

Tourism, Equalities, Communities & Culture Committee

Date: **25 November 2021**

Time: **4.00pm**

Venue **Hove Town Hall - Council Chamber / MS Teams (Hybrid)**

Members: **Councillors:** Osborne (Joint Chair), Powell (Joint Chair), Rainey (Deputy Chair), Evans (Opposition Spokesperson), Grimshaw (Opposition Spokesperson), Simson (Group Spokesperson), Brown, Childs, Ebel and Littman

Invitees: Lola Banjoko (B&H - CCG), Joanna Martindale (Community Voluntary Sector), Justin Burtenshaw (Sussex Police) and Stephanie Prior

Contact: **Thomas Bald**
Democratic Services Officer
thomas.bald@brighton-hove.gov.uk

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AGENDA

PROCEDURAL MATTERS

34 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.

35 MINUTES

9 - 28

To consider the minutes of the meeting held on 16 September 2021.

Contact Officer: Thomas Bald

Tel: 01273 295709

36 CHAIRS COMMUNICATIONS

37 CALL OVER

- (a) Items 41 – 53 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.

38 PUBLIC INVOLVEMENT

29 - 30

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

- (a) **Petitions:** To receive any petitions presented by members of the public notified by the due date of 19 November 2021;
 - (i) Tony Howard – Brighton Speed Trials
23 Signatures – closing date 10.11.21
- (b) **Written Questions:** To receive any questions submitted by the due date of 12 noon on the 19 November 2021;
- (c) **Deputations:** To receive any deputations submitted by the due date of 12 noon on the 19 November 2021.

39 ITEMS REFERRED FROM COUNCIL

Any items referred from the last meeting of Full Council held on 21 October 2021.

40 MEMBER INVOLVEMENT

To consider the following matters raised by Members:

- (d) **Petitions:** To receive any petitions;
- (e) **Written Questions:** To consider any written questions;
- (f) **Letters:** To consider any letters;
- (g) **Notices of Motion:** to consider any Notices of Motion submitted directly to the Committee.

41 DOMESTIC ABUSE ACT STRATEGY AND FUNDING AWARD OPTIONS

31 - 38

Report of the Executive Director for Housing, Neighbourhoods, and Communities (Copy Attached).

Contact Officer: Lindsay Adams
Ward Affected: All Wards

Tel: 01273 291032

42	THIRD SECTOR COMMISSION PLANNING SCHEDULE	39 - 46
	Report of the Executive Director for Housing, Neighbourhoods, and Communities (Copy Attached).	
	<i>Contact Officer: John Reading</i>	
	<i>Ward Affected: All Wards</i>	
43	WHITE RIBBON UK ACCREDITATION	47 - 50
	Report of the Executive Director for Housing, Neighbourhoods, and Communities (Copy Attached).	
	<i>Contact Officer: Jo Player</i>	<i>Tel: 01273 292488</i>
	<i>Ward Affected: All Wards</i>	
44	LIBRARIES STRATEGY 2022-25	51 - 108
	Report of the Executive Director for Housing, Neighbourhoods, and Communities (Copy Attached).	
	<i>Contact Officer: Sally McMahon</i>	<i>Tel: 01273 296963</i>
	<i>Ward Affected: All Wards</i>	
45	ANTI-RACISM PLEDGE UPDATE	109 - 114
	Report of the Executive Director for Housing, Neighbourhoods, and Communities (Copy Attached).	
	<i>Contact Officer: Emma McDermott</i>	<i>Tel: 01273 296805</i>
	<i>Ward Affected: All Wards</i>	
46	PUBLIC ART STRATEGY	115 - 148
	Report of the Executive Director for Economy, Environment, and Culture (Copy Attached).	
	<i>Contact Officer: Synthia Griffin</i>	
	<i>Ward Affected: All Wards</i>	
47	PREPARATIONS FOR THE QUEEN'S PLATINUM JUBILEE CELEBRATIONS	149 - 154
	Report of the Executive Director for Economy, Environment, and Culture (Copy Attached).	
	<i>Contact Officer: Giles Rossington</i>	<i>Tel: 01273 295514</i>
	<i>Ward Affected: All Wards</i>	
48	COMMUNITY WEALTH BUILDING PROGRAMME UPDATE	155 - 168
	Report of the Executive Director for Economy, Environment, and Culture (Copy Attached).	
	<i>Contact Officer: Sophie Moss</i>	<i>Tel: 01273 291104</i>

Ward Affected: All Wards

49 INFRASTRUCTURE DELIVERY PLAN REFRESH 169 - 208

Report of the Executive Director for Economy, Environment, and Culture (Copy Attached).

Contact Officer: Simon Barrett

Tel: 01273 290000

50 ANNUAL INFRASTRUCTURE FUNDING STATEMENT - 2020/21 209 - 242

Report of the Executive Director for Economy, Environment, and Culture (Copy Attached).

Contact Officer: Simon Barrett

Tel: 01273 290000

Ward Affected: All Wards

51 ARTICLE 4 DIRECTION - CHANGES OF USE FROM CLASS E (COMMERCIAL, BUSINESS AND SERVICE USES) TO CLASS C3 (DWELLINGHOUSES). 243 - 298

Report of the Executive Director for Economy, Environment, and Culture (Copy Attached).

Contact Officer: Steve Tremlett

Tel: 01273 292108

Ward Affected: All Wards

52 COLDEAN - DESIGNATION OF NEIGHBOURHOOD AREA AND NEIGHBOURHOOD FORUM 299 - 364

Report of the Executive Director for Economy, Environment, and Culture (Copy Attached).

Contact Officer: Carly Dockerill

Tel: 01273 292382

Ward Affected: Hollingdean & Stanmer

53 HERITAGE ASSETS REGISTER OPTIONS 365 - 374

Report of the Executive Director for Economy, Environment, and Culture (Copy Attached).

Contact Officer: Liz Hobden

Tel: 01273 292504

Ward Affected: All Wards

54 ITEMS REFERRED FOR FULL COUNCIL

To consider items to be submitted to the 12 December 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.

Date of Publication - Wednesday, 17 November 2021

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FURTHER INFORMATION

For further details and general enquiries about this meeting contact Thomas Bald, (01273 291354, email thomas.bald@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

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BRIGHTON & HOVE CITY COUNCIL
TOURISM, EQUALITIES, COMMUNITIES & CULTURE COMMITTEE

4.00pm 16 SEPTEMBER 2021

HOVE TOWN HALL - COUNCIL CHAMBER/MS TEAMS (HYBRID)

MINUTES

Present:

Councillors:

Osborne (Joint Chair), Powell (Joint Chair), Rainey (Deputy Chair), Evans (Opposition Spokesperson), Grimshaw (Opposition Spokesperson), Simson (Group Spokesperson), Brown, Childs, Ebel and Littman

Standing Invitees:

Joanna Martindale, Stephanie Prior, Harpreet Kaur (NHS CCG), and C/Supt Justin Burtenshaw (Sussex Police)

PART ONE

16 PROCEDURAL BUSINESS

(a) Declarations of Substitutes

1.1 Harpreet Kaur substituting for Lola Banjoko.

(b) Declarations of Interest

1.2 Councillor Ebel declared a non-prejudicial interest on item 28 of the Agenda as she sits on the Hove Station Neighbourhood Forum.

1.3 Councillor Powell declared a non-prejudicial interest as she was currently working with Sussex Police.

(c) Exclusion of the Press and Public

1.3 In accordance with Section 100A of the Local Government Act 1972, the committee considered whether the public should be excluded from the meeting during consideration of any item of business on the grounds that it is likely in view of the business to be transacted or the nature of the proceedings, that if members of the public were present during it, there would be disclosure to them of confidential information as defined in Section 100A (3) of the Act.

1.4 **RESOLVED:** That the press and public be not excluded from the meeting during consideration of any item of business listed on the agenda.

17 MINUTES

The minutes of the meeting held on 17 June 2021 were agreed as a correct record.

18 CHAIRS COMMUNICATIONS

Councillor Osborne gave the following Chairs Communications:

First of all, I'd like to welcome everyone back to Hove Town Hall for the first in person TECC Committee when all members are in attendance for well over a year.

I'd like to take a moment to do so and just to gently remind all members of the decision all councillors voted to introduce on 15th July in regards to mask wearing during the meeting. All councillors were asked to exercise their democratic right to decide on the process for council and committee meetings in light of the continued pandemic and the councillors took a decision on how to proceed, taking into account public health advice, not only for members, but also for the best protection of the public and others who also have to attend the meeting in person. Unfortunately, unlike in other settings – or in our private lives – due to a change in legislation members now have no choice whether they can attend these meetings in person, as the right to attend it virtually has been rescinded by the government. Therefore we are aware many members/cooptees and others have no other option to protect themselves once in meetings such as these. Can I ask in line with the protocol agreed and voted for by all political groups at full council on July 15th to keep mask wearing in public committee meetings, that you do put a mask on? Thank you very much. We will be taking regular breaks throughout the meeting, more than we usually would, and if you would like to ask for a break at any point, please do so and we can adjourn the meeting.

There are quite a few updates as it's a big committee which covers a number of areas and which is often especially busy over summer months, so bear with me!

Sport & Leisure

In relation to the sports facilities, the return to using leisure centres is slow but steady. Membership recovery is currently only 61% of pre covid levels and it is anticipated that it will be some time until participation levels are back to where they were before the pandemic.

The replacement 3G all weather pitch works at Stanley Deason Leisure Centre is progressing well and having an improved outdoor space will help support those playing football and training. It is great that a new partnership is developing between Freedom Leisure and Whitehawk Football Club to promote some of the sporting opportunities available in East Brighton.

At Moulsecoomb Community Leisure Centre fantastic new inclusive 'fun days' supported by funding from Active Sussex are being provided free of charge for families once a month – on a Sunday from 10am-1pm. These days are for families who have children and young people with special educational needs or disabilities. Activities include football, boccia, cricket, tennis,

badminton, new age kurling, table tennis and boxing fitness. The first activity day will be on 26 September. There is no need to book, please just go along, enjoy and have fun.

A public consultation on the 'Kingsway to the Sea' project on West Hove seafront is now live on the council website. The council is seeking views on what stakeholders and residents would like to see in the redesigned public realm and outdoor sports facilities between the King Alfred and Hove Lagoon. The questionnaire can be accessed online via the council website or a paper copy can be posted to you by contacting the Seafront Office. Alternatively, if you would like to learn more about the project and speak to the design team in-person then a consultation event is being held on Saturday 25th September from 12 – 4pm by the Hove & Kingsway Bowls Club.

Looking forward to convening the Sports Facilities Investment Plan MWG next month to take forward the plan which was passed earlier this summer.

Ian Shurrock retiring- big thanks to him for his service! Ian has worked with the council for 21 years and led many important developments for the city, including our participation in the Rugby World Cup 2015 and has been a key advocate for bringing the Women's Euros to the city in 2022. Within the council he also consistently championed the restoration of the Saltdean Lido building, which is now so close to commencing

Arts & Culture

The ABCD Cultural Recovery Plan is continuing to help the creative and cultural sector recover following the pandemic. The working groups have been busy shaping tenders for a series of proposals supported by the Welcome Back Fund which include alternative tours of the city, wayfaring trails, cultural and creative leadership support as well as an equipment suppliers community network.

A collaboration with the business improvement district has seen the launch of a successful pop-up shop called the Bookmakers which is a temporary bookshop also offering support to emerging writers through a mentor programme and collaboration with New Writing South. I was invited to the opening of this and if you are going past I'd definitely recommend popping in and seeing what they are doing.

Work continues on finalising the draft public art strategy which was founded on community consultation, the strategy will outline a ten year plan with some clear guiding principles for the future commissioning of public art. Aim for next TECC in November.

Ongoing dialogues, meetings and discussions have continued to take place with key cultural stakeholders across the city including the national portfolio organisations and other established arts organisations.

One of the key partners that we work with is the RPMT and they have had a recent Thumbs up from visitors, achieving great feedback from their visitor survey- with 98% of visitors to the Royal Pavillion rated their visit as excellent or good, and this extends to the Brighton Museum and Arts Gallery and Preston Manor. On top of this, finance website money.co.uk has ranked all the attractions in the UK and the Royal Pavillion has been ranked amongst the best value for money attractions so still well worth a visit.

Tourism & Events

Over the past 3 months VisitBrighton has:

- Sent bi-weekly newsletters to citywide tourism stakeholders giving timely updates on COVID, messaging, legislation, guidance, grant funding etc have an average open rate of 32.97%
- Generated positive press coverage of Brighton & Hove with an of AVE £575k including coverage in The Guardian, New Statesman, Country Living, Sky News, Good Housekeeping etc
- Communicated with 61k followers on Twitter, 29k on Facebook and 31k on Instagram, promoting the re-opening of local tourism businesses
- Liaised with conference clients throughout the period to ensure a full conference diary from Sept 2021 – June 2022, ensuring visitor flow in the shoulder season
- Worked collaboratively with pan-Sussex organisations including Sussex Tourism & Culture Recovery Group, Tourism South East, Tourism Alliance, VisitEngland and VisitBritain ensuring that the needs of the Brighton & Hove visitor economy is represented.

The Brighton Centre re-opened on the 4th September with a full capacity standing concert (4,500 – 5,000 customers). Between then and the end of the calendar year there are currently 55 concerts confirmed with potential for additional dates being added – of those concerts a large amount will be full capacity standing shows. We will also welcome 5 conferences, including the Labour Party Annual Autumn Conference. We are expecting to host approx. 177,000 concert customers and approx. and 16,400 conference delegates over the next 4 months.

There has been a full schedule of events over the summer. Most recently the Speed Trials and Ace Cafe reunion on Madeira Drive, and the Brighton Marathon last weekend. Coming up there is the Boundary Festival in Stanmer Park later this month, Oktober Fest on the Level in October, Brighton Half Marathon, Veteran Car run and the Christmas Festival in November and December. If you are interested in seeing the full outdoors schedule, it's available online.

Ian Taylor retiring- Ian Taylor leaves at the end of October and has been with the council for 16 years. He has been a champion for outdoor events in the city and is a well-known figure in the local events industry. He is a great supporter of Brighton Pride and the Brighton Marathon, as well as many other city events such as the Fringe and Burning the Clocks. His experience and can-do attitude will be missed from the council. Best of luck with the future, Ian.

Planning Policy

Consultation on the proposed designation for the Coldean Neighbourhood Area and Neighbourhood Forum is currently underway and has been extended by two weeks to end 22 October. Details are available on the council's website.

We have an update on the City Plan Part Two Examination. The Examination Inspector has now published the Matters, Issues and Questions and the provisional programme for the public hearing sessions which are due to commence Tuesday 2 November. All the information is available on the City Plan Part Two council web pages.

Planning officers have submitted a bid to be part of the government's Phase Two Pilot Programme for bringing forward model Design Codes. The bid focuses on the Brighton Marina area and, if successful, the work will develop an exemplar design code that will help to secure significant environmental and public realm improvements.

Helping refugees

We've all watched in horror as the situation in Afghanistan has unfolded in the past few weeks.

The city council is participating in the government's resettlement schemes for Afghan refugees. We have been informed that no families have arrived yet, but are working to put the support in place for them when they do, and working closely with local communities and forming partnerships to provide a safe and welcome space for those seeking sanctuary in our city.

Refugees will be housed in private sector accommodation, so the city council is reaching out to landlords with self-contained residential properties who may be prepared to let them at an affordable rent to refugees from Afghanistan or elsewhere. If you think you can help, please contact RefugeeHelp@brighton-hove.gov.uk. Already, a number of residents have been in contact to offer properties and support, and we extend our heartfelt thanks to all who have been in touch.

I must stress that the council does not currently have a need for clothes or toys for refugees. Please donate these to charity shops or the other places listed on the council website.

Libraries

- Community Libraries are now open to 7pm on Libraries Extra days (Mondays – Thursdays) to increase access to the libraries for people unable to visit during the daytime.
- Evening opening in Jubilee and Hove Libraries will take place in October, once the newly recruited staff have been fully trained.
- Events and activities are gradually returning to libraries with appropriate Covid safety measures in place.
- Some of the first activities have been class visits, children and young people's creative workshops, and meetings of the Network of International Women. As part of Libraries Week celebrations (October 4th – 10th), Jubilee library will be hosting a global music event on Saturday 9th October 1.30-4pm, with performances from Syrian and Sudanese musicians and the Brighton & Hove Russian and Yiddish choir.

EDI

- LGBTQ Switchboard Covid Impact report launched Aug 1st, commissioned by BHCC & NHS to look at impact of Covid to our local LGBTQ+ communities. Makes for sobering reading: <https://www.switchboard.org.uk/new-research-by-switchboard-highlights-inequalities-exacerbated-by-covid-19-for-lgbtq-communities-in-brighton-hove/>.

- LGBTQ+ vaccine sessions held regularly at Rainbow Hub, St James St, proving very popular.
- Trans and non-binary vaccine sessions at Dorset Gardens starting on 5th October.
- Pride @ The Ironworks Launched On 31st July At The New LGBTQ Cultural & Community Space With Month Long LGBTQ Cultural Festival, Attended By Cllrs Powell, Grimshaw And Simson, And Lloyd Russell-Moyle MP. The site is a theatre, Studio, Auditorium, Digital media spaces managed by and for LGBTQ+ communities by Brighton & Hove Pride.
- Trans Pride Brighton held a successful free online event (July 20th) attracting more than 40k viewers.
- Reclaim Pride Protest on 6th August attended by several hundred people for a city centre march.
- BHCC Schools Trans Took Kit relaunched September to support students, educators, and families across the city.
- National Hate Crime Week is October 11th to 15th raising awareness around reporting and developing third party reporting centres across the city.
- Radical Rhizomes, (Queer Trans Intersex People of Colour group) were awarded funding support from The Baring Foundation for development programmes, a mentoring scheme, supporting creative development of local QTIPoC artists and delivering a programme of creative workshops by and for the QTIPoC community.

Beach accessibility

At the start of the month, Steph and I met with the Beach Access Team – known as BAT B&H. They are a group of volunteers who all have a disability, and who are dedicated to making the beach, and specifically the water, accessible to all. Their message is “making waves for equal access”, and they have been working with BHCC since Jan 2018 to bring about change.

Amongst the things we talked in our meeting about included: a viewing platform, an accessible city map, a central hub on the beach with equipment and information, better signage, a wheelchair for the water, and accessible loos - which ties-in with the council's bid for central govt money for 'changing places', which is money for accessible toilets. All of this will fit-in with the council's accessibility strategy which will be one of the next key pieces of work for the council once the Disability Officer is appointed. We are very hopeful that together we can bring real change to make our beach as inclusive as possible.

19 CALL OVER

The following items were reserved for discussion:

- | | |
|---------|---|
| Item 22 | Violence Against Women and Girls |
| Item 23 | Award of MHCLG Funding for Safe Accommodation |
| Item 24 | Anti-Racism Progress Update |
| Item 25 | The World Reimagined |

Item 26	Welcome Signage
Item 27	Hove Station Supplementary Planning Document
Item 28	Hove Station Neighbourhood Plan – Submission for Examination
Item 29	Health Impact Assessment – Local Validation Requirement
Item 30	Queen's Park Conservation Area – Article 4 Direction
Item 32	Saltdean Lido Restoration

The following item was therefore agreed:

Item 31	Review of Waste and Minerals Plan – Proposed Submission
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20 PUBLIC INVOLVEMENT

(a) Petitions

There were none.

(b) Public Questions

20.1 The Chair welcomed Marc Cattermole to the meeting and invited him to put his question.

20.2 Marc Cattermole asked the following question:

Neighbouring towns offer ski or snowboarding centres which Brighton appears to not have this on offer I can only imagine this is due to funding. As an alternative could we not have an inflatable water park either seasonal or perm basis which would create revenue, employment along with health benefits. This could get funding from NHS or Princess Trust on each inflatable advertisements to again support ongoing revenue. Possible locations Hove Lagoon. The water park could run with minimal staffing, offering life guard courses.

20.3 The Chair gave the following response:

Hove Lagoon is licensed to Lagoon Water sports who make full use of the water space available and have a lease of the adjacent Pavilion. They offer wakeboarding, windsurfing, sailing and stand-up paddleboard tuition and hire for all ages and abilities. Lagoon Water sports also offer a BTEC Level 3 Sport and Outdoor Activities course for 16-18 year olds in conjunction with Newman College in Hove. The small lagoon offers pedalos for hire and is operated alongside a Pirate mini golf course and other children's amusements. The large lagoon is also regularly used by Brighton & Hove Model Yacht Club. At this time there is no space at Hove Lagoon for additional leisure uses.

20.4 Marc Cattermole indicated that he wished to ask a question regarding homelessness, and the Chair advised him to put that question to the Housing Committee.

20.5 The Chair indicated that the next speaker, Mark Strong, could not make the meeting today due to the date being a religious holy day. He confirmed that Democratic Services are working with the CEO to ensure that committees don't fall on religious holy days in future. A copy of the response would be sent to Mark Strong after the meeting.

20.6 The Chair welcomed Naomi Bos to the meeting and invited her to put her question.

20.7 Naomi Bos asked the following question:

In the Community Safety and Crime Reduction Strategy 2020-23 the gaps and priorities for domestic abuse include:

- Improved access to and location of services.
- Better communication and signposting.

The previous Domestic Abuse provider, RISE, developed a single, integrated, entrance to local services, the Sussex Portal. Leaflets, cards, social media and communications were then coordinated with RISE's own comprehensive website to highlight local services and resources. BHCC recommend residents visit the Stonewater and Victim Support websites where there is zero local information. We are almost 6 months into the new contract. When will a comprehensive, local, communication strategy be delivered?

20.8 The Chair gave the following response:

An action plan has been drawn up by officers to look at wider communications and awareness raising that includes awareness raising campaigns; targeted campaigns for specific areas including forced marriage, honour-based violence, female genital mutilation and linking these to the Brighton & Hove Community Safety Partnership. Our approach will also include social media engagement and age appropriate targeting.

I believe that there is information on Stonewater's website about domestic abuse services in the City. The Victim Support website should launch in the next few weeks. Fliers for all services have been shared widely within the city council and external stakeholders.

20.9 Naomi Bos asked the following supplementary question:

My understanding is that the invisibility of the crisis services is having a bad knock-on effect on RISE because survivors and agencies are still using their services in great numbers so a small local charity is in effect picking up the slack of large national funded organisations. These people have communication teams. Could I ask for Councillors and Officers to visit both the Stonewater and Victim Support website to imagine themselves as a survivor in crisis looking for support, and to feedback that experience to the Domestic Abuse Commissioner? Can I also request they visit the RISE website to compare and contrast?

20.10 The Chair responded that officers and Councillors should definitely be looking at those websites, and an email would be sent around to all Councillors containing the links.

(c) Deputations

There were none.

21 MEMBER INVOLVEMENT

(d) Petitions

There were none.

(e) Written Questions**i. Re-Assessment of CIL Calculations – Cllr Fishleigh**

21.1 The Chair invited Councillor Fishleigh to the meeting to present a question.

21.2 Councillor Fishleigh asked the following question:

In 2016 planning permission was given for 60 new homes at Coombe Farm in Saltdean. This included 24 affordable homes (40%) and £822,377 in Section 106 contributions.

In 2020 planning permission was granted for a revised scheme of 72 homes with 29 affordable homes (40.2%) and £489,358 in CIL.

So that's £333,019 less under CIL.

Given this difference, will you please re-look at the way CIL is calculated for larger developments, not just in Saltdean but across the whole city?

21.3 The Chair gave the following response:

The Council sets the rates and types of development that are CIL liable. However, all the rules for charging calculations are fixed through national regulations and we therefore can't develop our own set of CIL regulations for the city.

Under the specific circumstances of this development site, there has been a reduction in developer contributions following CIL – largely due to factoring in existing buildings on the site. You can be assured, however, this will be offset over time by the wider benefits of CIL – which include:

- more contributions from smaller and other new build schemes;
- the ability to spend strategic CIL across the city to meet priorities; and
- local communities can influence how the neighbourhood portion is spent.

21.4 Councillor Fishleigh asked the following supplementary question:

I understand that rules and algorithms are set by national government, but we lobby the national government on all kinds of issues, so my supplementary question is therefore: will you ask officers to apply the CIL rules to 25 other developments across the city which were subject to 106? That way we can see whether the Saltdean development was an anomaly or if there is a pattern. If there is a pattern, will you please make the results public and we can discuss in full Council how we want to approach national government.

Councillor Fishleigh confirmed she was requested a data gathering exercise to see whether CIL does deliver less money for our city than the 106 did, and if there is a pattern and it does deliver less, please bring the information to Full Council and we as Councillors can decide whether this is an issue we want to raise with national government.

21.5 The Chair confirmed that it would be requested that the data gathering exercise be conducted, but could not confirm that it would go to Full Council.

(f) Letters

There were none.

(g) Notices of Motion*i. The Queens Platinum Jubilee – Councillors Nemeth and Simson*

21.6 The Chair clarified that paragraph 2.1 of the item should read:

That the Committee responds to the motion concerning the recognition and city celebrations for the Queen's Platinum Jubilee 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.

21.7 Councillor Simson raised that the Chair put a great deal of pressure in the opening statements on recommendations that were made at Full Council for Councillors to wear masks during in person meetings, however, recommendations to officers to prepare reports for certain dates of meetings aren't being taken as seriously as exemplified by the current notice of motion report not being presented.

21.8 Councillor Grimshaw asked if the reason why the report couldn't come to the current Committee was due to a lack of Officers assigned that specific work, and wanted to make sure that the capacity was there to complete the report in time for the next Committee, and also for reports to Committees going forward.

RESOLVED: That the Committee to request a report as seen in the Notice of Motion to go to the next TECC Committee meeting in November.

ii. Air Quality Monitoring System – Councillors Fishleigh and Ebel

21.10 The Chair introduced the Notice of Motion.

RESOLVED: That the Committee to request a report as seen in the Notice of Motion to go to the next TECC Committee meeting in November.

22 VIOLENCE AGAINST WOMEN AND GIRLS

22.1 The Chair invited the Head of Safer Communities (Jo Player) to introduce the report.

22.2 The Head of Safer Communities introduced the report starting on page 33 of the Agenda.

22.3 Councillor Simson was informed that the solved rate for sexual offences was so low because it is usually very difficult to find substantial evidence for charges, and the completed at court numbers are also low due to cases taking a while to complete, victims who withdraw their cases, or when there is insufficient evidence.

22.4 Councillor Simson raised that she was pleased to see the Ask for Angela scheme, but asked if the Council was still funding safeguarding initiatives such as the Beach Patrol and

Safe Space, and if not, where the funding was coming from. The Head of Safer Communities confirmed that she would find out that information and report back to Councillor Simson.

22.5 Councillor Simson asked how the 24 hour help in the city's car parks would work, given that there are no assistants, and also how this help would be advertised. The Head of Safer Communities confirmed she would gather this information and report back to Committee members.

22.6 Councillor Brown was informed that the survey asking women how safe they feel in the city would be started shortly, but a survey had already been carried out by the Police and Crime Commissioner's office so this information may be able to be used.

22.7 Joanna Martindale was informed that as part of the new duty placed on the local authority under the Domestic Abuse Act, the Council is required to put in place a strategy relating to people who have experienced domestic abuse, and it will come back to committee when it has been completed which should be completed by the end of October as per the statute.

22.8 Councillor Grimshaw mentioned the survey mentioned in point 3.23, and that BHCC is currently liaising with Southwark Council on this piece of work.

22.9 Councillor Simson was informed that the Head of Safer Communities would look into extending the Violence Against Women and Girls strategy beyond the domestic setting. Jo Martindale raised that the Council did have a much broader Violence Against Women and Girls strategy between 2012-2017 which could provide a template going forward. Chief Superintendent Justin Burtenshaw added that Sussex Police are developing a Violence Against Women and Girls action plan which will feed into the overall strategy for the city.

RESOLVED: That the Committee:

Noted the work being undertaken by the Council and partners to address violence against women and girls in the City.

The Head of Safer Communities to:

- To report back to Councillor Simson regarding the funding of the safeguarding initiatives.
- To report back to Councillor Simson the information about the Violence Against Women and Girls strategy being taken beyond just a domestic setting.
- To report back to all Committee members with information about the logistics of the 24 hour help being offered in the city's car parks.

23 AWARD OF MHCLG FUNDING FOR SAFE ACCOMMODATION

23.1 The Chair invited the Head of Safer Communities (Jo Player) to introduce the report.

23.2 The Head of Safer Communities introduced the report starting on page 41 of the Agenda.

23.3 Councillor Brown was informed that the Head of Safer Communities had received an interim report showing that there are gaps in the service, but as soon as the needs assessment is completed this will highlight more problems to be solved.

23.4 Councillor Simson was informed that there have been difficulties obtaining data to help officers produce the needs assessment, but work is taking place to obtain it. Councillor Simson was also informed that providers of services are being involved as part of the relevant bodies pertaining to domestic abuse.

23.5 Councillor Grimshaw was informed that:

- The Council are working with RISE about the expression of interest indicated, and financial solutions would be looked at.
- The Head of Safer Communities has provided responses to all Freedom of Information requests.
- RISE have been invited to take part in the needs assessment and have provided some information, however this data will need to be cleansed due to GDPR.

23.6 Joanna Martindale was informed that the Lived Experience Board, whilst hosted by East Sussex Council, would work with local organisations to involve residents of Brighton and Hove. The Head of Safer Communities also confirmed that she could find out why the post was in the Council instead of the Community and Voluntary Sector, and would report back to Joanna Martindale with this information.

23.7 Councillor Evans was informed that:

- The allocated BHCC budget of MHCLG funding **would** be ringfenced for domestic abuse services.
- The Pan Sussex Partnership Board required in the Domestic Abuse Act would oversee the development of the strategy across local Councils, and that they are abiding by the law laid out in the Act.

23.8 Councillor Simson was informed that the Head of Safer Communities would find out whether the Partnership Board would implement a Pan Sussex strategy or if Brighton and Hove would be able to develop their own strategy, and would report back to Councillor Simson.

23.9 The Chair noted that there was a cross party amendment and invited Councillor Powell to move the amendment.

23.10 Councillor Powell moved the amendment on behalf of the Green, Labour, and Conservative Groups, which was jointly seconded by Councillors Grimshaw and Simson.

RESOLVED:

That the Committee agreed;

(i) To spend the MHCLG funding as set out in paragraphs 3.3, 3.4 and 3.6 of this report.

(ii) That a simple tendering process is established as quickly as possible, to enable the existing contractors, and local providers with specialist DV experience to bid for a contract to provide an Independent Domestic Violence Advocate (IDVA) in line with the anticipated costs set out in paragraph 3.5.

(iii) That a further report is provided to coincide with the end of the financial year, which should outline any future government announcement regarding funding for this role, and a report on the role of the IDVA, and its need, according to the findings of the Needs Assessment.

That the Head of Safer Communities to:

- Report back to Joanna Martindale about the decision-making process of why the Lived Experience Board was in the Council, not the community and voluntary sector.
- Report back to Councillor Simson about whether there would be a Pan Sussex strategy, or it would be a local Brighton and Hove strategy.

24 ANTI-RACISM PROGRESS UPDATE

24.1 The Chair invited the Head of Communities and Equality to introduce the report.

24.2 The Head of Communities and Equality introduced the report starting on page 45 of the Agenda.

24.3 Stephanie Prior was informed that:

- The Head of Communities and Equality would find out more data from HR about the recruitment of BAME candidates to senior positions.
- Financially supporting local BAME businesses hasn't been touched on as part of the anti-racism strategy, however the procurement process now includes details of how they adhere to the anti-racist strategy, and the Council have committed to providing training for BAME owned businesses.
- The Council met with the anti-racism community advisory board and have taken on board a lot of points raised to include in the world reimagined project.

24.4 The Chair added that as Chair of the Procurement Advisory Board he agreed that more should be a more proactive process to encourage BAME groups to apply for tenders.

24.5 Councillor Childs was informed that:

- The Head of Communities and Equality to confirm with Economic Development colleagues what options are available to financially support BAME businesses in the city and send a response to all committee members.
- Recruiting more BAME staff in school workforces is included in the anti-racist strategy.

24.6 Joanna Martindale was informed that the Head of Communities and Equality would email all committee members as soon as more information regarding the new Chair of the Community Advisory Group was available.

24.7 Councillor Powell thanked the Communities and Equalities team and Stephanie Prior for their hard work.

RESOLVED: That the committee noted the report.

The Head of Communities and Equality to:

- Find out more data from HR about the recruitment of BAME candidates to senior positions.
- Confirm with Economic Development colleagues what options are available to financially support BAME businesses in the city and then send a response to all committee members.
- Email all committee members as soon as more information regarding the new Chair of the Community Advisory Group was available.

25 THE WORLD REIMAGINED

25.1 The Chair invited the Arts Development Manager to introduce the report.

25.2 The Arts Development Manager introduced the report starting page 51 of the agenda.

25.3 Councillor Simson was informed that:

- £50,000 makes up core costs to the World Reimagined organisers, and £35,000 is underwritten by the Council in case the sponsorship doesn't happen.
- £50,000 has been pledged towards the local grants scheme.
- £25,000 has been pledged towards the legacy of the project.
- Feedback from key stakeholders from the BAME Community in the city is positive about the project and they see it as a good opportunity to work with and educate the community.
- The organisers will be including nationally recognised artists, but also local artists as well.
- The underwriting of the cost has only been put in place as a backup.

25.4 Dennis Marcus (Co-Founder of the World Reimagined) made the following points:

- £70,000 of sponsorship will be obtained across the city.
- Brighton and Hove will be one of 8 cities involved in the project.
- The funding for the project will ensure that 2 primary schools in the city will have an artist residency for 2 years.
- School bursaries can be made available for those schools who may need help having their own globe sculpture.

25.5 Stephanie Prior raised the following points:

- Black cultural events in Brighton and Hove are very small and often locally led, and there is huge opportunity to create events as big as Pride to create opportunities.
- There is more that needs to be done on a local level to lead on the anti-racist initiatives instead of external projects.
- The history of slavery isn't the best starting point for the project in terms of a marketing perspective.

Ella Phillips responded with the following points:

- The community program is about supporting local organisations for cultural events.
- Budgets will be provided by next year to start creating local events.

- The slavery aspect is a small part of the project and emphasises the present and future.

Dennis Marcus raised that sculpture trails build huge public engagement.

25.6 Stephanie Prior raised that she was unsure what the focus of the project was, and that there have been conversations about cultural offerings such as a carnival in the city, but that there is an issue in how local community groups are communicating with the Council, and that the project is moving too fast leading to disenfranchisement, explaining why some of the key leading Black community groups were not at the Community Advisory Group to discuss the project.

25.7 The Committee voted on the recommendations and they were agreed, with Councillors Simson and Brown voting against.

RESOLVED:

(i) That the committee authorised officers to negotiate with The World Reimagined organisers to determine implementation, project delivery and levels of support as appropriate.

(ii) That the committee authorised officers to commit up to £160,000 of funding over the course of 2021/22 and 2022/23 to the national programme and to a programme of work involving local communities and organisations in the city.

(iii) That the final decision on becoming a partner was delegated to the Executive Director of Economy, Environment and Culture, subject to agreement on a project plan for The World Reimagined in Brighton and Hove.

26 WELCOME SIGNAGE

26.1 The Chair invited the Arts Development Manager (Synthia Griffin) to introduce the report.

26.2 The Arts Development Manager introduced the report starting on page 71 of the agenda.

26.3 Councillor Brown was informed that the shortlisting Panel deciding the art installations would be made up of 2 Councillors who would be informed of the project at each step of the way. Councillor Brown also mentioned that the Ward Councillors of these locations should also be consulted.

26.4 Councillor Simson and Councillor Grimshaw raised that it is important to keep in mind the widening of this project to other areas such as Woodingdean.

RESOLVED:

(i) That the Committee supported the development of four welcome signage art commissions located in or close to Brighton, Hove and Portslade Stations and the Patcham Roundabout on the A23.

(ii) That the brief in terms of 'Welcome Signage' was broadened to respond to the site restrictions outlined by Southern - Govia Thameslink Railway (GTR) and Highways England.

27 HOVE STATION AREA SUPPLEMENTARY PLANNING DOCUMENT

27.1 The Chair invited the City Regeneration Programme Manager (Alan Buck) to introduce the report.

27.2 The City Regeneration Programme Manager introduced the report starting on page 77 of the agenda.

27.3 Councillor Ebel raised that the Hove Station area is in her Ward and thanked the City Regeneration Programme Manager for his hard work. She also raised that the area is in need of improvement in terms of accessibility and the lack of green spaces, and she hoped the Supplementary Planning Document would help with these issues.

27.4 Councillor Brown raised that she agreed with the opinion of the Brighton Society that the buildings planned are too high, and that the need for trees and green spaces are not pushed strongly enough in the report. The City Regeneration Programme Manager responded that any tall building proposal needs to be accompanied by a very detailed assessment before being built, and a dark enclosed environment due to tall buildings is not what is being proposed in the report.

27.5 Councillor Grimshaw was informed that the reason why only 54 people responded to the consultation, many of whom were key landowners, developers, and Ward Councillors, was because you can't force people to respond, and many of the responses were submitted anonymously. The City Regeneration Programme Manager also confirmed that a number of individuals had given comments after attending the consultation events, which weren't included in the report.

27.6 The Chair was informed that groups such as the Hove Station Neighbourhood Forum and Hove Civic Society represent a large number of people, and a lot of consultation has been happening in the area with the Hove Station Neighbourhood Plan recently which may explain the lack of engagement.

27.7 The Committee voted on the recommendations and they were agreed, with Councillors Simson and Brown voting against, and Councillors Grimshaw, Evans, and Childs abstaining.

RESOLVED: That the Committee:

(i) Noted the comments made during public consultation and the proposed responses (see appendix 1).

(ii) Agreed to adopt the Hove Station Area Supplementary Planning Document (attached as Appendix 3 to this report) and authorises the Head of Planning to make any necessary minor grammatical and non-material text and illustrative alterations in consultation with the Chair of TECC Committee prior to its publication.

28 HOVE STATION NEIGHBOURHOOD PLAN - SUBMISSION FOR EXAMINATION

28.1 The Chair invited the Planning Manager (Sandra Rogers) to introduce the report.

28.2 The Planning Manager introduced the report starting on page 199 of the agenda.

28.3 Councillor Ebel gave thanks to the Hove Station Neighbourhood Forum for their hard work on the neighbourhood plan.

28.4 Councillor Grimshaw was informed that the resident's feedback is laid out in the 100 page consultation statement but individuals names have had to be redacted due to GDPR.

RESOLVED: That the Committee agreed that officers:

- i) Proceed with the appointment of a suitably qualified and experienced independent person to undertake examination of the Hove Station Neighbourhood Plan;
- ii) Submit the Draft Neighbourhood Plan and its supporting documents for examination, together with all representations received in response to the Regulation 16 publication of the Draft Plan; and
- iii) Submit the officer comments on the Draft Neighbourhood Plan set out in Appendix 1 as the Council's Regulation 16 response for consideration at the examination.

29 HEALTH IMPACT ASSESSMENT - LOCAL VALIDATION REQUIREMENT

29.1 The Chair invited the Service Development Manager (Simon Barrett) to introduce the report.

29.2 The Service Development Manager introduced the report starting on page 217 of the agenda.

29.3 Councillor Littman was informed that where needed, external help will be required for detailed assessments such as the gas works application which is yet to be submitted.

RESOLVED:

- (i) That the committee agreed the guidance for applicants on the structure and items to be covered in an HIA or health statement (as included as appendix 1) subject to any minor alterations (grammatical, spelling or for clarity) to be agreed by the Head of Planning in consultation with the Chair of TECC Committee.
- (ii) That the committee noted responses to consultation on the proposed amendment to the "local list" validation requirements.
- (iii) That the committee approved adding the requirement to submit an HIA or health statement to the "local list" of validation requirements for qualifying applications (as outlined in this report.)
- (iv) If agreed, the requirement will take effect for all new, qualifying planning applications submitted after 26th September 2021.
- (v) Noted the review and republication of the local list and to receive a further report in 2022 with recommendations to revise and update the validation lists following a comprehensive review of all the requirements, changes to the 217 national list by central government and new requirements from the adopted City Plan Part Two.

30 QUEENS PARK CONSERVATION AREA - ARTICLE 4 DIRECTION

30.1 The Chair invited the Planning Team Lead (Tim Jeffries) to introduce the report.

30.2 The Planning Team Lead introduced the report starting on page 253 of the agenda.

30.3 Councillor Childs was informed that the direction doesn't apply retrospectively – meaning that it doesn't restrict the varied colours of the current properties, especially on Park Street.

30.4 Councillor Simson was informed that most of Queen's Park Road isn't included in the conservation area, and that changing the colour of a house drastically would require planning permission.

30.5 Councillor Evans was informed that the amendment could not go ahead due to the legal nature of Article 4. Councillor Evans then added that the amendment was placed because residents in her ward are against the policing of paint colours in ordinary streets in purely residential areas of the city, and that brightly coloured houses contribute to the appeal of the area.

30.6 Councillor Rainey raised that during the informal consultation in 2020, 65% of the 75 respondents agreed with the direction which is a large percentage, and that the direction will retain the historical importance of the area.

30.7 Councillor Childs raised that there are a small number of streets not in line with the Conservation area style, and thus the boundaries are unfit.

30.8 Councillor Littman responded that the Article 4 direction was created to protect the whole area and individual streets shouldn't be singled out.

30.9 Councillor Evans responded that Labour Group support the article 4 direction, but wanted to introduce the amendment against paint colours due to many streets being painted brightly.

30.10 The Committee voted on the recommendations and they were agreed, with Councillors Grimshaw, Evans, and Childs abstaining.

RESOLVED: That the Committee;

(i) Noted the representations made during the statutory consultation period and the officer responses set out at Appendix 1.

(ii) Confirmed the Article 4 Direction for the Queen's Park conservation area that was made on 26 May 2021.

31 REVIEW OF THE WASTE & MINERALS PLAN - PROPOSED SUBMISSION

RESOLVED: That the committee;

(i) Noted the summary of the issues raised in the consultation on the Waste and Minerals Local Plan – Draft Revised Policies carried out between 11 May and 3 August 2020 (included at Appendix 1).

(ii) Recommended that the Waste and Minerals Local Plan - Proposed Submission Revised Policies (“WMRP”) included at Appendix 3 is referred to Full Council for consideration;

(iii) Approved the following studies as supporting evidence for the WMRP: Safeguarding Mineral Resource Topic Paper, Safeguarding Minerals Infrastructure Topic Paper and an Aggregate Data Technical Paper referred to in paragraph 3.8 of the report.

32 SALTDEAN LIDO RESTORATION

32.1 The Chair invited the Contracts and Business Manager (Mark Croston) to introduce the report.

32.2 The Contracts and Business Manager introduced the report starting on page 421 of the agenda.

32.3 Councillor Simson raised that the restoration project had her full support, and was keen to keep informed about the progress.

