Communal bin system Customer experience Graffiti reduction Digital Cityclean Managing waste responsibly
Recent activities	Awarded contract and Purchase Order raised Installed CCTV at all sites and live Officers trained Privacy Notice finalised and uploaded to BHCC website CCTV signage designed and installed at sites <i>Surveillance Camera Commissioner Passport to Compliance Stage 1</i> completed Completed Tender Evaluation report 'Working as a CCTV Operator' training completed by two Environmental Enforcement Officers		
Risks and issues	Fly tipping will continue/increase if delay in procurement and installation of cameras	Next steps	Management becomes part of business as usual for the Environmental Enforcement Team Instigate contract management arrangements

Appendix 1: Programme Update

			Regular contract meetings with supplier Daily review of all camera images Review data collected at each site at the end of six month and 12 month period to assess impact and inform decision making

Project Information

Project name	Environmental enforcement: ticketing and software system	Project description	Procuring a back-office system for environmental enforcement to officers to use mobile handheld technology to capture, upload and print a Fixed Penalty Notice (FPN). This will be paired with an electronic bluetooth printer
RAG status	Green	Timescales	August 2019 to June 2021
Percentage complete	95%	Modernisation dependencies	Communal bin system Customer experience Graffiti reduction Digital Cityclean Managing waste responsibly
Recent activities	Completed Service Specification Completed Framework Evaluation Report Procurement approved and awarded contract to supplier All equipment purchased and in place Software integration testing carried out Payment integration testing carried out Received and tested mobile handheld printers		
Risks and issues	Supplier insolvency before delivery	Next steps	Continue to work with IT&D on system integration Fix snagging issues Sign off FPN wording Payment system to be live Payment System User Training Testing for all staff

Project Information			
Project name	Fleet replacement	Project description	Delivering of a 10-year strategy and green procurement plan, providing cost and savings projections. The strategy includes the migration to new technology as it develops, such as hydrogen fuel cells, to reduce maintenance and carbon emissions
RAG status	Green	Timescales	September 2020 – March 2030
Percentage complete	60%	Modernisation dependencies	Communal bin system Customer experience Food waste Health & Safety Hollingdean Depot Digital Cityclean Managing waste responsibly Operator's Licence Procurement review
Recent activities	Continuing implementation of 10-year Fleet Strategy First electric truck to be delivered this month, with a further truck in October and two more by April 2022. Working with Property & Design and UKPN to upgrade depot power intake to ensure power capacity is sufficient Started procurement of City Parks items to introduce more electric and low carbon vehicles as well new plant Started tender process for new sweeper; these will be diesel with electric options to follow closer to 2030 Replaced all small sweepers and demonstrations continuing with sweepers using a deck scrubber and weed ripper		
Risks and issues	Resources – both time and finance Power infrastructure implemented and available Competing priorities; Covid-19 response, service delivery and modernisation and improvement work Brexit – vehicles purchased from Europe	Next steps	Continue to implement and monitor the Strategy

Appendix 1: Programme Update

	National Resources & Waste Strategy		

Project Information

Project name	Food waste	Project description	Completing analysis of different operating models and associated costs, to deliver a food waste collection service across the city
RAG status	Green	Timescales	September 2020 – December 2021
Percentage complete	80%	Modernisation dependencies	Communal bin system Customer experience Fleet replacement Managing waste responsibly Procurement review Wheelie bin audit and rollout
Recent activities	Options appraisal was completed by Eunomia, consultants procured by WRAP (Waste and Resources Action Programme) Analysis of the service and high-level costed models of delivery to all households across the city completed Outcomes reported to ETS Committee in June 2021 and next steps agreed		
Risks and issues	Resources – both time and finance Data availability National Resources & Waste Strategy Further Covid-19 disruption	Next steps	Develop business case for two options on future service delivery model Identify suitable disposal route including any planning permissions required Report back to ETS Committee to approve service delivery model