32.4 The Chair noted that there was a Labour Group amendment and invited Councillor Childs to move the amendment.

32.5 Councillor Childs moved the amendment on behalf of the Labour Group, which was jointly seconded by Councillors Grimshaw and Evans.

32.6 Councillor Simson was informed that free swimming budget is funded by Public Health, however the budget is currently overcommitted, and conversations would have to take place with Saltdean Lido regarding the impact on the Community Interest Company.

32.7 Councillor Grimshaw raised that having children swim for free doesn't lose Saltdean Lido any money. The Assistant Director Culture Tourism and Sport (Donna Chisholm) responded that if the Lido is full of paying customers, having free swimming may interfere.

32.8 Councillor Littman raised that the amendment is only asking for officers to look at the options for free swimming, and children in the East of the City should have the option to swim for free.

32.9 Councillor Simson raised that other swimming developments will be developed in the city, and free swimming should extend to those going forward.

RESOLVED: That the Committee:

(i) Noted the content of the report.

(ii) Noted progress made by SLCIC with the restoration project and next steps in appointing a contractor and initiating building works.

(iii) Noted SLCIC have received full permission to start from the NLHF which will enable the restoration of the main Lido building to commence.

(iv) Requested that officers bring a report to this committee which considers the options to include Saltdean Lido in the city's free children's swimming scheme.

33 ITEMS REFERRED FOR FULL COUNCIL

There were none.

The meeting concluded at 7.35pm

Signed

Chair

Dated this

day of

2021

Subject: Petitions
Date of Meeting: 25 November 2021
Report of: Monitoring Officer
Contact Officer: Name: Thomas Bald **Tel:** 01273 291354
E-mail: Thomas.bald@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) Brighton Speed Trials

To receive the following petition signed by 23 people at the time of publication:

We the undersigned petition Brighton & Hove Council to Restore motorcycles to the 2021 Brighton Speed Trials on Madeira Drive.

The Brighton Speed Trials, which started in 1905, celebrate the oldest historic event in the world of motor sports and motorcycles have been a key part of that legacy since the first event, securing their place in motorsport history. Banning powered two wheeled vehicles on the basis of safety and associating it with cycle lanes is absurd, illogical and discriminatory.

PTW's cause no more safety issues than cars or other vehicles and, as a cyclist, motorcyclist and driver of 4 wheeled vehicles, this is simply precluding motorcyclists enjoying this event.

It is also ironic that changes made for unpowered vehicles is stopping (or being used as an excuse to ban) powered vehicles participating in an event specifically for powered vehicles! I call on the council and all those associated bodies that made this ludicrous decision to meet, discuss and reverse it immediately.

Subject:		Domestic Abuse Act Strategy and Funding Award Options	
Date of Meeting:		25th November 2021	
Report of:		Executive Director Housing Neighbourhoods and Communities	
Contact Officer:	Name:	Jo Player	Tel: 01273 292488
	Email:	Jo.player@brighton-hove.gov.uk	
Ward(s) affected:		All	

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The Domestic Abuse Act 2021 (the Act), which received Royal Assent in April 2021, places a range of statutory duties on Local Authorities. The Government has provided £125 million nationally to support the new requirements. The grant amount for Brighton and Hove is £606,000 for the year 2021/22 to provide support for survivors and children in safe accommodation and whilst not yet confirmed, the Department of Levelling Up, Housing and Communities (DLUHC) has indicated it is likely to continue at similar levels for at least the next three years.
- 1.2 Under the Act, all local authorities are required to prepare a needs assessment and publish a draft local strategy on the support needs of all people who have experienced domestic abuse and are residing in safe accommodation by 26th October 2021. Local authorities must publish a final strategy by 5th January 2022. The Pan Sussex Partnership project team have undertaken the needs assessment and have written the draft strategy attached at Appendix 1, on behalf of Brighton & Hove City Council (BHCC) and East and West Sussex Councils. (ESCC and WSCC)
- 1.3 As many people experiencing domestic abuse receive supported accommodation outside of the local authority area they normally reside in, it was felt that to ensure consistency in the services offered that a Pan Sussex approach and strategy was the most appropriate route to take.
- 1.4 In September 2021, the Tourism, Equalities, Communities & Culture Committee (TECC) considered a report relating to the funding provided by Ministry for Housing, Communities and Local Government (MHCLG) - now the Department for Levelling Up, Housing and Communities (DLUHC). TECC agreed initial spending as set out in the September committee report and highlighted in paragraph 3.10 below. This report sets out further recommendations for spending additional funding.

2. RECOMMENDATIONS:

- 2.1 That the Committee agrees to allocate available funding in accordance with paragraphs 3.12 and 3.13 of this report.
- 2.2 That Committee notes the draft strategy attached at Appendix 1

3. CONTEXT/ BACKGROUND INFORMATION

Strategy

- 3.1 The Act places a requirement on local authorities to develop a local Domestic Abuse Strategy for the provision of accommodation-based support in its area. The development of the draft Pan-Sussex Strategy for Domestic Abuse Accommodation and Support 2021-2024 was led by the Office of the Police & Crime Commissioner and has identified strategic priorities and commitments for all TIER 1 local authorities in Sussex.
- 3.2 The draft Pan-Sussex Strategy for Domestic Abuse Accommodation and Support 2021-2024 is being consulted on and has **6 strategic priorities**:
- **Consistent and Collaborative**- providing multi agency and partnership commissioning and working to ensure a consistent offer across Sussex
 - **Diverse and Appropriate** – providing a wide range of appropriate and safe accommodation and support options
 - **Accessible and Inclusive** – Ensuring all services are accessible to all victims/survivors and meet the specific needs of those with a full range of protected characteristics
 - **Responsive to Multiple Disadvantage**- Establishing specialist provision to support victims/survivors with Multiple Complex Needs
 - **Victim Centered**- Empowering victims/survivors to remain in their own home through choice
 - **Trauma Informed** – Embedding trauma informed practice in practice in service and practice through training and specialist knowledge
- 3.3 These priorities underpin the **Sussex Local Authorities' commitments** which are as follows:
- Reporting to H-Clic (statutory homelessness data reporting system) must be improved in order to create a more consistent picture of the demand on Sussex housing authorities.
 - Reporting functions will be improved to enable future needs assessments to analyse out-of-area referral data in more detail.
 - Sussex authorities will provide more domestic abuse accommodation spaces for women and their children, in accordance with the Council of Europe's minimum standards.
 - A broader menu of domestic abuse safe accommodation options will be developed in Sussex to better meet the needs of victims/survivors for whom traditional refuge is not appropriate or suitable.

- A 'Whole Housing Approach' will be adopted when commissioning new forms of domestic abuse safe accommodation options in Sussex. This will include provision for:
 - Dispersed, self-contained safe accommodation
 - Specialist safe accommodation
 - Short-term and respite accommodation
 - Sanctuary Schemes
 - Move-on accommodation
 - Second-stage accommodation
 - Better private rental sector options
 - Appropriate and accredited accommodation options
 - Flexible funding
- 3.4 The strategy highlights that all accommodation units will be appropriate and quality assured and that funding for this expanded offer will be sustainable and independent from funding for existing services.
- 3.5 The strategy includes several key findings relating to inconsistency and gaps in provision across Sussex. The key findings which emerged from the strategy are contained in Appendix 2. Many of the gaps identified across the three local authorities in Sussex for support in safe accommodation require considerable funding and require significant development including further consultation and market engagement and commissioning
- 3.6 Statutory guidance issued under the Act requires Tier one authorities to prepare and publish a local domestic abuse support in safe accommodation strategy based on a robust needs assessment. The guidance says it should be published in draft for consultation by 26 October 2021 with a final version to be published by 5 January 2022 as set out in the Domestic Abuse Support (Local Authority Strategies and Annual Reports) Regulations 2021. Due to the timeframes demanded by DLUHC, the draft strategy has been published as a consultation draft and comments invited.
- 3.7 Once consultation has ended a further report will come back to TECC Committee for final sign off of the strategy. The Council has informed DLUHC that it will miss the deadline of the 5th January 2022 due to the committee timetable and the difficulty of establishing a special committee between the 19 December (when the consultation ends) and the 5th January 2022.
- 3.8 The Committee will be asked to approve the final version of the Strategy on the 13th January to avoid breaching the regulations. Officers will therefore schedule informal briefings with members following the conclusion of the consultation.

New Proposals

- 3.9 Brighton & Hove has been allocated £606,000 New Burdens funding by DLUHC for support to those in safe accommodation. In September 2021, committee agreed to spend £427,962 of this money leaving **£178, 326** to be allocated. It should be noted that of the £427,962 allocated, £241,000 was repurposed to fund the refuge service.

3.10 The spend agreed at previous Committees is detailed in Table 1.

Table 1:

DLUHC Support in Safe Accommodation Agreed Spend	
Reprovision of the refuge budget	£241,000
Housing Independent Domestic Violence Advocate (IDVA) This will allow those presenting as victims of domestic abuse to the housing service to be helped to access services and given support at the earliest opportunity. The needs assessment found that often survivors of domestic abuse may move out of a local authority area to a place of safety and the Act requires that those survivors are provided with ongoing support which will be provided via the Housing IDVA.	£30,000
Funding to East Sussex County Council to recruit a Community Engagement Officer to work across the Pan Sussex partnership area to set up a survivor lived experience board. This officer will provide training, support briefings and debriefings to representatives for the Pan Sussex partnership board. Officers will also appoint an independent chair for the Pan Sussex Partnership board. The board is a requirement of the Act.	£32,000
Money was also allocated to RISE to continue work providing dispersed accommodation for LGBTQ clients experiencing domestic abuse.	£99,962 until September 2022.
Interim Domestic Abuse, Sexual Violence and VAWG Commissioner	£25,000
Total	£427,962

3.11 The draft Pan-Sussex Strategy for Domestic Abuse Accommodation and Support 2021-2024 has identified several recommendations which would enhance Brighton and Hove's service response for support in safe accommodation and strengthen the local response to domestic abuse. specifically, appropriate move on accommodation, floating support, availability of in-person assessments for housing and support services, availability of interpreters and BSL easily available for housing and support services.

3.12 It is suggested that the Council incorporate the strategy findings into plans for grant spend. This will enable an enhanced level of support across the survivor's route to safety and an improved **Domestic Abuse Support in Safe Accommodation Pathway**. This pathway will ensure that survivors across tenure types are supported to safety, prevent homelessness and enable move on. There are four elements to the proposed pathway:

- **Flexible Fund** to provide short term financial support including rent deposits, white goods, moving costs.

- Increased access to **interpreters and BSL**, which will include additional funding to ensure victims are offered ongoing support to access accurate information.
- **Sanctuary Scheme option.** The draft Pan-Sussex Strategy for Domestic Abuse Accommodation and Support 2021-2024 identified that Brighton and Hove currently do not provide a **Sanctuary Scheme**. Sanctuary schemes provide target hardening and installation of a range of security measures for those affected by domestic abuse. who wish to remain in their own home where it has been assessed it is safe to do so. This safety option is not appropriate in situations where the perpetrator continues to reside in the property. Developing a sanctuary scheme in Brighton and Hove would enhance the offer available to survivors of domestic abuse in Brighton and Hove. The scheme will require support from an officer to conduct suitability assessments and the provision of hardware.
- **Floating Support.** The Pan-Sussex Strategy for Domestic Abuse Accommodation and Support 2021-2024 identified a need for **Floating Support** across the region. The Domestic Abuse Act tasks Local Authorities to provide ongoing support for those in safe accommodation, irrespective of tenure to enable survivors to receive support with the multiplicity of support needs experiences by survivors of domestic abuse (including those placed outside the local area) which include housing and safety. Brighton and Hove do not currently fund a Domestic Abuse Floating Support Service and the introduction of such a service would help meet the requirements of the Act as well as expand the local offer to all victims particularly those below the threshold for high risk to prevent revictimisation and be tailored to capacity build with those with protected characteristics and young people.

3.13 These proposals will cost **£170,000**. A proposed budget is seen in the table below:

Proposed Budget	
Sanctuary Scheme option Funding staff salaries and £40,000 for hardware	£70,000
Floating Support Service to include: FS Move on and resettlement support to work with families and individuals as they move to independent accommodation Funding for staff salaries and management costs	£60,000
Interpreters (Increased access to interpreters and BSL)	£10,000
Flexible Fund	£30,000
Total	£170,000

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The alternative option is for Brighton and Hove to wait for pan – Sussex proposals to develop but this might mean that the Council loses some or all of the funding which has not been spent (if DLUHC did not agree to roll it over to the next financial year).
- 4.2 There is clear evidence of the need for funding for proposals in this report demonstrated by the findings of the needs assessment. The Council is not able to allocate the funding to proposals for which it cannot demonstrate a need.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The draft **Pan-Sussex Strategy for Domestic Abuse Accommodation and Support Strategy 2021-2024** is currently out for public consultation until December 19th 2021. The needs assessment process engaged with a range of organisations. The needs assessment has identified gaps in service provision and where the money should be spent to ensure that BHCC meets its duties under the new Act. The project team engaged with people with lived experience as part of the work to complete the needs assessment.

6. CONCLUSION

- 6.1 This report is to provide information regarding the new requirement to publish a domestic abuse and accommodation and support strategy and is seeking a decision on how the award of the DLUHC money should be undertaken by officers.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 DLUHC grant funding of £606,288 was received by BHCC on 9th April 2021. Local authorities will be under a legal obligation to provide support within safe accommodation to meet the needs of survivors of domestic abuse in their areas, and report back to central government that they have met these obligations. Current commitments for this grant are £427,962 as shown in Table 3.10 and the report recommends proposals for spending a further £170,000 as shown in paragraph 3.13.

Finance Officer Consulted: Monica Brooks

Date: 15/11/21

Legal Implications:

- 7.2 The legal implications are set out in the body of the report.

Lawyer Consulted: Alice Rowland

Date: 10/11/21

Equalities Implications:

- 7.3 It is recognised that Domestic Abuse disproportionately affects women and women with children. The findings of the needs assessment has informed the

findings of Pan-Sussex Strategy for Domestic Abuse Accommodation and Support 2021-2024 which highlights equalities considerations for the region including those with other protected characteristics. A full equalities impact assessment will be completed following the end of the consultation and prior to the publication of the final version of the strategy.

Sustainability Implications:

7.4 None

Subject:		Third Sector Commission Planning Schedule	
Date of Meeting:		25th November 2021	
Report of:		Executive Director of Housing, Neighbourhoods and Communities	
Contact Officer:	Name:	John Reading	Tel: 01273 295053/07517131351
	Email:	John.reading@brighton-hove.gov.uk	
Ward(s) affected:		All	

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The report sets out the proposed planning schedule for the Third Sector Commission (TSC) 2020-23 and beyond.
- 1.2 The report proposes changes to the period of the current (2020-23) TSC, and to the length of future TSCs.

2. RECOMMENDATIONS:

- 2.1 That the Committee agrees to extend the current (2020-23) TSC by two years, and to introduce a four year commissioning cycle going forward from 2025 as set out in the report.
- 2.2 That the Committee delegates authority to the Executive Director for Housing, Neighbourhoods and Communities to implement the changes outlined in paragraph 2.1.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The TSC forms the major part of the Third Sector Investment Programme. The other part is the annual community and voluntary sector grant programme, the Communities Fund.

The TSC is the Council's principal grant investment with the community and voluntary sector. The current TSC runs from April 2020 to March 2023, and follows on from two previous TSCs (2014-17, 2017-2020). Investment has run at £1.9m pa since 2017. The current budget is £1,985,041 (£1,935,041 BHCC, £50,000 Brighton & Hove Clinical Commissioning Group).

The TSC funds four distinct elements:

- A set of strategic outcomes based on the council's Corporate Plan, or in the case of the current TSC, the most up to date corporate document

available at the time of commissioning (in the current TSC this is the Health & Wellbeing Strategy).

- Funding for CVS infrastructure support.
- Funding for Community Development and Community Engagement.
- Funding for a Community Banking partnership.

- 3.2 The Corporate Plan is the council's principal policy document. It sets out the Administration's priorities for the city. The Corporate Plan is usually developed within six months of the start of a new Administration's term of office, and is renewed and refreshed every four years after elections.

In the current TSC cycle, the development and publication of the TSC prospectus came before a new Corporate Plan had been developed. The most recent principal planning and strategy document was the Health & Wellbeing Strategy 2019-30, and it was this document that drove the strategic outcomes within the TSC.

- 3.3 The development period for any new TSC is a minimum of 15 months, with an optimum period of 21 months. This period includes discussion and agreement with Executive Directors, consultation with the Lead Member, discussion with the All Party Members Advisory Group, approval from the Tourism, Economy, Culture and Communities Committee and the Policy & Resources Committee, consultation with the community and voluntary sector on priorities and structure, drafting, publication, bid deadlines, appraisals and project starts.
- 3.4 There are no financial consequences of the proposals set out in this report. The ongoing investment for the commission will be subject to budget setting in February 2022 and to annual budget setting thereafter.
- 3.5 The All Party Members Advisory Group's meeting of 21st October 2021 unanimously supported the Recommendation as set out in paragraph 2.1.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 It is considered desirable that any new TSC should be developed after the most up to date Corporate Plan is available, as this would ensure that the priorities set within the Corporate Plan are reflected in the TSC. This would normally be every four years.
- 4.2 **Option 1** would be to move to a four year cycle of TSC rather than the current three year cycle. The TSC would be developed on the CP agreed by a new Administration. Given the 21 month optimum development period described above, this would mean that the Corporate Plan agreed in December 2023 would enable a new TSC to start in April 2025.
- 4.3 The advantage is that the new Administration would be able to clearly set its priorities within the forthcoming TSC. There would be consistency for the TSC moving forward as it would have cyclical alignment with elections and Corporate Plans. Not moving to a four year cycle would risk the repeat of the current TSC which is based on the Health & Wellbeing Strategy rather than a Corporate Plan. In addition, a four year funding period would provide greater stability to the successful projects.

- 4.4 The Administration formed in May 2023 would have to work to the previous Administration's TSC priorities for the period remaining of the current TSC, as would any subsequent Administration. This would give it time to understand the investment and properly prepare for new investments. The incoming Administration would also set the agenda for the next four years, giving time for the changes to make an impact in the city.
- 4.5 There is an additional element to this option, how best to re-align the periods? The following options explore the advantages, disadvantages and risks.
- 4.6 **Option 1a** would be to run a two year TSC from April 2023 to March 2025, followed by the new four year TSCs.
- 4.7 The advantages of this are that this would enable the refreshed Corporate Plan currently being developed to form the basis of this two year funding programme.
- 4.8 The disadvantages are:
- Cost and resources involved in the process, for both officers and the sector in developing and procuring a new TSC for only two years. For the sector in particular, there is a very considerable amount of work going into the development of bids, especially if the current partnership project proposal element is continued. This would create extra pressure for the sector, especially at a time when they are still managing the pandemic impact of delivery and increased demand on services.
 - The lack of security and sustainability for the sector from a two year TSC, especially as they recover from the pandemic. It is considered that the sector would be very resistant to this option.
 - Setting up and closing new projects within a two year period will mean optimum delivery for a shorter period of time, resulting in poorer value for money for the council's investment.
- 4.9 **Option 1b** would be to extend the current TSC 2020-23 for a further two years to enable alignment with the election cycle. An outline timetable is at Appendix 1.
- 4.10 The advantages are:
- All new Administrations set their Corporate Plan priorities within a new TSC.
 - There would be stability for the sector as it deals with the aftermath of the pandemic.
 - It provides additional time for new CVS organisations to be supported to be 'commission ready'. This would include use of the annual grant programme, the Communities Fund.
 - It would enable the CVS sector to focus on delivery of the projects rather than the re-commissioning work, ensuring that the capacity of the sector was utilised for optimum benefit for the city.
 - The proposed timetable allows more time for the CVS to develop their bids.
 - There is longer appraisal time for officers.

- The current plan to have a new TSC from 2023-2026 would place pressure on procurement as the timetable overlaps with several other significant commissioning pressures.
 - There is longer lead in time for project closures and starts.
- 4.11 The timetable assumes that a new Corporate Plan is developed within six months of any new Administration being formed after elections. Delay to the creation and agreement of the Corporate Plan would put significant pressure on the TSC development timetable. This could be mitigated by adjusting the submission and appraisal timetables.
- 4.12 Another risk is that the current project work funded under the current TSC 2020-23 becomes out of date. This can be mitigated by a negotiated refresh of the agreements, with changes managed through a Grant variation if necessary.
- 4.13 **Option 2** is to keep the current three year cycle as it is. It would allow the current Administration to create a TSC from their Corporate Plan refresh, due to be agreed at the end of 2021. However, this would mean that a new Administration elected in May 2023 would be working to the previous Administration's Corporate Plan for the majority of their time in office, and continues the current challenges with a three year cycle of TSCs against a four cycle of elections.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 A questionnaire was sent to those community and voluntary sector organisations who had attended the various consultation events in the preparation of the current TSC. There was clear concern as to the timetabling from publication of the Prospectus (the formal launch of the bidding process) through to project starts, with most organisations who responded stating that insufficient time was available to develop partnerships and bids, that there was delay in the appraisal process (caused by officer capacity issues), with the resultant wind down of projects and start of new projects given insufficient time.
- 5.2 Consultation carried out as part of the development of the current TSC had a clear balance in favour of a longer time frame for the TSC, citing the costs to the sector of re-commissioning, the impact of effective delivery, improved staff retention, opportunities to embed projects, build reputations and respond to challenges in the sector. There was concern about longer agreements should a project not be working well, but this issue can be mitigated through the re-negotiation set out para 4.12 above.
- 5.3 Formal consultation with the community and voluntary sector about these proposals has not taken place due to time constraints.

6. CONCLUSION

- 6.1 Re-aligning the TSC to fit with the four year cycle of elections and Corporate Plans would ensure greater clarity in the priority setting for the funding released through the TSC. It would ensure that there is coterminosity between an Administration's priorities and the priorities for delivery for the community and voluntary sector through the TSC.

- 6.2 The four year funding agreement would enable greater sustainability for those organisations funded and maximise their ability to forward plan and draw in additional match funding to the council's investment.
- 6.3 The most effective, and fairest way to do this, would be to extend the current TSC by two years. Asking the sector to go into a new two year TSC would pose real challenges to the community and voluntary sector as it recovers from the pandemic, and potentially jeopardise the CVS ability to deliver services to some of the city's most vulnerable residents.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The current third sector commission investment for 2021/22 is £1.985m, which consists of Council funding of £1.935m and CCG funding of £0.050m.
- 7.2 The ongoing investment for the commission will be subject to budget setting in February 2022 and to annual budget setting thereafter.

Finance Officer Consulted: Michael Bentley

Date: 19/10/21

Legal Implications:

- 7.3 Under Section 137 of the Local Government Act 1972, the Council has the power to incur expenditure which in its opinion is in the interests of and will bring direct benefit to its area of any part of it or all or some of its inhabitants.
- 7.4 The Committee's Terms of Reference include the power to develop, oversee and make decisions regarding the implementation of the council's Communities and Third Sector Policy, investment in and support to the community and voluntary sector.

Lawyer Consulted: Alice Rowland

Date: 19/10/21

Equalities Implications:

- 7.5 An Equality Impact Assessment was carried out prior to the current TSC. This will be refreshed and renewed prior to the award of Grant variations to the existing granted funded partnerships.

Sustainability Implications:

There are no sustainability implications.

Brexit Implications:

There are no Brexit implications.

Any Other Significant Implications:

None

Crime & Disorder Implications:

There are no Crime & Disorder implications

Risk and Opportunity Management Implications:

Risks are set out in the body of the report

Public Health Implications:

The current TSC 2020-23 has been based on the Joint Health & Wellbeing Strategy 2019-30, which sets out the Council's priorities for public health and wellbeing.

Corporate / Citywide Implications:

The recommendation in the report will ensure more effective alignment with corporate priorities of the council.

SUPPORTING DOCUMENTATION

Appendices:

1. Outline timetable for the TSC showing re-alignment with recommended additional years, and future four-year cycle.

Background Documents

1. Third Sector Commission 2017-20 Final Evaluation, 2021, an external report by Ottaway Strategic Management, January 2021
2. Third Sector Commission 2020-23, First year progress and delivery report, October 2021

TSC timetable options

Column1	Column2	Column3	Column4	Column5	Column6
Elections	May-19		May-23		May-27
Corp Plan	Sep-21		Dec-23		Dec-27
Draft Prospectus	Spring 19		Jan-March24		Jan-March28
Publish Prospectus	Sep-19	2 mth period	May-24	3 mth period	May-28
Submission deadline	Oct-19		Jul-24		Jul-28
Results	Jan-20		Nov-24		Nov-28
Project starts	Apr-20		Apr-25		Apr-29
Period of TSC	to March 23		4/25-3/29		4/29-3/33
	extend 2yrs to March 25		4 yrs		4 yrs

Column7	Column8
	May-31
	Dec-31
	Jan-March32
	May-32
	Jul-32
	Nov-31
	Apr-32
	4/32-3/36
	4 yrs

Subject:	White Ribbon UK Accreditation		
Date of Meeting:	25 November 2021		
Report of:	Executive Director of Housing Neighbourhoods and Communities		
Contact Officer:	Name:	Anne Clark	Tel:
	Email:	Anne.Clark@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 This report updates the Committee on White Ribbon UK (WRUK) and the actions required for Brighton and Hove City Council (BHCC) to achieve White Ribbon UK Accreditation.

2. RECOMMENDATIONS:

That the Tourism, Equalities and Culture Committee:

- 2.1 Recommends to Full Council that it agrees officers should apply for White Ribbon Accreditation.
- 2.2 Agrees the action plan set out in Appendix 1.

That Full Council:

- 2.3 Agrees officers should apply for White Ribbon Accreditation.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 White Ribbon UK is part of an international movement to engage men in tackling violence against women and girls (VAWG). The White Ribbon Campaign began in Canada in 1991. White Ribbon's mission is for all men to fulfil the White Ribbon pledge to never commit, excuse or remain silent about male violence against women and act as a catalyst, encouraging people, and especially men and boys, individually and collectively to take action against violence against women.
- 3.2 VAWG is an umbrella term which encompasses a range of serious violence crime types which are predominantly but not exclusively experienced by females including:
- Crimes in the name of "Honour"
 - Domestic abuse
 - Harmful Practices including Female Genital Mutilation and Forced Marriage
 - Sexual Violence, abuse and exploitation including rape and forced prostitution

- Sexual harassment and bullying
- Stalking
- Trafficking and Modern Slavery

3.3 White Ribbon UK work together with their supporters, ambassadors, champions, organisations, and policy makers, to raise awareness, educate and campaign to bring about change. These partners are working across England and Wales engaging with many thousands of people to change the attitudes that underpin domestic abuse and other forms of violence against women and girls.

3.4 Undertaking White Ribbon UK Accreditation demonstrates an organisation's commitment to ending VAWG and ensures all policies and programmes are aligned with the Home Office Violence Against Women and Girls National Statement of Expectations¹. Public sector bodies achieving White Ribbon status demonstrates their organisation's commitment to:

- Drive social change to strengthen gender equality and stop violence against women
- Improve organisational culture, safety, and morale
- Increase staff knowledge and skills to address violence against women

3.5 White Ribbon Accreditation is achieved through the development of a three-year organisation wide action plan covering, strategic leadership, engaging men and boys, raising awareness, and changing culture. Key features include that a strong commitment to White Ribbon UK Accreditation is made by the senior leaders in an organisation, that there is a whole organisation approach, and that the action plan is led and monitored by a designated team.

3.6 A key aspect of supporting White Ribbon is to take the pledge 'to never commit, excuse or remain silent about violence against women' and wearing a white ribbon amongst staff (encouraging all staff to wear one) and more widely (customers, community partners, businesses). BHCC will need to endorse and promote signing the White Ribbon UK promise.

3.7 Historically, Brighton and Hove have demonstrated a firm commitment to White Ribbon UK having achieved accreditation status in 2013, 2015 and 2017. More recently, the Joint Unit for Domestic Abuse, Sexual Violence and Violence Against Women and Girls (DVA/SVA/VAWG) have promoted 'White Ribbon' during the 16 days of action against gender-based violence (running from 25th November to 10th December annually).

3.8 Appendix 1 depicts the local authority action plan template with details of all actions that will need to be completed. If the Tourism, Communities, Equalities and Culture Committee is supportive of the proposal, the Commissioner for Domestic Abuse, Sexual Violence and Violence Against Women and Girls (DVA/SVA/VAWG), will populate the action plan and look to start implementation in December 2021.

¹

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/574665/VAWG_National_Statement_of_Expectations_-_FINAL.PDF

3.9 The multi-agency and partnership strategic work that has already been conducted by the Joint Unit helps to meet several of the objectives. This includes the Pan Sussex DVA/SVA/VAWG Strategy and delivery action plan, together with the wide range of DVA/SVA/Stalking and Harassment services delivering support in Brighton and Hove.

4 ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 This report is intended to provide an update on White Ribbon UK Accreditation. Currently, there is not an alternative or equivalent to White Ribbon UK Accreditation

5 COMMUNITY ENGAGEMENT & CONSULTATION

5.1 The Joint Unit for Domestic Abuse, Sexual Violence and Violence Against Women and Girls (DVA/SVA/VAWG) continue to support and promote White Ribbon during the 16 days of action against gender-based violence. This includes community engagement activities, however, there has not been any specific community engagement and/or consultation on White Ribbon UK Accreditation.

6 CONCLUSION

6.1 This report is to provide information regarding White Ribbon UK Accreditation and is seeking a decision on the appointment of Members to become White Ribbon Champions and for Brighton and Hove City Council to undertake White Ribbon UK Accreditation.

7 FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

7.1 For an organisation the size of BHCC accreditation costs £600 annually which will be met from within current budget resources.

Finance Officer consulted: Mike Bentley

Date: 10/11/21

Legal Implications:

7.2 The decision to apply for accreditation must be taken by Full Council as the Council's Constitution requires this where the decision is to endorse, approve or commit the the Council to any charter, alliance or pledge.

Lawyer Consulted:

Alice Rowland

Date: 10/11/21

7.3 Equalities Implications:

White Ribbon UK accreditation provides a framework for organisations to promote gender equality.

7.4 Sustainability Implications:

None identified.

Appendix 1

1. Strategic Leadership
Identify member/s of senior leadership/executive to be the strategic lead for White Ribbon Status and White Ribbon Champion or Ambassador.
Governance body/Executive agree WRUK commitment.
Nominate a lead officer to oversee development and implementation of WRUK strategy, monitoring progress and reporting back to WRUK. This person should be a White Ribbon Ambassador or Champion.
Establish a WRUK Steering Group to oversee the agreed action plan. Lead members of the steering group should be White Ribbon Ambassadors or Champions.
Ensure policies are in place that cover male violence against women & domestic abuse, including within HR policies for staff.
Develop a staff training strategy that includes male violence against women (including sexual violence, coercive control, consent, and domestic abuse).
Ensure all policies and programmes are aligned with the Home Office VAWG <i>National Statement of Expectations</i> .
Build White Ribbon Accreditation as a social value indicator into the commissioning process.
Work with key local partners including education, emergency services and health to develop a joint strategic approach to ending male violence against women.
Ensure adequate support and housing services for women and children experiencing/fleeing domestic abuse.
2. Engaging Men & Boys
Appoint at least 4 male ambassadors within your organisation. All White Ribbon Ambassadors are required to complete WRUK online training.
Promote signing the WRUK promise and wearing a white ribbon amongst staff and more widely (customers, community partners, businesses)
Provide opportunities for ambassadors and champions to become well informed about their role and confident about what men and boys can do to challenge violence against women and girls. Such as providing training.
Ensure that education programmes about domestic abuse and healthy relationships, specifically directed towards boys, within the PSHE curriculum.
Identify opportunities to engage with men and boys, such as through community programmes.
3. Changing Culture
Ensure that all staff do not behave in sexist, harassing or abusive behaviours, through staff induction, training, and ongoing communication.
Develop a zero-tolerance approach to sexist, harassing or abusive behaviours from service users.
Develop a clear system for reporting, assessing, dealing with, and reporting incidents of sexism, harassment, abuse, sexual assault, or violence.
Ensure that no organisational promotional materials use abusive or sexist imagery.
Work towards a zero-tolerance policy on Sexual Entertainment Venues.
Work towards the development of a RESPECT-accredited perpetrator programme.
Consider working towards achieving Purple Flag Status.
Staff at venues to be trained to handle incidents and reports of abuse. If this includes venues where alcohol is served to include training on drink spiking.
4. Raising Awareness
Develop a comprehensive communications plan for staff and customers that identifies engaging with men and boys against violence against women and girls as a key goal.
Ensure that information about where people can get help, support and advice is communicated, accessible & displayed.
Display the WRUK commitment & logo in a wide range of settings such as website, signage, & promotional materials.
Encourage all staff to wear the white ribbon.
Display & utilise White Ribbon awareness raising materials such as posters & videos on customer information screens.
Mark the following dates: November 25 th : White Ribbon Day- The International Day to End Male Violence Against Women. November 25 th – 10 th December: The following 16 days of action.
Maximise opportunities to raise awareness in local communities, such as street stalls, meetings, and open days.
Work with local sports clubs to encourage accreditation.
Work with local music venues to encourage accreditation.

Subject:		Libraries Strategy 2022-25	
Date of Meeting:		25th November 2021	
Report of:		Executive Director for Housing, Neighbourhoods and Communities	
Contact Officer:	Name:	Sally McMahon	Tel: 01273 296963
	Email:	sally.mcmahon@brighton-hove.gov.uk	
Ward(s) affected:		All	

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The report is seeking agreement from the Committee to the Libraries Strategy 2022-25. The Libraries Strategy is needed because public libraries are highly valued in the city and are integral to the delivery of council plan and city-wide priorities.
- 1.2 Brighton & Hove Library Services have been highly successful over recent decades, including the continuing popularity of the award-winning Jubilee Library which is the fourth most visited public library in the country. This strategy provides a framework for the future of the service, so that libraries can continue to meet the needs of local people and support the priorities of the council plan.
- 1.3 The strategy has been informed by extensive consultation with the public, partner organisations, councillors, and library staff from March to July 2021. It sets the vision and priorities for Brighton & Hove library services for 2022-2025, aligning with the corporate plan, and provides the framework for more detailed service planning in this period. The strategy will guide the city's libraries to achieve key outcomes for local people, helping them achieve their full potential through reading, learning, culture, digital access, and support to health and wellbeing, and local business development.
- 1.4 The strategy is accompanied by a new Libraries Stock Policy 2021, which sets out how library stock is selected, acquired, maintained, and managed to meet the needs of library users in the city.
- 1.5 The Libraries Strategy will inform the more detailed actions of the annual business plans created by Library Services, and as an important strategic document, will be considered by full Council in accordance with the current constitution.

2. RECOMMENDATIONS:

That the Tourism, Equalities, Communities & Culture Committee:

- 2.1 recommends to Full Council that it approves the Libraries Strategy 2022-25 set out at Appendix 1
- 2.2 approves the Libraries Stock Policy as set out at Appendix 2

That Full Council:

- 2.3 approves the Libraries Strategy 2022-25 set out at Appendix 1

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Public libraries are a statutory service under the [Public Libraries and Museums Act 1964](#). The act requires library authorities to provide a 'comprehensive and efficient service' for people who live, work or study within the authority area. In addition, councils are required to 'encouraging both adults and children to make full use of the library service and provide advice as to its use'.
- 3.2 In 2016, the Libraries Taskforce, established by the DCMS (Department of Culture, Media and Sport) and the LGA (Local Government Association), published '[Libraries Deliver: Ambition for Public Libraries in England 2016-2021](#)' in which it sets out the strategic vision and commitment to public libraries in England, recognising the challenging times that councils are facing running library services, calling for radical thinking to protect frontline library services and acknowledging the need for councils to work in 'new and different ways' to 'thrive and not just survive'. The Libraries Taskforce identified seven outcomes that library services should contribute to at a local level, which have been used as a guide for the development of outcomes for libraries in Brighton & Hove.
- 3.1 The Libraries Strategy has been shaped by the Libraries Taskforce's 'common design principles' so that public libraries:
 - meet legal requirements
 - are shaped by local need
 - focus on public benefit and deliver a high-quality user experience
 - support the delivery of council priorities
 - meet agreed access criteria
 - make decisions informed by evidence, building on success
 - support the delivery of the national Universal Library Offers
 - promote partnership working, innovation and enterprise
 - use public funds effectively and efficiently
- 3.2 Public libraries across the country have developed a set of six Universal Library Offers to set out standards that people can expect from their local library service wherever they are. These Universal Offers have been included in the Library Strategy in Brighton & Hove.
- 3.3 The Strategy sets out the current provision of libraries across the city with 14 library locations across the city and a net budget of £3.223 million, plus annual

income of c. £466,000 (2019-20) plus £1.505m PFI (Private Finance Initiative) grant. It provides performance data for the service with the latest comparisons to other similar authorities using pre-Covid data as this is the latest available. Libraries brought in £6,924 total revenue income per 1000 population, more than double the average for our comparator group, and the cost per library visitor (£3) was 25% below average (£4).

- 3.4 The challenges and opportunities facing Library Services are outlined in the Strategy, one of the most significant challenges being the coming savings that are needed after many years of annual budget reduction. Libraries have made £903k savings in the past six years which represents nearly 41% of the current net budget excluding the Jubilee Library PFI expenditure and government grant (28% of the net budget with PFI expenditure and grant included). At the same time, Libraries have significantly improved efficiencies by doubling library opening hours, introducing Libraries Extra and greater collaboration with partner organisations and volunteers.
- 3.5 Having made significant efficiencies, including reductions to the PFI budget and reductions in staff at all levels, any further savings will result in reduced services and reduced accessibility of libraries across the city. Delivering the Library Strategy depends on a steady state budget, so any proposals for savings will have to include identification of which libraries services or locations will cease.
- 3.6 Increasing income is one opportunity that Libraries Services wish to follow as previous successes have demonstrated, but this can only happen after pre-Covid levels of income have been achieved. Library Services income has plummeted during the Covid pandemic, dropping to £60,000 in 2020-21 from £466,000 the previous year. It will take time to attract back room hire clients and retail sales to pre-Covid levels before additional income can be achieved.
- 3.7 There are good opportunities for Library Services to contribute to community wealth building through the new BIPC (Business and Intellectual Property Centre), and to the One Council approach to delivering council services. Libraries can also help address issues such as social isolation and loneliness, health, and wellbeing, including mental health issues and long-term health conditions, in addition to the more traditional support to literacy and learning.
- 3.8 The vision and purpose for library Services in Brighton & Hove have been developed by the senior team in the service. They reflect the breadth of what libraries do, and the role libraries play in helping people improve their lives in many ways.

Our purpose: 'Public libraries connect our communities to culture, reading, learning, and each other.'

What we do: 'We provide impartial and inclusive access to library resources and services to inspire learning, development, discovery, creativity, and enjoyment, in welcoming, safe, supportive, and accessible places.'

Our vision for the future: 'We aspire to strengthen communities, promote inclusion, and inspire people to improve their lives, making libraries a cornerstone for our community's economic, social, and cultural wellbeing.'

- 3.9 The Libraries Strategy identifies priorities for the immediate future. Library services can contribute to the city's recovery from the Covid-19 pandemic in five ways:
- Supporting children and babies catching up with learning and development. The National Literacy Trust has reported that the lack of language and social interaction for 0-4year-olds will need two decades of sustained support to each individual through childhood to redress this, with the disadvantaged being hit harder than others.
 - Supporting new or recovering small businesses through the Business and IP Centre, with targeted support for women and black and minority ethnic developing new enterprises.
 - Supporting unemployed people through information to help with job applications, access to digital resources to apply for jobs and access benefits.
 - Supporting local communities to recover by providing a safe and welcoming place for social interaction and community development.
 - Supporting people affected by Covid-19 through access to trusted information, self-help resources, and recreational reading to help with social isolation.
- 3.10 Other priorities for action have emerged during the development of the strategy and the analysis of the results of the consultation and engagement process:
- Effective marketing and promotion to get people back into libraries and enable those who would benefit most from libraries are reached
 - Accessibility of libraries services – ensuring all buildings and services are appropriately located and fully accessible
 - Targeted services for those most in need
 - Community use of libraries – enabling access to other services through libraries, and encouraging community groups to use their local library especially during Libraries Extra
 - Effective engagement of more volunteers in appropriate activities
 - Deliver core Universal Libraries Offers across the city
 - Increase commercial income – retail, room hire and tenancies
 - Increase project funding from fundraising – donations and grants
 - Review and amend senior staffing to align with new strategy
 - Amend staff recruitment to bring libraries' staffing more in line with city profile
 - Staff development programme that meets the strategic needs of the service
 - Effective evidence gathering to measure impact and performance of Libraries Services
- 3.11 In the Libraries Strategy, the priorities identified have been placed into a framework of six aims and related objectives for the Library Services and linked these to corporate plan priorities.

Aims	Objectives	Outcomes	Council Plan Priorities
------	------------	----------	-------------------------

Reading, learning and creativity through libraries	<p>Implement the new Stock Policy, building the collection of books, e-books, and other materials to meet community needs</p> <p>Offer opportunities for all ages and needs that spark curiosity, nurture learning and develop creative and critical thinking</p> <p>Develop constructive activities for children and young people</p> <p>Provide space for study, work, and creativity</p> <p>Promote enjoyment of reading for all</p>	<p>Increased reading and literacy</p> <p>Helping everyone achieve their full potential</p>	A growing and learning city
Libraries as community hubs	<p>Delivering council and community services</p> <p>Providing digital services and inclusion</p> <p>Enabling cultural and creative opportunities</p> <p>Encouraging inclusive community interaction and understanding</p>	<p>Stronger more resilient communities</p> <p>Improved digital access and literacy</p> <p>Cultural and creative enrichment</p>	A stronger city
Libraries supporting community wealth building	<p>Deliver support to local small or new businesses and through the Business and IP Centre</p> <p>Support adult learning</p> <p>Provide trainee and apprenticeship opportunities</p> <p>Work with schools and colleges to support children learning</p>	Greater prosperity	A city working for all
Libraries supporting health and well-being	<p>Develop targeted services to reach those most in need</p> <p>Provide home delivery services to those restricted at home or in residential units</p> <p>Link services to council priority issues, working collaboratively with other service providers</p>	Healthier and happier lives	A healthy and caring city
Sustainable and innovative libraries services	<p>Develop and promote Libraries Extra</p> <p>Make best use of volunteers</p> <p>Collaborate with other partners in service development and delivery</p>	Efficient and effective use of resources delivering value for money	A modernising council

	Increase Income generation Extend fundraising to support projects and activities Regularly upgrade library technology Expand digital services Develop the library workforce	Happier and productive workforce (staff and volunteers) Increased effectiveness through collaborative working	Working in partnership
High visibility of library services delivered to a high standard	Effective publicity for library service offers Marketing of targeted services to specific communities Clear customer service standards for libraries to provide a high-quality user experience Deliver consistent Universal Library Offers across the city Effective evidence gathering to measure impact and performance of Libraries Services	More residents able to benefit from high quality library services and resources	Our customer promise

The strategy contains case studies to illustrate impact, and an implementation plan (appendix 1).

3.12 The Libraries Stock Policy 2021 (in appendix 2) aims to:

- support the Libraries Strategy and corporate policies and priorities of Brighton & Hove City Council
- provide for continually changing educational, information, cultural, lifelong learning, and recreational needs by listening to customers and communities
- enable the greatest number of people to have access to the widest range of resources, in the most appropriate formats balancing customer needs and service requirements with environmental impact by:
 - providing books in a wide range of formats, including electronic, to meet the needs and interests of local communities and of people of all ages and backgrounds
 - providing and enhancing access to information in print and electronic format and promoting an awareness of its value in sustaining the highest possible quality of life
 - working with groups and individuals who are unable to have full access to library services and to be active in working for social inclusion
- support, where appropriate, national initiatives stemming from central government and other organisations (for example, the Universal Library Offers)
- to achieve Best Value for the Library Service by: -
 - obtaining library materials in the most cost-effective way
 - ensuring the efficient and effective use of library materials, and consistency in stock management through a service wide approach to selection, development, and maintenance

- 3.13 Brighton & Hove Libraries purchase more books (122) per 1000 population per year than average (89) for our comparator authorities (CIPFA statistics for 2019-20 latest available). The number of books bought each year varies depending on book prices, numbers published, size of budget and other circumstances. For instance, more e-books and less hard copy books were bought during Covid-19 pandemic. Broadly speaking there is a trend to buying more e-books and e-audiobooks, however, we have had generally steady numbers of hardcopy books purchased each year up until the pandemic.

	2018-19	2019-20	2020-21
Book acquisitions	35,582	35,525	19,640
Audio-visual (includes talking books)	1,777	1,660	560
E-books	7,865	7,698	10,036
E-audio and e-audio-visual (includes e-talking books)	2,109	5,791	7,811

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The last Libraries Plan covered 2016 to 2020. The 'do nothing' option of not producing a new library plan would leave the Library Service without any strategic framework for its operation or development and would fail to meet the council's constitution which requires a council approval for library development plans. This option has been discounted for these reasons.
- 4.2 The proposed Libraries Strategy will provide a framework for the future of the service, so that libraries can continue to meet the needs of local people and support the priorities of the council plan.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Brighton & Hove Library Services has consulted with the public and key stakeholders to find out their views on Library Services and library stock in general, as well as their experience of using libraries in Brighton & Hove, both before and during the Covid pandemic. The methods used were:
- Public surveys – three versions targeted at people 0-12 years, 13-19 years, and adults 20 years and above
 - Focus groups to gather more qualitative feedback from specific groups, and to reach those less likely to complete an online survey
 - Survey of partner organisations
 - Staff survey and workshops
 - Councillors' survey and workshops
- 5.2 The results of all the consultation and engagement was overwhelmingly positive, giving good indications of what is working well, and with detailed suggestions on how to improve and develop library services.
- 5.3 Customer service standards and ease of use
- All the surveys gave great results for the two corporate performance measures, and good results from similar questions to partner organisations and staff.

	Services were very or fairly easy to use	Standards of customer service were very or fairly good
Adult survey	92%	93%
13-19 years survey	100%	96%
0-12 years survey	98%	98%
Partner organisations described their experience of working with library services as very or fairly good		86%
Staff were asked how proud they are of the customer experience in libraries, on a scale of 1-5 with 1 being extremely proud and 5 being not proud		1 (extremely proud) 35% 2 43% 3 22%

5.4 General summary of feedback

- Most people use more than one library and visit at least once every three weeks, and most people walk to the library.
- The traditional services of borrowing, reading in the library, and finding information, remain the most important services for many users. The most important stock remains printed fiction and non-fiction, followed by online information.
- The library as an important provider of space to study, read, and meet people, in a safe and welcoming environment, with helpful staff, is evidenced by the survey results. The top three most important things to respondents are opening hours, the library as a safe place to visit and seating areas. When asked what they would most like to see changed, longer opening hours was the most suggested change, with many mentioning that they want to see more staffed hours.

5.5 Areas for improvement and development

There were common areas for improvement that emerged from the public surveys (all age groups), focus groups, partner survey, and staff survey. They asked for:

- Better, more effective promotion of library services, to targeted groups and to partners who often do not know what libraries have to offer, with less reliance on social media.
- Better, more accessible signage, and guides on how to use the library, especially how to use the various technologies like self-service kiosks, printers, and computers. The website was criticized for being too wordy and difficult to find what you need.
- More and better stock; seating/study space; events and activities; IT and digital resources.
- Improvements in some specific areas of stock, such as books in languages other than English, and bilingual books.

6. CONCLUSION

- 6.1 The process of consultation and engagement has produced a wealth of information which Libraries Services can use to develop and improve services to meet local needs. The Libraries Strategy has set out a framework for action, identifying priorities and linking library services into the delivery of the corporate plan.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The financial implications are set out in the body of the report.

Finance Officer Consulted: Michael Bentley

Date: 04/11/21

Legal Implications:

- 7.2 The Libraries Plan is required by law to be adopted by Full Council. Other legal implications are set out in the body of the report.

Lawyer Consulted:

Alice Rowland

Date: 21/10/21

Equalities Implications:

- 7.3 An Equalities Impact Assessment has been completed. The Libraries Strategy aims and priorities impact positively on many people with protected characteristics to help support those facing inequality.

Sustainability Implications:

- 7.4 The ethos behind public libraries is sustainability, with books and other resources being shared by everyone rather than individually owned. Libraries continues this ethos in the sharing of access to digital equipment. New or refurbished libraries will produce more sustainable buildings, and library practices will be regularly reviewed to reduce libraries carbon footprint.

Brexit Implications:

- 7.5 None.

Any Other Significant Implications:

Crime & Disorder Implications:

- 7.5 None.

Risk and Opportunity Management Implications:

- 7.6 None.

Public Health Implications:

- 7.7 Support to health and wellbeing is a key Libraries Universal Offer: To promote healthy living, provide self-management support and effective signposting and information to reduce health, social and economic inequalities. To offer a range of creative and social activities which engage and connect individuals and communities, reduce stigma, combat loneliness, and improve wellbeing.

Corporate / Citywide Implications:

7.8 Libraries are a highly valued statutory service in the city and protecting libraries is a current administration commitment. Libraries support the delivery of corporate plan priorities in many ways:

- Libraries new Business and IP Centre supports local small business and entrepreneurs to start and develop their businesses and recover from the economic impacts from Covid and austerity
- Libraries continue to provide essential resources for adult and community learning, and have essential free digital access
- Libraries have a long track record of supporting children and young people's learning and development
- Libraries support to health and wellbeing has been outlined in 7.7 above
- Libraries can promote environmental and sustainability awareness through information, events, and exhibitions

SUPPORTING DOCUMENTATION

Appendices:

Appendix 1 Libraries Strategy 2022-25

Appendix 2 Libraries Stock Policy 2021

Background Documents: None

A photograph of a woman with long brown hair, wearing a black top, sitting and reading a book to a young child with blonde hair. The child is wearing a brown sweater and blue jeans. They are in a library, with bookshelves filled with books in the background. The book they are reading has a red cover with the title 'HOW MONEY FOUND HIS MAGIC' and an illustration of a man in a top hat. The image is overlaid with a large, semi-transparent 'DRAFT' watermark. The bottom right corner of the page is a solid magenta color.

Brighton & Hove City Council Libraries Strategy 2022-25

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Foreword

It's with great pride and pleasure that I introduce Brighton & Hove's Library Strategy at such a challenging time.

The Covid-19 pandemic has had profound impacts on our communities and the services that support them, and I am immensely proud of the work that Library Services have done to support local people during this difficult time.

Even when lockdown restrictions prevented libraries from fully opening their doors, they were able to offer digital services online and for most of the pandemic provided Home Delivery Services to those isolated at home.

As the city starts to recover from the pandemic, libraries will be in the forefront of supporting this recovery, by providing help to children and parent carers catching up with learning and child development; by supporting local businesses and entrepreneurs through the Business and Intellectual Property Centre (BIPC); by supporting people struggling with isolation, anxiety, or other health issues by providing social contact in a safe environment; and by providing reading material and a range of other resources to support and encourage adult learning.

There are 5 essential requirements for a successful library service in Brighton & Hove – attractive, welcoming spaces; support from trained and dedicated professional staff and volunteers; quality book stock; accessible IT; and a programme of activities and events for existing and new customers.

Our Brighton & Hove libraries are more than a collection of books – they are a vibrant and accessible community asset that contain the resources and tools to support individuals and communities to thrive and prosper. Library staff have developed many active partnerships with other organisations and together they have achieved successful funding bids to enable projects to extend the range and quality of the library offer.

Jubilee Library remains nationally successful as it is the fourth most popular library in the country, with 936,633 visits per year pre-Covid. While current numbers are still below this level, they are recovering a little faster than average across the county.

Brighton & Hove Libraries are no strangers to innovation and, by successfully establishing 'Libraries Extra' offer, residents can access most of their local libraries 7 days a week. The extensive consultation carried out by the library service has revealed the high value that people in the city place on their local libraries and provided important feedback to enable Brighton & Hove Libraries to develop and improve their services going forward.

This strategy consolidates and builds on all the changes that have gone before. It sets out our ambitions for the next three years with the aim of ensuring that our library service continues to be at the heart of our communities, to support the delivery of corporate priorities, and to remain fit for the future.



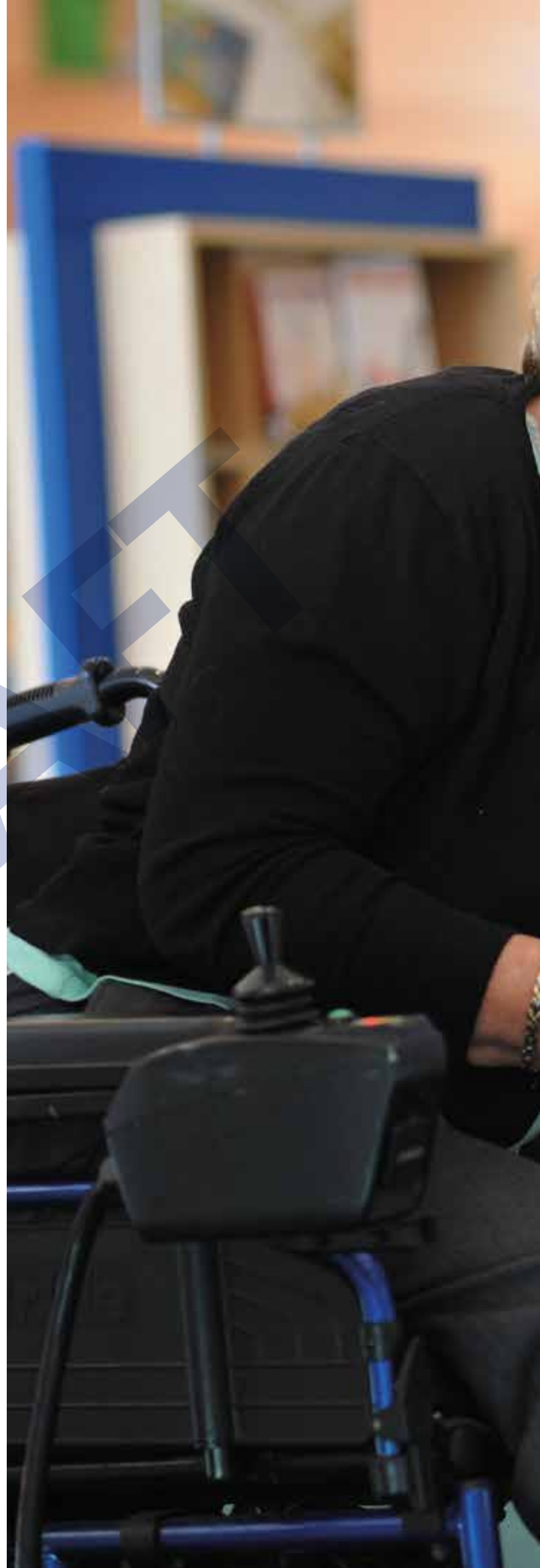
Councillor Steph Powell,
Co-chair of the Tourism, Equalities,
Communities & Culture committee

1 Introduction

Brighton & Hove Library Services have been highly successful over recent decades, including the continuing popularity of the award-winning Jubilee Library which is the fourth most visited public library in the country. This strategy provides a framework for the future of the service, so that libraries can continue to meet the needs of local people and support the aims and priorities of the council and the city.

The strategy has been informed by extensive consultation with the public, partner organisations, council members and library staff from March to July 2021. It sets the vision and priorities for Brighton & Hove Library Services for 2022-2025, aligning with the corporate plan, and provide the framework for more detailed service planning in this period.

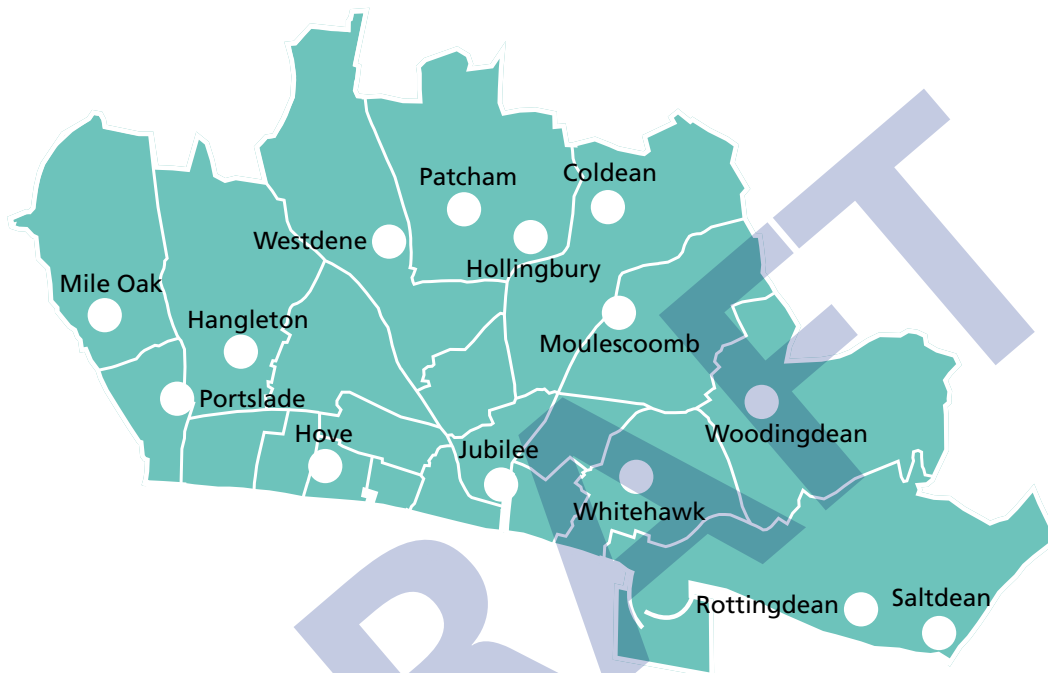
The strategy will guide the city's libraries to achieve key outcomes for local people, helping them achieve their full potential through reading, learning, culture, digital access, and support to health and wellbeing, and local business development.





2 About Brighton & Hove Libraries - celebrating success!

14 public libraries in the city. Jubilee Library, Hove Library, and 12 community library locations



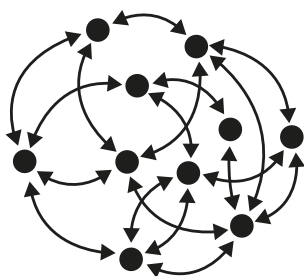
Jubilee Library

award winning hub of the library network and fourth most popular library in the country, with 936,633 visits p.a. (average* 374,211). Delivers around 50% of the total library services for the city.



Community Hubs

bringing community services together through 9 libraries co-located with GP surgery, housing office, social services, children's centres, community centres, museum and art gallery, and a lido, with plans for a new community hub bringing leisure, health, youth services and a community centre together in Moulsecoomb



224 partner organisations

working locally with libraries, covering equalities, LGBTQ+, older people, carers, disabilities or mental health issues, English as an additional language, homeless community, Black and minority ethnic groups, asylum seekers, poverty, health, community and voluntary sector, arts and culture, education, and learning.



Digital Support

1,628 hours of one-to-one support provided by Libraries Connect volunteers, in 599 sessions with 717 attendees. Libraries are founding member of Digital Brighton & Hove who provide digital support, equipment, and internet access



420,000 items of stock

318,980 books; 34,535 audio/visual; 19,873 e-resources; and 46,000 rare books



715 library opening hours per week

52% staffed, 48% Libraries Extra unstaffed



1,461,199

visits in person to libraries p.a.
incl. 38,356 during Libraries Extra



1,508,114

web visits



978,221

total loans, incl. 103,665 e-loans



105,098

hours of public use of computers



55,213

people engaged in events and activities



22 residential units

receiving Equal Access Services (EAS) delivery of library items



110 clients

receiving Home Delivery Service (HDS)



9,503 hours

gifted by 204 volunteers

All figures above from 2019-20 as last year of pre-Covid data

Resources and performance data



*Of comparator authorities in CIPFA returns 2019-20

The Jubilee Library was built using a Private Funding Initiative (PFI) contract which attracts £1.505 million government grant. This grant effectively subsidises library services across the city. The PFI contract covers the running and maintenance of Jubilee Library plus the bibliographic services and procurement of all library stock across the city's network of libraries. The council pays back a proportion of the capital used to build Jubilee Library each year out of the library service revenue budget and the contract ends in 2029.

Opportunities and challenges

Jubilee Library PFI (Private Finance Initiative)

Like many other services, libraries face some difficult challenges and some opportunities:

- **Covid-19 pandemic.** Library buildings closed during the lock downs, but libraries increased the digital offer; in-library services were restricted for safety reasons, but home delivery services were increased to reach more people isolated at home. Recovery from the pandemic remains challenging, with footfall in September 2021 at only 45% of the September 2019 figure, and income still 40% below normal. This strategy sets out not only how libraries will recover, but also how libraries can support the city's recovery.
- **Budget challenges.** Libraries have made £903k savings in the past six years which represents nearly 41% of the current net budget excluding the PFI expenditure and government grant (28% of the net budget with PFI expenditure and grant included). At the same time, Libraries have significantly improved efficiencies, doubling library opening hours, introducing Libraries Extra and greater collaboration with partner organisations and volunteers.
- **Having made significant efficiencies,** including reductions to the PFI budget and reductions in staff at all levels, any further savings will result in reduced services and reduced accessibility of libraries across the city. Delivering the Library Strategy depends on a steady state budget, so any proposals for savings will have to include identification of which libraries services will cease.
- **Increasing income** is a potential for the future, but this can only happen after pre-Covid levels of income have been achieved. It will take time to attract back room hire clients and retail sales to pre-Covid levels before additional income can be achieved.
- **Information technology** continues to change at a pace, requiring upgrades to remain safe and operational. It also creates opportunities to introduce new digital services that bring benefits to library users and deliver efficiencies.
- **Staff and volunteers** need to develop new skills in response to technology changes and increasing numbers of library users experiencing disadvantages of various kinds, who need our support.
- Libraries are developing as local community hubs, which requires collaborating with other service providers, integrating technologies, changing ways of working, making services more accessible, and increasing the reach into local communities.
- There are some **significant health and social care needs** facing the city, and libraries can help support people through the development of more targeted services.
- **Volunteering** in Libraries provides varied and supported opportunities to help others in their community.
- **Accessibility.** Some library locations in the city are no longer as accessible as they were, so need to be changed to ensure libraries remain fully accessible to all.

3 Feedback, consultation and engagement

Brighton & Hove Library Services has consulted with the public and key stakeholders to find out their views on Library Services and library stock in general, as well as their experience of using libraries in Brighton & Hove, both before and during the Covid pandemic. The methods used were:

- Public surveys – three versions targeted at people 0-12 years, 13-19 years, and adults 20 years and above
- Focus groups to gather more qualitative feedback from specific groups, and to reach those less likely to complete an online survey
- Survey of partner organisations
- Staff survey and workshops
- Councillors' survey and workshops

The results of all the consultation and engagement were overwhelmingly positive, giving good indications of what is working well, and with detailed suggestions on how to improve and develop library services.

Customer service standards and ease of use

All the surveys gave great results for the two corporate performance measures, and good results from similar questions to partner organisations and staff.

	Services were very or fairly easy to use	Standards of customer service were very or fairly good
Adult survey	92%	93%
13-19 years survey	100%	96%
0-12 years survey	98%	98%
Partner organisations described their experience of working with library services as very or fairly good		86%
Staff were asked how proud they are of the customer experience in libraries, on a scale of 1-5 with 1 being extremely proud and 5 being not proud		1 (extremely proud) 35% 2 43% 3 22%

General summary of feedback

Most people (66%) use more than one library and 50% visit at least once every three weeks, and most people (77%) walk to the library.

The traditional services of borrowing, reading in the library, and finding information, remain the most important services for many users. The most important stock remains printed fiction and non-fiction, followed by online information.

The library is an important provider of space to study, read, and meet people, in a safe and welcoming environment, with helpful staff, is evidenced by the survey results. The top three most important things to respondents are opening hours, the library as a safe place to visit and seating areas. When asked what they would most like to see changed, longer opening hours was the most suggested change, with many mentioning that they want to see more staffed hours.

Eleven focus groups were commissioned to provide some qualitative information on library services. 131 people took part in groups that were targeted at people who experienced barriers to participation in the general consultation and libraries themselves. There was an overwhelmingly positive view of libraries in general with people viewing them as places of sanctuary, where trusted information could be accessed. The welcoming nature of staff was considered a key component of this trust. All groups were impressed by the array of library services, and many felt poorly informed about these. There was a range of detailed suggestions that could be implemented to make libraries more accessible and become more valuable community resources for those more likely to experience barriers in using them.

Areas for improvement and development

There were common areas for improvement that emerged from the public surveys (all age groups), focus groups, partner survey, and staff survey. They asked for:

- Better, more effective promotion of library services, to targeted groups and partners who often do not know what libraries have to offer, with less reliance on social media.
- Better, more accessible signage, and guides on how to use the library, especially how to use the various technology like self-service kiosks, printers, and computers. The website was criticized for being too wordy and difficult to find what you need.
- Improvements in seating/study space, and to keep up to date with IT and digital resources.
- More events and activities, for all age groups, and many people indicated their willingness to pay a small fee to attend in appropriate circumstances.
- More and better stock for all age groups, and improvements in some specific areas, such as books in languages other than English, and bilingual books.

4 Local context

Libraries support corporate and city-wide priorities

A city working for all

Business and Intellectual Property Centre (BIPC) in Jubilee Library is part of a national network of 16 libraries across the country offering a range of support services to business. Working in collaboration with local business support organisations and intellectual property specialists the centre has become a hub for events, workshops, peer to peer activities and networking opportunities aimed at helping business to grow and build resilience.

A growing and learning city

Libraries support learning and development at all ages. Libraries provide Bookstart services to early years settings, together with neighbourhood-based access to books, digital resources, and activities to support child development, parents, and carers. Class visits, Summer Reading Challenge, events, and activities support school age children. Libraries support adult learning through resources, space to study, and helping establish a new learning hub.

A healthy and caring city

Libraries provide Reading Well Books on Prescription services, which focus on providing information and self-management support through books chosen and prescribed by health professionals, covering 5 areas of: mental health; dementia; long-term conditions; young people; and children. Libraries work with social prescribing providers to extend range of resources on offer and promote healthy lifestyles. Libraries Home Delivery Services provide books and social contact to people restricted to their own homes, and Libraries regularly deliver books to people living in residential units.

A stronger city:

Libraries are important to local people as safe and welcoming community spaces in their local neighbourhoods. During a lot of the pandemic, libraries were some of the few community spaces open to local people for access to books, social (distanced) contact, and free internet access. Library services were awarded 'Libraries of Sanctuary' status in 2020 and continue to provide support to refugees and asylum seekers in the city.

Joint Strategic Needs Analysis

There are some significant health and social care needs in the city that have been identified in the [Joint Strategic Needs Analysis March 2021](#). Library services contribute to addressing some of these issues:

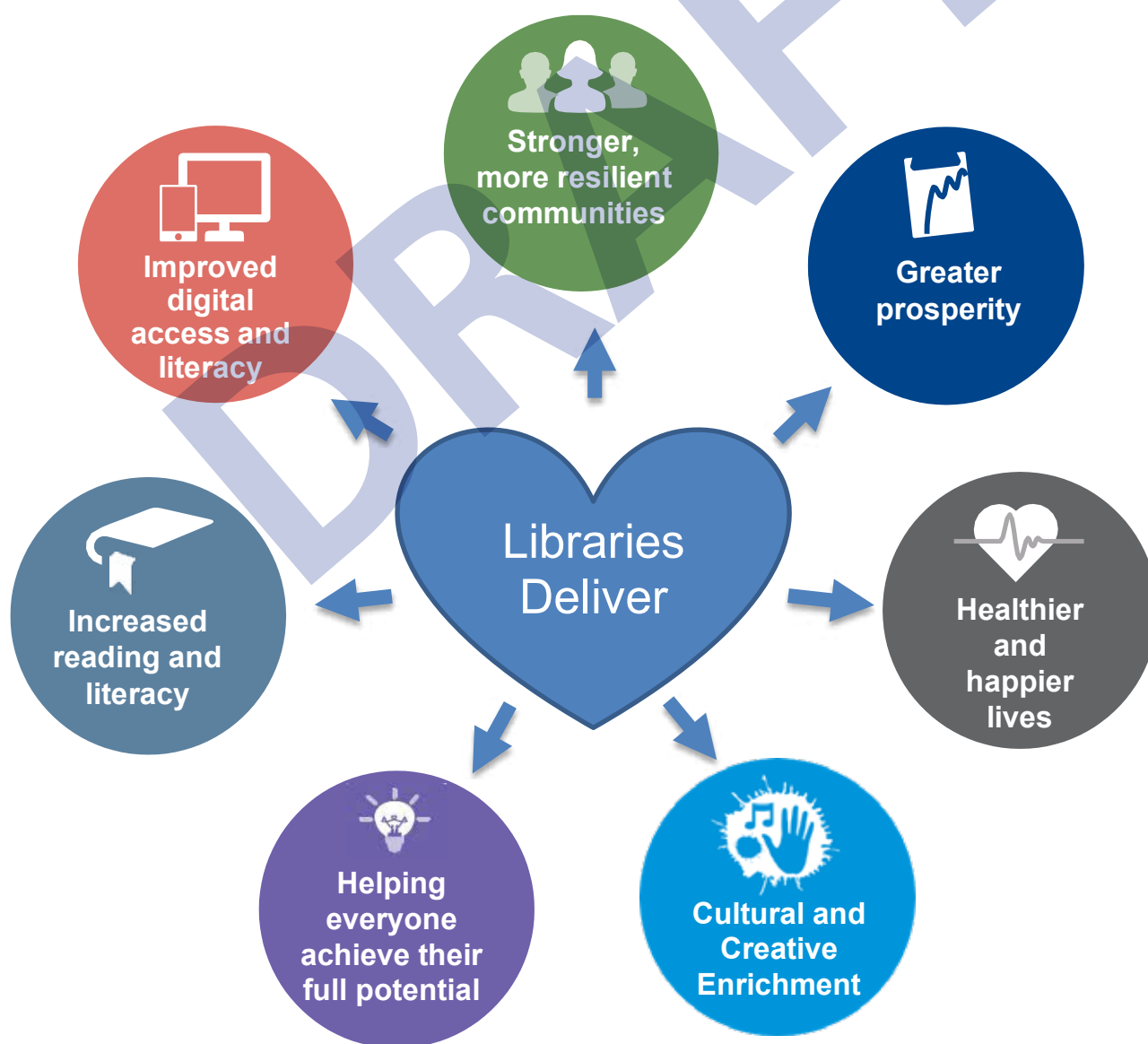
Issue	Libraries offer
Homelessness and rough sleeping	Information on support; free access to library resources, computers and the internet, and a safe place to be during the day
Unemployment, healthy workplaces, and sustainable business	Resources to help with job applications, CV writing, and internet access (computers and free wifi) to enable job and benefit applications. The BIPC (Business and IP Centre) in Jubilee Library supports entrepreneurs, inventors, and small businesses across Sussex, through expert advice and access to a wealth of free information - business databases, market research reports, company data and information on intellectual property.
Social isolation and loneliness	Sited in neighbourhood locations, libraries provide a safe and welcome place to interact with other people, providing events, activities, and support groups. Volunteers with the Home Delivery Service take books to and have a chat with people mainly restricted to their homes. Libraries free wifi and computers enable people to connect to friends and family, and Libraries Connect volunteers help people learn how to use these resources.
Healthy lifestyles / prevention	Libraries help promote healthy lifestyles through trusted information and events on key issues such as smoking, drinking, drug misuse, cancer screening, immunisations, sexual health, domestic and sexual violence. Jubilee Library has installed a vending machine dispensing free STI/HIV testing kits, has hosted quit smoking support sessions, Living Library events on domestic abuse, and is handing out LFT covid testing packs.
Emotional wellbeing and mental health	Reading Well Books on Prescription services target key areas of concern for the city, with the focus on mental health, especially for children and young people, dementia, and other long-term conditions. Reading for pleasure has been proven to have a beneficial effect on people suffering from stress.

5 National context

Public libraries are a statutory service under the **Public Libraries and Museums Act 1964**. The Act requires library authorities to provide a 'comprehensive and efficient service' for people who live, work or study within the authority area. In addition, councils are required to 'encourage both adults and children to make full use of the library service and provide advice as to its use'.

In 2016, the national Libraries Taskforce published '**Libraries Deliver: Ambition for Public Libraries in England 2016-2021**'

in which it sets out the strategic vision and commitment to public libraries in England. The Libraries Taskforce recognises that local libraries provide a unique 'cradle-to-grave service', offering significant reach into local communities and a cost-effective way of ensuring that people are connected to local services. The Libraries Taskforce identifies seven outcomes that library services should contribute to at a local level:



Universal Library Offers

Public libraries across the country have worked together through **Libraries Connected** to develop a set of six Universal Library Offers to cover the areas of service which public libraries stakeholders see as essential to a 21st century library service. Libraries Connected is a member organisation made up of every library service in England, Wales, and Northern Ireland, and is partly funded by Arts Council England as the Sector Support Organisation for libraries.



Children's Promise

That every child and young person in libraries is inspired to read for pleasure, has access to a diverse range of materials, can engage in a variety of digital activities and can take part in activities that improve their well-being.



Culture and Creativity

To enable local communities to access and participate in a variety of quality and diverse arts and cultural experiences through local libraries.



Health and wellbeing

To promote healthy living, provide self-management support and effective signposting and information to reduce health, social and economic inequalities. To offer a range of creative and social activities which engage and connect individuals and communities, combat loneliness and improve wellbeing.



Information and digital

To provide quality information and digital support. To help children and adults to engage and feel safe online. To ensure resources and opportunities are accessible, and to embrace creative and innovative technology.



Reading

To build a literate and confident society by developing, delivering, and promoting creative reading activities in libraries. To encourage individuals of all ages to read for pleasure and purpose to increase their understanding of the world, stretch their imaginations and think differently.



Six steps promise

That the almost 2 million blind and partially sighted people in the UK can visit a fully accessible library service, that has a local collection of accessible reading materials and information in physical or digital forms.

6 Purpose and vision for Brighton & Hove Libraries

The vision and purpose for library services in Brighton & Hove have been developed by the senior team in the service. They reflect the breadth of what libraries do, and the role libraries play in helping people improve their lives.

Our purpose: 'Public libraries connect our communities to culture, reading, learning, and each other.'

What we do: 'We provide impartial and inclusive access to library resources and services to inspire learning, development, discovery, creativity, and enjoyment, in welcoming, safe, supportive, and accessible places.'

Our vision for the future: 'We aspire to strengthen communities, promote inclusion, and inspire people to improve their lives, making libraries a cornerstone for our community's economic, social, and cultural wellbeing.'





7 Strategic aims for library and information services

The aims and outcomes have been informed by the national Library Taskforce proposals, the main messages coming out of the

consultation process, and the discussion about key issues and priorities that took place in the councillor's workshops.

Aim 1: Reading, learning and creativity through libraries

To support and develop literacy skills, reading, creativity and innovation to help children and adults in the city realise their potential.

At the centre of our library services is the commitment to reading, literacy, creativity and learning for people of all ages and abilities:

Objectives/How

- Implement the new Stock Policy, building the collection of books, e-Books, and other materials to meet community needs
- Offer opportunities for all ages and needs that spark curiosity, nurture learning and develop creative and critical thinking
- Develop constructive activities for children and young people
- Provide space for study, work, and creativity
- Promote enjoyment of reading for all

Outcome: Increasing reading and literacy

Libraries give everyone free access to books and literature regardless of age, disability, wealth, or education, and hold activities and events in partnership with others to encourage improved and wider reading and literacy skills. Research suggests that both children and adults who read for pleasure are healthier, happier, and more confident than those who don't. Adult education in literacy has been shown to **reduce depression levels**.

Local case study

Brighton & Hove Libraries worked with professional animators Press Play Films to deliver the workshops aimed at local families. In the session, children created their own Claymation characters and then planned and filmed a short animation using animation cameras. There were 18 workshops and 145 children attended together with 70 adults. The workshops took place at Jubilee, Hangleton, and Whitehawk libraries. Children from over 20 schools took part.

'This is my dream come true' - 7 years old

'My son absolutely loved the animation workshop last Sunday! Thank you for organising'

Outcome: Helping everyone achieve their full potential

Libraries raise people's aspirations and promote lifelong learning, supplementing formal education. Libraries offer free resources for learning, including online resources and quiet spaces for study that people may not have at home.

Local case study

Summer Reading Challenge runs every year in all Brighton & Hove Libraries, and national research, in which some local schools have participated, have found that children who participate are more likely to maintain or improve their reading performance over the holidays. 992 children took part in the Summer or Winter Reading challenge in 2020, despite Covid-19 restrictions. The previous year saw 2,544 children participate.



Olive at animation workshop



Storytime with Debs

Aim 2: Libraries as community hubs

Putting libraries at the heart of local communities:

Objectives / How

- Delivering council and community services
- Providing digital services and inclusion
- Enabling cultural and creative opportunities
- Encouraging inclusive community interaction and understanding

Outcome: Stronger more resilient communities

Libraries are open to everyone and are trusted by local people to provide reliable information and support on a wide range of issues;

and can help other services reach out into communities. Libraries bring people together in welcoming community hubs which host local events and provide a shared sense of place.

Outcome: Improved digital access and literacy

Public libraries provide a trusted network of accessible locations with free Wi-Fi, computers, and other technology. A 2014 BT report estimated the value of digital inclusion to a new user at around £1,064 a year. Digital literacy gives people access to services more easily, to learn and interact with others, and improve employability.

Local case study

Libraries Connect sessions delivered by library volunteers provide free access to a series of one-to-one support sessions for people who need help with digital. In 2019-20 1,628 hours of Libraries Connect volunteer support was provided to 717 people in 599 sessions.

A staff quote: "I was helping an older gentleman on a PC, and he wanted to make sure he was printing his boarding passes for a flight abroad correctly, so I checked it was all fine, and printed them out for him. He was very grateful, and said I'd been very friendly and patient, and he got a bit emotional and told me that the reason he's travelling is to see a friend who is terminally ill, who he wants to see one more time, and he was so nervous about making sure he had the boarding pass information all in order and was so grateful for my help. I was so pleased I had managed to put his mind at ease and wished him a safe journey."

Outcome: Cultural and creative enrichment

Libraries are well-placed to extend cultural engagement and are becoming established as focal points for community cultural life, hosting and running activities and events in partnership with amateur and professional groups. Libraries also point people to wider cultural activities and encourage individuals to explore different cultural experiences and to create things themselves.



Local case study

The Network of International Women for Brighton & Hove meet weekly at Jubilee Library in Brighton, providing a platform for women from diverse cultures and backgrounds to meet, share experience and knowledge and support one another. At the library they sew, make crafts, get information, support, and make friends. They also practice their English through conversation and translate for each other if there is a communications barrier.

Isra has been in Brighton & Hove for 2 ½ years. She arrived in the city with her husband and two children but didn't know anyone else. For the first year she stayed at home, she was very isolated.

"I was lonely, bored with no friends, no one to talk to. My husband heard about the international women's group meeting at the library and his wife met me and took me to the library. The other women ask me - where are you from? I was so happy. I thought no one is interested in me or my country and we talked. I enjoy the group. Then I heard about volunteering at the library. It's so wonderful it helps me to continue with my life."

Isra has become an important advocate for libraries, visiting other groups to promote what we do and encouraging people from the refugee and asylum seekers community to come in.

"I talk to other women about the library and say they must come, it is our sanctuary, it is a beautiful place with space for children. Now I bring my daughter and son to do their homework and for the books."



Network of International Women

Aim 3: Community wealth-building through libraries:

Develop library services to support business enterprise, improve skill levels and help more people into work:

Objectives / How

- Deliver support to local small or new businesses and through the Business and IP Centre
- Provide trainee and apprenticeship opportunities
- Work with schools and colleges to support children learning

Outcome: Greater prosperity

Libraries can contribute to the improved prosperity of an area by supporting businesses to start up and grow by providing information and working with economic development organisations to signpost businesses to sources of support and advice. Libraries also help individuals into work, supporting back to work programmes, and job clubs, and enabling free digital access and skills development.

Outcome: Improved digital access and literacy

Public libraries provide a trusted network of accessible locations with free Wi-Fi, computers, and other technology. A 2014 BT report estimated the value of digital inclusion to a new user at around £1,064 a year. Digital literacy gives people access to services more easily, to learn and interact with others, and improve employability.

Local case study

Jubilee Library has become one of the latest local Business and Intellectual Property Centres (BIPC) supported by the British Library. The Reset. Restart programme provided support, advice and the confidence and push to grow their business. This was the case for Keira Simpson, owner and founder of **Daisy Days Virtual Assistant**. She provides PA and administration support to small businesses, helping them to save time so they can focus on their core business operations. It was through one of the small businesses that she was assisting at the time, that she discovered the BIPC. "My client wanted me to research the BIPC and to find out what support and services they could offer to help with the set-up of her Community Interest Company (CIC). This is why I love what I do, I get an insight to so many networks, and I get to experience the fabulous support and services that they offer."

Keira began by attending **BIPC Sussex's** free Reset. Restart webinar – Tools for the Job. This gave her an insight into what digital platforms and software was available to grow her business. Like Oliver, it also provided an opportunity for her to connect with other start-ups and share her knowledge and tips, building her confidence in her business. "I gained an insight to other platforms and gained confidence in how I can support my business. The people that I have had the pleasure in talking to from the BIPC, whether that be from the webinars they offer or via email with a question that has arisen, have been so helpful and supportive. They also offer ideas and information - like speaking to a representative from the centre for advice on your business, to other topics which will steer you in the right direction."

Keira Simpson, owner and founder
of Daisy Days Virtual Assistant



IP Centre
Brighton
& Hove

BRIGHT IDEAS

City Council

**BRIT
ART**

Business & IP Centre in Jubilee Library

INSPIRING PEOPLE



Aim 4: Libraries supporting health and wellbeing

Use libraries' trusted brand to deliver services that ensure residents are healthier, have a better quality of life and remain independent for as long as possible

- Develop targeted services to reach those most in need
- Provide home delivery services to those restricted at home or in residential units
- Link services to council priority issues, working collaboratively with other service providers priorities and needs as identified above

Outcomes: Healthier and happier lives

Libraries contribute to the health and wellbeing and social care of local communities by:

i) Supporting people with dementia and mental health issues:

Libraries deliver the national Reading Well Books on Prescription scheme which is part of the national health offer for libraries. The scheme consists of a list of books that is curated and endorsed by health professionals

and provides support for those suffering from common mental health conditions (anxiety, depression, phobias, and some eating disorders) and dementia. Using the lists, GPs and health professionals can recommend reading materials to patients, which encourages self-management, and can help reduce the need for costly interventions. In the case of dementia, the scheme also provides practical support for carers.

ii) Contributing to the preventative health agenda:

Libraries provide access to health and social care information and signpost customers to online information and specialist agencies. Libraries play an important role in boosting health literacy, a person's knowledge and understanding about how to find and use information so they can act to support and improve their own health and wellbeing. Libraries offer stimulating community events and activities to help combat loneliness and social isolation, and host public health services such as stop-smoking sessions, health walks and access to health checks.



Local case study

Brighton & Hove Libraries is working with the Robin Hood Health Foundation, Hera and the Hangleton & Knoll Project on **Prescribe to Thrive** an initiative to promote Social Prescribing in West Hove and Portslade. Art and writing taster sessions which have been prescribed, or to which residents have referred themselves, are taking place in Hangleton and Portslade Libraries. **Reading Well** book collections have been lent to Brighton Health and Wellbeing Centre and Preston Park Recovery Centre to support people in managing a range of mental health conditions.

Local case study

During the pandemic, library staff kept in regular telephone contact with 72 Home Delivery Service (HDS) clients who were shielding and/or isolated to check that on their wellbeing and to reduce isolation. As well as providing a friendly voice and an empathetic conversation, staff were able to signpost clients to other sources of support and/or contact other providers on their behalf to ensure that they had everything they needed to enable them to get through the pandemic.

"When the libraries closed in March it was a big blow to me so when I was offered the chance of having books delivered, I jumped at it! I have been introduced to many authors I would not normally have looked at. I want to say a big 'THANK YOU' to all the people who have delivered the books plus the library staff themselves. They have been amazing. '(J. in Hangleton)

Receiving books during this Covid period has kept me sane. I am in constant pain and don't sleep well. The books take my mind off it." (CN)



Vi- receives visits from Home Delivery Service volunteer.

Aim 5: Sustainable and innovative libraries

Build on the range of delivery models already used within the service to secure a sustainable future for public libraries in the city.

Objectives / How

- Develop and promote Libraries Extra
- Make best use of volunteers
- Collaborate with other partners in service development and delivery
- Increase income generation
- Extend fundraising to support projects and activities
- Regularly upgrade library technology
- Expand digital services
- Develop the library workforce

Outcome: Efficient and effective use of resources delivering value for money

Increased income through commercial activities (retail and room hire); attracting charitable giving (donations); applying for grants and seeking opportunities to be commissioned to support the delivery of other services (increased income to provide services that meet local needs).

Effective use of new technology to enable service users to self-serve as far as possible, whilst providing digital and phone support and remote monitoring during Libraries Extra services in community libraries (reducing revenue costs).

Introducing online and card-based transaction options with the introduction of new self-service kiosks, for easier collection of libraries charges (savings through efficiencies in collecting income).

Outcome: Happier and productive people engaged (staff and volunteers)

Whole service approach to staff deployment, for maximum efficiency and greater consistency of service standards

Effective use of volunteers to enhance library activity, supporting library staff, not replacing them. (Providing added value)

Outcome: Increased effectiveness through collaborative working

Increased community use of libraries as community hubs, encouraging local groups and organisations to use the library building and resources as a community facility (increasing value of library services through greater community use, potentially reducing costs of other building and resource provision)

Increasing collaboration with other service providers to provide more strategic activity in priority service areas such as health and well-being, children and young people, equality and diversity, community cohesion and wealth-building (resource efficiencies through collaboration).