Project Information

Project name	Graffiti reduction	Project description	Delivery of Graffiti Reduction Strategy to reduce the amount of graffiti vandalism around Brighton & Hove
RAG status	Amber	Timescales	November 2018 – March 2023

Appendix 1: Programme Update

Percentage complete	50%	Modernisation dependencies	Customer experience Environmental enforcement Digital Cityclean Keeping the city clean review
Recent activities	Letter from Leader sent to Statutory Undertakers (SUs) followed by introductory meetings to identify issues faced, correct lines of escalation of when graffiti and vandalism occurs, current maintenance and cleaning schedules and informing SUs of new enforcement powers via Community Protection Notices (CPNs) Started work to develop a graffiti removal trial focusing on removing all graffiti from property within a designated area Supported two community murals. 1) with local residents, artists and the BHCC Communities Team at a tagging hotspot on Upper Lewes Road. 2) a mural at The Level in conjunction with Octopus Energy, local artists and young people with a focus on environmental issues which will be showcased at COP26 Environmental Enforcement Team undertook joint patrols with Sussex Police, with continued partnership working through Joint Action Group meetings and Neighbour Policing colleagues working with a specific focus on graffiti Completed sticker removal, jet washing and graffiti removal from Clock Tower, Richmond Place, North Street and Western Road Completed graffiti removal and bin repainting in Valley Gardens Continued community engagement, including meeting with North Laine Community Association to discuss partnership work with regards to graffiti reduction		

Appendix 1: Programme Update

Risks and issues	Private property owners do not comply with Community Protection Warnings Competing graffiti removal priorities Further Covid-19 disruption	Next steps	Develop SLAs Meet with SUs where SLA could be beneficial Implement use of CPNs for SUs Engage with business community regarding use of CPNs Begin the Graffiti Removal Trial Scheme

Project Information

Project name	Health & Safety	Project description	Improving health & safety compliance and performance across City Environment
RAG status	Amber	Timescales	Ongoing
Percentage complete	60%	Modernisation dependencies	Fleet replacement Hollingdean Depot Keeping the city clean review Management Framework Operator's Licence Workstyles
Recent activities	Created a new Risk Assessment Register Finalising implementation of both Noise and Hand Arm Vibration work. Noise Awareness training started New H&S folders initiated to enable better document control Updated risk assessments, each with its own unique reference number Staff Training Day planned for September on a risk profile basis and will include manual training, lone working Covid-19 risk assessments revised in line with new national lockdown and virus variant strains, including the creation of "staff bubbles" wherever practicable to protect the service from a mass break out and ensure business continuity		

Appendix 1: Programme Update

	Monthly Cityclean Health & Safety Board meetings taking place to identify priority hazards and agree by who, how and the timescales for which these risks will be reduced		
Risks and issues	Constantly emerging new priorities and risks; Covid-19 response, incident investigation, union raised issues Ongoing need for modernisation of the service including health and safety performance management, with suitable and sufficient risk assessments backed up by a working, evidencable training matrix Health & Safety Executive interventions and recommendations	Next steps	Create new Health & Safety shared folders Produce a suite of new Manual Handling Risk Assessments Create a suite of new user-friendly Method Statements, to include photographs Review and improve the Training Matrix Undertake further priority audits on a risk basis

Project Information

Project name	Hollingdean Depot	Project description	Improving safety and security at Hollingdean Depot and ensuring the infrastructure is fit for purpose
RAG status	Green	Timescales	August 2019 – December 2021
Percentage complete	60%	Modernisation dependencies	Fleet replacement Health & Safety Management Framework Operator's Licence Workstyles
Recent activities	Implemented programme of quarterly workplace inspections in place in line with HS-S-31 building management standard Hardwired fire alarm system fully commissioned Workshop roof solar panels fully commissioned Retaining wall project nearly complete Depot line painters commissioned; awaiting start date		