Local case study

in addition to the Home Delivery volunteers, Library Services have stock volunteers who work in libraries across the city to help with shelving stock, tidying shelves and putting together displays of books.



Local case study

Libraries are working in partnership with Hollingdean Community Association to provide a collection of books in their centre to increase access to library materials in their area.

Library services have also provided a computer and Wi-Fi access for people using the centre. A local resident volunteers to supports the collection and liaise with library staff.



Aim 6: High visibility of library services delivered to a high standard

Raise awareness of library services and their benefits to ensure wider community engagement.

We have received strong and clear feedback during public consultation and engagement that we need to do more to raise awareness of these services across the city, so that more residents understand our full library offer and choose to use and benefit from our services now and in the future.

Objectives / How

- Effective publicity for library service offers
- Marketing of targeted services to specific communities
- Clear customer service standards for libraries to provide a high-quality user experience
- Deliver consistent Universal Library Offers across the city
- Effective evidence gathering to measure impact and performance of Libraries Services

Outcome: More residents able to benefit from libraries services and resources

More people aware of the services, facilities and support that libraries can offer, and that they are mostly freely available in local libraries. This can be achieved by a more imaginative and professional approach to service promotion, and high standards of service which will encourage word-of-mouth recommendations.

Libraries can help more people with key challenges that have been identified by the council, such as homelessness, unemployment, social isolation and loneliness, and many aspects of health and wellbeing, as well as supporting learning and personal development.

Local case study:

Libraries staff worked with a marketing specialist to develop a more segmented approach to reaching different types of customers, and persona cards were created, each with details of how best to reach a customer group. These were used to pilot to use a new approach to raise awareness of Whitehawk Library during Libraries Week 2021. Instead of relying on social media, traditional marketing assets were used, such as pavement stencils, banners, and flyers, all differentiated to reach certain personas. As a direct result of these efforts, there has been an increase of after school borrowing, the return of local customers and a flurry of new members. This work will be a marketing blueprint to apply to other communities within the city.



8 Priorities for action

A clear priority is supporting the city recovering from Covid.

Covid-19 pandemic – how library services can support the city's recovery

Library services can contribute to the city's recovery from the Covid-19 pandemic in five ways:

- Supporting children catching up with learning and development. In particular, babies and children up to 4 years old. The National Literacy Trust has reported that the lack of language and social interaction for this age group will need two decades of sustained support to each individual through childhood to redress this, with the disadvantaged being hit harder than others. Libraries are core to this recovery being sustained, locally delivered, and driven to provide support.
- Supporting new or recovering small businesses through the Business and IP Centre, with targeted support for women and black and minority ethnic developing new enterprises.
- Supporting unemployed people through information to help with job applications, access to digital resources to apply for jobs and access benefits.
- Supporting local communities to recover by providing a safe and welcoming place for social interaction and community development.
- Supporting people affected by Covid-19 through access to trusted information, self-help resources, and recreational reading to help with social isolation.

Other Priorities:

Other priorities for action have emerged during the development of the strategy and the analysis of the results of the consultation and engagement process:

- Effective marketing and promotion to get people back into libraries and enable those who would benefit most from libraries are reached
- Accessibility of libraries services – ensuring all buildings and services are appropriately located and fully accessible
- Targeted services for those most in need
- Community use of libraries – enabling access to other services through libraries, and encouraging community groups to use their local library especially during Libraries Extra
- Effective engagement of more volunteers in appropriate activities
- Deliver core Libraries Universal Offers across the city
- Increase commercial income – retail, room hire and tenancies
- Increase project funding from fundraising – donations and grants
- Review and amend senior staffing to align with new strategy
- Amend staff recruitment to bring libraries' staffing more in line with city profile
- Staff development programme that meets the strategic needs of the service
- Effective evidence gathering to measure impact and performance of Libraries Services

The priorities identified have been placed into a framework of six aims and related objectives for the Library Services and linked these to corporate plan priorities. These have been brought together in a strategy implementation plan.

10 Implementation Plan

More detailed actions will appear in the annual Libraries Services business plans produced each year in line with council business planning process.

Aim 1: Reading, learning and creativity through libraries

Objectives	Actions linked to Libraries strategic priorities	Timescales	Outcomes
1.1 Build the collection of books, e-Books, and other materials to meet community needs.	Create a stock action plan to ensure library stock is in line with new policy, including prioritising resources for those in most need	Stock plan in place by March 2022	Increased reading and literacy Helping everyone achieve their full potential
1.2 Offer opportunities for all ages and needs that spark curiosity, nurture learning and develop creative and critical thinking Develop constructive activities for children and young people. Promote enjoyment of reading for all	Identify priority target groups – linking to other council initiatives e.g., disadvantaged children, people with disabilities, Develop engagement plans for children, young people, and adults, with specific plans for targeted groups Deliver the Universal offers: Reading, Culture and Creativity, and Children's Promise	Identified priority groups by March 2022 Engagement plans delivered on a rolling year basis Universal Offers delivered 2022-25	
1.3 Provide resources and space for study, work, and creativity.	Provide stock and facilities to support lifelong and self-directed learning Support the new Adult Learning hub Work with schools, colleges, and universities to support reading and learning, especially supporting disadvantaged people	Establish service level agreement with Adult Learning March 2022 Regular engagement with 80% of education providers by 2025	

Aim 2: Libraries as community hubs - putting libraries at the heart of local communities

Objectives	Actions linked to Libraries strategic priorities	Timescales	Outcomes	Council Priorities
2.1 Delivering council and community services	Work with other service providers to enable access to council services in Libraries in appropriate ways e.g., digital access; support activities; signposting and referral	2022-23	Stronger more resilient communities	A stronger city
2.2 Providing digital services and inclusion	Provide digital inclusion support in local neighbourhoods through Libraries Connect and work with partners in Digital Brighton & Hove Build on existing digital facilities in libraries to meet changing local needs, including plug-in / charging spaces for own devices, and devices to access new digital resources	Libraries Connected support in all libraries by December 2022 New digital facilities in place by 2024	Improved digital access and literacy Cultural and creative enrichment	
2.3 Enabling cultural and creative opportunities	Encourage and work with partners to make use of libraries as venues for cultural and creative activities, targeting priority groups	2022-25		
2.4 Encouraging inclusive community interaction and understanding	Encourage community groups to use libraries for inclusive activities to bring local people together Use libraries to promote inclusivity and understanding through displays, stock, and activities	2022-25		
2.5 Providing accessible, fit for purpose modern community libraries to meet local needs	Consolidate Hollingbury Library into the Old Boat Corner Community Centre and vacate the room in Carden Hill school for school use. Improve access to Mile Oak Library for local people, to reduce the impact of increased safeguarding security at PACA school Complete refurbishment of Saltdean Library as part of the Lido development Complete development of new library as part of Moulsecoomb hub	Consolidate Hollingbury library by December 2022 End of 2022 Open Saltdean Library 2023 2024/25		

Aim 3: Libraries supporting community wealth building: developing library services to support business enterprise, improve skill levels and help more people into work

Objectives	Actions linked to Libraries strategic priorities	Timescales	Outcomes	Council Priorities
3.1 Deliver support to local businesses through the Business and IP Centre	<p>Provide information and signposting businesses to sources of support and advice.</p> <p>Support back to work programmes, job clubs, and enabling free digital access and skills development</p> <p>Expanding the BIPC network to the Sussex region</p>	<p>Deliver BIPC services in the city 2022-24</p> <p>Expand to East and West Sussex by 2022</p>	Greater prosperity	A city working for all
3.2 Help people into work	<p>Support the Youth Employment Hub</p> <p>Provide resources including digital access for those applying for job and developing skills</p>	2022-25		
3.3 Provide trainee and apprenticeship opportunities	<p>Offer training opportunities e.g., Kickstart, work placements</p> <p>Develop a library apprenticeship programme</p>	<p>2022-25</p> <p>Library apprenticeships by 2023</p>		

Aim 4: Libraries supporting health and well-being: use libraries' trusted brand to deliver services that ensure residents are healthier, have a better quality of life and remain independent for as long as possible

Objectives	Actions linked to Libraries strategic priorities	Timescales	Outcomes	Council Priorities
4.1 Develop targeted services to reach those most in need	Identify priority target groups – linking to other council initiatives e.g., disadvantaged children, people with disabilities, Develop a specific offer to each group	Identified priority groups by March 2022	Healthier and happier lives	A healthy and caring city
4.2 Provide home delivery services to those restricted at home or in residential units	Develop home delivery data system to manage growing number of volunteers Recruit more volunteers	Implement volunteer system by December 2022		
4.3 Link services to council priority issues, working collaboratively with other service providers	Develop a targeted offer for each identified priority group (e.g., disadvantaged children, people with autism, people with dementia, etc), working with relevant service providers	Identified priority groups by March 2022 Develop specific offers 2022-25		

Aim 5: Sustainable and innovative libraries services: build on the range of existing delivery models to secure a sustainable future for public libraries in the city

Objectives	Actions linked to Libraries strategic priorities	Timescales	Outcomes	Council Priorities
5.1 Develop and promote Libraries Extra	Expand Libraries Extra to Hollingbury Library Promote Libraries Extra to all library users including those at Jubilee and Hove libraries	2022 2022-23	Efficient and effective use of resources delivering value for money	A modernising council
5.2 Increase income generation	Develop online retail sales Maximise income from room hire and tenancies	Online retail / room hire 2022		
5.3 Develop for new projects	Identify suitable projects for fundraising activity	Fundraising 2022-25		
Regularly upgrade library technology	Complete the self-service kiosk upgrade	2022		
	Introduce hand-held devices for floor-walking staff Expand plug-in spaces and introduce charging points for library users	2022-23 2022-23		
5.4 Expand digital services	Develop digital newspapers and magazines offer Investigate other new digital services	2022-25		
5.5 Collaborate with other partners in service development and delivery	Build on existing extensive links to partner organisations and establish more strategic partnership arrangements	2023-24	Increased effectiveness through collaborative working	Working in partnership

5.6 Develop the library workforce	<p>Hold regular all staff development days to improve staff engagement and consistency of service</p> <p>Review of key skills and capabilities needed, revising person specifications, and develop training programmes for each grade of staff</p> <p>Review and restructure the workforce to deliver the priorities in the Libraries Strategy 2022-25 more effectively</p>	2022-25	Happier and productive workforce (staff and volunteers)	Our People Promise
5.6 Make best use of volunteers	<p>Introduce more effective management and support of volunteers</p> <p>Recruit volunteers to support Libraries Extra</p>	2022 2023		

Aim 6: High visibility of library services delivered to a high standard

Objectives	Actions linked to Libraries strategic priorities	Timescales	Outcomes	Council Priorities
6.1 Raise awareness of library services and their benefits to ensure wider community engagement	Develop more effective marketing and promotion activities to reach the people who would most benefit from library services	2022-25	More residents able to benefit from high quality libraries services and resources	Our customer promise
6.2 Deliver core Universal Library offers consistently and to a high standard	Establish the details of what customers can expect in Brighton & Hove under the Universal Library Offers and promote these.	2022-25		
6.3 Establish and deliver library customer service standards	Establish detailed customer service standards as they apply in libraries and train staff to deliver at this level	2022-25		
6.4 Effective evidence gathering to measure impact and performance of Libraries Services	Research and implement a new evidence gathering regime to capture qualitative impacts as well as quantitative data	2022-23		

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Brighton & Hove Libraries Stock Policy 2021

1. INTRODUCTION

1.1 Stock is at the heart of the public library service, and should provide an unbiased, wide ranging resource freely accessible to all those who live, work or study in Brighton & Hove. The selection and maintenance of stock are essential to meet the requirements of the 1964 Public Libraries and Museums Act under which Brighton & Hove City Council has a statutory duty to provide a comprehensive and efficient library service. It is also necessary to meet the requirements of standards laid down by the Department for Culture, Media, and Sport.

1.2 This policy defines stock as being all the materials, both printed and electronic, acquired or borrowed by the Library Service to meet the needs of the community it serves. Materials are provided in a variety of formats, but increasingly current information is provided electronically rather than in print. Online and other electronic resources are being made available via libraries and the library website.

1.3 By law the core lending service is provided free of charge to all who live, work or study in Brighton & Hove. However, there is statutory provision for libraries to charge for reservations and the loan of certain non-book materials.

1.4 This Stock Policy aims to:

- support the Libraries Strategy and corporate policies and priorities of Brighton & Hove City Council
- provide for continually changing educational, information, cultural, lifelong learning, and recreational needs by listening to customers and communities.
- enable the greatest number of people to have access to the widest range of resources, in the most appropriate formats balancing customer needs and service requirements with environmental impact by:
 - providing books in a wide range of formats, including electronic, to meet the needs and interests of local communities and of people of all ages and backgrounds
 - providing and enhancing access to information in print and electronic format and promoting an awareness of its value in sustaining the highest possible quality of life
 - working with groups and individuals who are unable to have full access to library services and to be active in working for social inclusion
- support, where appropriate, national initiatives stemming from Central Government and other organisations (for example, the Universal Library Offers).
- To achieve Best Value for the Library Service by:
 - Obtaining library materials in the most cost-effective way
 - Ensuring the efficient and effective use of library materials, and consistency in stock management through a service wide approach to selection, development, and maintenance.

1.5 This Stock Policy informs the Stock Plan which will be regularly reviewed and updated to keep up with changing demand.

2. FREEDOM OF CHOICE

2.1 An important strength of the public library service is its neutrality and impartiality at the centre of the community it serves. It is not the role of the Library Service to act as censor or to promote particular campaigns or sectional views to the disadvantage of others.

2.2 The Library Service adheres to the following statement made by the Chartered Institute of Library and Information Professionals (CILIP): -

The function of a library service is to provide, so far as resources allow, all books, periodicals, etc. other than the trivial, in which its readers claim legitimate interest. In determining what is a legitimate interest the librarian can safely rely upon one guide only. the law of the land. If the publication of such matter has not incurred penalties under the law it should not be excluded from libraries on any moral, political, religious, or racial ground alone, to satisfy any sectional interest.

The public is entitled to rely upon libraries for access to information and enlightenment upon every field of human experience and activity. Those who provide library services should not restrict this access except by standards which are endorsed by law.

2.3 A key element of this Stock Policy is to ensure that library service stock reflects all shades of legitimate opinion. Publications that are legally available will not be excluded. Each will be evaluated and judged by the standards and selection criteria as set out elsewhere in this policy.

3. STOCK PROVISION

3.1 Brighton & Hove Libraries will provide a cost effective and high-quality service through continual review and staff development; responding to the ever-changing needs of the diverse communities it serves. Community and stock profiles help to identify the specific requirements of individual libraries. Local knowledge of groups and organisations, together with feedback from users are used in the stock development process. Information to inform stock decisions are gathered through:

- talking to customers
- feedback from surveys, focus groups, comments, complaints
- analysing stock performance
- reviewing reader reservations and suggestions
- community profiling to identify specific needs for individual branches

3.2 Brighton & Hove Libraries will aim to meet the needs of communities, subject to budgetary constraints, through the provision of

- a varied, balanced up-to-date stock reflecting diversity among ages, abilities, disability, gender, identity, backgrounds, nationalities, culture, and lifestyles, sufficient to cater for most everyday demands.
- a comprehensive subject coverage, relevant to the reading tastes and information needs and interests of communities served

- a reservation system to access stock from any Brighton & Hove library as the amount of stock held locally in each library varies according to its size and catchment population, but all are part of the library service network, and none are expected to be individually self-sufficient
- a reservation system to enable items not available in Brighton & Hove Libraries to be requested from alternative UK sources, particularly through the council's membership of the SELMS consortium which is Europe's largest consortium of public libraries.

3.3 Stock Selection

Brighton & Hove Libraries will continue to provide a comprehensive range of fiction and non-fiction titles in printed format to meet the needs and interests of communities. Selection based upon known demand is a primary consideration which is to be balanced with acquiring the maximum range.

3.3.1. Stock selection involves staff and library suppliers using community and stock profiles supplemented by management information. The profiles are prepared using information obtained from the latest census results and the Brighton & Hove Community Insight Library Catchment Area Dashboard. Statistical information is extracted from the Library Management system to help identify popular genre and subject areas for each library. The information is presented in reports giving detailed information for each library.

Selection methods include collections of newly published titles, electronic data (i.e. suppliers' selection tools and reviews posted on the internet), reviews, visits to contracted suppliers and local booksellers, publishers' lists, recommendations from staff with specialist subject interests, and readers' requests, readers' comments, consultation with front-line staff, and stock gap information collected from readers are also taken into account.

3.3.2. Evaluation is made at five levels with the following being taken into account:

- *Content* Educational and/or recreational value, currency, reliability, authority of the author, standing of the publisher, availability of the information elsewhere, and the legality of the item.
- *Format* The quality of production and its durability in terms of library use. The most suitable format available is chosen to benefit the library service in general. Unsuitable formats include spiral or loose-leaf bindings, and workbooks with fill in sections for personal use are generally not purchased
- *Coverage* Consideration is given to the existing coverage of a subject, and whether an item adds something new.
- *Price* If an item is satisfactory in terms of content and format then the price is taken into consideration. It will only be purchased if it represents good value for money.
- Anticipated demand through analysis of current demand for similar material, feedback from customers and partners and any identified local interest or need.

3.3.3 In keeping with library practice across the country, library suppliers choose approximately 80% of all newly published stock using a set of guidelines supplied by the library authority, including community and stock profiles which will be regularly reviewed and updated to reflect changing local needs. The guidelines instruct how many of each new book in each category of new publications to purchase for which libraries in the city.

- For example, one of our suppliers uses a rating system for each new publication, ranging from super seller, to one star. This rating is linked to previous author sales and is designed to ensure that we get enough copies of new books from authors that we are very confident will be popular with library borrowers.
- For instance, the instructions might require that two copies of each super-seller be bought for Jubilee and Hove Libraries, and one copy for each community library. Numbers will also vary dependent on whether the publication is hard back or paperback, as there needs to be a balance between longevity and price.
- Brighton & Hove libraries are divided into four categories to help allocate which Library gets which book. Jubilee is category 1, Hove category 2, six community libraries are in category 3 and six in category 4. Libraries in categories 3 and 4 have a geographical spread to try and ensure that if a new item is not in a resident's local library there will be one not too far away.
- The suppliers might be told, for example, to send one copy of each four-star adult fiction paperback to Jubilee and Hove libraries, and one copy to three branches in in category 3 and category 4. This will result in a spread of books of popular titles across branches.
- Library staff also monitor reservations to help identify popular titles that may not have initially been recognised as such and purchase more copies when the number of reservations warrant.
- The supplier selectors are experienced in buying stock for libraries and will use their knowledge to allocated books to multiple branches when there may have been no previous sales. For example, they will purchase multiple copies of books by new, high profile, authors or if works are likely to receive a lot of publicity.
- The lists of books selected by supplier selection are sent to library staff for approval before final purchases are made. Library staff will use their knowledge and experience to adjust allocations where they deem necessary.
- 20% of library stock is chosen directly by library staff, to ensure local needs are met, and to fill gaps in subject areas, following customer and staff suggestions and to replace popular lost and tatty items.

3.3.4 Fiction

The provision of fiction is also a core function of the public library service. Brighton & Hove Libraries cater for a broad spectrum of reading tastes by providing an extensive range of titles including: -

- First novels by new authors
- New novels by established authors
- Novels by established authors still available in print, including the classics.
- Novels published only in paperback.
- English translations of novels from other languages.
- Fiction in languages appropriate to the local ethnic communities
- Graphic novels
- Novels in formats designed to appeal to adults with literacy issues.

- Multiple copies of popular authors are bought in Large Print, but only one copy of less popular titles is added to stock. These are circulated as part of the regular stock rotation plan.

3.3.5 Range of stock provided and stock guidelines for children

Libraries provide a range of resources for children and young people aged from 0 to 19 years of age within designated areas of each library. A balance between fiction and non-fiction is maintained.

The stock is selected with the aims of: -

- Encouraging reading for pleasure.
- Cultivating the use and understanding of language.
- Supporting and promoting literacy
- Supporting emotional and intellectual development.
- Supporting the National Curriculum
- Helping children and young people pursue their interests.
- Meeting the needs of specific client groups e.g. ethnic minorities, children with special needs, LGBT families.
- Reflecting the positive values of a multi-cultural and diverse society.

3.3.6 Reference Collections

- Reference works are purchased to provide factual information in hard copy and electronic resources. Brighton & Hove Libraries will continue to develop the range of electronic resources as well as providing hard copy resources to cover areas not adequately covered by electronic resources.
- Brighton & Hove Libraries will provide reference materials specifically to support the work of the Business & IP Centre in supporting local entrepreneurs and small to medium sized business to develop and grow their business.

3.3.7 eBook & eAudio

eBooks and eAudio enable library services to meet the needs of customers unable to visit in person and is a greener alternative to the production of hard copy books. Brighton & Hove Libraries will continue to develop the range of items available within the constraints of the agreements between publishers and online providers. Online service providers will be continually monitored and reviewed to ensure the most efficient and effective service is delivered and maintained.

3.3.8 Spoken Word – Audio CDs

A selection of popular books in CD Spoken word format will be made available in all adult and children's sections in all branches in addition to the eAudio titles available electronically.

3.3.9 Film

DVDs were traditionally a source of income generation for libraires, however there has been a 71% drop in issue figures during the decade up until April 2020. Brighton & Hove

Libraries recognise the importance of film within culture and society and will continue to develop an offer based on alternative, greener, film delivery methods.

A smaller collection of adult and children's DVDs will be available in Jubilee, Hove, Hangleton and Patcham and the Home Delivery Service to reach target audiences. Usage will be continually monitored and reviewed in line with budgetary constraints and falling issue figures.

3.3.10 Music

CDs were traditionally a source of income generation for libraries but with issues decreasing by 70% during the decade up until April 2020 and with only 3.1% of CD stock on loan on a typical day it is no longer viable to offer a comprehensive CD lending service.

However, Brighton & Hove Libraries recognise the importance of music within culture and society and alternative, greener music delivery methods are being implemented to replace most of the physical CD stock.

The exception will be to provide CDs produced by local bands and labels, to promote local culture and local businesses. Usage will be continually monitored and reviewed in line with budgetary constraints and falling issue figures.

4 Special Collections

- Brighton & Hove Libraries have a wide-ranging collection of rare books and archive material comprising of books, manuscripts, pictorial ephemera, and individual collections donated by local benefactors.
- Brighton & Hove Libraries will continue to provide access to these collections by appointment.

5. STOCK RETENTION AND DISPOSAL GUIDELINES

5.1 All items of stock are purchased for the benefit of the Library Service at large, and maximum use is achieved by regular rotation throughout its life, as appropriate.

5.2 All areas of stock are reviewed regularly to ensure: -

- That stock is maintained in good condition.
- That stock is still relevant to community needs.
- That content and information is still current and accurate.
- That usage justifies retention.

5.3 Adult Lending and Children's Stock

5.3.1 Careful consideration is given to the last copy of a title according to the following criteria:

- If it is a definitive work
- The content is likely to be of historic or local interest
- The plates/drawings/illustrations are especially good
- Coverage of the subject area is very limited and cannot be obtained elsewhere
- The title is a classic/standard work currently not available in print

5.3.2 Stock falling outside the retention policy is withdrawn and disposed of as appropriate, generating income or being recycled wherever possible.

5.4. Local Studies and Special Collections

5.4.1 Because of the nature of the collections concerned it is not policy to discard material, much of which is irreplaceable. The Library Service has a responsibility to preserve as much as possible for future generations.

6 WITHDRAWAL GUIDELINES

6.1 Maintaining stock to a high quality and ensuring maximum relevance and use is an ongoing process, which requires constant editing, revision, and circulation of stock.

6.2 Stock should normally be withdrawn under the following circumstances:

- when in poor physical condition
- when unsuitable for binding or repair
- the content is out-of-date
- a later edition or better alternative is available

6.3 Careful consideration on the withdrawal of stock should be given in every case. Age of stock is a significant factor in continued use and therefore all titles acquired should be re-evaluated against withdrawal criteria. The age when stock is due for review varies for different genre.

6.4 Physical Condition

- All books should be clean inside; where pages are torn, stained, defaced, or very discoloured, books will be removed from the shelves.
- Binding should be in good condition; books with loose pages or damaged spines may be repaired or rebound as appropriate.
- Dirty or damaged jackets and wallets will be cleaned or replaced if the condition of the book warrants it.
- Audio-visual materials should be properly packaged; damaged or scratched cases will be replaced subject to resources
- Damaged or faulty AV materials will be removed for checking and replacement if appropriate
- Faded or worn labelling on covers and cases will be replaced if the condition of the item warrants it.

6.5 Content

6.5.1 Adult fiction and non-fiction

- Titles that have not been issued in the last six or for more than three times in three years should be considered for withdrawal or relocation, depending on the physical condition and the specialisation of the content.
- Superseded editions with outdated or inaccurate information should be withdrawn and replaced where necessary.
- Tourist guides over three years old should be removed if not already replaced.

6.5.2 Children's and young people's stock

- Content will be reviewed for relevancy, accuracy, bias and need, especially in information books that are five or more years old or on subjects that date quickly e.g. information technology, communications and TV tie-ins
- Non-fiction items eight years old should be removed.
- Items in a dull or outmoded style will be removed.
- Withdrawn items should be disposed of to avoid outdated material from libraries finding its way into schools and homes.

6.5.3 Reference

- Reference stock needs to be edited to ensure currency and accuracy; stock containing out of-date or misleading information will be removed.
- Standing orders will be used to ensure relevant annuals and directories are updated as soon as a new edition becomes available.
- Annuals and directories over three years old will not generally be retained.
- Stock will be considered for withdrawal when its content is more practically available in another format.
- Duplication of specialised items with other accessible local information providers will be avoided.
- Tourist books for reference containing listings and prices will be removed if over three years old.

7 DISPOSAL

7.1 Stock identified as surplus to requirements through the withdrawal criteria should be offered for reuse or recycling whenever possible.

7.2 Some stock will be offered for sale either directly to the public through library organised sales

7.3 Any stock remaining or that is such a physical condition that it is not suitable for offer or sale will be offered to recycling agencies. This generates a small income for the service.

7.4 Every effort will be made to recycle stock so that there is no need for landfill disposal.

Subject:	Anti-racism pledge update		
Date of Meeting:	25th November 2021		
Report of:	Executive Director Housing, Neighbourhoods, Communities		
Contact Officer: Name:	Emma McDermott	Tel: 01273 291577	
Email:	emma.mcdermott@brighton-hove.gov.uk		
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The initial report on actions being taken by the council towards becoming an anti-racist council was presented at TECC committee on 29th July 2020 and an update was presented on 19th November. At this meeting officers were instructed to provide brief updates as a standing item at every TECC committee meeting. This report provides an update on actions since the progress report to TECC committee meeting 16th September 2021.

2. RECOMMENDATIONS:

- 2.1 That committee note the report.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 This report should be read in context of the previous reports starting with the report to a special TECC committee meeting in June 2020 through to the last report in September 2021.
- 3.2 Updates are noted where specific activities or progress has been made. Other actions from the pledges, Notices of Motion and petitions continue to be in progress and updates will be provided as progress develops.
- 3.3 **Engagement with communities**
- 3.3.1 A seventh meeting of the Community Advisory Group took place on 19th October as part of a series of thematic discussions and ‘challenge’ sessions. The seventh meeting was focused on the health inequalities and adult social care. It was attended by the Executive Director for Health and Adult Social care from the council and by the Managing Director of the Brighton & Hove Clinical Commissioning Group (CCG) who is co-chair of the programme of work ‘Turning the Tide’ on health inequalities for BME population.

3.3.2 The seventh meeting of the CAG was chaired by the newly appointed independent convenor for the group – Orlene Badu. The convenor is contracted to work two days per month to facilitate the group. Membership of the CAG is open to BME-led community and voluntary groups in the city and active BME community activists. Any groups and/or activists interested in joining can email equalities@brighton-hove.gov.uk with their contact details to be added to the group.

3.3.3 The council's community engagement officer focused on working with the BME residents and groups, continues to reach out and build trust and confidence with groups and residents in the city. Alongside direct outreach to residents and groups the officer is producing a 6-weekly bulletin to BME groups in the city to facilitate networking and information sharing between groups and provide information about the council of relevance to the groups. The officer is working with groups to enable community-led and community specific discussions about their experience of racism and racial inequality. Funding has been made available to enable these community-led discussions.

3.4 Education and young people

3.4.1 The council's draft Anti-Racist Schools Strategy was agreed by CYP Committee in November 2020. Following consultation with education providers and stakeholders a second iteration has been produced and this draft has been shared with stakeholders including the Community Advisory Group for further feedback. A dedicated resource to deliver the strategy is now in place. The Education Adviser: Anti-Racism started in post in early October and there is a meeting diarised between the CAG convenor and this post to explore on-going dialogue and relationship between the CAG, the strategy and to develop advisory structures for the strategy. Racial literacy training and pilot projects are ongoing as further engagement to support the five-year strategy takes place.

3.4.2 The work of the Safeguarding & Care Anti-Racist Project Board continues alongside ongoing learning events and practice discussions focused on race and racism.

3.5 COVID19 response

- 3.5.1 In April 2021 Policy & Resources Recovery sub-committee allocated £300,000 from the Containing Outbreak management Fund for the provision of an additional 'Communities Fund' for BME, LGBTQ+, disability, and women's community and voluntary groups across the city for whom evidence points to a disproportionate impact from Covid, including health inequalities, financial and economic impacts, impact from home schooling on future attainment, barriers to accessing information and support including language barriers, digital exclusion, mental health, and violence towards women. Approximately £54,000 was awarded to bids from BME organisations.

3.6 Council workforce

- 3.6.1 The 6-month Diverse Talent development programme will launch in January 2022. The initial programme is being offered to 12 BME staff, to support their career progression, as council workforce data shows that BME staff are not proportionately represented in roles graded SO1/2 and above. The learning outcomes include:

- Prepare and develop for staff for their next role within the council
- Develop their knowledge, experience, skills and confidence to be part of an inclusive culture and influence for change in the organisation if you choose to do so
- Deepen their self-awareness and leverage their strengths
- Learn about key management and leadership theories
- Develop their communication, presentation and interpersonal skills
- Understand organisational context, to help you shape and influence your own career progression

- 3.6.2 In September, the council's Corporate Equality Delivery Group approved our restorative approach to racism. This new approach was developed with our Trade Unions, BME Workers' Forum, members of our virtual Fair & Inclusive Team and HR Organisational Development. It is for use by managers with advice from the HR Advisory Service and does not replace our formal procedures such as the disciplinary, grievance and dignity at work procedures. It is intended to increase understanding around the personal impact of certain behaviours and language relating to race, and to resolve issues in a way that encourages reflection and learning

3.7 Community Safety

- 3.7.1 Following a successful bid to the Home Office for communications support, the Upstanders Network, facilitated by BHCC, developed a range of short films on hate crime. The films feature local services and community groups including the Racial Harassment Forum giving messaging on how to be an upstander against all forms of hate including racism and encouraging the reporting of hate crime. The films have been launched on the Upstanders twitter account and have received approximately 75,000 views.

- 3.7.2 There was a range of social media activity for Hate Crime Awareness Week in October 2021, including further promotion of the Upstanders films. A news story was featured on the BHCC website, messaging focused on the reasons to report hate crime following research which shows this is a priority for communicating to local groups.
- 3.7.3 The Racial Harassment Forum “Break the Silence” campaign on racial and religious hate crime, supported and funded by BHCC, continued to run and evaluation of the initial campaign is now complete. Outcomes included increased reporting to the Racial Harassment Forum, enabling a greater number of harmed persons to receive support; increased knowledge of what race and faith hate is and of reporting mechanisms; and positive benefits for partnership working through links made at events held throughout the campaign. These collaborative links will continue to be developed and maximised.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The progress outlined above is on actions undertaken in response to the council’s pledge to become an anti-racist council, anti-racism Notices of Motion and petitions accepted by full council/committees and previously Member agreed work under the Fair & Inclusive Action Plan.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Engagement is as outlined in paragraph 3.3

6. CONCLUSION

- 6.1 TECC committee requested a standing item on every agenda updating on progress towards the council’s anti-racism commitments.
- 6.2 This report updates on progress and the contents are for Members to note.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 Project management and leadership of the work is being carried out as part of core business of the Communities, Equality and Third Sector (CETS) team. A budget of £10,000 has been allocated from the CETS initiatives budget to support the work. Financial implications arising from the other actions identified in the report will be considered by the relevant service as part of their standard budget management processes and decisions on allocation of funding will be made in line with council’s budget setting process.

Finance Officer Consulted: Michael Bentley

Date:20/10/21

Legal Implications:

- 7.2 There are no legal implications arising from this report which is for noting. All of the actions proposed are in line with the Council's powers and duties, in particular under the Equality Act 2010.

Lawyer Consulted: Alice Rowland

Date:21/10/21

Equalities Implications:

- 7.3 The intention of this work is to address identified racial inequalities and racism experienced by people who live in, work in and visit the city. The range of engagement planned with people who share other characteristics in addition to their ethnicity will ensure that perspectives are heard from a wide range of people. This will enable the development of tailored and bespoke actions to address all forms of racism, where it is based on ethnicity, skin colour or any other attribute.
- 7.4 The work is central to the council's legal duties under the Equality Act 2010 to eliminate discrimination, advance equality of opportunity and foster good relations between communities, as well as to encourage civic engagement by under-represented groups. It also complements and supports the council's Fair & Inclusive Action Plan in addressing the findings of the review of race equality by Global HPO.

Sustainability Implications:

- 7.5 No implications arising from this report

Brexit Implications:

- 7.6 No implications arising from this report

Subject:	Public Art Strategy		
Date of Meeting:	25 November, 2021		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Synthia Griffin	Tel: 07704314821
	Email:	Synthia.griffin@brighton-hove.gov.uk	
Ward(s) affected:	All		

1. PURPOSE OF REPORT AND POLICY CONTEXT:

- 1.1 The Brighton and Hove Cultural Framework supported by the Council in 2018 identified the need for a long term public art strategy as part of discussions led by the Arts and Creative Industries Commission. In 2019 a consultant was invited to develop a ten-year Public Art Strategy which further strengthened the city's reputation as a distinctive and creative place. The completed strategy will be used as the basis for future commissioning and will inform the Council's priority actions and targets in relation to support for public art in the city.

2. RECOMMENDATIONS:

- 2.1 That the Committee approves the Council's Public Art Strategy which is attached as appendix one. Following approval, the strategy would be professionally designed.

3. CONTEXT/ BACKGROUND INFORMATION:

- 3.1 The purpose of the strategy is to provide a framework for public art and it has been developed as a shared vision informed by community consultation. It lays out a definition for art in public places, with clear guiding principles and objectives which will help to re-affirm the long-term commitment of Brighton and Hove as a 'city of creativity'. The aim of the strategy is to present an overall approach and recommendations for public art for the next ten years along with guidance on how best practice can be followed.
4. Community consultation directly informed the development of the strategy including some of the key guiding principles. In particular; a commitment to inclusivity and equality, care and collaboration, nurturing and enabling existing talent and legacy. An overarching commitment to improving diversity and inclusion through future commissioning has been outlined as a priority in the strategy.
- 4.1 The strategy will sit alongside the ABCD Cultural Recovery Plan (Dec 2020). This plan has some immediate actions for temporary art interventions in the public realm including a creative wayfaring project, alternative tours of the city as

well as monthly third Thursday events designed to animate key parts of the city with projections and music. Cultural recovery activities, for example through the Enliven Brighton working group, plays an important role in welcoming residents back into the city centre, involving them in a discourse about public space and offering experimental creative encounters.

- 3.4 This strategy has been put together following widespread conversation with people directly involved with public art, followed by a city-wide consultation. It will help to provide clarity to stakeholders in the public, private and third sectors concerning the city's ambition for public art. This in turn facilitates the attraction of new resources to support innovation and growth. It will be used by the Council to help prioritise its support for a range of activities, including the direction of any funds available.
- 3.5 A toolkit and associated Public Art Planning Advice Note (PAN), which is referred to in the strategy, will be brought to TECC Committee in January 2022. These are designed to help artists, planners, investors and others to work more effectively together when commissioning public art. The toolkit provides a comprehensive outline of how to commission public art, including case studies, ways of working with artists, community involvement, guidance for commissioners and temporary interventions. It can be used as a way of building knowledge and capacity in the city and act as a guidance document for those wanting to commission work.
- 3.6 This PAN will illustrate how the current and emerging local planning policy framework can be implemented and sets out good practice examples to demonstrate how public art (artistic elements) can be successfully integrated in new developments across the city.
- 3.7 The public art strategy will be implemented through a series of projects and actions, such as artist-designed Welcome Signage for the city and the creative lighting of the Hove Beacon, which are current interventions. The strategy lays out a series of short, medium and long term recommendations to be taken forward.

4 ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The city's cultural sector is renowned but has suffered significantly as a result of the pandemic. The Council's investment in cultural recovery during 2021/22 has been invaluable. This strategy will help to solidify the Council's commitment to culture and recognise the importance of public art, in terms of creative place making.
- 4.2 The alternative is not to define the Council's strategic intentions to improve the quality and diversity of art in public places. This will not help commissioners to adopt best practice in creating new public art and could lead to mediocre and unrepresentative interventions. The strategy aims to raise the quality and relevance of public artwork commissioned across the city and contributes to the Council's commitments to being anti-racist, well as widely inclusive of diverse communities.

5 COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The process for the creation of the strategy has been inclusive and iterative. A series of workshops followed by a well-attended 'digital campfire', open events, action groups and stakeholder conversations, with some discussions including nationally significant cultural policy specialists have taken place as part of the development of the strategy.
- 5.2 The consultation comprised of a research process and policy overview, 43 conversations with council staff and cultural workers, five stakeholder interviews with artists and marginalised communities drawn from 10 community organisations with a film produced which has been viewed by 550 people and British Sign language dedicated discussions, community consultation events including a digital campfire attended by 90 people and a public poll led by Lighthouse with 250 respondents.
- 5.3 The themes of the public discussions reflected public art places and spaces, greening the city and being carbon neutral, public art and wellbeing, heritage and how we communicate that through public art, connectivity and community.

6 CONCLUSION

- 6.1 The Public Art Strategy provides a clear direction for the Council and its partners to build on Brighton & Hove's track record as city that supports public art by identifying a clear model for commissioning public art going forward that fosters high quality design and excellence.
- 6.2 The associated toolkit and PAN for Council officers and commercial developers will be brought to committee in January 2022. This will provide clear guidance to ensure and enable the commissioning of high-quality and relevant public art by as part of new developments across the city.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no direct financial implications arising from the recommendations of this report. The strategy includes exploring finance opportunities and partnerships to access diverse and alternative longer term funding for public art projects and programmes that the council will lead on.

Finance Officer Consulted: James Hengeveld

Date: 21/10/21

Legal Implications:

7.2

There are no legal implications arising directly from this report.

Lawyer Consulted:

Alice Rowland

Date: 21/10/21

Equalities Implications:

- 7.3 A formal Equality Impact Assessment has not been carried out but equalities has been a consistent feature as the strategy has been developed and it will be a significant consideration in the delivery.

Sustainability Implications:

- 7.4 None

Brexit Implications:

- 7.5 None

Any Other Significant Implications:

None

Crime & Disorder Implications:

- 7.5 None

Risk and Opportunity Management Implications:

- 7.6 None

Public Health Implications:

- 7.7 None

Corporate / Citywide Implications:

- 7.8 The City Council's Plan *A fairer city, A sustainable future 2020 to 2023* promises to further establish Brighton and Hove as a clear leader of sustainable, built and natural environment, and ensure the continuation of its culturally vibrancy. The active inclusion of artworks, temporary interventions, installations and events all with a sustainable focus or approach are integral to the vision outlined in the strategy.

SUPPORTING DOCUMENTATION

Appendices:

1. *One Landscape, Many Views. Public Art Strategy 2021-2031*

Background Documents

1. None

Brighton & Hove City Council

One Landscape, Many Views. Public Art Strategy 2021-2031



October 2021

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- 5 Looking to the Future**
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CONSULTATION

Let's Talk Public Art

"You are the public in public art, we want you to be part of the conversations that shape and inform your city's approach for the next ten years."

Consultation Facilitator

This strategy has been put together following widespread conversation with people directly involved with public art followed by a city-wide consultation.

Initial conversations involved forty-three people including:

- city council staff working in culture, regeneration, visitor economy, economic development, transport, parks and the seafront
- cultural strand leads from the Cultural Framework and their working groups
- public art consultants, funders and arts, cultural and heritage organisations.

The second and most important stage was the city-wide consultation. Lighthouse, a Brighton-based arts charity specialising in connecting new developments in art, technology, science and society, led on this. A series of six thought-provoking films about public art were commissioned from Thirty 10 Arts to begin the conversations (550 views). These were:

Public Art Places & Spaces (Matt Adams, Atif Choudhury)

Greening the City and Being Carbon neutral (Ami Rae, Claire Potter)

Public Art & Wellbeing (Emma Frankland, Elsa Monteith)

Heritage & How We Communicate That Through Public Art (E J Scott, Judith Ricketts)

Connectivity & Community (Amartey Golding, Bobby Brown)

The films were accompanied by:

- an online poll (250 responses)
- the 'digital campfire' online discussion, a two-hour event comprising a discussion and Q&A chaired by Dom Bailey with Atif Choudhury, Judith Ricketts (90 attendees)
- a British Sign Language translated online conversation between Nadia Nadarajah, John Walker and Omeima Mudawi-Rowlings
- focus group discussions (Marlborough Productions, Brighton & Hove Black History Group, Hove Civic Society, Platform B, Diversity & Ability and Blind Veterans).

The conversations aimed to:

- identify how Brighton & Hove should be represented and what should be celebrated
- test some emerging themes
- inform the development and implementation of a Public Art Strategy.

Project steering group:

The project steering group was chaired by Dom Bailey, Strategic Director at Baxter & Bailey and involved council officers Branwen Lorigan, Synthia Griffin and Donna Chisholm.

FOREWORD

"Public art, in all its diversity, can mediate all spaces as places."

John Newling

"Public art is about the free field, the play of creative vision."

Patricia Phillips

For centuries, cities such as our own and all over the world, have toiled with what public art represents and in whose voice it speaks. Very recently the subject of debate has raged once again with the Black Lives Matter protests and over time public art has attracted criticism, love and outrage. Think of Ivor Roberts-Jones' Churchill with a freshly applied grass Mohican or Bruce Williams 'Kiss Wall' - the first sculpture in the country featuring a same-sex kiss, here in the city. We all have an opinion about public art as the public so it's important that the city council talks about it too.

Brighton & Hove lays claim as a place of artistic and cultural significance. And as we look to highlight the city's heritage and natural environment, this strategy sets out how our sense of identity, community pride and belonging can be expressed now – and into the future - through public art.

From the Brighton Festival and Brighton Fringe, many wonderful gems of arts organisations are based here. A city of festivals, our city boasts hundreds of arts and creative organisations which help to define our collective sense of identity and harness the blossoming of creativity. Already this year we have seen graduates from our universities help beautify empty shop fronts with art; murals designed by young people adorn our youth centres; and our arts and culture recovery plan takes shape. It's another reminder of the frontline value that public art brings to our communities and that art is done by, and should be for, everyone.

Public art makes cities what they are – and as we continue our focus on tackling the challenges Brighton & Hove faces, from the climate emergency to the Covid-19 crisis, we know it will play a central role. Our response to adversity has already been shaped and expressed through arts and culture, and remains a key way we understand and navigate the challenges ahead. The public art strategy is an essential tool for recovery as we continue to establish our city as a leader of the sustainable, built and natural environment, with a commitment to support our city's cultural vibrancy.

The importance of our city's arts sector was highlighted by the community during the consultation that now informs this strategy, the feedback unambivalent: residents and stakeholders rightfully demand a place for artists and art in our city. Therefore, I am delighted that the City Council is broadening its focus on art and engaging with artists to produce this new public art strategy which builds on the city's existing public art, culture and heritage. It also places a stronger focus on the importance of temporary public art projects as a way to provide for community cultural expression and engagement on contemporary issues – especially sustainability.

The strategy follows a series of conversations across the city, building on these discussions, our approach is proposed as a collaboration between the city and its residents. Our shared goal: the creation of contemporary spaces that bring together nature and culture and are loved by the community and visitors.

Councillor Phélim Mac Cafferty, Leader of Brighton and Hove City Council

1. INTRODUCTION

"I am interested in Public Art being participatory. In it being of the public, by the public, for the public, in a public space."

Consultation participant

The purpose of this Public Art Strategy is to provide a framework for public art in Brighton and Hove over the next ten years. It has been developed as a shared vision to embed public art into the fabric of the city to reflect Brighton and Hove's unique history, its diverse communities, its creativity, its innovation and its energy. It will:

- **Enhance the quality of the public realm**, including the reimagination of existing heritage sites and animating new environments
- **Support the city's cultural sector**, capturing and promoting the city's creativity, diversity and personality
- **Improve the city's reputation** as the most sustainable place to live, work and visit
- **Enhance the city's current cultural offer** and rich year-round programme of festivals and events.
- **Enable Brighton and Hove residents** to experience high quality public art

This strategy has been prepared during a time when the purpose and value of public space is being re-evaluated and re-discovered. This has provided a unique opportunity to reconsider how art in the public realm might evolve. It considers what is most relevant to Brighton and Hove residents, and how their voices can be represented and involved in creating public art.

This strategy sets out ten guiding principles, a series of objectives and recommendations for their delivery, identifies what the city council will do and includes opportunities for its partners to help realise and support the city in becoming leader in the field of public art. The strategy has been developed alongside the existing planning documents and is supported by a Public Art and Development [Planning Advice Note](#) (PAN) and Public Art Commissioning Toolkit providing guidance for those commissioning public art.

Our aim is to help artists, planners, enablers, investors and others to work more effectively together, more collaboratively and in a less transactional. It will be delivered through partnerships, with developers, arts and cultural organisations and businesses, the City Council, artists, makers and craftspeople, and above all with the residents of the city.

1.1 What is Public Art

"It's the engagement in the creation of art which gives it heritage. There's a process of creating a narrative around it: who made it, who participated, who was involved, and passing that on, almost like folklore."

Consultation participant

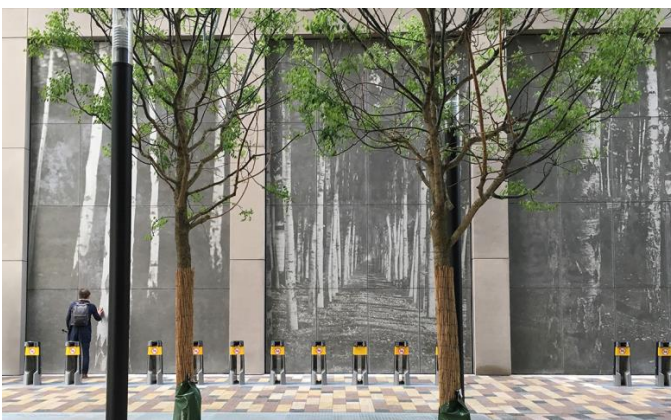
The term 'public art' is used to define a broad range of art including permanent and temporary installations and artworks that reflect the life of the city, its communities and visitors. Public art

is for everyone and can be found across the city. From the streets, parks, seafront and undeveloped sites to stations, hospitals, universities, the South Downs National Park and public buildings. Public art is often described as 'art in the public realm' where the city itself becomes the gallery.

There is no one definition of, or single approach to creating public art. Public art can be temporary, permanent, or time-limited. Public art can be a performance, or something to experience, contemplate or view, listen to or participate in. The process of creating it can be collaborative, co-produced or co-curated. Public art can create connections between people, places and ideas or it can just be an artist's individual response to a site or context or an issue.

Public art be a small, quiet artwork or encounter, or a mass city-wide spectacle, it can be there one day and gone the next, whilst living on in people's memories. Public art might be interactive or an architectural or landscape intervention, a soundscape, a lightwork, digital art, street furniture or sculpture or a myriad of other forms.

Public art can surprise, delight, challenge and provoke reactions or stimulate debate. It can be humorous, subtle or contentious. It may change people's perceptions or reveal something hidden or neglected, or be a permanent reminder to celebrate or acknowledge an individual, group or moment as a memorial or monument. Public art should reflect and can influence the ways in which we see and understand a place, its history, and the stories of its residents or users.



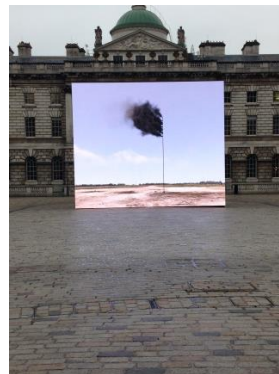


Image credits from page 24 onwards.

1.2 The Impact of Public Art

Public art can contribute to a broad range of benefits:

Environmental & Sustainability

- **Regeneration:** artists as designers, collaborators, facilitators and provocateurs.
- **Placemaking:** 'placemaking' or 'place shaping' with the people who use a particular space to understand their needs and aspirations; working with communities to create a vision for their area, transforming spaces into places that people can identify with and own.
- **Sustainability:** artists can respond to the challenging issues of climate change to encourage others to be more aware of their global impact upon it and to reduce the effect on the local environment.
- **Legibility:** glimpsing the sea from Queens Road or seeing the Dome of the Pavilion from Church Street or the street art in the North Laine – public art act as landmarks and can help people to recognise where they are.

Social

- **Civic pride:** art and artist-led projects can encourage people to rediscover and interact with their environment.
- **Social Inclusion:** art can be used to facilitate social inclusion, bringing people together to participate in community events and enabling people to learn about their neighbours through artist-led engagement.
- **Improving health and wellbeing:** research recognises the importance of artistic activity, such as art trails, artist-led walks, workshops and events in green spaces, in rehabilitation, mental health, palliative care, pain management and healing.
- **Contribute to promoting a sense of positivity:** through unique, innovative and meaningful engaging interventions and participation.
- **Celebration of diversity and encouragement of community cohesion:** provides an opportunity to explore people and place. Art can contribute to a sustainable future for the city's communities, enabling inclusiveness, tolerance and belonging.
- **Ensuring transparency and promoting equality:** by using equitable processes in terms of artist selection and procurement of services.

Cultural

- **Debate and discussion:** artists can introduce new and challenging cultural ideas. Public art supports a diverse and tolerant society and demonstrates that cities are places leading positive change where ideas can be openly discussed and debated without fear.
- **Celebration of cultural heritages:** every community has its own customs and practices. Shared history and traditions contribute to an individual's sense of belonging, understanding and appreciation of their 'place'. Public art can enable a shared understanding.

- **Commemorating heritage:** creating art is an all-encompassing activity that involves artists, designers, historians, ecologists and many others to interpret the social and political significance of place. Artefacts, such as historic maps, photographs and films are often used to explore local heritage with schools and communities.
- **Appreciation of art:** through public art children and young people can think about where they belong, explore their city, its history or imagine its future.

Economic

- **Supporting local businesses:** by developing a locally sourced circular economy.
- **Providing local employment opportunities:** working with local artists, craftspeople, designers, creatives, fabricators, event organisers and production managers, arts, events and cultural organisations.
- **Encouraging inward investment:** creative vitality, opportunities and activities can enhance the appeal of the city for businesses, investors and visitors.
- **Opportunities for people to participate in the arts:** understanding and inclusion can help attract diverse creative and innovative people to work in the arts and creative industries of the city, supporting the creative economy.
- **Contribute to attracting visitors to the city:** unique connections between artworks and their environments can offer visitors insights into an area they are visiting. Local materials and imagery can become features, local traditions or myths can be celebrated.

Skills

- **Developing skills and capabilities of communities:** community involvement in public art projects can provide opportunities for people of all ages to develop creative and practical skills.
- **Building expertise across the arts and cultural sector:** public art creates diverse employment and professional development opportunities for artists, craftspeople, fabricators and associated professionals.
- **Building expertise across the regeneration and development sector:** working with artists on a design team can bring a different viewpoint to a project. Artists can be collaborators, creative problem-solvers or disruptors, they can question assumptions, suggest alternative materials or propose unconventional approaches.

2. OUR INTENTION

THE VISION

We will take this opportunity to highlight the city's existing amazing natural assets, combine these with the creative talent of residents and create something extraordinary, in the most sustainable way possible. One Landscape, Many Views.

Our mission is to become the UK's leading city for beautiful sustainable public art & public realm, with inclusivity at the heart of our work. Brighton and Hove can become recognised for its sustainable public art.

Brighton and Hove is a city with a long history of creativity. The city council understands the integral and valuable role arts and culture plays in making the city a prosperous, healthy and attractive place. Art and culture brings people together and can animate local areas, high streets and city centres. Sustainable public art must become a vital component in masterplanning the future of the city so that new developments incorporate creative ideas from the outset.

Public art has to be so much more than decoration, Brighton & Hove can be the city to lead on actively engaging with the major issues of our time – **climate emergency, social inequity and tackling racism.**

People taking part in the public poll, part of the consultation process, have told us they want the city to be greener and more accessible, inclusive, diverse, with 54% of respondents to the question in the poll 'I wish Brighton & Hove was....?', said 'Greener'.

Brighton and Hove is home to the UK's only urban Biosphere, as part of the Living Coast, the Brighton and Lewes Downs UNESCO World Biosphere Region. It aims to be a Carbon Neutral city by 2030. High quality design is fundamental to delivering developments that positively respond to the city's sensitive landscape, historic built environment and local priorities. This includes high quality public art and public realm.

The climate emergency affects everything and everyone on the planet. Art can be used to focus attention on these issues, question actions, be innovative and experimental. The 'Wellbeing Economy' recognises a need to restore a more harmonious relationship between society and nature. This strategy and accompanying Toolkit can contribute to the ways in which this objective can be embedded in practice.

All new public art will aim to meet the key criteria of **quality, access, inclusion and sustainability**. It will connect with wider ideas in the city, reflecting the people as well as the place. It should reflect the city - **One landscape, Many views.**

"Ecological action through public artworks [...] moves away from the object, and moves into community-run spaces, community-run gardens, habitats, to ensure that we are taking care of the biodiversity in the city."
Consultation participant

Case Studies



Silence – Alone in a World of Wounds, by Studio Morison, 2021. Commissioned by Yorkshire Sculpture Park. A biodegradable pavilion.



Park Products, by Public Works. Commission by the Serpentine Gallery. A 12 month long trading project, based on the idea of an informal economy as a generator for a new social space in the park.

3. GUIDING PRINCIPLES

"We keep asking: ~How do we make work more inclusive?"... to me the way to do this is pretty simple. Do the work to find as many people as possible that are as close to the worlds or communities you are trying to include, and bring them into the heart of the work."

Consultation participant

The vision already outlined is underpinned by a set of guiding principles which are laid out below. Each principle addresses sustainability in different ways. This includes environmental, cultural, economic and social sustainability.

These principles are an essential checklist for anyone commissioning public art in Brighton and Hove.

1. **Inclusive and equitable:** all processes and outcomes must be inclusive, fair and accessible. All work and contributions should be properly remunerated.
2. **Care and collaboration:** prioritise connection and dialogue as well as relationship building and recognise that this takes time. Engage and connect communities emphasising learning, creative enquiry and confidence-building.
3. **Create opportunities for the unknown, risk and curiosity:** provide time and space to test new approaches, materials and to experiment.
4. **It needs to be authentic:** public art must always respond to the city or the people.
5. **Trust the artist:** artists are skilled creative thinkers as well as makers. Trust their judgment, follow their lead and invest in their process.
6. **Aim for quality – of outcome and process:** by not imposing academic art from an elite perspective but focusing on engagement and inclusion.
7. **Nurture and enable the existing talent:** but don't exclude artists from elsewhere who have fresh perspectives on familiar places and can challenge our assumptions about what we believe to be true of a place.
8. **It's art, it's not necessarily representative or factual:** public art can be used to question our histories and futures, mark a moment in time, generate debate and discussion.
9. **It need not be forever:** be more adventurous and ambitious, push boundaries and allow artworks to capture the imagination of the public. Consider more temporary and time-limited work. Allow for removal (de-commissioning), relocation or reinterpretation.
10. **Legacy:** make the maximum impact and the minimal environmental impact. All artists should address the environmental impacts of their artworks.

4. PUBLIC ART IN THE CITY

"Creating the opportunity to have a voice, you need to be able to walk a space and see yourself, recognise yourself, recognise your history, recognise your contribution to the space. In the short term, this can be done through a multi-sensory experience: physical and digital."

Consultation participant

Brighton and Hove is a dynamic and vibrant place, widely known as one of England's best seaside resorts. its layout is unusual with a series of successful high streets including The Lanes in the historic quarter, home to an eclectic mix of shops and restaurants. The city's configuration is due to both the topography and the geography, bounded by the South Downs and the sea, combined with a heritage of leisure and recreation. The seafront is one of the most important locations and with the Royal Pavilion Estate, present an image to the world. Equally as important, the South Downs act as a natural barrier to the north of the city and provide an important backdrop.

Culture is central to the identity of Brighton and Hove and it is an important part of the economy. People like living in places with a thriving cultural and creative scene and that is especially true in the city. There is a wealth of established arts activity, from artist-led events and spectacles such as Laser Light City (2020), and the annual Burning the Clocks, to site-specific work as part of the Brighton Festival and My Place, and many other individual public art commissions which have a lasting effect on people's perceptions and relationship with the city.

Brighton and Hove City Council owns a significant amount of cultural and heritage infrastructure and continues to preserve what generates a strong sense of place. The city is home to a cluster of Arts Council England's (ACE) National Portfolio Organisations. Events, and the cultural industries which support them, draw in millions of people each year.

The city's creative reputation encourages employers and entrepreneurs to set up their businesses locally, and creatives at all stages of their careers are drawn to the city. The combination of these conditions is fertile ground upon which to further build Brighton and Hove's reputation as an innovator in terms of public art commissioning.

Public art in Brighton and Hove is currently facilitated in three ways:

- via the statutory planning process (artistic element, often small scale and mainly permanent)
- commissioned by individuals, organisations, businesses or crowdfunding, and by the city council as temporary or permanent pieces
- artists getting on and creating art, from sculpture on the beach, street art, film and digital work, to quiet interventions and subversions (often temporary).

These will continue to be the main routes for the creation of new public art through the lifetime of this strategy.

5. LOOKING TO THE FUTURE

Public art can further enhance the city's unique heritage, culture and natural assets as well as becoming a vital part of creative placemaking. When the public art process engages local residents in dialogue, sparking discussion about the values, history, and culture of their community, it connects people more deeply with where they live. It also enables exploration of sensitive issues such as racial justice. This public art strategy embraces these ideas and lays out how the city can become a leader in the field of public art and creative placemaking.

Creative placemaking brings together partners from the public, private and community sectors to work collaboratively and strategically to shape the physical and social character of a neighbourhood, area or city around arts and cultural activities. In future public art commissioning is more than animating space and streetscapes and improving business vitality, it is about bringing people together to collaborate and participate, celebrate, inspire and be inspired.

The city council understands the role of culture in building and sustaining communities. Over the next decade we will work include arts and heritage funding bodies, further and higher education and schools, healthcare providers, the voluntary sector, the creative industries and businesses, to support communities to enjoy creativity and culture. We recognise the need to encourage personal creativity and to open up arts opportunities as fundamental to building an inclusive city.

Our collaborative approach, founded on strong partnerships with quality and ambition, inclusivity and relevance at their heart will provide a strong direction for our work. We plan to position public art as a core part of our aspirations for cultural placemaking, ensuring it plays an integral role in the city as it develops.

This will be achieved through four recommendations, each with an action plan.

Strategy Objectives

A. Improve commissioning processes for public art

Enhance the practice of commissioning public art and improve the quality.

B. Support artists and vibrant places in neighbourhoods with collaborative projects

Support artists and collaboration. Improve residents experience and participation.

C. Funding public art

Improve the quality of the public realm.

D. Manage and maintain and promote public art

Improve the management of the city's public art collection and awareness of public art.

6. THE RECOMMENDATIONS

The vision laid out in section 2 of this strategy will be achieved through the commissioning and creation of high-quality public art, meaningful community engagement and participation – with sustainability central to all of this. This section sets out how the strategy objectives can be delivered over the next ten years with short (within three years), medium (within five years) and long term (within ten years) indicators. This should be seen as a framework to respond to changes in local and national policy-making. The recommendations should be reviewed after two years.

A. Improve commissioning processes for public art

Enhance the practice of commissioning and improve the quality of public art.

A good commissioning process is the foundation for high quality sustainable artwork and the mechanism to ensure an equitable, transparent and enjoyable process for all involved. The PAN and Toolkit, referenced on page five of this strategy, outline best practice.

Through this strategy the city council seeks to help facilitate the process of commissioning high quality public art by providing a coherent framework of advice for everyone involved. A key aim of this strategy is to improve the quality of public art in new property developments across the city.

Indicating success

The outcome of a successful commissioning process will be assessed according to whether it:

- involves more diverse local artists
- integrates or reflects the site's history, identity or residents
- is well-received by the community and visitors. Is seen to enliven the city and contribute to civic pride
- complements a public space by including adventurous or challenging works by contemporary local and international artists
- attracts critical acclaim from the arts sector.

A	Recommendations	Timescale
1	Develop a Public Art & Development Planning Advice Note and Public Art Toolkit for developers and commissioners, highlighting the importance of quality, access, inclusion and sustainability for public art.	Short term
2	Develop guidance for Art on Hoardings and Street Art.	Medium term
3	Appoint appropriate staff resource to support public art commissioning - assist with drafting Supplementary Planning Documents (SPD), Planning Conditions, S106 Agreements and Planning Briefs. Advise developers and other commissioners on local community groups, artists and arts organisations.	Medium term

B. Support artists and vibrant places in neighbourhoods with collaborative projects

Support collaborative and participatory projects which are meaningful to all involved.

Multidisciplinary and effective working between artists and developers from the earliest stages in the planning process is key to success. These relationships are central to public art being embedded in a development, rather than being an add-on at the end or being relegated to a set of gates or seating elements.

It is important that curators and design consultants can support artists during the commissioning and delivery process. Increased training for curators and artists will support emerging talent, diversify and increase the number of artists working in the public realm - in terms of artistic background as well as (but not exclusively) ethnicity, age, gender, disability and sexuality.

Temporary projects and events allow artists to define and re-define the physical nature of the city and its impact on our senses. Opportunities for temporary art to activate city spaces should be encouraged. Co-design and co-fabrication can enliven places, providing artists and communities a way to define the character of their neighbourhoods and the city as a whole, bringing people together to create and celebrate their neighbourhood. The commissioning process should be used to discuss the nature of place, its use and users: inclusion, exclusion, space for older people, space for young people allowing for collaborative, participatory and multidisciplinary practices where appropriate. New cultural infrastructure could include pavilions and space for cultural activities, designed and built by the relevant communities. Temporary (or meanwhile) interventions can spark ideas, strike up conversations and create new spaces in which the 'art of the possible' can occur.

Indicating success

The outcome of successful collaborative commissions will be assessed according to whether they:

- increase engagement with the local community in the development of public art and, where appropriate its creation
- attract people to locations that they might not usually visit or that offer new viewpoints of the city
- enlivens neighbourhoods, contribute to local civic pride and is well received by the community and visitors.

B	Recommendations	Timescale
4	Support artists and the development of vibrant places in neighbourhoods with collaborative projects that help to improve residents' experience and participation.	Short term
5	Develop a policy for all major developments to produce an arts or public art strategy, including an education element or programme.	Medium term
6	Encourage collaborative projects and multidisciplinary action research with Universities and others – with a focus on ecology, art and sustainability, building on Living Coast initiatives.	Medium term

C. Funding public art

Improve the quality of the public realm.

The council has identified several major development projects due to complete in the next decade across the public realm, infrastructure, transport, healthcare, leisure, industrial, housing and regeneration areas. There is no consistent way in which public art is included in new developments so new and sustainable funding partnerships or mechanisms across the city will be required, in addition to maximising the opportunities of Section 106 contributions and Community Infrastructure Levy (CIL).

Opportunities exist with arts and cultural organisations to share expertise, resources and programme ideas for funding public art projects. The city council is unable to accept funds from private philanthropic organisations or others to deliver significant public art projects. The leading stakeholder in Brighton and Hove's public realm is the city council. The identity of the city relies heavily on the council's success in supporting national, regional partners and key stakeholders in providing projects and events in public spaces. Recognising this key role, the city council will continue its consultative approach, working with a range of stakeholders to create experiences in the public realm based on principles of inclusion, and developing projects that make art available to everyone.

Brighton & Hove could lead the UK in pioneering the first smart use for public art funding derived from CIL, which truly delivers social, cultural and environmental value. This could involve creating a public art fund, which could be allocated across new public artworks, events, activities and projects and (where relevant) support the ongoing maintenance of existing works. The development of a formal framework for new and alternative funding opportunities should be a priority in 2022-23.

Indicating success

The outcome of successful funding models will be assessed according to whether they:

- enable the implementation of key partnership projects
- facilitate an increased number of partnerships with Higher Education institutions, cultural organisations and other key stakeholders
- embed inclusive principles to create accessible public art projects and experiences in the public realm.

C	Recommendations	Timescale
7	Engage with council departments, landowners, developers and businesses for discussions on temporary activities and interventions, including meanwhile uses.	Short term
8	Identify projects and sites at an early stage where public art opportunities can be discussed with developers (pre-planning). Highlighting activities throughout the design & construction process.	Short term
9	Explore finance opportunities and partnerships to access diverse and alternative longer-term funding for public art projects and programmes. This could include Local Enterprise Partnership funding; using match-funding against the CIL and Section 106; exploring options to create an arts, culture and heritage fund through the CIL, including a budget for public art and maintenance.	Medium term
10	Encourage collaboration between academia, the cultural sector and local community organisations to deliver skills, business and entrepreneurial training to support arts and cultural organisations and the wider community. Establishing new relationships, bringing students and artists together.	Longer term

D. Manage, maintain and promote public art

Improve the management of the city's public art collection.

Many Brighton and Hove residents have a strong attachment to the artworks in the city's public spaces. The preservation of these works, in situ, is of importance to the city council. The Brighton and Hove public art collection includes all new permanent and temporary works commissioned by the city. The collection is augmented by public art commissioned by others through S106 or other processes and is the responsibility of the commissioner / land / site / building owners. Information can be found on the public art section of the council's [website](#).

Managing the collection includes monitoring and assessing artworks to ensure conservation or refurbishment of many historical works are carried out as funding allows. The city council's policy guidelines and public art processes should be reviewed in order to maintain the collection in a culturally and environmentally sustainable manner. The original context of an artwork can lose its relevance over time and the relocation, de-commissioning or removal of an artwork should be considered if the work is no longer as the artist intended, has health and safety implications or has reached the end of its design life.

A successful public art programme is actively promoted to residents, workers and visitors. It is important to encourage creativity amongst young people, by highlighting public art in their neighbourhood and offering the opportunity to be involved in creating more - the city can become a gallery.

Capturing Success

The outcome of successful public art management will be assessed according to whether it:

- reduces maintenance needs by restoring heritage items in a way that ensures their preservation into the future
- collects more detailed information on artworks and makes this available to the public
- increases the availability and use of public art resources and in themed walking, cycling tours and artist-led tours.

D Recommendations	Timescale
11 Undertake an audit of Brighton & Hove's public artworks, including monuments, plaques (incorporate the existing list) and street art. Condition and long term maintenance considerations are part of this audit.	Short term
12 Encourage others to give tours and involve the city's residents in an ongoing dialogue about public art in the city.	Medium term

Image Credits

Front cover:

Valley Gardens. Photo: © Brighton & Hove City Council

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Lubaina Himid, *Five Conversations*. Commissioned by High Line as Part of En Plein Air, New York in 2019. Photo: © Timothy Schenck

Ugo Rondinone, *Seven Magic Mountains*. Commissioned by Nevada Museum of Art for Las Vegas, Nevada in 2016. Photo: © Gianfranco Gorgoni

Tracey Emin, *Roman Standard*, 2005. Photo Antonia Reeve © Tracey Emin

Luke Jerram, *Museum of the Moon*, Queens Park. Programmed as part of Brighton Festival, 2019. Photo: © Simon Dack

Rut Blees Luxemburg, *Silver Forest*. Commissioned by Land Securities for Westminster City Hall in 2016. Photo: Bridget Sawyers Professor Tapani Aartomaa and Architect Sauli Havas with Professor Vesa Nikunen specialist of symbols Hollola Centre, Finland. Photo: © Tia Ettala

Peter Holst Henckel, *Life is Lived Forward, but is Understood Backwards*. Odense Tunnel, Denmark. Photo: Graphic Concrete

Yara Davina, *Arrivals & Departures*, 2021. Commissioned by Brighton Festival, showing artwork with Lemn Sissay & Davina Drummond. Photo: © Jamie MacMillan

Recovery Poem, produced by Emergency Exit Arts with Robert Montgomery and Deanna Rodger. Recovery Poem is a partnership project between Without Walls, Emergency Exit Arts, 101 Outdoor Arts, Thatcham Town Council. Programmed by Brighton Festival 2021. Photo: Brighton Festival

Page 8: Left to right

Mark Titchner, *The Courage to Say No*. Flyposter commissioned by Flying Leaps. 2018. Photo: © the artist

Barbara Kruger, *Untitled (Blind Idealism is...)*. Commissioned by High Line in 2016. Photo: the artist

Dorothy Iannone, *I Lift My Lamp Beside the Golden Door*. Commissioned by the High Line at 22nd St in 2018. Photo: © Timothy Schenck

Lawrence Weiner, *Placed on the Tip of a Wave*. Commissioned by Regen Projects, Los Angeles in 2009. Photo: © the artist

John Gerrard, *Western Flag* (Spindletop, Texas) 2017. At Somerset House, London. Commissioned by Channel 4. Photo: © Bridget Sawyers

Nigel Boonham, *The Kissing Bridge*, Brighton, 1981. Photo: © Lawrence Suss / Art UK

Jeremy Deller, *Sacrilege*. Commissioned by the GLA and Glasgow International as part of the London 2012 Festival. Photo: © Create

John Walter, *The Fourth Wall*. Commissioned by Look Again Festival, Aberdeen in 2019. Photo: © Grant Anderson and Sean Stee

Peles Empire, *Sculpture*. Commissioned by Skulptur Projekte Münster in 2017. Photo: © Henning Rogge

Pierre Huyghe, untitled. Commissioned by documenta 13, 2012. Photo: © Barbara Sax/AFP/Getty Images

Kara Walker, *Katastwóf Karavan*. Commissioned by the Mississippi River Trail in New Orleans, 2018. Photo: © Village Voice

Folke Köbberling and Martin Kaltwasser, *Amphis*. Commissioned by Wysing Arts Centre in Bourn, Cambridgeshire in 2008. Photo: © the artists

Ryan Gander, *The Green and The Gardens*. Commissioned by Futurecity for Cambridge Biomedical Campus in 2019. Photo © the artist

Nathalie Djurberg, *This is It*. Commissioned by the New Museum for Apple, Central Park, 2019. Photo: © Ben Davis

Page 12:

Studio Morison, *Silence – Alone in a World of Wounds*, 2021. Commissioned by Yorkshire Sculpture Park. Photos: © Charles Emerson

Public Works, *Park Products*, Commission by the Serpentine Gallery, 2004. Photos: © David Bebbler.

Case Studies

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Studio Morison, *Silence – Alone in a World of Wounds*, 2021.

Commissioned by Yorkshire Sculpture Park. This is the first artist commission for The Oak Project, a partnership between Yorkshire Sculpture Park, the University of Derby and the Bronze Oak Project Ltd, a not-for-profit that promotes art as a way to create nature connection. Over the next five years, the project will pioneer arts-participation to create kinship with nature.

www.ysp.org.uk/exhibitions/silence-alone-in-a-world-of-wounds

Public Works, *Park Products*, 2004.

Commission by the Serpentine Gallery. A 12 month long production and trading project for the Serpentine Gallery in Kensington Gardens. *Park Products* is based on the idea of an informal economy as a generator for a new social space in the park. The project links users of the park with product designers to develop a new range of tradable items. The products make use of the park's natural, social and cultural resources and capital. They were traded from a roaming market stall and could be purchased through swaps and barter

www.publicworksgroup.net/projects/park-products

Values

A number of values describing public art and Brighton & Hove were raised during the consultation:

Acceptance:

Belonging – to feel accepted and comfortable in a setting irrespective of age, genders, race, sexuality or income

Empathy – the ability to recognise and understand the feeling and point of view of another

Inclusion – the acceptance of difference and the intention to involve diverse opinions, attitudes and behaviours

Respect – a mutually earned and shared honouring of different opinions, behaviours and cultural expressions

Tolerance – the acceptance of difference

Trust – to promote a confidence earned through the demonstration of fulfilling commitments and promises made between people and organisations

Aspiration:

Delight – creating places, spaces and processes that promote happiness and joy

Happiness – a state of wellbeing that brings about, contentment, ease or joy

Hope – the possibility of fulfilment of a desire, aspiration, outcome or happiness

Inspiration – the result of creative thinking and collaboration that has the potential to produce new and innovative outcomes

Choice:

Diversity – an intentional state of mixed people, institutions and cultural norms

Spontaneity – the potential to allow for the unplanned, where individuals or groups can freely self-create processes, interventions, or activities

Identity:

Authenticity – the recognition of physical and social characteristics that are genuine to a particular place or culture and promote this recognition within communities

Beauty – everyone's right to well-made and well-designed environments

Character – features or attributes used to separate distinguishable qualities of a place

Pride – a respect and admiration arising from feeling good and confident about some place, space, act or relationship

Democracy:

Voice – allowing the articulation of different points of view and cultural norms to help shape decision making

Debate – the discussion of different voices and points of view in order to achieve greater inclusion in processes and decision making

Engagement:

Community – a group of individuals or collective groups having shared or common interests

Participation – the active engagement of individuals and community members in formal and informal activities, affecting social or spatial wellbeing

Togetherness – a sense of solidarity within and across groups

Fairness:

Equality – the provision of equal or equivalent distribution, status, rights, power and amenity

Equity – the distribution of material and non-material goods in a manner that brings the greatest benefit require to any particular community

Transparency – the openness of process, rights, and procedures through the sharing of knowledge, power and information

Mobility:

Connectivity – the physical and social network that tie places and people together, providing contact and opportunity necessary for social well being

Access – the convenient proximity to, quality of or connectivity to basic needs, amenities, choices and decisions

Power:

Agency – enabling the confidence, rights and status of individuals to act on behalf of their own interests

Empowerment – to give formal authority of power to a person or collective group by promoting action or influence

Marginalised - groups and communities that experience discrimination and exclusion (social, political and economic) because of unequal power relationships across economic, political, social and cultural dimensions

Representation – a balance of a community's or individuals desires, representation of their diversity, are present in the decision making process

Accountability – the acceptance of responsibility by individuals or collective groups to contribute to the creation and maintenance of just conditions for all

Resilience:

Sustainability – not being harmful to the social or spatial wellbeing or depleting resources, thereby supporting long-term social and spatial balance

Durability – the ability to remain strong and in good condition over a long period of time

Adaptability – the ability to change or be changes in order to fit or work better in some situation or for some purpose

Welfare:

Healthiness – a state of complete physical, mental and social wellbeing

Safety – an environment that minimises physical and emotional vulnerability and threats to wellbeing

Security – social and spatial conditions that prevent danger, exclusion and harm

Prosperity – the condition of being successful or thriving in terms social, economic, civic, cultural and health indicators

Wellbeing - the state of being comfortable, healthy, or happy.

Subject:		Preparations for the Queen’s Platinum Jubilee Celebrations	
Date of Meeting:		25 November 2021	
Report of:		Executive Director, Economy, Environment & Culture	
Contact Officer:	Name:	Chloe Sands	Tel: 01273 29
	Email:	Chloe.sands@brighton-hove.gov.uk	
Ward(s) affected:		All	

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 A Conservative Notice of Motion (NOM) was presented to Council on 15th July 2021 regarding the Queen's Platinum Jubilee from 2nd to 5th June 2022. The Notice of Motion was approved by Council and referred to the TECC committee for further action.
- 1.2 This paper looks at events taking place in the city and plans for supporting celebrations. This will include street closures for street parties and tree planting as part of 'The Queen's Green Canopy' initiative. Proposals are also at an advanced stage to creatively light the Hove Beacon in time for the celebrations.

2. RECOMMENDATIONS:

That Members agree:

- 2.1 to note the national plans for The Queen's Jubilee celebrations and note the work that the council has done so far in preparing for lighting the Hove Beacon;
- 2.2 that an update paper be brought back to TECC in early 2022, as currently events are still in the early stages of planning; and
- 2.3 that officers should explore opportunities to support other elements of Jubilee celebrations, such as tree-planting and support for street parties/community events and report back with suggestions for a Jubilee programme as part of the update paper.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The 6th February 2022 will mark the day that Her Majesty The Queen becomes the first British Monarch to celebrate a Platinum Jubilee; seventy years of service. There will be year-long celebrations throughout the United Kingdom and Commonwealth celebrating The Queen's historic reign.
- 3.2 The programme of events include Her Majesty and members of the Royal Family undertaking a variety of engagements around the country; an extended bank holiday, from 2nd to 5th June, to allow people to come together to celebrate; Trooping the Colour for the Queen's Birthday; lighting of beacons; and other events throughout June.
- 3.3 The Outdoor Events team are still compiling the 2022/23 programme of events so cannot confirm what local events will be taking place over the June 2022 bank holiday weekend at this time. The Mayoral office has not yet made any decisions of what they will be doing for the Platinum Jubilee celebrations as this will be discussed with the incoming Mayor, likely in December.
- 3.4 **Beacon Lighting**
 - 3.4.1 The Hove Beacon Lighting project is an exciting initiative for the City and its residents. The project will see the creation of an aesthetically-pleasing lighting scheme for the Hove Beacon that will help to provide a welcoming atmosphere for evening strollers, improve views towards Hove from afar, and enhance the night-time image of Hove and the seafront.
 - 3.4.2 A brief, inviting lighting designers to submit an application, was circulated in September via the Culture in our City website and other arts listings; and a lighting designer will be recruited in November to complete and install a workable lighting scheme so that the beacon can be relit for the Queen's Jubilee in June 2022.
 - 3.4.3 The original Hove Beacon formed part of a national network of beacons used to alert the public against potential invasion by a Spanish Armada in 1588, during the reign of Queen Elizabeth I. These historic signal beacons are visible across the Sussex coastline, but the towering beacon in Hove is a distinctive landmark. A replica of the original now stands on the esplanade, with a distinctive fire basket at the top. It was symbolically lit, along with the other beacons in the chain, in 1988 for the 400th anniversary of the defeat of the Spanish Armada. Plans are in place for it to be permanently relit and for it to be celebrated as part of the Queen's Jubilee celebrations in June 2022.
- 3.5 **Street Parties**
 - 3.5.1 The application process for Platinum Jubilee street parties is detailed on the council's web site. This process allows the public to request closures. A team in City Transport assess the implications of a closure and ensure that the process has been followed. Each closure is considered in terms of congestion and transport implications alongside ensuring that necessary insurances etc. are in place.
 - 3.5.2 There may be implications if there are a significant volume of requests received for The Queen's Jubilee bank holiday weekend as there is finite resource

available to deal with them. The notice period may have to be extended to accommodate the number of requests, but this will be managed in due course.

- 3.5.3 Council officers will explore the potential for identifying a small pot of funding to help support street parties, community events and other Jubilee celebrations. There may, for example, be a small amount of funding available from MAG. This will form part of the update report in early 2022.

3.6 Tree Planting

- 3.6.1 The Queen's Green Canopy is an initiative created to mark the Platinum Jubilee which encourages people across the United Kingdom to "Plant a Tree for the Jubilee".
- 3.6.2 For Brighton and Hove, a Queen's Green Canopy planting event is currently being planned, to take place at The Bristol Estate, in conjunction with Plant Your Postcode and Trees For Cities.
- 3.6.3 Council officers in the City Parks projects team have already started to think of further ideas of how we could be involved in this initiative. One idea is looking to mobilise the Green Spaces Forum members to work in unison with the Woodland Trust to deliver a planting project similar to the Queen Victoria Jubilee planting at Westmeston. Currently a suitable hillside site, with a prominent view, has yet to be identified that isn't Downland species rich grassland, but this can be explored further with the help of Savills if a suitable site cannot be identified. The Forum has its first meeting to discuss this in mid-November.

3.7 What else is being planned

- 3.7.1 Some other local authorities are also beginning to think about what they will do locally to celebrate this historic occasion. Buckinghamshire has shown their focus is around supporting projects enabling the community to celebrate and supporting The Queen's Green Canopy. Elmbridge Borough are encouraging people to share their events so they can be promoted via the Council website. Warwickshire's Lord Lieutenant is promoting the lighting of the beacons and encouraging the community to get involved in the celebrations. Sefton is promoting the celebrations and publicising how to apply for a street party road closure to celebrate the occasion.
- 3.7.2 It is currently unclear how East and West Sussex County Councils and our neighbouring District & Borough Councils are planning to commemorate the Jubilee. Officers will ensure that there is appropriate liaison with neighbouring authorities.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 It is evident from the Full Council approval of the 15 July 2021 NoM that Members do want the Jubilee to be appropriately celebrated. Doing nothing to commemorate the Jubilee is not an option.
- 4.2 Members could choose not to pursue one or more of the ways of celebrating the Jubilee outlined above (i.e. the Hove Beacon; encouraging/facilitating community

street parties; tree-planting). However, it should be noted that Full Council explicitly agreed to pursue the option of featuring the Hove Beacon in celebrations.

- 4.3 Members could also request that officers explore means of celebrating the Jubilee that are additional to those outlined above.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 None to date. As planning for the Jubilee celebrations progresses, it is anticipated that there will be extensive engagement with communities and with community sector groups across the city.

6. CONCLUSION

- 6.1 Members are asked to note the information included in the report.
- 6.2 Members are also asked to agree that officers should plan how to support Jubilee celebrations, including looking at the potential of identifying a small pot of money to support community events.
- 6.3 As planning for the Jubilee celebrations is still at an early stage, it is recommended that an update report be presented to TECC committee in early 2022, to include more details of planning regarding the Hove Beacon, street parties, tree-planting and potential financial support for celebratory activities.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The cost of any events or activities planned would need to be identified and funding would need to be identified and approved. This could either be through one-off funding in year or it could be considered as part of the 2022/23 budget setting process. If any of the projects lead to ongoing maintenance costs funding for these would need to be identified too.

Finance Officer Consulted: Name Jeff Coates

Date: 22/10/2021

Legal Implications:

- 7.2 The closure of roads for street parties will require orders to be made under s21 of the Town Police Clauses Act 1847. It is not considered that there are any other legal implications directly arising from the report.

Lawyer Consulted:

Name Hilary Woodward

Date: 21/10/21

Equalities Implications:

- 7.3 Plans for the Queen's Platinum Jubilee celebrations are still at an early stage. However, as planning develops a key element will be to ensure that celebrations are inclusive and are accessible to every community in the city. This will require early and thorough consideration of the equalities implications of all celebration

plans, and more details of this process will be included in the next update report to TECC.

Sustainability Implications:

- 7.4 Planning for the Queen's Platinum Jubilee celebrations is still at an early stage. Plans will be developed with environmental sustainability and carbon reduction at their core: e.g. to achieve minimal carbon usage in celebratory lighting, to minimise the carbon emissions of events, and to explore the potential for carbon positive commemorative actions such as tree-planting. More details on sustainability will be included in the next update report to TECC.

Brexit Implications:

- 7.5 None identified

Any Other Significant Implications:

Crime & Disorder Implications:

- 7.6 The potential for crime & disorder associated with public celebrations will be considered and mitigated as part of detailed planning for Jubilee events.

Risk and Opportunity Management Implications:

- 7.7 Risk and opportunity planning will form a key part of the detailed planning for Jubilee events.

Public Health Implications:

- 7.8 Officers planning Jubilee events will work closely with colleagues in Public Health to identify opportunities to reinforce positive behaviours and to mitigate negative behaviours (e.g. excessive drinking that can be associated with celebrations).

Corporate / Citywide Implications:

- 7.9 The Queen's Platinum Jubilee celebrations offer an opportunity to showcase the city to visitors and to develop better community cohesion within the city. They also present an opportunity to work positively with city partners.

SUPPORTING DOCUMENTATION

Appendices:

None

Subject:	Community Wealth Building Programme Update		
Date of Meeting:	25th November 2021 2 nd December 2021 – Policy & Resources Committee		
Report of:	Executive Director Economy, Environment & Culture		
Contact Officer:	Name:	Max Woodford	Tel: 01273 291666
	Email:	max.woodford@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 This updates the committee on the programme of work the Community Wealth Building Member Working Group will be undertaking, and the timetable for returning with a detailed report setting out the findings of the group and any potential longer-term work streams.
- 1.2 The Community Wealth Building Member Working Group has undertaken the inception and scoping phase of its work and is about to move into the investigation and planning stage which will inform an outcome report. Following that will be a delivery and monitoring stage which will see the outcomes of the work moved to business as usual for team across the council.

2. RECOMMENDATIONS:

That Tourism Equalities Culture & Communities Committee:

- 2.1 Notes the work programme that the Community Wealth Building Member Working Group will be undertaking, and that the Committee will receive an outcome report from the working group in Summer 2022.
- 2.2 Notes the findings of the Social Value Working Group established by the Asset Management Board and refers the report to Policy and Resources committee, and requests that the Community Wealth Building Member Working Group take forward looking at the issues raised.