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	Seven light vehicle charging points fully commissioned New cable tracking installed along workshop exterior retaining wall Outside break out area for operatives commissioned by stores Cyclist / barrow operative entrance commissioned		
Risks and issues	Further Covid-19 disruption National Resources & Waste Strategy	Next steps	Extend CCTV coverage Assign all Cityclean fleet vehicles parking spaces HGV charging points planned and commissioned; begin works Relocation of the comms room from old building to alternative building on site

Project Information

Project name	Increasingly materials for recycling	Project description	Completing a feasibility study into the costs of introducing a wider range of materials into the recycling stream at Hollingdean Materials Recovery Facility Preparing for the implementation of the Environment Bill
RAG status	Green	Timescales	June 2021 - 2027
Percentage complete	10%	Modernisation dependencies	Bin Infrastructure Action Plan Customer experience Digital Cityclean Fleet replacement Food waste Managing waste responsibly
Recent activities	Initiated conversations with East Sussex County Council and Veolia on terms of reference for feasibility study		

Appendix 1: Programme Update

			Operator's Licence
Risks and issues	Outcomes from National Resources & Waste Strategy consultation currently unknown Resources – both time and finance	Next steps	Agree terms of reference for feasibility study

Project Information

Project name	Keeping the beach clean	Project description	Introducing an accreditation scheme for businesses on the seafront to encourage them to remove or reduce their use of single use plastics, offer alternative environmentally friendly packaging and take part in a range of other activities to ensure the beach is kept clean
RAG status	Amber	Timescales	Autumn 2021
Percentage complete	50%	Modernisation dependencies	Bin Infrastructure Action Plan Customer experience Digital Cityclean Environmental enforcement Managing waste responsibly
Recent activities	Survey completed gain feedback from businesses on the seafront to develop an accreditation scheme Consultation closed in July 2021, but the response rate was poor with only six respondents. As a result, the consultation period has been extended and businesses encouraged to respond		
Risks and issues	Businesses do not support the scheme Lack of resources to co-ordinate the scheme National Resources & Waste Strategy	Next steps	Extend consultation period and increase engagement with business to improve the rate of responses

Project Information

Appendix 1: Programme Update

Project name	Keeping the city clean review	Project description	Improving refuse, recycling and street cleansing operations
RAG status	Amber	Timescales	October 2019 to December 2022
Percentage complete	20%	Modernisation dependencies	Communal bin system Customer experience Graffiti reduction Health & Safety Management Framework Managing waste responsibly
Recent activities	Programme Manager appointed Programme Plan in development Risk register and issues log in development		
Risks and issues	Competing priorities Engagement process, social distancing and venues Further Covid-19 disruption Availability of data Resource to analyse data National Resources & Waste Strategy	Next steps	Agree timescales in Programme Plan Begin communication and engagement

Project Information

Project name	Managing waste responsibly	Project description	Delivering an informative and educational campaign to assist residents, visitors, businesses and crews to dispose of waste responsibly
RAG status	Amber	Timescales	February 2019 to March 2022
Percentage complete	20%	Modernisation dependencies	Bin Infrastructure Action Plan Bulky waste service review Commercial bins on the highway Communal bin system Customer experience
Recent activities	Updated Project Plan Attended meetings with the Youth Council, North Laine Community Association and Roundhill Residents Group		

Appendix 1: Programme Update

	Signed up to the Centre for Social Innovation Project - Student Waste Management (TBC) Developing new information for BHCC website including What Happens to Our Waste and End Destinations Continued work on the European Circular Economy Blueprint project; three behaviour change pilot projects developed, with a focus on schools' education, households reuse and recycling and education through a digital means Continued work with Tech Take Back on a doorstep service to collect small waste electronic and electrical equipment. The items are repaired where possible for reuse and distributed to vulnerable families across the city		Environmental enforcement Fleet replacement Food waste Digital Cityclean Keeping the city clean review Wheelie bin audit and rollout [Bring site audit] [Composition waste analysis]
Risks and issues	Resources – both time and finance National Resources & Waste Strategy Other priorities; Covid-19 response, service delivery and modernisation and improvement work Brexit – materials end destinations	Next steps	Initiate contact with universities Reconvene Project Board