That Policy & Resources Committee:

- 2.3 Requests that the Community Wealth Building Group and the Asset Management Board explore implementation of the findings where appropriate.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 In 2019 the city council commissioned a diagnostic report from the Centre for Local Economic Strategies into Community wealth building in Brighton and Hove. This was first delivered in December 2019 and updated in August 2020.
- 3.2 There is no single agreed definition for Community Wealth Building (CWB). Generally, it is viewed as a pursuing a form of economic development that develops and protects value locally within a community. Within that, there can be differing emphases.
- 3.3 The Centre for Local Economic Strategies (CLES) define Community Wealth Building this way:

As a fundamental driver of an inclusive economy, community wealth building aims to reorganise and control the local economy so that wealth is not extracted but broadly held and generative, with local roots, so that income is recirculated, communities are put first, and people are provided with opportunity, dignity and well-being. Through community wealth building we are seeing a democratic, social and economic movement, which seeks to provide resilience where there is risk and local economic security where there is precarity.

Community wealth building has a particular focus on the activities of anchor institutions. Anchor institutions are large established organisations, rooted in local communities, which can improve local economic and social wellbeing through the use of their spend, employment practices, and use of land and assets.

- 3.4 The [Council Plan 2020-2023](#) identifies building community wealth, under the banner of 'A City Working for All' as being one of three main priorities for the council. With this in mind, the council commissioned CLES to jointly prepare a diagnostic of local Community Wealth Building potential. The CLES diagnostic report has been delivered, and with it was also suggested a high-level action plan. However, this plan needs to be considered and refined before it could become something that could inform the work of the CWB Programme.
- 3.5 [The council's current Economic Strategy](#) also has a chapter about developing a fairer economy, with CWB at its heart:

Priority Action 5 – PA5: Developing long-term community capacity and citizen leadership

Develop long-term community capacity and leadership to enable community wealth building, including:

local procurement models to be rolled-out across other institutions such as anchor organisations – hospitals, schools etc, encourage community ownership of assets as a route to community wealth building.

Promoting wider take-up of the Brighton Living Wage to encourage and support sustainable employment.

Explore projects which provide a real opportunity for the city to nurture local sectors, skills development and enterprise. It will involve promoting and supporting sustainable business practices including adoption of the Brighton Living Wage, investment in training and a reduction in exploitative working practices and contracts.

- 3.6 In January 2020, a [report went to Policy & Resources Committee](#) to establish the CWB Member Working Group and agree the terms of reference for the group at appendix 1, and at Annual council in July 2020 membership of the working group was confirmed. The working group did not meet initially to the pause on member

working groups early on in the covid crisis. However the group is now meeting and engaging on this work as part of the Covid recovery process for the city.

- 3.7 It was later agreed that this working group would not address detailed issues of procurement and commissioning, to avoid overlap and duplication with the group set up in March 2021 to review the council's policy and practice regarding social value from a commissioning and procurement perspective including the commissioning of the domestic abuse contract. The group instead focuses on the wider economy. During the first scoping phase of the work this has involved reviewing and scoping the CLES report and the draft set of actions they proposed. From there, the group has agreed to:
- Use the suggested action plan from CLES as a starting point for developing our own action plan.
 - Use the Economic Strategy as the basis for action, and in particular think about how to influence the private sector.
 - Use CWB to take more of a narrow topic-based dive into specific issues. For example, looking at neighbourhood planning and 20-minute cities.
 - Consider other ways the group may wish to approach the issue.
- 3.8 The CWB Member working group has undertaken a scoping phase of its work, reviewing the suggested CLES action plan to decide what it would like to look at it in more detail. The next stage of the group's work will be to investigate some topics in more depth and plan how the council might address some of the issues raised in more detail.
- 3.9 The group has already started some of that in depth work, holding a session on 20-minute cities. 20-minute cities is the concept of planning the city in such a way that people can live, work, shop and socialise in a local setting – not having to travel more than 20 minutes to get to and from places they would like/need to be. As well as the obvious carbon reduction from fewer private car journeys, local businesses tend to be based more in the community rather than being outside corporations that can extract value and profit from communities. The group held an initial discussion with representatives from the Town and Country Planning Association and agreed that we should prepare a feasibility study into looking at a number of pilot locations to implement 20 minute city principles: what measures would be needed, what they might cost, what benefits they might bring and how to assess their effectiveness. Following that session, funding was allocated by the Budget Review Group from the Corporate Plan Delivery Risk Funding pot to implement that feasibility study, and the Planning Team is looking to start work on it.
- 3.10 The next step for the group is to look at other issues in more detail and will theme the study of those issues by the five pillars of community wealth building, as identified by CLES. These are:
- Progressive procurement of goods and services.
 - Fair employment and just labour markets.
 - Making financial power work for local places.
 - Socially productive use of land and assets.
 - Plural ownership of the economy.

- 3.11 Appendix 1 sets out the areas that the group has agreed to look at in more detail, across its next five meetings.
- 3.12 The investigation of those five topic areas will constitute the investigation and planning stage of the work and will inform a report into the findings of those sessions, that will make further recommendations as to the work and decisions the city council needs to do to drive CWB in the city. It will also suggest how we monitor CWB in the various workstreams we do, and will outline how we report against them. The group would then move into the delivery and monitoring stage of the work, which will be less intensive, but they will continue to come together to review progress ahead of reporting back to the relevant committees.
- 3.13 Considering social value, and the impact the council can have on community wealth in the purchasing and asset management decisions it makes is not entirely new. The Asset Management Board instigated its own Social Value Working Group in 2018/19 to define and measure social value in relation to the council's rural and urban estates.
- 3.14 Appendix 2 sets out the findings of that group. Many of the proposals have been picked up in directorate plans or existing actions of teams, including:
- Assessing the potential for increased food growing on council owned farmland through the City Downland Estate Plan.
 - Looking at "operational" vs "non-operational" assets and shifting our thinking. There is already work being done to assess social value in our decision making, and there is a community asset transfer policy in place.
 - There are also specific projects around pop-up shops which look to maximise social value of non-operational assets over income potential.
 - A social value focused post is being created and filled in the Property Team.
- 3.15 Some of the actions are proposed to be picked up and looked at in more detail by the Community Wealth Building Member Working Group, and will be wrapped into the final report of that group. This includes:
- Looking at how we measure social value in asset management
 - Developing and embedding best practice for CWB
 - Considering how to build opportunities for increased plurality of ownership into physical regeneration programmes.
- 3.16 The work of both the Asset Management Board Social Value Working Group and the Community Wealth Building Member Working Groups were both instigated by Policy & resources Committee. For this reason it is proposed that this update report and the final reports of those groups go to Policy & Resources both to update the committee and to make any future resourcing decisions around the programme.

4 ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The work of the CWB Member Working Group is driven by the Council Plan and the Economic Strategy. The city council could decide to not look at these issues and save the small amounts of funded allocated to the CWB work streams. However, the savings would be small, and the city could not be doing all it can to deliver a more inclusive and fair local economy, which works to improve social

value and keep the wealth that communities generate as local as possible. There are also carbon saving potentials, in line with the Carbon Neutral 2030 Programme, that would not be recognised and delivered.

5 COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The Economic Strategy and the Council Plan were subject of community engagement and consultation processes and the individual proposals coming from the group would need to continue to be consulted upon as they emerge. For example, the 20 minutes city workstream could impact on local communities, and individual measures within that would need to be consulted upon.

6. CONCLUSION

- 6.1 This report updates on progress against key workstreams identified in the Council Plan and the Economic Strategy. The work is moving from a scoping stage into an investigation and planning stage and a further report will be brought to TECC and P&R committees to finalise that stage and move into delivery and monitoring.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no direct financial implications arising from the recommendations of this report.

Finance Officer Consulted: James Hengeveld *Date: 01/11/21*

Legal Implications:

- 7.2 There are no legal implications arising directly from this report.

Lawyer Consulted: Alice Rowland *Date: 20/10/21*

Equalities Implications:

- 7.3 None directly for this report. The development of a Community Wealth Building programme is intended to support and grow local communities and consideration of equalities issues will be fundamental to this work.

Sustainability Implications:

- 7.4 None directly for this report. There are obvious synergies between the development of a Community Wealth Building programme and the city carbon reduction programme, and the council has already committed to exploring the potential for carbon reduction activity to support community wealth.

Brexit Implications:

- 7.5 None identified

SUPPORTING DOCUMENTATION

Appendices:

1. Community Wealth Building Member Working Group Meeting Programme
2. Summary of the Findings of the Social Value Working Group to Asset Management Board

Background Documents

1. Centre for Local Economic Strategies: Community Wealth Building in Brighton & Hove
2. [Productive, Inclusive, Transformative: An Economic Strategy for Brighton & Hove 2018](#)

CWB Programme Planner

Meeting Date	CWB Pillar	Topic
November 2021	<ul style="list-style-type: none"> Fair employment and just labour markets. 	Employment and Skills
December 2021	<ul style="list-style-type: none"> Progressive procurement of goods and services. 	The bigger picture on Procurement – helping to keep value local through procurement
January 2022	<ul style="list-style-type: none"> Making financial power work for local places. 	Finance <ul style="list-style-type: none"> - Credit Union - Financing Social Enterprise - On-Lending CVS Grants Programme and CWB
February 2022	<ul style="list-style-type: none"> Plural ownership of the economy. 	The Economic Picture <ul style="list-style-type: none"> - Economic Update - The Economic Strategy The Circular Economy, Food and CWB
March 2022	<ul style="list-style-type: none"> Socially productive use of land and assets. 	CWB and the Regeneration Programme Empty Property
April 2022	Reporting	KPIs Arrive at a set of corporate KPIs

Summary of the Findings of the Social Value Working Group to Asset Member Board

Background

The terms of reference of the Asset Management Board tasks the board to:

“agree an approach to define and measure social value in relation to the council’s rural and urban estates”

In order to progress a deeper understanding of social value and explore how to maximise its impact without, as far as possible, diminishing the returns the following actions were undertaken:

- Social value was considered as an agenda item at the Asset Management Board,
- The previous AMB chair attended a social value summit in July 2018
- A Social Value working group was set up and met twice
- Training was provided for members of the working group along with the social value lead councillor,
- Subsequently in 2019 BHCC commissioned a report from the Centre for Local Economic Strategies (CLES).
- The SV working group report for PR committee has been updated to reflect the learning from the CLES Study (see full report in appendix 1)

Learning from CLES study

The CLES report set out the five pillars of community wealth-building:

1. Progressive procurement of goods and services
2. Fair employment and just labour markets
3. Making financial power work for local places
4. Socially productive use of land and assets
5. Plural ownership of the economy

In the context of asset management, it is “the socially productive use of land and assets” which has most direct – though not exclusive – relevance. This –

and the plural ownership of the economy - are the aspects the social value working group focused on.

The CLES report notes that “Anchors¹ are often major land, property and asset holders. These represent an asset base from which local wealth can be accrued. In community wealth building the function and ownership of these assets is deepened to ensure any financial gain from these assets is harnessed by citizens. Furthermore, there is a desire to develop local economic uses, and extend local social/community use of those assets. Indeed, much public sector land and facilities are the commons, and should be used to develop greater citizen ownership of the built, open space and natural environment.”

In relation to the plural aspects of the economy, the report states that community wealth-building seeks to develop a more diverse blend of ownership models: returning more economic power to local people and institutions. The report points to the role of small enterprises, community organisations, co-operatives and forms of municipal ownership in regenerating the local economy, and this is certainly something the Council needs to take into account in its decision-making in relation to its assets.

The CLES report makes the following recommendations of greatest relevance to asset management practice:

1. Review land and property holdings through the lens of community wealth building.
2. Develop a Community-led Housing Partnership.
3. Build opportunities for increased plurality of ownership into physical regeneration programmes.
4. Assess the potential for increased food growing on council owned farmland.

¹ Anchor institutions may be

- **large established organisations in the public sector**, rooted in local communities, which can improve local economic and social wellbeing through the use of their spend, employment practices, and use of land and assets
- **partners in the third sector**, ranging from charities. to community organisations, to local small businesses
- **private enterprises** can be considered anchor institutions, if they are rooted in local communities and support a thriving local economy.

5. Innovate through public-common partnerships, exploring the willingness for new partnerships between the local authority and ordinary citizens

Interim issues and approach

Ahead of the Community Wealth Building Member Working Group looking at more of these issues, this group considered that there were some interim issues the council could look at:

a) “Operational” vs “Non-operational” assets: shifting our thinking

The current brief for asset management focuses around using the council’s “non-operational assets to maximise revenue for the council. The group felt it is preferable to have a more flexible mindset in which “non-operational” assets were not only seen as able to contribute beyond purely acting as an “earner” for the council, but are also seen more systematically as a resource that could contribute to services/add social value.

b) Measuring social value in asset management

In areas such as awarding contracts, social value measures and quantifications have been developed more widely by councils across the country. However, in the field of asset management, the working group did not uncover any model council practice that we can take off the shelf and easily replicate.

There is an opportunity for Brighton and Hove to be “ahead of the curve”. In doing this, the council is recommended to adopt an approach of trial and error with in-built monitoring and reviews, leading to regular refining of our approach. On a positive note, in practice Brighton and Hove are already making asset management decisions informed by measures to increase the social value impact. For example, letting:

- 13 Leybourne Parade to the junk food project,
- Prior house to the Brighton Unemployed centre,
- 18 Beatty Avenue to Coldean Youth Group for a community support service
- Various residential properties to Grace Eyre for adults with learning disabilities
- Pavilion Gardens cafes with local suppliers and keep open conditions

- Agricultural lettings with land access conditions

However, the working group concluded that in order fully realise the potential for social value we need to develop systems and procedures that enable us to:

- 1) Measure and record the baseline social value contribution and develop systems to capture future achievements
- 2) Using the baseline, measure progress in expanding Social Value Impact
- 3) Review other opportunities for additional social value or a change of use to achieve social value
- 4) Build in procedures to systematically explore opportunities to add social value when contracts/leases are re-let
- 5) Develop means of quantifying social value so as to inform decision-making

Proposals for better understanding and delivering the maximum impact in social value from our assets

In order to progress the above goals in practice the following proposals are suggested as a starting point:

a) Developing understanding

- Basic ways to quantify social value are developed
- A social value assessment table be drawn up as a tool to illustrate the scope and breadth of social value possibilities
- A checklist of social value opportunities to be considered by staff as part of asset management lettings, purchase and sale decisions
- Targeted training of staff as the recommendations are completed
- Training for members on the social value section to be included in committee reports

b) Establish where we are and review options

- An audit is undertaken of existing social value benefits arising from contracts

- A review of any opportunities to expand the contribution, including consideration of a change of use of each asset over time.
- A review be undertaken of the recommendations in the CLES report, setting out what resources would be required to implement these recommendations [and putting forward a potential timeframe].

c) Developing and embedding practice

- The development of a social value budget line that can be applied to compensate for loss of asset income compared to the market
- A social value section to be included in all committee reports relating to asset management decisions (such as sale options and purchase decisions)
- Recording systems are developed for additional SV benefits (qualitative and where possible quantitative) achieved by internal management decisions

d) Review and monitoring

- Progress to be fed back on a day to day basis to the lead councillor for social value and reported on an annual basis to Policy & Resources Committee

Subject:	Infrastructure Delivery Plan – Refresh 2021		
Date of Meeting:	25th November 2021		
Report of:	Executive Director – Economy, Environment & Culture		
Contact Officer:	Name:	Simon Barrett – Service Development Manager	Tel: 07394 414 472
	Email:	Simon.Barrett@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The city-wide Infrastructure Delivery Plan (IDP) provides an assessment of the additional infrastructure provision and improvements required to support future development and growth across Brighton & Hove up to 2030. The IDP was originally prepared to indicate infrastructure requirements associated with planned levels of development in the adopted City Plan Part One. The IDP is also now a key supporting document to the Community Infrastructure Levy processes and governance. It helps to inform the charging schedule and identify funding priorities.
- 1.2 The last update to the IDP was undertaken in 2017. It is important that the Infrastructure Delivery Plan is kept up to date. The attached IDP has been refreshed with council services and external partners to reflect the infrastructure needs derived from the city's planned development, including housing growth, infrastructure investment to support the council's Carbon Neutral commitments, impacts from the climate emergency and other core programmes.
- 1.3 This report seeks approval of the refreshed IDP and to note that it will be subject to a biennial review to ensure that emerging infrastructure needs are comprehensively captured, reviewed, and addressed through the remaining life of the City Plan to 2030.

2. RECOMMENDATIONS:

- 2.1 That the committee approves the content of the refreshed Infrastructure Delivery Plan (Appendix A to this report); and
- 2.2 That the committee approves the publication of the IDP on the council's website subject to any minor alterations (grammatical, spelling or for clarity) to be agreed by the Head of Planning in consultation with the joint Chairs of TECC Committee.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 An IDP provides an assessment of the key infrastructure requirements that will be needed to support new development in the city over the City Plan period. This includes physical, social, green & blue infrastructure considered necessary to create and maintain sustainable communities.
- 3.2 The council first published an IDP in 2013 to support the preparation and examination of the City Plan Part One. It was subsequently updated in 2017 and now requires a further update to support the council's CIL processes and to reflect emerging requirements. These include City Plan Part Two (currently under examination) and infrastructure requirements to address aspects of climate change and the council's carbon neutral programme. It is therefore important that the IDP is updated to identify the infrastructure improvements that will be needed to support these objectives.
- 3.3 The IDP is also necessary to inform the council's CIL spending decisions. By providing an overview of the city's infrastructure requirements across the local plan period, the IDP will help the council direct CIL funds in a timely manner to the areas of need. However, it should be noted that the IDP is purely an evidence base document and does not seek to prioritise the infrastructure requirements. It will be the role of the CIL Officer Working Group to make recommendations on the prioritisation of need and allocation of citywide CIL funding. Their recommendations will be subsequently passed to the Policy and Resources Committee for decision.
- 3.4 In June 2021, this committee agreed the governance arrangements for planning the expenditure of the citywide CIL receipts, which established the need for the Officer Working Group formed to make recommendation on projects to, "Review the biennial update of the Infrastructure Delivery Plan to identify projects qualifying for CIL funding prior to submission to P&R Committee for approval;"
- 3.5 This new version of the IDP has been designed to be easier to understand, has a greater focus on costs and funding and clear links to projects which may be seeking CIL funding in the future. It also includes information on the new homes and housing repair programmes to present the total infrastructure requirements across the city.
- 3.6 The IDP is a live document and regular review on a biennial basis is advised to monitor and review ongoing infrastructure requirements in line with planned development needs and developing technologies and measures required to address climate change and the carbon neutral agenda.

Emerging Findings

- 3.7 The level of information provided for each of the infrastructure categories in the draft IDP is varied. This reflects the way in which different types of infrastructure are provided and the level of detail that services & infrastructure providers require for their assessments of need. For example, Southern Water has established detailed 50-year plans for ensuring sufficient water supplies are

available. However, they are in the consultation phase for their drainage & wastewater plans so no associated infrastructure has been identified at this point.

- 3.8 Continued engagement with services, stakeholders, and infrastructure providers is necessary to align their strategic requirements in the IDP as our understanding of growth evolves. This may mean that infrastructure projects which have not yet been identified, come forward, and we need to ensure our CIL prioritisation can facilitate where appropriate. As the IDP is reviewed and rolled forward, new information can be included.

- 3.9 The emerging needs identified in the IDP include:

Blue & Green Networks – Anaerobic digestors, offshore habitat restoration & improvement & improvements to urban and green networks across the city

Community Facilities & Heritage – planned community spaces and storage facility to provide resilience for food supplies to the elderly & vulnerable during shortages

Cultural Facilities – Create a citywide Public Art Fund and develop a creative workspace/studio facility to support cultural growth & recovery

Health – Community health hub at re-developed Brighton General Hospital (NHS)

Open space & parks – Citywide £18M parks investment programme

Children's Play provision - £6M of playground refurbishment & improvements

Sports Facilities - £90M investment in 5 new/refurbished sports hubs

Seafront – Kingsway to the Sea/West Hove improvement plan

Transport – Ultra Low Emission Zone, on street EV charging & seafront bus rapid transport system and measures to mitigate new development

Active travel - £21M walking & cycling programme (incl liveable city centre)

Energy – Investment in renewable energy infrastructure

Water & Sewerage – Desalination plant, catchment schemes and improved pipelines (Southern Water)

Flood & Water Management – Expansion of SUDS & rain garden schemes

Policing – Accommodation at John St police station for extra officers and staff

- 3.10 A separate section has been included in the IDP to summarise the investment that the city council is planning to make in new and existing council housing. This is subject to a separate funding regime (except for sums secured through S106 in lieu of affordable homes) and does not currently qualify for CIL funding. It has

been included for completeness and to illustrate the total level of investment that is required up to 2030 across the city.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 Paragraph 20 of the National Planning Policy Framework (NPPF) (2021) states that strategic policies should make sufficient provision for:
- a) housing (including affordable housing), employment, retail, leisure and other commercial development
 - b) infrastructure for transport, telecommunications, security, waste management, water supply, wastewater, flood risk and coastal change management, and the provision of minerals and energy (including heat)
 - c) community facilities (such as health, education, and cultural infrastructure)
 - d) conservation and enhancement of the natural, built, and historic environment, including landscapes and green infrastructure, and planning measures to address climate change mitigation and adaptation.
- 4.2 Planning Practice Guidance notes that a Local Plan is an opportunity for the strategic policy-making authority to set out a positive vision for the area, but the Plan should also be realistic about what can be achieved and when. This means paying careful attention to providing an adequate supply of land, identifying what infrastructure is required and how it can be funded and brought forward.
- 4.3 These options have been considered as part of the City Plan preparation process and in informing the IDP.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Engagement with infrastructure providers and key partners (Sussex Police, Clinical Commissioning Group/NHS and East Sussex Fire & Rescue) has taken place to inform the preparation of the IDP. As a 'live' document, the IDP will continue to be updated to reflect any further changes in their infrastructure requirements as part of the review process.
- 5.2 The City Plan Part One was adopted March 2016 and Part Two is currently undergoing examination by a Planning Inspector. The City Plan has been the subject of extensive consultations over several years.

6. CONCLUSION

- 6.1 The IDP has identified existing and emerging infrastructure needs, which will be refined over time. It is recommended that the Committee supports the re-fresh of the content of the Infrastructure Delivery Plan and agrees to its publication for the purposes of supporting the City Plan and the identification of Community Infrastructure Levy funding priorities.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The cost of officer time, production of documents and consultation associated with the recommendations in this report are funded from existing revenue budgets within the Planning Service which includes up to 5% of CIL receipts. The financial implications of the delivery of the infrastructure requirements outlined in Appendix A Infrastructure Delivery Plan (IDP) will be included in future committee reports. Each scheme should be separately reported to Policy & Resources Committee for inclusion in the capital programme with details of the costs and sources of financing (including any Citywide CIL funding, when available.)

Finance Officer Consulted: Jeff Coates

Date: 20/10/2021

Legal Implications:

- 7.2 Policy CP7 of the City Plan Part One provides for the preparation and implementation of an Infrastructure Delivery Plan which will be regularly updated and which will set out the infrastructure to be provided in the city. The IDP supports objectives in the Council's current and emerging development plan policies, which are material in the determination of planning applications.

So far as the expenditure of CIL receipts is concerned, Regulation 59 of the Community Infrastructure Levy Regulations 2010 provides that a charging authority must apply CIL to funding infrastructure to support the development of its area. Section 216 of the Planning Act 2008 provides that "infrastructure" includes "roads and other transport facilities, flood defences, schools and other educational facilities, medical facilities, sporting and recreational facilities and open spaces.

Lawyer Consulted:

Hillary Woodward

Date: 25/10/2021

Equalities Implications:

- 7.3 Maintaining and up to date IDP helps demonstrate the delivery of the City Plan and assists the council and its partners in achieving the timely and effective delivery of infrastructure for future needs of all residents, businesses and visitors in the city.

Sustainability Implications:

- 7.4 The IDP will help to deliver sustainable communities through ensuring that the necessary infrastructure required to serve these communities is identified and reflected in the Local Plan.

Corporate / Citywide Implications:

- 7.5 The infrastructure identified in the IDP is aligned with City Council priorities and strategies and with the delivery of the City Plan.

SUPPORTING DOCUMENTATION

Appendices:

1. Infrastructure Delivery Plan – 2021 Refresh.

Background Documents

1. City Plan Parts 1 and 2
2. TECC Report June 2021 re CIL Governance

INTRODUCTION

What is infrastructure?

Infrastructure is the fundamental services and facilities that an area needs. As Brighton & Hove's population grows, we have to ensure that existing infrastructure is maintained and improved and where necessary new infrastructure is provided. This is to ensure our city grows and develops in a

What is the Infrastructure Delivery Plan?

The Infrastructure Delivery Plan (IDP) sets out for different infrastructure types where and when it is required, why it is needed and provides an update on the delivery of the infrastructure to date.

The Infrastructure Delivery Plan aims to:

- Support the City Plan's policies, vision and objectives, accommodating growth across the
- Highlight existing gaps in infrastructure across the city and help respond to changes within the city, such as population fluctuations and varying demands for services.
- Provide evidence on how future infrastructure needs in the city will be met and what the costs
- Inform infrastructure delivery decisions such as Community Infrastructure Levy (CIL) funding

The IDP is an iterative document, which means that it will be regularly updated to take account of infrastructure delivery and changing needs. The council will aim to update this document every two

How has it been produced?

The details outlined within the IDP have been sourced from consultation with a number of key stakeholders, including officers representing all services across the operational directorates.

Engagement has also taken place with external stakeholders including the local NHS Clinical

What does it contain?

Infrastructure covers a range of different facilities and services. It ranges from softer infrastructure as schools, libraries and GPs, to harder infrastructure as utilities, cycle lanes and waste management facilities. The types of infrastructure considered in this IDP align with strategic priorities identified in national policy and in relevant legislation, as well as with local priorities

Social Infrastructure

Nursery, Primary, Secondary & Further Education

Health Facilities

Community Facilities & Heritage

Cultural Facilities
Churches, Ceneteries & crematoria
Police

Environment & Lesiure

Open space, parks & allotments
Childrens Play provision
Indoor & Outdoor Sports Facilities
Seafront
Transport
Road (incl Fire Service)
Active travel

Utilities, Flood & Water Management

Energy
Water & Sewerage
Waste Recycling & Disposal
Flood & Water Management
Blue & Green Networks

Housing

New Homes
Investment in Existing Stock

Any update of this IDP may include additional types of infrastructure, as strategic priorities will be kept under For each category, a summary table provides detail surrounding the specific projects required, who will be delivering them and the current estimated or indicative costs of the scheme or programme. It also identifies existing funding available and potential sources of funding, accompanied by the identification of the current To ensure that the IDP is easily understood, the layout has been kept as simple, clear and concise as possible. This will also assist the council in keeping the IDP up to date going forward. The council, partners and stakeholders will use this document to ensure that the appropriate infrastructure is provided to support the growth anticipated in the City Plan. It will be used to inform decision on infrastructure delivery, for example, the allocation of the Citywide portion of the Community Infrastructure Levy (CIL) receipts to projects. It may also be used where appropriate as supporting evidence in other bids for The IDP will be reviewed every two years and treated as a “live” document, which is updated as new information and evidence become available informed by engagement with key stakeholders.

SUMMARY

Summary of Infrastructure Delivery Plan - Financial Assessment

	INDICATIVE COSTS - 21/22 - 29/30	FUNDING AVAILABLE	FUNDING REQUIRED
Social Infrastructure			
Nursery, Primary, Secondary & Further Education	£ 53,567,821	£ 8,870,740	£ 44,697,081
Health Facilities	£ 83,050,000	£ 65,250,000	£ 17,800,000
Community Facilities & Heritage	£ 5,700,000	£ -	£ 5,700,000
Cultural Facilities	£ 8,000,000	£ -	£ 8,000,000
Churches, Cemeteries & crematoria	£ 2,200,000	£ 150,000	£ 2,050,000
Other	£ 3,250,000	£ 350,000	£ 2,900,000
TOTAL SOCIAL INFRASTRUCTURE	£ 155,767,821	£ 74,620,740	£ 81,147,081
Environment & Leisure			
Open space, parks & allotments	£ 18,200,000	£ 2,227,000	£ 15,973,000

Children's Play provision	£ 6,000,000	£ 2,500,000	£ 3,500,000
Indoor & Outdoor Sports Facilities	£ 96,170,000	£ 1,824,000	£ 94,346,000
Seafront	£ 11,100,000	£ 10,157,720	£ 942,280
TOTAL ENVIRONMENT & LESIURE	£ 131,470,000	£ 16,708,720	£ 114,761,280
	INDICATIVE COSTS - 21/22 - 29/30	FUNDING AVAILABLE	FUNDING REQUIRED
Transport			
Road (incl Fire Service)	£ 108,373,870	£ 19,096,970	£ 89,276,900
Active travel	£ 50,100,000	£ 10,170,000	£ 39,930,000
TOTAL TRANSPORT	£ 158,473,870	£ 29,266,970	£ 129,206,900
Utilities, Flood & Water Management			
Energy	£ 13,127,000	£ 100,000	£ 13,027,000
Water & Sewerage	£ 82,050,000	£ 82,000,000	£ 50,000
Waste Recycling & Disposal	£ 500,000	£ -	£ 500,000

Flood & Water Management	£ 13,200,000	£ 1,780,000	£ 11,420,000
TOTAL UTILITIES	£ 108,877,000	£ 83,880,000	£ 24,997,000
Blue & Green Networks	£ 32,341,000	£ 1,254,000	£ 31,087,000
TOTAL INFRASTRUCTURE DELIVERY PLAN	£ 586,929,691	£ 205,730,430	£ 381,199,261
Housing			
New Homes	£ 277,546,000	£ 277,546,000	£ -
Investment in Existing Stock	£ 227,610,000	£ 227,610,000	£ -
TOTAL HOUSING	£ 505,156,000	£ 505,156,000	£ -
TOTAL INFRASTRUCTURE INVESTMENT	£ 1,092,085,691	£ 710,886,430	£ 381,199,261

SOCIAL INFRASTRUCTURE

CATEGORY	INFRASTRUCTURE PROJECT	WARD	DELIVERY AGENCY	INDICATIVE COSTS - 21/22 - 29/30	FUNDING AVAILABLE	FUNDING REQUIRED	FUNDING SOURCES
Cultural Facilities	Arts, Heritage & Public Art Fund (as part of 10 year Public Art Strategy 2021-31)	All Wards	BHCC	£5,000,000	£0	£5,000,000	
Cultural Facilities	Creative Workspace/Artists Studio Complex (as part of the ABCD Cultural Recovery/Spaces to Grow working group)		BHCC	£3,000,000	£0	£3,000,000	ACE and other funding bodies
	SUB TOTAL CULTURAL FACILITIES			£8,000,000	£0	£8,000,000	
Nursery Primary and Secondary Education	The Living Coast Environmental Education Centre	All Wards	BHCC	£10,000,000	£0	£10,000,000	BHCC Capital Programme & central government grant
Nursery Primary and Secondary Education	New Secondary School Toads Hole Valley/Central/East Btn	Several Wards	BHCC & DfE	£35,000,000	£302,919	£34,697,081	DfE grant & S106
Nursery Primary and Secondary Education	Capital Investment programme in Secondary & Sixth Form School existing assets	Several Wards	BHCC	£3,314,565	£3,314,565	£0	S106 funds secured/paid

Nursery Primary and Secondary Education	Capital Investment programme in Nursery, Primary & Special School existing assets	Several Wards	BHCC	£1,753,256	£1,753,256	£0	S106 funds secured/paid
Nursery Primary and Secondary Education	Replace all temporary accommodation on the college site	Several Wards	BHASVIC	£3,500,000	£3,500,000	£0	DfE
	SUB TOTAL NURSERY PRIMARY & SECONDARY			£53,567,821	£8,870,740	£44,697,081	
Community Facilities and Heritage	Development of central storage facility for storage of emergency food supplies for elderly & vulnerable residents	All Wards	BHCC	£5,400,000	£0	£5,400,000	BHCC
Community Facilities and Heritage	The project will deliver the first phase restoration of Brighton's 865mtr long Madeira Terrace, key aims of the first phase follow three core priorities/themes: RESTORATION: Restoring key historic features including the purpose planted Green Wall and cast iron structure. RE-PURPOSE/USE: Re-	East Brighton	BHCC	£300,000		£300,000	BHCC Carbon Neutral Fund (tbc)

	instating the social function of the Terrace as a 'linear stadium' for viewing events held on Madeira Drive, enlivening the deck area and broadening the scope of planned and spontaneous activity ACCESS: Creating new step free access points for all to the eastern seafront						
	SUB TOTAL COMMUNITY FACILITIES & HERITAGE			£5,700,000	£0	£5,700,000	
Health Facilities	Brighton General Hospital - New healthcare campus		Sussex Community NHS Trust, NHS Commissioners	£50,000,000	£34,000,000	£16,000,000	Strategic loan, short term bridging loan, disposal of assets, sale and leaseback of assets. The key impact of the gap is that acute and community services shall see most benefit, primary care and mental health

							may not receive facilities due to the gap
Health Facilities	Hangleton / South Portslade - Expansion in capacity for GP facilities		NHS Commissioners	£20,000,000	£20,000,000	£0	Private sector capital, revenue reimbursed via commissioners
Health Facilities	East Brighton - Additional GP facilities & expansion of social care and youth facilities		Sussex Community NHS Trust, NHS Commissioners	£10,000,000	£10,000,000	£0	Awaiting further details which shall derive from business case, capital shall be from B&H Council, revenue reimbursed from Commissioners
Health Facilities	Capital, development and refurbishment works relating to Mental Health Services locations across the city		Sussex Partnership NHS FT, NHS Commissioners	£3,050,000	£1,250,000	£1,800,000	All funding is a combination of SPFT own capital and part commissioner
	SUB TOTAL HEALTHCARE FACILITIES			£83,050,000	£65,250,000	£17,800,000	

Other	Sussex Poolice - Refurbishment & capital maintenance work to provide additional facilities for extra 100 police officers & support staff		Sussex Police Crime Commissioner	£3,250,000	£350,000	£2,900,000	
	SUB TOTAL OTHER INFRASTRUCTURE			£3,250,000	£350,000	£2,900,000	
Churches Cemeteries and Crematoria	Cemeteries restoration Interpretation programme	Several Wards	BHCC / Bereavement services	£2,200,000	£150,000	£2,050,000	Section 106/ lottery grant

ENVIRONMENT AND LEISURE

CATEGORY	INFRASTRUCTURE PROJECT	WARD	DELIVERY AGENCY	INDICATIVE COSTS - 21/22 - 29/30	FUNDING AVAILABLE	FUNDING REQUIRED	FUNDING SOURCES
Children's Play Provision	Playground Refurbishment programme	All Wards	BHCC	£6,000,000	£2,500,000	£3,500,000	BHCC Capital programme, Section 106,
	SUB TOTAL CHILDRENS PLAY PROVISION			£6,000,000	£2,500,000	£3,500,000	
Indoor and Outdoor Sports Facilities	King Alfred Redevelopment (New Sporting Hub West)	Several Wards	BHCC	£35,650,000		£35,650,000	Borrowing, Capital receipt, Sport England/Governin g Body Funding
Indoor and Outdoor Sports Facilities	New Sporting Hub East	Several Wards	BHCC	£29,700,000		£29,700,000	Borrowing, Capital receipt, Sport England/Governin g Body Funding
Indoor and Outdoor Sports Facilities	Withdean Sports Complex (Sporting Hub North) - capital improvement works	Withdean	BHCC	£8,150,000	£448,000	£7,702,000	S106, BHCC Capital Programme
Indoor and Outdoor Sports Facilities	Portslade Sports Centre - capital improvement works. Also links potentially with Portslade Library	North Portslade	BHCC	£7,300,000	£22,000	£7,278,000	S106, BHCC Capital Programme
Indoor and Outdoor Sports Facilities	Moulsecoomb Community Leisure Centre - capital improvement works (Also links with Moulsecoomb Housing and Hub Project)	Moulsecoomb and Bevendean	BHCC	£7,500,000	£725,000	£6,775,000	S106, BHCC Capital Programme

Indoor and Outdoor Sports Facilities	Stanley Deason Leisure Centre - Astro Turf Replacement	East Brighton	BHCC	£420,000		£420,000	BHCC Capital Programme
Indoor and Outdoor Sports Facilities	Longhill School 3G Pitch (Links with Education)	Rottingdean Coastal	BHCC/Longhill School	£800,000	£0	£800,000	Basic Need Funding (School)
Indoor and Outdoor Sports Facilities	Crew Club MUGA upgrade (links with Parks and Housing)	East Brighton	The Crew Club/BHCC/Football Foundation	£200,000	£100,000	£100,000	Football Foundation,
Indoor and Outdoor Sports Facilities	Prince Regent Swimming Complex - potential health and fitness development of old plant room area	St Peters and North Laine	BHCC	£500,000	£179,000	£321,000	S106, BHCC Capital Programme
Indoor and Outdoor Sports Facilities	Multi Use Games Areas	Several Wards	BHCC	£2,500,000	£300,000	£2,200,000	Section 106
Indoor and Outdoor Sports Facilities	Sports facilities and surfaces improvements	All Wards	BHCC	£450,000	£25,000	£425,000	Section 106 football, basketball cricket etc
Indoor and Outdoor Sports Facilities	Sports Pavilions improvements	Several Wards	BHCC / Estates	£3,000,000	£25,000	£2,975,000	Section 106
	SUB TOTAL INDOOR & OUTDOOR SPORTS FACILITIES			£96,170,000	£1,824,000	£94,346,000	
Open Space and Parks							

Open Space and Parks	Tree Planting	All Wards	BHCC	£1,500,000	£400,000	£1,100,000	Section 106, grants, capital programme
Open Space and Parks	Benches	All Wards	BHCC	£300,000	£50,000	£250,000	Section 106
Open Space and Parks	Paths Steps and slopes	All Wards	BHCC	£1,000,000	£200,000	£800,000	Section 106
Open Space and Parks	Cycle Stands	All Wards	BHCC	£150,000	£20,000	£130,000	Section 106 / Transport investment
Open Space and Parks	Wayfinding & Interpretation	All Wards	BHCC	£250,000	£20,000	£230,000	Section 106
Open Space and Parks	Electrical charge points for cycles	Several Wards	BHCC	£150,000	£10,000	£140,000	Section 106
Open Space and Parks	Vehicle / people counting device	All Wards	BHCC	£150,000	£15,000	£135,000	Section 106
Open Space and Parks	Lighting linked to cafes and sports	Several Wards	BHCC	£250,000	£10,000	£240,000	Section 106
Open Space and Parks	grass improvements	All Wards	BHCC	£350,000	£25,000	£325,000	Section 106
Open Space and Parks	Allotment Water infrastructure	Several Wards	BHCC	£800,000	£150,000	£650,000	Section 106
Open Space and Parks	Cityparks standpipe water infrastructure	Several Wards	BHCC	£150,000	£5,000	£145,000	Section 106
Open Space and Parks	Cityparks Head Quarters	Hollingdean and Stanmer	BHCC	£800,000	£300,000	£500,000	Central funds
Open Space and Parks	Technology and mobile apps linked to parks	All Wards	BHCC	£125,000	£15,000	£110,000	Section 106
Open Space and Parks	Urban sports, skateboarding, free running etc	Several Wards	BHCC	£800,000	£5,000	£795,000	Section 106
Open Space and Parks	Rubber Running Track	Preston Park	BHCC	£75,000	£5,000	£70,000	Section 106

Open Space and Parks	Playground destination income generator	Moulsecoom b and Bevendean	BHCC	£850,000	£350,000	£500,000	Section 106
Open Space and Parks	Café improvements programme	Several Wards	BHCC / Estates	£850,000	£100,000	£750,000	Section 106
Open Space and Parks	Fencing and Railings	All Wards	BHCC / Estates	£400,000	£25,000	£375,000	Section 106
Open Space and Parks	Gates	All Wards	BHCC / Estates	£400,000	£50,000	£350,000	Section 106
Open Space and Parks	Water Features improvements/replacements	Several Wards	BHCC	£750,000	£5,000	£745,000	Section 106
Open Space and Parks	Biomass burners for buildings in and near Stanmer	Several Wards	BHCC	£600,000	£5,000	£595,000	Section 106
Open Space and Parks	Increasing building use/height to generate income	Several Wards	BHCC	£2,500,000	£200,000	£2,300,000	Section 106
Open Space and Parks	Recycling and waste bins	All Wards	BHCC / Cityclean	£400,000	£20,000	£380,000	Section 106
Open Space and Parks	Toilet refurbishment accessibility, changing places	Several Wards	BHCC / Cityclean	£1,500,000	£100,000	£1,400,000	Section 106, government grant for CP
Open Space and Parks	electrical charge points for cars	Several Wards	BHCC / City Transport	£250,000	£5,000	£245,000	Section 106
Open Space and Parks	Rainbow raised tables and crossing linked to parks	Several Wards	BHCC / City Transport	£500,000	£15,000	£485,000	Section 106
Open Space and Parks	Events and commercial infrastructure	Several Wards	BHCC/ Events / Estates	£500,000	£10,000	£490,000	section 106
Open Space and Parks	Tree planting forest in the South downs	Several Wards	BHCC / Estates	£800,000	£2,000	£798,000	Setion 106
Open Space	Whole Park Transformation	Several	BHCC	£600,000	£50,000	£550,000	Section 106

and Parks		Wards					
Open Space and Parks	Seafront Squares Transformation Programme	Several Wards	BHCC	£450,000	£60,000	£390,000	Section 106
	SUB TOTAL OPEN SPACES AND PARKS			£18,200,000	£2,227,000	£15,973,000	
Seafront	New Accessible Railcar for Volks Railway	East Brighton	BHCC	£500,000	£150,000	£350,000	BHCC Capital Programme Heritage Lottery Fund
Indoor and Outdoor Sports Facilities	Kingsway to the Sea/West Hove Improvement Plan (links with Seafront and Parks). Improvement of Sports Facilities	Several Wards	BHCC	£10,600,000	£10,007,720	£592,280	S106, Levelling Up Fund, BHCC Capital Programme. BHCC will have to provide £1M match funding for gvt grant.
	SUB TOTAL SEAFRONT			£11,100,000	£10,157,720	£942,280	
	OVERALL TOTAL OPEN SPACE AND LEISURE			£131,470,000	£16,708,720	£114,761,280	

TRANSPORT

CATEGORY	INFRASTRUCTURE PROJECT	WARD	DELIVERY AGENCY	INDICATIVE COSTS - 21/22 - 29/30	FUNDING AVAILABLE	FUNDING REQUIRED	FUNDING SOURCES
Road	Air quality monitors Ensure a network of local air monitoring for carbon, nitrogen,	All Wards	BHCC	£160,000	£0	£160,000	Possible sources of match funding: Defra Air Quality Grant,

	and particles						Transport Allocation, Developer Contributions, The Sussex Air Quality Partnership.
	Highways - Road surface renewal	All Wards	BHCC	£20,000,000	£3,054,000	£16,946,000	CNF/LTP Cap Prog/
	Highways - Footway surface renewal	All Wards	BHCC	£4,500,000	£900,000	£3,600,000	CNF/LTP Cap Prog/
	Highways - Street lighting renewal	All Wards	BHCC	£2,700,000	£2,022,000	£678,000	LTP Cap Prog/BHCC Cap Prog
	Highways - Drainage	All Wards	BHCC	£2,250,000	£450,000	£1,800,000	CNF/LTP Cap Prog/
	Highways - Seafront Highway Arch Renewal Programme	Several Wards	BHCC	£20,000,000	£780,000	£19,220,000	LTP Cap Prog/
	Highways - Other structures	Several Wards	BHCC	£3,600,000	£320,000	£3,280,000	LTP Cap Prog/
	Traffic Management - Traffic Control Centre	All Wards	BHCC	£1,800,000	£500,000	£1,300,000	CNF/
	Traffic Management - Intelligent Transport Systems	Several Wards	BHCC	£3,600,000	£500,000	£3,100,000	CNF/LTP Cap Prog/
	Traffic Management - A27 Trunk Road junctions - Junction 3 Carden Avenue (Priority1)	Hollingdean & Stanmer	BHCC & National Highways	£2,111,130	£0	£2,111,130	BHCC Capital, LEP & central govt grant

	Traffic Management - A27 Trunk Road junctions Junction 4 Patcham Interchange (Priority 2)	Patcham	BHCC & National Highways	£1,619,730	£0	£1,619,730	BHCC Capital, LEP & central govt grant
	Traffic Management - A27 Trunk Road junctions - Devils Dyke Interchange (Priority 3)	Withdean	BHCC & National Highways	£1,460,970	£1,460,970	£0	CIL payment upon commencement of BH2018/03633 Toads Hole Valley
	Traffic Management - A27 Trunk Road junctions - Junction 1 Falmer Hill/B2123 (Priority 4)	Several Wards	BHCC,ESCC & National Highways	£1,731,240	£350,000	£1,381,240	BHCC Capital, LEP & central govt grant,ESCC S106, BHCC CIL
	Traffic Management - A27 Trunk Road junctions - Junction 6 A27/A293 (Priority 5)	North Portslade	BHCC & National Highways	£1,360,800	£115,000	£1,245,800	BHCC Capital, LEP & central govt grant, S106 & CIL
	Traffic Management - Ultra Low Emission Zone (subject to Business Case)	Several Wards	BHCC	£5,000,000	£450,000	£4,550,000	CAF/LTP Cap Prog/
	Public Transport - Seafront, bus-based rapid transport system	Several Wards	BHCC/Bus operator	£20,000,000	£0	£20,000,000	
	Public Transport - Bus Network Review measures	Several Wards	BHCC	£2,000,000	£260,000	£1,740,000	CNF/LTP Cap Prog/
	Public Transport -	All Wards	BHCC	£1,800,000	£250,000	£1,550,000	CAF/

	Accessible Bus Stops						
	Major Scheme - Valley Gardens Phase 3	Several Wards	BHCC	£3,250,000	£6,970,000	-£3,720,000	LEP/BHCC/S106
	Major Scheme - Gateway to the Sea	Several Wards	BHCC	£2,000,000	£85,000	£1,915,000	LTP Cap Prog
	Parking - Electric Vehicle Charging Points	All Wards	BHCC	£5,000,000	£220,000	£4,780,000	CNF/LTP Cap Prog/
	Parking - CPZs (subject to consultation)	Several Wards	BHCC	£700,000	£400,000	£300,000	BHCC Budget
	Parking - Motorcycle Parking	All Wards	BHCC	£90,000	£10,000	£80,000	LTP Cap Prog/
	Parking - Car Club Bays	All Wards	BHCC/Car club operator	£90,000	£0	£90,000	
	"Green Wave" facility is reviewed and updated for Hove and Preston Circus Fire Stations, and installed for Roedean Fire Station.	Several Wards	BHCC	£50,000	£0	£50,000	LTP Cap Prog/CIL/BHCC Budget
	Rottingdean Lower Place - Public realm upgrade	Rottingdean Coastal	BHCC	£1,500,000	£0	£1,500,000	CIL (Neighbourhood & Citywide)/LTP Capital Programme/BHC C Budget
	SUB TOTAL ROAD			£108,373,870	£19,096,970	£89,276,900	
Active Travel	Strategic Walking & Cycling Route Infrastructure	All Wards	BHCC	£20,000,000	£1,125,000	£18,875,000	
	Local cycling	All Wards	BHCC	£5,000,000	£3,030,000	£1,970,000	CNF/ATF-T2/ATF-

	improvements						T1/LTP Cap Prog/S106
	Local walking infrastructure	All Wards	BHCC	£5,000,000	£2,605,000	£2,395,000	CNF/ATF-T2/ATF-T1/LTP Cap Prog/S106
	BikeShare Infrastructure	All Wards	BHCC	£1,700,000	£1,170,000	£530,000	Budget (LTP Cap Prog)/
	Casualty reduction schemes	Several Wards	BHCC	£1,800,000	£100,000	£1,700,000	LTP Cap Prog
	School Streets	Several Wards	BHCC	£2,000,000	£100,000	£1,900,000	BHCC Cap Prog/LTP Cap Prog
	Low Traffic Neighbourhoods	Several Wards	BHCC	£2,700,000	£550,000	£2,150,000	Budget/CAF/Budget (pocket parks)
	Liveable City Centre	Several Wards	BHCC	£1,000,000	£450,000	£550,000	CAF/LTP Cap Prog/
	Local Mobility Hubs	Several Wards	BHCC	£2,700,000	£300,000	£2,400,000	CAF
	Cycle Hangars and Cycle Parking	Several Wards	BHCC	£500,000	£510,000	-£10,000	BHCC Cap Prog/LTP Cap Prog/
	Pedestrian crossings	All Wards	BHCC	£2,700,000	£155,000	£2,545,000	CNF/LTP Cap Prog/
	Local shopping areas	Several Wards	BHCC	£5,000,000	£75,000	£4,925,000	LTP Cap Prog
	SUB TOTAL ACTIVE TRAVEL			£50,100,000	£10,170,000	£39,930,000	
	GRAND TOTAL TRANSPORT			£158,473,870	£29,266,970	£129,206,900	

UTILITIES

CATEGORY	INFRASTRUCTURE PROJECT	WARD	DELIVERY AGENCY	INDICATIVE COSTS - 21/22 - 29/30	FUNDING AVAILABLE	FUNDING REQUIRED	FUNDING SOURCES
Waste Recycling and Disposal	Circular hub	All Wards	BHCC	£100,000	£0	£100,000	BHCC Funds & government grants
Waste Recycling and Disposal	Community reuse depot	All Wards	BHCC / The Green Centre	£300,000	£0	£300,000	BHCC Funds & government grants
Waste Recycling and Disposal	Construction materials exchange depot	All Wards	BHCC	£50,000	£0	£50,000	BHCC Funds & government grants
Waste Recycling and Disposal	Circular materials storage facility	All Wards	BHCC	£50,000	£0	£50,000	BHCC Funds & government grants
	SUB TOTAL WASTE RECYCLING AND DISPOSAL			£500,000	£0	£500,000	
Water	The Living Coast water fountains	All Wards	BHCC	£50,000	£0	£50,000	BHCC Funds
Water	New 10Mld Desalination plant to provide drinking water from seawater at Shoreham Harbour	All Wards	Southern Water	£34,000,000	£34,000,000	£0	Southern Water & private investment

Water	Catchment schemes at Falmer A&B and North Brighton to protect against nitrate and pesticide pollution of the drinking water system	Several Wards	Southern Water	£28,000,000	£28,000,000	£0	Southern Water & private investment
Water	Improve water pipeline links between Brighton & Shoreham	Several Wards	Southern Water	£20,000,000	£20,000,000	£0	Southern Water & private investment
SUB TOTAL WATER				£82,050,000	£82,000,000	£50,000	
Energy	Brighton Zero Energy development/self financing Cityparks - Feasibility Study & Pilot Scheme	Several Wards	BHCC/ BRIZED / Estates	£10,000,000	£100,000	£9,900,000	Central funding and Section 106
Energy	Commercial portfolio energy improvements - pilot projects	Several Wards	BHCC	£1,000,000	£0	£1,000,000	Public Sector Decarbonisation Fund (tbc)
Energy	EV charge points for Housing maintenance at four housing locations; City Clean Hollingdean depot; City Parks at Stanmer Park	Several Wards	BHCC	£1,000,000	£0	£1,000,000	BHCC Carbon Neutral Fund (tbc)
Energy	LED lighting replacement schemes in schools	Several Wards	BHCC	£500,000	£0	£500,000	BHCC Carbon Neutral Fund (tbc)

Energy	Implementation of Low Carbon Heating Technology and auxiliary efficiency measures at Carden Community Centre & Portslade Town Hall. A pilot delivery of retrofit heat pump installations at these two sites, will provide BHCC with an approach for the future application of decarbonised heat on the council's operational portfolio.	South Portslade	BHCC	£190,000	£0	£190,000	BHCC Carbon Neutral Fund (tbc)
Energy	Replacement lighting schemes in sports facilities – to replace existing luminaires with LEDs a) Outdoor tennis floodlights at Withdean Sports Complex (WSC) b) Stanley Deason Leisure Centre (SDLC) – Main Sports Hall (4 courts & Gym) c) Portslade Sport Centre (PSC) – Sports Hall	Several Wards	BHCC / Freedom Leisure	£187,000	£0	£187,000	BHCC Carbon Neutral Fund (tbc)

	d) Floodlights (x8) on astroturf at Stanley Deason Leisure Centre (SDLC)						
Energy	Development of solar farm. An initial feasibility study is completed - further work now needed to develop business case, further feasibility, planning documentation before proceeding to applying for planning permission and then on to development.	All Wards	BHCC	£250,000	£0	£250,000	
	SUB TOTAL ENERGY			£13,127,000	£100,000	£13,027,000	
	GRAND TOTAL UTILITIES			£95,677,000	£82,100,000	£13,577,000	

FLOOD AND WATER MANAGEMENT

CATEGORY	INFRASTRUCTURE PROJECT	WARD	DELIVERY AGENCY	INDICATIVE COSTS - 21/22 - 29/30	FUNDING AVAILABLE	FUNDING REQUIRED	FUNDING SOURCES
Flood Management	Sustainable urban drainage / rain gardens including pocket parks	All Wards	BHCC, South Downs National Park, Highways England, Southern Water, Environment Agency, Schools, developers	£5,000,000	£1,700,000	£3,300,000	Highways England, Southern Water, Environment Agency, South Downs National Park, developers, BHCC
Flood Management	Sustainable Drainage Projects within and in the vicinity of development sites	All Wards	BHCC	£1,500,000	£0	£1,500,000	Developers, Landowners, Central Government, City Council
Flood Management	Preston Park Surface Water Management Scheme	Preston Park	BHCC	£500,000	£80,000	£420,000	Central Government, City Council, RFCC Local Levy, Southern Water, Developers.
Flood Management	Interventions identified within 2022 Surface Water Management Plan and Local Flood Risk Management Strategy	Several Wards	BHCC	tbc	tbc	#VALUE!	Central Government, City Council, RFCC Local Levy, Southern Water, Developers.
Flood Management	Coastal defences - Brighton Marina to River Adur	Several Wards	Environment Agency, BHCC	£3,200,000	£0	£3,200,000	DEFRA, Environment Agency

	Coastal defences - Brighton Marina to Saltdean	Several Wards	Environment Agency, BHCC	£2,000,000	£0	£2,000,000	DEFRA, Environment Agency
	SUB TOTAL FLOOD MANAGEMENT			£12,200,000	£1,780,000	£10,420,000	
	School raingarden projects	All Wards	BHCC	£1,000,000	£0	£1,000,000	Department for Education (tbc)
	SUB TOTAL WATER MANAGEMENT			£1,000,000	£0	£1,000,000	
	GRAND TOTAL UTILITIES			£13,200,000	£1,780,000	£11,420,000	

BLUE AND GREEN NETWORKS

CATEGORY	INFRASTRUCTURE PROJECT	WARD	DELIVERY AGENCY	INDICATIVE COSTS - 21/22 - 29/30	FUNDING AVAILABLE	FUNDING REQUIRED	FUNDING SOURCES
Biodiversity and green networks	Land bridges across major transport routes - connectivity for people & wildlife	Several Wards	BHCC, South Downs National Park, Highways England, Environment Agency, National Trust, developers	£3,000,000	£0	£3,000,000	Highways England, Environment Agency, South Downs National Park, developers, National Lottery
Biodiversity and green networks	Climate Change adaptation - urban cooling	All Wards	BHCC	£1,500,000	£0	£1,500,000	Public Health England, Environment Agency, National Lottery, LEP,

							BHCC
Biodiversity and green networks	Benfield Valley - Improved green infrastructure & biodiversity, including gateway to SDNP and new cycle routes	Several Wards	BHCC, South Downs National Park	£1,000,000	£0	£1,000,000	BHCC, developers, external grants, CIL, SDNPA
Biodiversity and green networks	natural capital & ecosystem service enhancements	All Wards	BHCC	£800,000	£0	£800,000	Natural England, Environment Agency, National Lottery, BHCC
Biodiversity and green networks	Pollution prevention - bathing waters & near shore marine environment	Several Wards	BHCC, Southern Water, Environment Agency	£3,000,000	£500,000	£2,500,000	Southern Water, Environment Agency
Biodiversity and green networks	Sedimentation & water quality management - Marine Conservation Zone Beachy Head West	Rottingdean Coastal	BHCC, IFCA, Brighton Marina, Marine Management Organisation, Sussex IFCA	£500,000	£10,000	£490,000	Brighton Marina, BHCC
Biodiversity and green networks	Biodiversity & Green Network improvements & connectivity - Eastern Seafront	Several Wards	BHCC, developers	£500,000	£15,000	£485,000	BHCC, developers, external grants
Biodiversity and green networks	Biodiversity & Green Network improvements & connectivity - central & western seafront	Several Wards	BHCC, developers, community groups	£500,000	£15,000	£485,000	BHCC, developers, external grants

Biodiversity and green networks	pond & wetland restoration & creation	Several Wards	BHCC, South Downs National Park	£600,000	£249,000	£351,000	National Lottery heritage Fund, BHCC, South Downs National Park
Biodiversity and green networks	urban green networks infrastructure enhancements - green roofs, walls, bus stops & connectivity mapping	All Wards	BHCC, developers, Clear Channel	£500,000	£0	£500,000	Natural England, Environment Agency, National Lottery
Biodiversity and green networks	interpretation & engagement	All Wards	BHCC, The Living Coast Biosphere	£250,000	£10,000	£240,000	BHCC, Biosphere, funded projects e.g. national lottery
Biodiversity and green networks	natural & semi-natural greenspace improvements	Several Wards	BHCC, South Downs National Park	£300,000	£80,000	£220,000	BHCC central budgets, funded projects, Natural England, Countryside Stewardship, ELMS
Biodiversity and green networks	off shore habitat restoration & improvement with the Sussex Bay initiative. Restoration of kelp beds a particular focus	Several Wards	BHCC, Sussex IFCA, Marine Management Organisation, Natural England, Environment Agency, neighbouring LAs, Charity	£2,000,000	£230,000	£1,770,000	DEFRA, charity partners, Natural England, Environment Agency, Southern Water, BHCC

			partners				
Biodiversity and green networks	Natural capital & ecosystem service enhancements - city downland estate	Several Wards	BHCC, South Downs National Park, Tenant Farmers	£750,000	£60,000	£690,000	Natural England, ELMS, countryside stewardship, BHCC, Southern Water
Biodiversity and green networks	Returning Waterhall Golf Course to a mix of species rich grassland, scrub and naturally regenerated woodland to enhance biodiversity and retain and enhance soil carbon. To provide increased green space for public recreation and provide educational opportunities around climate change and biodiversity loss	Withdean	BHCC and others tbc	£41,000		£41,000	BHCC Carbon Neutral Fund (tbc)
Biodiversity and green networks	Public Rights of Way	Several Wards	BHCC	£2,000,000	£10,000	£1,990,000	Section 106
Biodiversity and green networks	Planting biodiversity	All Wards	BHCC	£500,000	£75,000	£425,000	Section 106
Biodiversity and green networks	Develop food growing initiatives in	All Wards	BHCC	£30,000	£0	£30,000	BHCC

	community, faith & school gardens						
Biodiversity and green networks	Develop anaerobic/aerobic digestors to process city food and allied green waste	Several Wards	BHCC	£14,500,000	£0	£14,500,000	BHCC
Biodiversity and green networks	Community Composting Schemes	All Wards	BHCC	£70,000	£0	£70,000	BHCC
	TOTAL BLUE & GREEN NETWORKS			£32,341,000	£1,254,000	£31,087,000	

HOUSING

CATEGORY	INFRASTRUCTURE PROJECT	WARD	DELIVERY AGENCY	INDICATIVE COSTS - 21/22 - 29/30	FUNDING AVAILABLE	FUNDING REQUIRED	FUNDING SOURCES
Delivery New Council Homes	General & Home Purchase Policy - c. 85 new homes for temporary accommodation, Homes First & General Needs	All	BHCC	£ 44,462,000	£ 44,462,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.
Delivery New Council Homes	Hidden Homes Scheme (Ongoing programme)	Several	BHCC	£ 3,642,000	£ 3,642,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.
Delivery New Council Homes	New Homes Budget - Scheme to be identified in portfolio		BHCC	£ 3,310,000	£ 3,310,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.
Delivery New Council Homes	Erection of 42 new homes at Victoria Road Portlade	South Portlade	BHCC	£ 11,806,000	£ 11,806,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.

Delivery New Council Homes	New Homes schemes at Frederick Street (4 flats) & Rotherfield Crescent (3 houses)	Several	BHCC	£ 2,000,000	£ 2,000,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.
Delivery New Council Homes	Moulsecoomb Hub - Land acquisition for 226 home development	Noulsec oomb and Bevende an	BHCC	£ 4,320,000	£ 4,320,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.
Delivery New Council Homes	Acquisition of 49 homes at former Belgrave Centre Portslade	South Portslade	BHCC	£ 10,860,000	£ 10,860,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.
Delivery New Council Homes	Acquisition of 127 homes at Coldean Lane north of Varley Halls	Hollingdean & Stanmer	BHCC	£ 30,360,000	£ 30,360,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.
Delivery New Council Homes	Future delivery of New Homes Programme	All	BHCC	£ 166,786,000	£ 166,786,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts &

							external grant funding.
	SUB TOTAL DELIVERY NEW HOMES			£ 277,546,000	£ 277,546,000	£ -	
Investment in Existing Stock	Repair and replacement schemes to maintain and improve quality of existing assets	All	BHCC	£ 44,520,000	£ 44,520,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.
Investment in Existing Stock	Maintianing properties to Brighton & Hove Standard	All	BHCC	£ 14,640,000	£ 14,640,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.
Investment in Existing Stock	Sustainability & Carbon reduction retrofit	All	BHCC	£ 12,090,000	£ 12,090,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.
Investment in Existing Stock	Tackling Inequality - aids, adaptations, environmental improvements	All	BHCC	£ 7,730,000	£ 7,730,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant

							funding.
Investment in Existing Stock	Future delivery of investment in Existing Stock programmes	All	BHCC	£ 148,630,000	£ 148,630,000	£ -	BHCC revenue, capital borrowing, HRA reserves, capital receipts & external grant funding.
	SUB TOTAL INVESTMENT IN EXISTING HOMES			£ 227,610,000	£ 227,610,000	£ -	
	GRAND TOTAL HOUSING			£ 505,156,000	£ 505,156,000	£ -	

Subject:	Developer Contributions – Infrastructure Funding Statement 2020/21
Date of Meeting:	25 November 2021
Report of:	Executive Director, Economy, Environment & Culture
Contact Officer: Name:	Debra May
Email:	Debra.may@brighton-hove.gov.uk
Ward(s) affected:	All Wards

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 This report is for information and seeks agreement to publish the Council's annual 2020/21 Infrastructure Funding Statement (IFS) by the end of December 2021 as required by Government regulations.
- 1.2 The Infrastructure Funding Statement sets out Community Infrastructure Levy (CIL) and Section 106 money (secured via the planning process) that has been secured, received, held and spent over the previous financial year (April 2020 - March 2021).

2. RECOMMENDATIONS:

- 2.1 That Committee notes the annual Brighton & Hove City Council 2020/21 Infrastructure Funding Statement, attached in Appendix 1.
- 2.2 That Committee agrees for the Head of Planning to publish the updated 2020/21 annual IFS statement on the BHCC website, subject to any minor alterations (numerical, grammatical and spelling) to be agreed by the Head of Planning in consultation of the Joint Chairs of TECC Committee.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Changes to Community Infrastructure Levy (CIL) regulations were introduced in September 2019 requiring the publication of an Infrastructure Funding Statement every December reporting on the previous financial year.
- 3.2 CIL Regulation 121A states that "no later than 31st December each calendar year a Contribution Receiving Authority (CRA) must publish a document which comprises the following:

- A statement of the infrastructure projects or types of infrastructure which the charging authority will be or may be partly funded by the Community Infrastructure Levy (CIL);
- A report about CIL in relation to the previous financial year;
- A report about Section 106 planning obligations in relation to the reported year”

The first annual IFS was produced in 2020 and must continue to be published annually on the contribution receiving authority’s website.

3.3 The IFS includes all developer contributions from both s106 obligations together with CIL receipts secured, received, spent and held from new developments.

3.4 Developer contributions financial contributions

The obligations, receipts, expenditure and balances for S.106 and CIL contributions in 2020/21 are summarised by category in the tables below. The previous years’ figures in the s106 table are for information only.

s106 Obligation Category	New Contributions Secured	Contributions Paid	Contributions Spent	20/21 Contributions Held
Affordable Housing (Commuted Sums)	£ 2,342,513	£ 238,955	£ 1,072,426	£ 4,910,979
Community	£ -	£ -	£ -	£ 114,737
Digital	£ -	£ -	£ -	£ -
Economic Development (Local Employment)	£ 618,930	£ 319,413	£ 155,595	£ 1,212,679
Education	£ 826,780	£ 1,066,312	£ 273,624	£ 3,462,170
Flood / Water	£ -	£ -	£ -	£ -
Green Infrastructure / Public Realm (inc SUDS)	£ -	£ 428,810	£ 47,651.00	£ 452,682
Health	£ -	£ -	£ -	£ -
Monitoring	£ -	£ -	£ -	£ -
Open Space / Leisure	£ 2,644,115	£ 1,972,146	£ 160,718	£ 7,439,376
Artistic Component		£ 72,788.00	£ 39,546	£ 129,560
Sustainable Transport	£ 1,178,823	£ 843,707	£ 715,804	£ 3,640,301
Total 2020/21	£ 7,611,161	£ 4,942,131	£ 2,465,364	£ 21,362,484
TOTAL - 2019/20	£ 7,407,153	£ 8,868,182	£ 2,046,485	£ 18,885,717
TOTAL - 2018/19	£ 5,905,855	£ 6,635,912	£ 964,126	£12,064,020

Community Infrastructure Levy (CIL)	Value of Demand Notices Issued	CIL Collected	CIL Expenditure	2020/21 CIL Receipts Held
2020/21 Reporting Year period	£ 90,209	£ 7,689	£ -	£ 7,689

The tables and files in Appendix 1 set out the CIL and S.106 financial contributions secured, received, spent and held in the last financial year 2020/21 together with the s106 Agreement details of the individual development schemes providing those contributions.

3.5 Income from CIL is shown as low for two main reasons. First, CIL started in October 2020 so the IFS only reports CIL income from October 2020 to March 21. Second, CIL is received on commencement of development (permissioned post October 2020). There is always a delay between granting permission and commencement and planning permissions last for three years. As a result, it will take at least two years to build up the CIL pot.

- 3.6 Governance arrangements for the spending of CIL receipts were approved by TECC Committee in June 2021 which include arrangements for the administration of the spend of the Citywide and Neighbourhood Portion in local communities.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The report updates and provides information on developer contributions secured through the Planning application process.
- 4.2 The alternative would be for this committee not to accept the Brighton & Hove City Council IFS 2020/21 in contravention of the Community Infrastructure Regulations 2010 (as amended).

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Consultation has not been undertaken and is not required for the Infrastructure Funding Statement which carries technical information. However, securing developer contributions is in accordance with the policies in City Plan Part One that was adopted following extensive public consultation. There was also consultation undertaken in relation to adopting a CIL Charging Schedule.

6. CONCLUSION

- 6.1 The Infrastructure Funding Statement provides a comprehensive overview of CIL S.106 income and expenditure for 2020-21 financial year. The appendices, which accompany the IFS, provide further detail to show how each planning permission in the city has provided funding for specific infrastructure projects including financial contributions as well as non-monetary provision (including affordable housing and public realm). It is therefore recommended for noting and publication in accordance with the CIL Regulations.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no direct financial implications from the recommendations of this report. The administrative costs of managing and monitoring both Section 106 planning obligations and the Community Infrastructure Levy (CIL) are funded from the levy (CIL) or contained within existing service revenue budgets (Section 106). Developer contributions are a source of funding for the provision of infrastructure within the city.

Finance Officer Consulted: John Lack

Date: 14/10/21

- 7.2 Legal Implications:

The legislative background to the report's recommendations is set out in the body of the report.

Lawyer Consulted:

Hilary Woodward

Date: 22/10/21

Equalities Implications:

- 7.3 Developer contributions provide benefits through supporting infrastructure and facilities upgrades for residents and visitors to the city with the timely and effective provision of for example, affordable housing, local employment training opportunities, recreation space, improved pedestrian transportation and education facilities.

Sustainability Implications:

- 7.4 Sustainable development is a key priority to the council and developer contributions assist in ensuring necessary obligations are secured towards appropriate enabling infrastructure for instance to help provide meeting long-term blue and green infrastructure measures and objectives and biodiversity targets for the city.

7.5 Public Health Implications:

Developer contributions contribute to the creation of healthy communities for example recreation and open space provision for the wellbeing of physical and mental health.

Corporate / Citywide Implications:

The provision of new infrastructure secured through developer contributions supports the corporate objectives and particularly in respect of sustainable transport upgrades and blue and green infrastructure objectives this supports the council's commitment to become carbon neutral by 2030.

SUPPORTING DOCUMENTATION

Appendices:

1. Appendix 1 – Infrastructure Funding Statement 2020/21

Background Documents

1. City Plan Parts 1 and 2
2. Community Infrastructure Regulations 2010 (as amended)



Annual Infrastructure Funding Statement
for
Community Infrastructure Levy
and Section 106 developer contributions

Reporting Period:
01 April 2020 to 31 March 2021

Introduction

This is the Brighton and Hove City Council Infrastructure Funding Statement (IFS) for 2020/21. This statement provides update on the Council's developer contributions secured under the Community Infrastructure Levy (CIL) and Section 106 (S.106) planning obligations together with income and expenditure in 2020/21, in compliance with Regulation 121A of the CIL Regulation 2010 (as amended.)

As a Contribution Receiving Authority (CRA) the Council is required to prepare an IFS no later than 31st December annually which includes:

- An Infrastructure List (a statement of projects or types of infrastructure which the charging authority intends will be, or may be, wholly or partly funded by CIL;
- A report about CIL, in relation to the previous financial year (the "reported year"); and
A report in respect of S.106 planning obligations in relation to the reported year.

The requirements for the type of information to be published in relation to CIL and s106 Planning obligations is set out in Schedule 2 of the CIL Regulations 2010 (as amended.)

About this Statement

The Brighton and Hove City Council IFS 2020/21 provides all information required under the CIL Regulations and is supported by detailed planning obligation data also highlighting key infrastructure projects funded by developer contributions during 2020/21.

The IFS is an important way of demonstrating how the council's housing target, as set out within the City Plan Part One, is being delivered alongside developer contributions, which will be used to support the delivery of essential supporting infrastructure.

The CIL Guidance requires that IFS data is prepared in a specific digital format (using CSV files) using standard templates.

This IFS is accompanied by spreadsheets which support the S.106 and CIL totals reported. The publication of the IFS will include three CSV files, which will also be published on the council's website by 31st December 2021.

IFS 2020/21 – Key Headlines

Section 106 (S.106)

In 2020/21, the council **received a total of £ £4,942.131** from S.106 planning obligations. These sums are either directly related to specifically defined infrastructure projects associated with each planning permission (Appendix II) or delivered on site.

The council **held £21,362,484** at the end of 2020/21, to be spent on either specifically defined infrastructure projects or citywide affordable housing developments.

- In 2020/21 £2,465,364 was spent that include key projects:
 - nearly £1.1m towards 30% provision of 15 new Affordable homes in the city
 - £161,000 of improvements to recreation and sport facilities across the city
 - £716,000 towards pedestrian sustainable transport improvements in local areas of development

S.106 remains as the method to ensure that developments provide sufficient affordable housing to achieve the council's policy requirements for 20% affordable housing as an equivalent financial contribution on sites of between 5 and 9 (net) dwellings, 30% on-site provision or financial contribution on sites of between 10 and 14 (net) dwellings, and 40% on-site provision on sites of 15 units or more.

Section 106 Agreements and Income 2020/21

The following sets out:

- a) S.106 planning obligations signed by developers and the council (to be paid in 2020/21 once development triggers are reached in the future);
- b) The amount of S.106 paid to the council in 2020/21 (from all planning obligations);
- c) The amount of S.106 sums spent in the city on supporting infrastructure projects
- d) The amount of S.106 that is yet to be formally allocated for spending by the council

In 2020/21 the council entered into 35 S.106 agreements as part of the approval of 2,671 planning applications. In signing up to those S.106 agreements, the council is due to receive £7,611,161 once triggers are reached on those development sites (and will be reported as income is received in future IFS reports.)

The 5 largest (by value) S.106 agreements signed in securing contributions during 2020/21 are summarised below:

Planning Permission	Development	Total S106 (financial obligations)	Categories (all provision)
BH2019/03548	land at Sackville Road, Hove	£2,939,969	<ul style="list-style-type: none"> • Education • Local Employment • Recreation • Transport
BH2017/01083	87 Preston Road, former City College, Brighton	£1,357,500	<ul style="list-style-type: none"> • Affordable Housing
BH2018/03356	Land at Newtown Road Hove	£661,807	<ul style="list-style-type: none"> • Education • Local Employment • Recreation • Transport

BH2019/02948	land at Sussex County Cricket Ground, Eaton Road, Hove	£325,458	<ul style="list-style-type: none"> • Education • Local Employment • Recreation • Transport
BH2020/00895	Palmer and Harvey House, 106-112 Davigdor Road (School) Hove	£364,500	<ul style="list-style-type: none"> • Affordable Housing •
Total largest contributions secured		£5,649,324	

In 2020/21, The total amount received from S.106 obligations under Agreements completed in 2020/21 and all previous years was **£4,942,131** .

The 5 largest (by value) S.106 payments received during 2020/21 are summarised below:

Planning Permission	Development	Total S106 (financial obligations)	Categories
BH2018/01650	Land at Overdown Rise & Mile Oak Road Portslade	£960,782	<ul style="list-style-type: none"> • Education • Recreation • Transport
BH2019/03113	land at Longley Industrial Estate, New England Street & Elder Place, Brighton	£845,774	<ul style="list-style-type: none"> • Education • Local Employment • Recreation • Transport • Public Realm
BH2019/01272	1 Moulsecoomb Way Brighton	£707,400	<ul style="list-style-type: none"> • Local Employment • Recreation • Transport •
BH2016/02499	land at Anston House, 137-147 Preston Road	£647,480	<ul style="list-style-type: none"> • Education • Local Employment • Recreation • Transport
BH2020/00917	Unit 1-3 Ellen Street Hove	£338,935	<ul style="list-style-type: none"> • Education • Local Employment • Recreation • Transport
Total largest payments received		£3,500,371	

A full breakdown of the sums received is included in Appendix (II).

The amount of S.106 that is yet to be formally allocated for spending by the council

The total amount of contributions held, under any planning obligation either allocated or yet to be formally allocated to specific projects, totals **£21,362,484**.

Non-Monetary Obligations

Section 106 obligations can include “non-monetary” contributions, such as affordable housing units on site or open spaces or children’s play areas.

In 2020/21, the council entered into 34 planning agreements which will deliver 132 affordable housing units of affordable rent and shared ownership homes on site.

Of the total of 34 S106 Agreements with planning obligations these will make provision for the following non-financial contributions:

Summary Non-financial contributions Secured 2020/21	Number of Agreements
Affordable Housing	10
Artistic Component	8
Community Use Agreements	1
Employment Training Strategies (for 20% local labour on development sites)	10
Management Plans (delivery/servicing)	3
Travel Plans (incl. Bike share/Car Club	11

S.106 Expenditure

The IFS reports on the **£2,465,364** S.106 expenditure on infrastructure items by the council in the financial year 2020/21. This includes money from historic S.106 obligations entered into prior to 2020/21 and previous years, due to the lead time to deliver improvements and to ensure that sufficient sums of money are available to spend on specific projects.

The 5 largest (by value) S.106 projects funded during 2020/21 are summarised below:

Application	Development	Project Funded	Project Expenditure 2020/21
BH2015/01471	Former Astoria Gloucester Place	Affordable Housing – towards 15 x homes	£889,000
BH2011/02886	Royal Sussex County Hospital (RSCH) 3T's	Kemptown/Roedean highways junction improvements	£294,657
BH2015/01471 BH2013/03461	Former Astoria Gloucester Place Brighton Circus Street, Brighton	Valley Gardens Phases 1b & 2	£100,000
2009/01340 2015/02817	Vega ex Caffyns 331 Kingsway Hove 121/123 Davigdor Road, Hove	Secondary Education improvements – Blatchington Mill school	£90,600
2014/03605	70 and Site of Chrome Productions Limited Goldstone Lane Hove	Secondary Education improvements – Hove Park School	£77,612
Total largest sums spent			£1,451,899

A full breakdown of the sums expended is included in Appendix (III).

The council did not spend any S.106 receipts to repay money borrowed (including interest).

It also did not refund any sums to developers under the terms of the S.106 agreements in 2020/21.

S.106 Monitoring Fees

Amendments to the CIL Regulations allows for planning authorities to set monitoring fees for S.106, in addition to the capped 5% administration fee that is permitted from the sums raised through the CIL levy.

The council has included it's mechanism for charging monitoring fees in the updated Developer Contributions Technical Guidance approved in June 2020 available on the council's website: [Developer contributions technical guidance \(brighton-hove.gov.uk\)](https://www.brighton-hove.gov.uk/development/developer-contributions-technical-guidance)

The monitoring fee receipts will accumulate over time because developments that include a S.106 monitoring fee may not start for several years.

Long Term Maintenance Sums on Deposit

In some cases, when a development site includes public open space and play space (or improvements), it asks the council to take responsibility for the ongoing maintenance for the spaces and equipment. In these instances, developers pay maintenance sums upon transfer of the land which are held on a long-term basis.

The total amount allocated as long-term maintenance (retained as of 31st March 2020) is £102,520.60 for the sites below:

BH2001/1811/OA	Brighton Station site (inc A-D Conservation Interest (SNCI)	Northern Site Nature Conservation Interest (SNCI) Maintenance	£ 25,000.00
BH2005/05142	Block K Brighton Station Site	SNCI Maintenance	£ 25,000.00
BH2006/1430	Block G, Brighton Station/NEQ	Northern & Southern SNCI Management (maintenance)	£ 9,978.61
BH2010/03999	Block J Brighton Station/NEQ	Southern SNCI Contribution	£ 23,750.00
BH2012/02370	land at 9 Hillbrow	Translocation - Maintenance	£ 2,100.00
BH2001/02593	Crowhurst Road/Crowhurst Cor	SNCI Maintenance	£ 7,043.69
BH2017/02410	Overdown Rise/Mile Oak Road	Translocation Maintenance	£ 8,076.00
BH2012/03286	land 140/146 Springfield Road	Translocation Maintenance	£ 1,572.30

Community Infrastructure Levy (CIL) 2020/21

The Community Infrastructure Levy (CIL) commenced in October 2020 following its adoption in July 2020. The following sets out CIL receipts and expenditure across the whole 2020/21 period.

- The total value of CIL demand notices issued in the 2020/21 period is £90,209.08.
- The total amount of CIL collected within 2020/21 totals £7,689.41.
- The total CIL expenditure recorded for the reported period is as follows:

Type	Expenditure
Admin CIL	£0.00
Neighbourhood CIL	£0.00
CIL Land Payments	£0.00
Other CIL Cash	£0.00
Total Value	£0.00

Conclusions

The IFS shows that, in 2020/21, a significant level of monetary and non-monetary s106 obligations have been entered into, with affordable housing units being secured, alongside the contributions set out in the summary table below:

Obligation Category	New Contributions Secured	Contributions Paid	Contributions Spent	20/21 Contributions Held
Affordable Housing (Commuted Sums)	£ 2,342,513	£ 238,955	£ 1,072,426	£ 4,910,979
Community	£ -	£ -	£ -	£ 114,737
Digital	£ -	£ -	£ -	£ -
Economic Development (Local Employment)	£ 618,930	£ 319,413	£ 155,595	£ 1,212,679
Education	£ 826,780	£ 1,066,312	£ 273,624	£ 3,462,170
Flood / Water	£ -	£ -	£ -	£ -
Green Infrastructure / Public Realm (inc SUDS)	£ -	£ 428,810	£ 47,651.00	£ 452,682
Health	£ -	£ -	£ -	£ -
Monitoring	£ -	£ -	£ -	£ -
Open Space / Leisure	£ 2,644,115	£ 1,972,146	£ 160,718	£ 7,439,376
Artistic Component		£ 72,788.00	£ 39,546	£ 129,560
Sustainable Transport	£ 1,178,823	£ 843,707	£ 715,804	£ 3,640,301
Total 2020/21	£ 7,611,161	£ 4,942,131	£ 2,465,364	£ 21,362,484
TOTAL - 2019/20	£ 7,407,153	£ 8,868,182	£ 2,046,485	£ 18,885,717
TOTAL - 2018/19	£ 5,905,855	£ 6,635,912	£ 964,126	£12,064,020

Also, as set out in the appendices important infrastructure projects are being delivered annually using S.106 receipts.

Subsequent IFS reports will provide comprehensive reports on CIL income and expenditure, along with the ongoing position with new and existing S.106 agreements.

Finally, this IFS provides a snapshot of S.106 income and expenditure in 2020/21 and shows how developments in the city are contributing to improvements in key infrastructure projects across the city.