Project Information

Project name	Operator's Licence	Project description	Improving the current standing of the BHCC Operator's Licence
RAG status	Green	Timescales	September 2019 – ongoing monitoring
Percentage complete	90%	Modernisation dependencies	Fleet replacement Health & Safety Hollingdean Depot
Recent activities	KPIs released quarterly on various data streams in relation to compliance		

Appendix 1: Programme Update

			Management Framework
Risks and issues	Withdrawal of support from workforce or trade unions HSE (Health & Safety Executive) interventions and recommendations National Resources & Waste Strategy	Next steps	Quarterly monitoring meetings Deliver driver handbook Continue to migrate drivers onto Tacho Card Explore accident reduction options

Project Information

Project name	Procurement review	Project description	Improving the procurement and contract management in Cityclean to deliver value for money and comply with council policies and procedures
RAG status	Amber	Timescales	June 2020 – December 2022
Percentage complete	30%	Modernisation dependencies	Communal bin system Fleet replacement Food waste
Recent activities	Started recruitment for Procurement & Contract Monitoring Officer		
Risks and issues	Competing priorities Covid-19 disruption to suppliers Brexit	Next steps	Appoint Procurement & Contract Monitoring Officer and begin induction Develop work programme

Project Information

Project name	Public toilets	Project description	
RAG status	Green	Timescales	July 2020 – March 2022

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Percentage complete	10%	Modernisation dependencies	Customer experience Hollingdean Depot Procurement review
Recent activities	Received approval for service to be delivered in-house Developed project plan		
Risks and issues	Resources – both time and finance	Next steps	Deliver project plan

Project Information

Project name	Weed management	Project description	Reviewing the effectiveness of manual weed removal techniques following decision by ET&S Committee to end the use of glyphosate in all the city's parks, open spaces, pavements, verges and housing land
RAG status	Amber	Timescales	July 2019 – January 2022
Percentage complete	90%	Modernisation dependencies	Customer experience
Recent activities	Additional staff recruited to complete seasonal tasks, such as weed removal Unfortunately, there were difficulties with seasonal recruitment this year The additional resources employed are being used in a flexible way and deployed to where there is most need This means that the weeding crew, on occasion, has been deployed to the seafront, and interrupting the planned weed removal programme Contractors appointed		
Risks and issues	Competing priorities; Covid-19 response, staff moved to other teams and manual weeding not completed as originally planned	Next steps	Continue with preparations for 2021 weeding season Prepare for next committee update

Project Information			
Project name	Wheelie bin audit and rollout	Project description	Implementing a wheelie bin recycling service to all the streets identified as suitable for this service from the city-wide wheelie bin audit
RAG status	Green	Timescales	September 2019 to September 2021
Percentage complete	90%	Modernisation dependencies	Communal bin system Customer experience Food waste Digital Cityclean Managing waste responsibly
Recent activities	Confirmed suitability of streets for recycling wheelie bins Completed rollout to remaining properties in three rounds Last round to be completed in September 2021		
Risks and issues	Resources – both time and finance	Next steps	Continue to liaise with Operations Team and meet with affected collection round crews and trade unions

Project Information			
Project name	Workstyles	Project description	Creating new office space at Hollingdean Depot, incorporating Workstyles principles
RAG status	Amber	Timescales	November 2019 – TBC
Percentage complete	15%	Modernisation dependencies	Health & Safety Hollingdean Depot
Recent activities	Maintaining Covid-19 risk assessments for offices at the depot and implementation of mitigating measures Completed Future Ways of Working Workshops Workstyles Project Manager identified		

Appendix 1: Programme Update

Risks and issues	Staff working in portacabins which are coming to end of life and do not provide sufficient space, exacerbated since the pandemic Resources – both time and finance Further Covid-19 disruption	Next steps	Old main office to be demolished Begin to develop business case for depot building refurbishment/replacement