Glossary

Appendices

Appendix (I) 2020/21 Contributions Secured

Appendix (II) 2020/21 Contributions Received

Appendix (III) 2020/21 Contributions Spent

BHCC Infrastructure Funding Statement 2020/21									
Appendix (I) s106 Contributions Secured (in 2020/21)									
<u>Application</u>	<u>Address</u>	<u>Affordable Housing</u>	<u>Education</u>	<u>Local Employment</u>	<u>Recreation</u>	<u>Transport</u>	<u>Public Realm</u>	<u>Monitoring</u>	
BH2019/03723/FP	land at St Helens, 33 Mile Oak Road Portslade					£ 8,000.00			£ 8,000.00
BH2020/00080	Land at Varndean School, Balfour Road Brighton					£ 46,500.00			£ 46,500.00
BH2020/00597	land at 106, 108 and 110 Downs Valley Road Woodingdean Brighton					£ 6,000.00			£ 6,000.00
BH2019/00628	land at Preston Barracks, Mithras House & Watts Building, Lewes Road, Brighton					£ 45,501.00			£ 45,501.00
BH2020/00355	Former Sackville Hotel, 189 Kingsway, Hove								£ -

BH2019/03548	land at Sackville Road, Hove [REVISED SCHEME]		£ 480,211.00	£ 259,560.00	£ 1,742,648.00	£ 457,550.00			£ 2,939,969.00
BH2020/00549	Unit 3 (Lidl) Goldstone Retail Park Newtown Road Hove					£ 120,000.00			£ 120,000.00
BH2020/01235	land at Clermont Church Cumberland Road Brighton BN1 6SL	£ 182,250.00							£ 182,250.00
BH2019/02948	land at Sussex County Cricket Ground, Eaton Road, Hove		£ 50,545.00	£ 67,200.00	£ 113,624.00	£ 94,089.00			£ 325,458.00
BH2019/03590	9-12 Middle Street Brighton			£ 10,600.00		£ 23,900.00			£ 34,500.00
BH2020/00961	land at Nile House, Nile Street Brighton,					£ 5,400.00			£ 5,400.00
BH2019/01258	30-36 Oxford Street Brighton			£ 10,730.00		£ 24,700.00			£ 35,430.00
BH2019/02578	Victoria Road Housing Office, Victoria Road Portslade		£ 53,905.00	£ 14,600.00	£ 124,740.00	£ 62,550.00			£ 255,795.00

BH2019/01470	Brighton And Hove Montessori School 67 Stanford Avenue, Brighton					£ 6,900.00			£ 6,900.00
BH2019/01820	19-24 Melbourne Street Brighton	£ 120,780.00		£ 8,300.00	£ 90,000.00	£ 50,300.00			£ 269,380.00
BH2020/00895	Palmer and Harvey House, 106-112 Davigdor Road (School) Hove,	£ 364,500.00							£ 364,500.00
BH2018/00732	land at 24 and 25 York Villas, Brighton	£ 69,927.00				£ 11,533.00			£ 81,460.00
BH2015/00971	land at 25-28 Elder Place Brighton								£ -
BH2019/02143	land at Former Garage Site, Eastergate Road, Brighton			£ 3,000.00	£ 36,106.00	£ 13,600.00			£ 52,706.00
BH2019/03113	land at Longley Industrial Estate, New England Street & Elder Place, Brighton								£ -
BH2020/01860	2 Winfield Avenue Brighton					£ 4,500.00			£ 4,500.00

BH2020/00011	land at West Slope, University of Sussex, Falmer			£ 122,940.00					£ 122,940.00
BH2020/00239	186-187 Lewes Road, Brighton	£ 182,250.00				£ 10,000.00			£ 192,250.00
BH2018/03356	Land at Newtown Road Hove BN3 7BA (Goldstone Developments)		£ 116,128.00	£ 46,200.00	£ 369,279.00	£ 130,200.00			£ 661,807.00
BH2019/03755	Land at 46 and 47 London Road, Brighton	£ 65,306.00							£ 65,306.00
BH2020/00672	land at Beachy Keen, Marine Drive Saltdean					£ 3,000.00			£ 3,000.00
BH2020/00917	Unit 1-3 Ellen Street Hove		£ 125,991.00	£ 60,800.00	£ 48,218.00	£ 12,000.00			£ 247,009.00
BH2019/03700	land at 39 - 47 Hollingdean Road Brighton			£ 9,000.00	£ 119,500.00	£ 42,600.00			£ 171,100.00
BH2016/02499	land at Anston House, 137-147 Preston Road								£ -
BH2013/03461	land at Circus Street, Brighton								£ -

BH2017/01083/FP	87 Preston Road, former City College, Brighton	£ 1,357,500.00							£ 1,357,500.00
BH2020/00326	Relating to Site B, Greater Brighton Metropolitan College, Pelham Street, Brighton								£ -
BH2020/01696	56-57 Lewes Road, Brighton			£ 6,000.00					£ 6,000.00
BH2020/00769	Relating to land north of Village Way, Brighton								£ -
BH2017/02680/FP	former St Aubyns School, High Street Rottingdean								£ -
		£ 2,342,513.00	£ 826,780.00	£ 618,930.00	£ 2,644,115.00	£ 1,178,823.00	£ -	£ -	£ 7,611,161.00

BHCC Infrastructure Funding Statement 2020/21 Appendix (II) s106 Contributions Received (in 20/21)				
<u>Application</u>	<u>Development</u>	<u>contribution type</u>	<u>sum</u>	<u>provision</u>
BH2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	Affordable Housing	£ 51,089.79	Affordable Housing in city
BH2019/02007	34 Preston Park Avenue Brighton	Affordable Housing	£ 182,624.48	Affordable Housing in city
BH2016/02047	107 Boundary Road Hove	Affordable Housing	£ 5,241.00	Affordable Housing in city
Sub Total Affordable Housing			£ 238,955.27	-
BH2018/02699	118-132 London Road (former Boots/Co-op)	Art	£ 72,788.25	Artistic component on, within or in the vicinity of development site
Sub Total Art			£ 72,788.25	-
BH2018/01650	Land at Overdown Rise & Mile Oak Rd Portslade	Education	£ 350,767.50	Nursery Provision at Southern Cross Pre- School And/Or Acorn Nursery or Footsteps Day Nursery; Primary Provision at Mile Oak Primary And/Or Peter Gladwin, St Nicholas CoE or Brackenbury Primary School; Secondary And 6th Form Provision at PACA And/Or Blatchington Mill, Hove Park or Cardinal

				Newman - Split on Education balance sheet
BH2016/02535	Westerman Complex School Road	Education	£ 216,079.18	West Hove Infant, Hove Junior, St Andrews Primary, Hove Junior (Holland Road) Goldstone Primary, West Hove Infant, Connaught Road Primary Schools And Secondary And Sixth Form Provision at Blatchington Mill or Hove Parks Schools
BH2014/03394	land rear 6 Falmer Avenue Saltdean	Education	£ 160,110.26	Primary for Saltdean Primary, Our Lady Lourdes and/or St Margaret's, Rudyard Kipling, Secondary for Longhill School
BH2018/02749	20-22 Oxford Street (George Cooper House) Brighton	Education	£ 6,914.80	Secondary Provision at Vardean And/or Dorothy Stringer Schools
BH2019/03113	Longley Industrial Estate New England Street	Education	£ 64,281.00	To facilitate pupil capacity at Dorothy Stringer and/or Varndean Schools
BH2016/02499	Anston House, 137/147 Preston Rd Brighton	Education	£ 205,164.00	Education Nursery provision in locality including start-up of new; Education Primary for Stanford and/or Downs Infant and Junior, St Bartholomew Primary or St Bernadette's CE Primary; Education Secondary for Dorothy Stringer and/or Varndean Secondary Schools
BH2020/00917	Unit 1-3 Ellen Street Hove	Education	£ 62,995.50	Education for Secondary and/or 6th Form Provision at Hove Park and/or Blatchington Mill Schools

Sub Total Education			£ 1,066,312.24	
BH2014/03394	land rear 6 Falmer Avenue Saltdean	Local Employment Scheme Contribution	£ 14,351.84	development site related local employment and training
BH2018/02749	20-22 Oxford Street (George Cooper House) Brighton		£ 3,012.37	development site related local employment and training
BH2018/02854	41/42 Park Farm Cottages Lewes Road - Falmer	Local Employment Scheme Contribution	£ 6,599.24	development site related local employment and training
BH2019/01272	1 Moulsecoomb Way Brighton	Local Employment Scheme Contribution	£ 38,194.94	development site related local employment and training
BH2019/02948	Sussex County Cricket Ground Eaton Road	Local Employment Scheme Contribution	£ 42,880.00	development site related local employment and training
BH2019/03113	Longley Industrial Estate New England Street	Local Employment Scheme Contribution	£ 60,273.00	development site related local employment and training
BH2019/03700	39-47 Hollingdean Road Brighton	Local Employment Scheme Contribution	£ 9,000.00	development site related local employment and training
BH2016/02499	Anston House, 137/147 Preston Rd Brighton	Local Employment Scheme Contribution	£ 72,105.00	development site related local employment and training
BH2020/00917	Unit 1-3 Ellen Street Hove	Local Employment Scheme Contribution	£ 60,800.00	development site related local employment and training
BH2015/04575	8/12 South Street & 79/81 West Street Brighton	Local Employment Scheme Contribution	£ 12,196.00	development site related local employment and training

Sub Total Local Employment Scheme			£ 319,412.39	
BH2018/01650	Land at Overdown Rise & Mile Oak Rd Portslade	Recreation	£ 487,166.50	Children's Play at Mile Oak Rec And/or Warrior Park; Parks/Gardens at Mile Oak Rec And/or Downs Park, East Hill Park And Amenity Green Spaces between A27 and A270 linking to SDNP; Indoor and Outdoor Sports at Portslade Sports Centre; Allotments at Mile Oak And/or Foredown Allotments.
BH2014/03394	land rear 6 Falmer Avenue Saltdean	Recreation	£ 132,789.41	Saltdean and/or Rottingdean play and parks gardens; Beacon Hill Nature Reserve; Indoor Sport for Saltdean lido and/or Deans Leisure Centre, Prince Regent or Withdean Sports Centre, Allotments at Hoggs Platt or Hildesland Rottingdean
BH2012/00991	St. Augustines Church, Stanford Avenue- Brighton	Recreation	£ 26,000.00	Blakers Park and/or William Clarke Park
BH2018/02749	20-22 Oxford Street (George Cooper House) Brighton		£ 26,041.95	Play Turner Park; Parks gardens for Valley Gardens and/or Pelham Square, Queens Park; Outdoor Sport for Withdean and/or Moulsecoomb LC, Dyke or Queens Park; Indoor Sport for Withdean and/or Moulsecoomb LC, Prince Regent SC; Allotments at Chates Farm and/or Waterworks, St Marks
BH2018/02854	41/42 Park Farm Cottages Lewes Road - Falmer	Recreation	£ 86,637.00	Stanmer and/or Wild Park; Indoor Sports Moulsecoomb LC and/or Withdean Sports Complex

BH2019/01272	1 Moulsecoomb Way Brighton	Recreation	£ 459,485.00	Recreation Amenity, Parks/gardens, Natural semi-natural, Allotments in the vicinity including Wild Park, Bevendean Down and Hollingbury Hill; Indoor Sport at Moulsecoomb Community Leisure Centre; Outdoor Sport at in and/or around Moulsecoomb Community Leisure Centre
BH2019/03113	Longley Industrial Estate New England Street (50%)	Recreation	£ 239,207.00	Recreation, Sports, Allotments as per s106 including Dyke Road Park And/Or St Nicholas Gardens, Tarner Park, Preston Park, Blakers Park, New England Quarter Greenway, Providence Place, St Nicholas Rest Gardens, Nevill Recreation ground, Withdean Stadium And Amenity in vicinity; Allotments for Roedale Valley Allotments and/or Moulsecoombe Estate.
BH2016/02499	Anston House, 137/147 Preston Rd Brighton (50%)	Recreation	£ 305,680.00	Recreation for Preston Park and/or Blakers Park, Dyke Park, Withdean SC; Indoor Sport for Withdean and/or Prince Regent Swimming Complex
BH2020/00917	Unit 1-3 Ellen Street Hove	Recreation	£ 209,139.00	Play, parks gardens and amenity at Hove Park and/or Wish Park, Stoneham Park, St Ann's Well Gardens, seafront squares, Hove lawns; Indoor Sports at Withdean LC and/or King Alfred (replacement). Outdoor Sport Withdean LC, Hove Park, Nevill Recreation Ground
Sub Total Recreation			£ 1,972,145.86	

BH2018/01650	Land at Overdown Rise & Mile Oak Rd Portslade	Sustainable Transport	£ 122,848.00	Drop Kerbs/Tactiles on Pedestrian Routes serving Property and missing links to public rights of way and/or Bus Stop improvements including RTI at Graham Avenue; Second Transport Sum on Highway Improvements at Junction Hangleton Link Road and A27.
BH2014/03394	land rear 6 Falmer Avenue Saltdean	Sustainable Transport	£ 63,542.51	Bus Stops Falmer Avenue Bishopstone Drive East and Saxon Close West Lustrell Vale and Dropped kerbs tactiles and raised crossing accessing site between Saltdean Primary School and Lustrells Vale Shops.
BH2020/00597	106-110 Downs Valley Road Woodingdean	Sustainable Transport	£ 6,000.00	Crescent Dv South bus stop Downs Valley Road or Kerbs junction Downs Valley Road, Shipley Road, Crescent Drive South
BH2012/00991	St. Augustines Church, Stanford Avenue- Brighton	Sustainable Transport	£ 6,750.00	Footway improvements at junctions Edburton Avenue, Southdown Road, Cleveland Road, Waldegrave Road and Havelock Road - meeting with Stanford Avenue.
BH2018/02854	41/42 Park Farm Cottages Lewes Road - Falmer	Sustainable Transport	£ 40,001.52	Pedestrian and Cycle routes serving property to Btn and Sussex University sites and Lewes Road.
BH2020/00961	Nile House, Nile Street, Brighton	Sustainable Transport	£ 5,400.00	Pedestrian Improvements to Prince Albert Street and Ship Street in vicinity of property
BH2014/01943	25-28 Elder Place Brighton	Sustainable Transport	£ 5,110.92	Provision of on-street Cycle facilities and improvements to public Footways in Vicinity of Property.
BH2019/01272	1 Moulsecoomb Way Brighton	Sustainable Transport	£ 209,720.37	Transport improvements under Lewes Road railway bridge and footway/footpath improvement in Moulsecoomb estate

BH2020/00672	Beachy Keen Marine Drive Saltdean	Sustainable Transport	£ 3,000.00	Dropped kerbs/tactiles at Withyham Avenue and/or Nutley Avenue at junctions with Longridge Avenue
BH2016/02047	107 Boundary Road Hove	Sustainable Transport	£ 4,980.40	Pedestrian Improvements between Property and local amenities including Sainsbury Superstore; Benfield Primary School; Public Transport; Local Library and Medical facilities by including uncontrolled Pedestrian Crossing with dropped kerbs/tactiles across Boundary Road Traffic Signals at its junction with Old Shoreham Road.
BH2020/00549	Lidl - (Unit 3 - Goldstone Retail Park, Newtown Road Hove)	Sustainable Transport	£ 120,000.00	cycling and pedestrian crossing improvement between site with Hove Park, Goldstone Retail and streets to south including Goldstone Lane or Bus stops and/or other pedestrian crossing Old Shoreham junction or traffic signals
BH2019/03113	Longley Industrial Estate New England Street	Sustainable Transport	£ 103,357.00	Preston Road jctn and/or NCN20 cycle route, York Place with public realm, Greenway etc -up to 20% project costs
BH2016/02499	Anston House, 137/147 Preston Rd Brighton	Sustainable Transport	£ 64,531.00	Sustainable Transport pedestrian/cycling improvements including public realm and speed reduction measures in vicinity accessing local facilities Agreement
BH2020/00917	Unit 1-3 Ellen Street Hove	Sustainable Transport	£ 6,000.00	Dropped kerbs at Junctions: Clarendon Place/Ethel Street; Livingstone Road/Goldstone St/Livingstone, Shirley Streets, Goldstone Road
BH2015/04575	8/12 South Street & 79/81 West Street Brighton	Sustainable Transport	£ 76,341.00	Pedestrian, Cycle or Public realm improvements in Old Town linking with key hubs and/or Public Transport Bus stops

BH2019/02690	120/124 Vale Avenue, Brighton	Sustainable Transport	£ 6,123.63	Pedestrian route improvements in vicinity and access to facilities in Patcham
Sub Total Sustainable Transport			£ 843,706.35	
BH2016/02535	Westerman Complex School Road	Tree Planting (Public Realm)	£ 50,154.26	Trees Contribution - for vicinity School Road
BH2019/03113	Longley Industrial Estate New England Street (50%)	Public Realm	£ 378,656.00	Public Realm - in immediate vicinity (with Highways, Street trees and Art potential)
Sub Total Public Realm			£ 428,810.26	
		Total Received	£ 4,942,130.62	

BHCC Infrastructure Funding Statement 2020/21			
Appendix (III) s106 Contributions Spent			
<u>Application</u>	<u>Development</u>	<u>sum</u>	<u>project/scheme</u>
Art			-
	s106 Art maintenance	£ 226.58	Legal Argus site Counsel fees
	s106 Art maintenance	£ 118.32	Wharf Road Art planting maintenance
2006/01761	Block E/F New England Quarter Brighton Station site	£ 546.16	Art Quadrant Arborist cost balance
2006/01761	Block E/F New England Quarter Brighton Station site	£ 2,400.00	Art Quadrant tree root excavation
2006/01761	Block E/F New England Quarter Brighton Station site	£ 241.50	Art Quadrant monthly fence cost
2006/01761	Block E/F New England Quarter Brighton Station site	£ 1,595.71	Art Quadrant prep/painting
2006/01761	Block E/F New England Quarter Brighton Station site	£ 3,534.52	Art Quadrant surfacing changes
2006/01761	Block E/F New England Quarter Brighton Station site	£ 50.00	Art Quadrant poster design change
2006/01761	Block E/F New England Quarter Brighton Station site	£ 241.50	Art Quadrant monthly fence cost
2006/01761	Block E/F New England Quarter Brighton Station site	£ 220.00	Art Quadrant waste removal
2006/01761	Block E/F New England Quarter Brighton Station site	£ 6,000.00	Art consultant fees
2006/01761	Block E/F New England Quarter Brighton Station site	£ 500.00	Creative Futures fees
2006/01761	Block E/F New England Quarter Brighton Station site	£ 400.00	Art Quadrant resurfacing costs
2006/01761	Block E/F New England Quarter Brighton Station site	£ 150.00	Quadrant photos
2006/01761	Block E/F New England Quarter Brighton Station site	£ 208.50	Art Quadrant maintenance
2012/02625	former Co-op London Road/Baker Street	£ 213.84	Art Queens Road Quadrant Arborist costs
2017/01065	former Baptist Church Montpelier Place Brighton	£ 13,150.00	Norfolk Square open space Art Project
2017/01065	former Baptist Church Montpelier Place Brighton	£ 9,750.00	Norfolk Square open space Art Project
Sub Total Art		£ 39,546.63	

Affordable Housing			
2015/02817	121/123 Davigdor Road, Hove	£ 178,155.33	Affordable Housing Homes Purchase - 30% of 15 x new AH homes
2015/01471	former Astoria Gloucester Place Brighton	£ 889,029.27	Affordable Housing Homes Purchase - 30% of 15 x new AH homes
2016/02047	107 Boundary Road Hove	£ 5,241.40	Affordable Housing Homes Purchase - 30% of 15 x new AH homes
Sub Total Affordable Housing		£ 1,072,426.00	
Education			
2010/03994	Ainsworth House Wellington Road Brighton	£ 22,859.00	Varndean School for additional pupil places
2009/01340	Vega ex Caffyns 331 Kingsway Hove	£ 45,672.00	Blatchington Mill School covered walkway
2015/02817	121/123 Davigdor Road, Hove	£ 44,928.28	Blatchington Mill School covered walkway
2014/03605	70 and Site of Chrome Productions Limited Goldstone Lane Hove	£ 77,612.38	Hove Park School - towards creation of a Cullum centre
2016/00403	251/253 Preston Road Brighton (Dovecote House)	£ 32,733.00	Dorothy Stringer additional pupil admissions
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 17,736.00	Education Cherry Tree Nursery
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 16,728.00	St Joseph's Pre-School
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 8,522.00	Little Stars Childcare
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 6,833.00	One World Nursery
Sub Total Education		£ 273,623.66	
Recreation			
2010/00498	Former Esso site, Hollingdean Road Brighton	£ 2,293.58	Saunders Park café improvements
2010/00498	Former Esso site, Hollingdean Road Brighton	£ 1,714.53	Saunders Park café improvements
2013/03461	Circus Street, Brighton	£ 250.00	Queens Park spend aborted site visit
2013/03461	Circus Street, Brighton	£ 580.00	Queens Park spend fencing
2015/02817	121/123 Davigdor Road, Hove	£ 12,473.30	Dyke Park toilet project
2015/02817	121/123 Davigdor Road, Hove	£ 17,361.33	Dyke Road Park

2014/01431	27/33 Ditchling Road Brighton (former Buxton's)	£	9,269.28	Parks/Estates Dyke Road Park toilet project
2014/01431	27/33 Ditchling Road Brighton (former Buxton's)	£	41,567.79	Parks/Estates Dyke Road Park toilet project
2014/01431	27/33 Ditchling Road Brighton (former Buxton's)	£	9,920.93	Parks/Estates Dyke Road Park toilet project
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£	30,000.00	Children's Equipped Play Stanmer Park Sponsored Play project
2017/01065	former Baptist Church Montpelier Place Brighton	£	500.00	Norfolk Square open space garden planting
2012/03364	I Manor Road Brighton (former convent)	£	5,000.00	Craven/Whitehawk allotments accessibility improvements
2015/01121	119 Lewes Road Brighton	£	5,000.00	Moulsecoomb allotments accessibility improvements
2014/03605	70 and Site of Chrome Productions Limited Goldstone Lane Hove	£	24,787.59	Hove Park MUGA floodlighting
Sub Total Recreation		£	160,718.33	
Local Employment				
2013/03816	BHASVIC 205 Dyke Road Brighton	£	5,207.65	Local Employment Scheme BHASVIC
2013/03816	BHASVIC 205 Dyke Road Brighton	£	5,000.00	Local Employment Scheme BHASVIC
2016/01001	East Slope University of Sussex, Refectory Road	£	3,790.96	Local Employment Scheme East Slope University of Sussex, Refectory Road
2016/01001	East Slope University of Sussex, Refectory Road	£	3,068.00	Local Employment Scheme East Slope University of Sussex, Refectory Road
2016/01001	East Slope University of Sussex, Refectory Road	£	1,374.00	Local Employment Scheme East Slope University of Sussex, Refectory Road
2016/01001	East Slope University of Sussex, Refectory Road	£	900.00	East Slope University of Sussex, Refectory Road
2016/01001	East Slope University of Sussex, Refectory Road	£	1,688.00	Local Employment Scheme East Slope University of Sussex, Refectory Road
2016/01001	East Slope University of Sussex, Refectory Road	£	5,000.00	Local Employment Scheme East Slope University of Sussex, Refectory Road
2016/01001	East Slope University of Sussex, Refectory Road	£	10.00	Local Employment Scheme East Slope University of Sussex, Refectory Road
2016/01001	East Slope University of Sussex, Refectory Road	£	10.00	Local Employment Scheme East Slope University of Sussex, Refectory Road

2017/02410	land at Overdown Rise and Mile Oak Road Portslade	£ 4,000.00	Local Employment Scheme Land at Overdown Rise/ Mile Oak Road
2017/02410	land at Overdown Rise and Mile Oak Road Portslade	£ 10.00	Local Employment Scheme Land at Overdown Rise/ Mile Oak Road
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 6,042.18	Local Employment Scheme Preston Barracks Mithras and Watts Bldg.
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 7,867.97	Local Employment Scheme Preston Barracks Mithras and Watts Bldg.
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 7,403.77	Local Employment Scheme Preston Barracks Mithras and Watts Bldg.
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 5,004.73	Local Employment Scheme Preston Barracks Mithras and Watts Bldg.
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 2,335.15	Local Employment Scheme Preston Barracks Mithras and Watts Bldg.
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 600.00	Local Employment Scheme Preston Barracks Mithras and Watts Bldg.
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 5,000.00	Local Employment Scheme Preston Barracks Mithras and Watts Bldg.
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 10.00	Local Employment Scheme Preston Barracks Mithras and Watts Bldg.
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 10.00	Local Employment Scheme Preston Barracks Mithras and Watts Bldg.
2018/01016	former Housing offices Selsfield Drive Brighton	£ 2,500.00	Local Employment Scheme Former Housing office Selsfield Drive
2017/02156	2-6 Pelham Terrace, Lewes Road Brighton	£ 2,000.00	Local Employment Scheme 2-6 Pelham Terrace
2016/00403	251/253 Preston Road Brighton (Dovecote House)	£ 1,000.00	Local Employment Scheme 251/253 Preston Road
2015/01471	former Astoria Gloucester Place Brighton	£ 4,000.00	Local Employment Scheme Former Astoria Gloucester
2016/06478	Lion Gardens, Withdean Avenue Brighton	£ 2,747.12	Local Employment Scheme Lion Gdns Withdean Ave
2016/06478	Lion Gardens, Withdean Avenue Brighton	£ 500.00	Local Employment Scheme Lion Gdns Withdean Ave
2018/03600	land at Buckley Close, Hove	£ 2,500.00	Local Employment Scheme Buckley Close
2016/02535	Westerman Complex, School Road Hove	£ 244.40	Local Employment Scheme Westerman Complex School Road
2016/02535	Westerman Complex, School Road Hove	£ 294.09	Local Employment Scheme Westerman Complex School Road
2016/02535	Westerman Complex, School Road Hove	£ 5,000.00	Local Employment Scheme Westerman Complex School Road

2016/02535	Westerman Complex, School Road Hove	£ 10.00	Local Employment Scheme Westerman Complex School Road
2018/02699	118-132 London Road (former Boots/Co-op), Oxford Place & Oxford Street	£ 1,980.00	Local Employment Scheme 118-132 London Road
2018/02699	118-132 London Road (former Boots/Co-op), Oxford Place & Oxford Street	£ 5,000.00	Local Employment Scheme 118-132 London Road
2018/02699	118-132 London Road (former Boots/Co-op), Oxford Place & Oxford Street	£ 10.00	Local Employment Scheme 118-132 London Road
2018/00868	land at Kings House, Grand Avenue Hove	£ 10,338.21	Local Employment Kings House
2018/00868	land at Kings House, Grand Avenue Hove	£ 16,646.51	Local Employment Kings House
2018/00868	land at Kings House, Grand Avenue Hove	£ 9,203.97	Local Employment Kings House
2018/00868	land at Kings House, Grand Avenue Hove	£ 1,000.00	Local Employment Kings House
2018/00868	land at Kings House, Grand Avenue Hove	£ 10.00	Local Employment Kings House
2015/02443	land at Units 2-8 The Terraces, Madeira Drive Brighton	£ 1,000.00	Local Employment Units 2-8 The Terraces Madeira Drive
2018/00340	former Amex HQ site, Edward Street Brighton	£ 1,770.00	Local Employment Scheme Former Amex HQ Site Edward St Qtr
2018/00340	former Amex HQ site, Edward Street Brighton	£ 1,180.00	Local Employment Scheme Former Amex HQ Site Edward St Qtr
2018/00340	former Amex HQ site, Edward Street Brighton	£ 3,330.00	Local Employment Scheme Former Amex HQ Site Edward St Qtr
2018/00340	former Amex HQ site, Edward Street Brighton	£ 1,866.84	Local Employment Scheme Former Amex HQ Site Edward St Qtr
2018/00340	former Amex HQ site, Edward Street Brighton	£ 750.00	Local Employment Scheme Former Amex HQ Site Edward St Qtr
2018/00340	former Amex HQ site, Edward Street Brighton	£ 5,000.00	Local Employment Scheme Former Amex HQ Site Edward St Qtr
2018/00340	former Amex HQ site, Edward Street Brighton	£ 10.00	Local Employment Scheme Former Amex HQ Site Edward St Qtr
2018/00340	former Amex HQ site, Edward Street Brighton	£ 9.28	Local Employment Scheme Former Amex HQ Site Edward St Qtr
2018/02126	29/31 New Church Road Hove (former Synagogue)	£ 3,000.00	Local Employment Scheme 29/31 New Church Rd Hove
2018/02126	29/31 New Church Road Hove (former Synagogue)	£ 10.00	Local Employment Scheme 29/31 New Church Rd Hove
2018/02854	41/42 Park Farm Cottages Lewes Road Falmer	£ 500.00	Local Employment Scheme 41/42 Park Farm Cottages
2019/01272	1 Moulsecoomb Way, Brighton	£ 419.39	Local Employment Scheme 1 Moulsecoomb Way
2019/01272	1 Moulsecoomb Way, Brighton	£ 247.15	Local Employment Scheme 1 Moulsecoomb Way
2019/01272	1 Moulsecoomb Way, Brighton	£ 750.00	Local Employment Scheme 1 Moulsecoomb Way

2019/01272	1 Moulsecoomb Way, Brighton	£	3,000.00	Local Employment Scheme 1 Moulsecoomb Way
2019/01272	1 Moulsecoomb Way, Brighton	£	10.00	Local Employment Scheme 1 Moulsecoomb Way
2019/03113	Longley Industrial Estate, New England Street Brighton	£	3,415.44	Local Employment Longley Industrial Estate New England Street
2019/03113	Longley Industrial Estate, New England Street Brighton	£	10.33	Local Employment Longley Industrial Estate New England Street
Sub Total Local Employment		£	155,595.14	
Sustainable Transport				
2004/01651	259 Goldstone Crescent Hove	£	4,856.95	Goldstone Crescent bus stop shelter replacement
2008/02093	17 The Upper Drive Hove	£	1,052.89	Bus stops replacement shelter
2009/03109	53 Hill Brow Hove	£	419.00	Bus stops replacement shelter
2009/01361	175 Westbourne/Montgomery Street Hove	£	3,500.00	bus stops Portland Road kerbs
2008/01327	196 Dyke Road Brighton	£	758.93	Bus stop kerbs/shelter
2009/03154	former Gala Bingo, Portland Road Hove	£	1,888.90	bus stops Portland Road kerbs
2010/03444	105 Marine Drive Rottingdean	£	4,135.11	bus stops Rottingdean White Horse
2010/00692	land at Redhill Close, Brighton	£	939.61	Bus stop kerbs Bramble Drive etc clearway
2010/00692	land at Redhill Close, Brighton	£	395.00	Bus stop kerbs Redhill/Valley Drive
2010/03259	Woollards Field (The Keep) Lewes Road Brighton	£	1,357.08	Bus Stops BACA North shelter
2010/03259	Woollards Field (The Keep) Lewes Road Brighton	£	2,343.32	BACA North Bound Bus Stop Shelter
2014/1768	Brighton Aldridge Community Academy, Lewes Road, Brighton	£	9,450.00	BACA north bus stop cantilevered shelter
2016/05298	Brighton Aldridge Community Academy, Lewes Road, Brighton	£	4,500.00	BACA North Bound Bus Stop Shelter
2011/02401	27/31 Church Street, Brighton	£	9,000.00	North Road/Queens Road bus stop shelter
2012/01844	157/159 Preston Road, Brighton	£	6,894.13	Bus shelter/kerbs (Preston Road) north
2001/00139	Land to rear 67-81 Princes Road Brighton	£	9,000.00	Princes Crescent bus shelter works
2015/02817	121/123 Davigdor Road, Hove	£	10,496.10	Davigdor Lyon Close West bus stop shelter
2014/03525	18-30 Kingsthorpe Road, Hove	£	3,788.10	bus stop Portland/Glebe kerbs

2012/03673	blocks A-B Kingsmere London Road	£ 6,000.00	Bus stop Harrington Road bus shelter installation and connection
2017/01259	Sussex House, (former Police building) Crowhurst Road, Brighton	£ 7,298.91	bus stop Kerbs Crowhurst Road North (up) 5b/56 Bus Stop
2017/01891	West Blatchington Primary School, Hangleton Way Hove	£ 10,473.08	Hangleton Way bus stop shelter
2017/02156	2-6 Pelham Terrace, Lewes Road Brighton	£ 2,951.52	Bus stops improvements tree stump removal
2017/02156	2-6 Pelham Terrace, Lewes Road Brighton	£ 8,839.18	Bus stops shelter Hollingdean Road/Roundhill
2014/01637	52-54 Hollingdean Road & 46 Freehold Terrace, Brighton	£ 9,989.59	Bus stops shelter Coombe Road
2016/00403	251/253 Preston Road Brighton (Dovecote House)	£ 3,022.20	Bus stop Harrington Road bus shelter installation and connection
2018/02404	Land at Varndean College, Surrenden Road	£ 7,522.00	Bus stop kerbs (Varnden College stop) Surrenden Road
2013/00848	Land at The Hyde, Rowan Avenue Hove	£ 1,453.00	RTI pole Rowan Avenue
2017/01891	West Blatchington Primary School, Hangleton Way Hove	£ 4,988.00	RTI Hangleton Way Eastbound
2017/01891	West Blatchington Primary School, Hangleton Way Hove	£ 5,875.00	RTI Hangleton Way Westbound
2017/01891	West Blatchington Primary School, Hangleton Way Hove	£ 2,478.51	RTI reinstatement Hangleton Way/Hardwick Road
2007/01591	former Ebenezer Chapel, Richmond Parade	£ 409.12	Valley Gardens tree planting
2011/02824	Portslade Aldridge Academy (PACA) Chalky Road	£ 11,355.72	Previous Years spend - PACA Puffin Crossing
2011/03358	2 Carden Avenue and Maycroft & Parkside London Road	£ 3,952.84	Previous Years spend- Transport Carden Avenue kerbs works
2012/00319	St Giles 119/120 Church Street Brighton (Blenheim House)	£ 650.00	Transport Previous Years spends- cycle stands Kings Street
2010/00692	land at Redhill Close, Brighton	£ 16,026.16	Previous Years spends Transport dropped kerbs Redhill Close area
2012/00780	16 Tichbourne Street, Brighton	£ 2,342.27	Previous Years spend - dropped kerbs Portland Street/Old Town area
2012/03903	43 Palmeira Avenue Hove	£ 494.32	dropped kerbs Palmeira Avenue
2013/03461	Circus Street, Brighton	£ 50,000.00	Valley Gardens (Phase 1b)
2013/03461	Circus Street, Brighton	£ 25,000.00	Transport Valley Gardens improvements (Phase 1b)
2013/03461	Circus Street, Brighton	£ 25,000.00	Transport Valley Gardens improvements (Phase 2)
2011/02886	RSCH (3T's) Eastern Road, Brighton	£ 24,420.89	Transport Wilson Avenue/Roedean junction works
2011/02886	RSCH (3T's) Eastern Road, Brighton	£ 4,480.96	Transport Wilson Avenue temp signals
2011/02886	RSCH (3T's) Eastern Road, Brighton	£ 16,567.25	Transport Wilson Avenue Toucan crossing

2011/02886	RSCH (3T's) Eastern Road, Brighton	£ 113,405.63	Transport Civils Wilson Avenue/Roedean
2011/02886	RSCH (3T's) Eastern Road, Brighton	£ 135,782.34	Transport Surfacing Wilson Avenue/Roedean
2016/01438	Land adj Wellesbourne Health Centre, 179 Whitehawk Road, Brighton	£ 12,143.34	Crossing and Footway Improvement between site and local facilities
2016/01438	Land adj Wellesbourne Health Centre, 179 Whitehawk Road, Brighton	£ 585.00	Transport pedestrian handrails Wellesbourne
2014/01431	27/33 Ditchling Road Brighton (former Buxton's)	£ 24,750.00	Pedestrian and Cycling Access to The Level - with Valley Gardens project.
2016/01020	4-7, 9 & 15-20 Kensington Street Brighton	£ 5,574.90	Transport dropped kerbs Kensington Street
2017/01891	West Blatchington Primary School, Hangleton Way Hove	£ 35,000.00	Safer Routes Phase 5 Interim footway/carriage improvement
2017/01891	West Blatchington Primary School, Hangleton Way Hove	£ 24,503.87	Safer Routes - outside Kings School works
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 552.64	Bikeshare 3 x stands and hubs
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 10,969.40	20 x bikes Bikeshare
2017/00492	Preston Barracks, Mithras House, Watts Building Lewes Road Brighton	£ 6,200.00	Bikeshare 20 x bike prep works
2016/05893	Medina House, Kings Esplanade, Kingsway Hove	£ 2,569.09	dropped kerbs Medina House/Terrace
2016/02846	17 Bampffield Street Portslade	£ 5,690.51	dropped kerbs Bampffield Street
2016/00403	251/253 Preston Road Brighton (Dovecote House)	£ 893.30	dropped kerbs Preston Road
2015/01066	27 Palmeira Avenue Hove	£ 4,107.97	Transport Dropped kerbs/tactiles Palmeira Avenue
2015/04606	Rayford House, School Road Hove	£ 6,710.38	Dropped kerbs Rayford/School Road
Sustainable Transport Sub Total		£ 715,804.01	
Public Realm			
2013/03461	Circus Street, Brighton	£ 2,382.00	Victoria (Valley) Gardens tree planting
2015/01471	former Astoria Gloucester Place Brighton	£ 45,268.62	Valley Gardens public realm Gloucester Place
Public Realm Sub Total		£ 47,650.62	
		£ 2,465,364.39	

Subject:	Article 4 Direction - Changes of Use from Class E (commercial, business and service uses) to Class C3 (dwellinghouses)		
Date of Meeting:	25 November 2021		
Report of:	Executive Director - Economy Environment & Culture		
Contact Officer:	Name:	Steve Tremlett	Tel: 01273 292108
	Email:	Steve.tremlett@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 This report seeks authorisation for making an Article 4 Direction (A4D) to remove permitted development rights which allow changes of use from premises in Class E (commercial, business and service uses) to Class C3 (dwellinghouses).
- 1.2 The A4D is required because of a government decision to introduce new permitted development rights (known as Class MA) allowing the change of use of a wide range of commercial floorspace (including offices, retail, restaurants, cafes) to residential use, without the need for planning permission. Officers consider that without an A4D, this could result in a wholly unacceptable negative impact on the vitality and sustainability of commercial activity and local services in the areas of the city proposed for the A4D.

2. RECOMMENDATIONS:

- 2.1 That the Committee authorises the making of a non-immediate Direction under Article 4 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) to remove the Class MA permitted development right for changes the use from Class E (commercial, business and service uses) to C3 (dwellinghouses) for the reasons outlined in this report.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 In September 2020, the Town and Country Planning (Use Classes) Order 1987 was amended with the aim of providing greater flexibility for the diversification of high streets and town centres. This introduced a new Class E (commercial, business and service uses) which brought together under this new use class several uses previously considered separately – including offices, retail, restaurants and cafes, indoor sport facilities and some healthcare facilities. As a result of this, uses within the new Class E are interchangeable without the need for planning permission as the change no longer constitutes ‘development’.

- 3.2 The government subsequently consulted on changes to Permitted Development Rights (PDRs) from December 2020 to January 2021. At the core of this consultation, to which the Council responded, was the proposed change of use PDR from Class E to Class C3 (residential). In the Council's response (included in Appendix 1), strong concerns were raised that the proposed PDR would undermine the city's sustainability, tourism, employment and commercial roles, particularly in central Brighton, Hove and London Road town centres, other high streets and local parades.
- 3.3 The new PDR came into force on 1 August 2021, replacing existing PDRs expiring on 31 July 2021 which had allowed for the change of use from office to residential and from retail to residential (based on the previous use classes). The broader scope of class E means a wider range of uses are now able to change to residential through the new PDR (e.g. offices, light industrial, retail, restaurants, indoor sport facilities, some community facilities). A number of conditions have been included within this legislation, including:
- a size limit whereby the right only applies to sites that would result in the loss of no more than 1500sqm of class E floorspace;
 - that existing Article 4 Directions will continue to have effect until 31st July 2022. This means that the council's existing A4D relating to office to residential changes of use will remain in effect until this date. This A4D came into force on 25 July 2014 and covers Central Brighton, the New England Quarter, London Road Area, the Edward Street Quarter and the City Park office development¹;
 - a vacancy test, meaning that the right only applies to premises that have been vacant for 3 months before the application;
 - that the right does not apply to listed buildings; and
 - that the building must have been in Class E use for at least 2 years before being able to change to residential under the PDR.
- 3.4 Revisions to the text of the National Planning Policy Framework in 2021 set a higher bar for councils seeking to implement A4Ds. Where they relate to changes from non-residential use to residential use, the NPPF requires them to be limited to situations where they are necessary to avoid wholly unacceptable adverse impacts. They must also apply to the smallest geographical area possible.

Proposed Article 4 Direction

- 3.5 Given the high bar for the justification required to support an A4D careful consideration is required in determining appropriate areas of the city to include. The proposed area is illustrated with a map in Appendix 2 and includes:
- an area broadly corresponding to the council's existing office to residential A4D area which has been in place since July 2014 with a small extension to include the east side of Valley Gardens, including the Circus Street development.
 - the primary retail frontages of Brighton regional centre, Hove and London Road town centres and the district centres of St. James's Street, Lewes Road and Boundary Road/Station Road.

¹ For further information see www.brighton-hove.gov.uk/content/planning/planning-applications/offices

- 17 Local centres (identified in City Plan Part 1, Policy CP4)
 - 10 Important Local Parades (identified in the Proposed Submission City Plan Part 2, Policy DM13)
- 3.6 The area of central Brighton proposed for inclusion A4D largely mirrors that of the existing office to residential A4D area which remains in force until 31 July 2022, with a small amendment to include the eastern side of Valley Gardens and the Circus Street development. This A4D was introduced in 2014 supported by robust evidence and accepted by government. The proposed area also includes the primary retail frontages of the Brighton regional centre, the town centres of Hove and London Road and the district centres of St. James's Street, Lewes Road and Boundary Road/Station Road, Portslade. The 17 local centres identified in City Plan Part One Policy CP4 and the 10 important local parades set out in City Plan Part Two Policy DM13 are also included.
- 3.7 Evidence to justify the proposed A4D is set out in detail in a supporting document included in Appendix 4 with the key points summarised below.
- 3.8 Brighton & Hove is known for the strength of its small business economy. Around 14,610 businesses in the city are 'micro' in size, employing fewer than 10 people (92% of all businesses) (ONS, UK Business count 2020). It is considered that the PDR could greatly reduce the stock of smaller business premises in the city, of the type that could be attractive to small business start-ups and for move-on accommodation and would have long-term impacts in terms of supporting the city's jobs, business base and economic output.
- 3.9 In Brighton & Hove the tourism sector is a key driver of the local economy with the character of the city centre and its associated retail and leisure industries being an important facet of the city's tourism offer. The potential loss of these premises and hollowing out of areas where they are currently located with residential properties through the PDR risks undermining their unique character and vibrancy.
- 3.10 It could result in large scale changes from recently vacated retail units in the urban centres to residential, without allowing time for a more natural evolution and repurposing of sites to other uses within class 'E' shaped and encouraged by planning policy. Buildings converted to residential use are highly unlikely to revert back to class 'E'. The result could be pepper-potting of residential sites within areas traditionally associated with business, leisure and retail uses, and a hollowing out of urban centres.
- 3.11 Local centres and important local parades are important for the sustainability of residential neighbourhoods. They provide an important local retail and services function which can reduce the need for residents to make longer journeys into larger town and district centres. Reducing the need to travel is particularly important for more vulnerable residents and those without access to a car. This could lead to undesirable increases in traffic movements and congestion, and negative effects on air quality and would be inconsistent with national and local carbon reduction targets. Maintaining local provision of important services will contribute towards the zero-carbon agenda and support the '20-minute neighbourhood' initiative that gained agreement at full council on 22 October 2020.

- 3.12 The introduction of an A4D does not mean that all planning applications for a change of use will be refused. It requires the submission of a planning application for consideration by the Local Planning Authority, with applications determined on their merits having regard to the policies in the development plan and any other material considerations.
- 3.13 Two types of A4D can remove permitted development rights. An A4D can take effect immediately, but this must be confirmed by the local planning authority following consultation within six months or it will lapse. Secondly, a non-immediate A4D may be made which results in development rights being withdrawn only upon confirmation of the Direction following local consultation
- 3.14 A Direction coming into effect immediately would have the clear advantage of immediately allowing the Council to manage changes of use to residential in the proposed A4D area. However, it would also expose the Council to potentially very high levels of compensation liability, under sections 107 and 108 of the Town and Country Planning Act 1990, in cases where applications submitted within the first 12 months of the removal of the permitted development rights were refused or granted subject to conditions. Such compensation would be based on abortive expenditure incurred or other sustained loss or damage directly attributable to the removal of the PDR.
- 3.15 A non-immediate direction, with a prior notice period of 12 months, would avoid compensation liability and also allow the results of local consultation to be taken into account in advance of the Council deciding whether to confirm the direction and remove permitted development rights. The decision to confirm the Direction would be taken by this Committee following the consultation. However, there would be a delay in the Council's ability to manage changes of use from E class to C3 during the notice period, although the transitional arrangements whereby the existing office to residential A4D remains in place until 31 July 2022 will provide some protection against the potential harmful effects of the PDR until this date.
- 3.16 Given the potentially high compensation payments arising from an immediate Article 4 Direction, it is considered that a non-immediate Article 4 Direction is the preferred option.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 A number of alternative options have been considered. Not seeking an Article 4 Direction would undermine the council's ability to appropriately plan for the future of the proposed areas in an evidence-based and consultative way taking into account local needs and changing local circumstances.
- 4.2 Consideration was also given to including the city's protected primary industrial estates and business parks in the A4D area. However, one of the prior approval conditions that must be satisfied for development under the PDR to occur is consideration of the impact of the introduction of residential use in an area the authority considers to be important for general or heavy industry, waste management, storage and distribution, or a mix of such uses. Additionally, most premises in these locations are unsuitable for conversion to residential without

more extensive internal and external works which would require planning permission. These factors are considered to afford adequate protection to the protected industrial estates and business parks. Furthermore, office floorspace is also present in some of these areas. Monitoring indicates that although they are not covered by the existing office to residential A4D area, there have been no prior approval decisions for conversion to residential, indicating that specific protection through the proposed A4D would not be justified.

- 4.3 In coming to these conclusions on alternative options regard has been had to the new NPPF requirement that A4Ds apply to the smallest geographical area possible.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Following the making of an Article 4 Direction, a consultation period must take place for a minimum of 21 days, as required by the Town and Country Planning (General Permitted Development) (England) Order 2015. A report will be brought to a future TECC Committee with details the responses received to inform a decision whether to confirm the A4D. Consultation details will be published on the council's website.

6. CONCLUSION

- 6.1 The Class MA permitted development right for changes of use from Class E (commercial, business and service uses) to C3 (dwellinghouses) is considered necessary to avoid wholly unacceptable adverse impacts on the sustainability of the central Brighton business area and other town, district and local centres in the city.
- 6.2 An Article 4 Direction would remove these permitted development rights and allow proposals for change of use within the proposed area to be considered in a planned way against the council's adopted development plan policies.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no direct financial implications associated with the implementation of a citywide non-immediate Article 4 Direction. The costs associated with consultation and notice period will be contained within existing service budgets. This will be monitored and reported as part of TBM (Targeting Budget Monitoring) process.

Finance Officer Consulted: John Lack

Date: 14/10/21

Legal Implications:

The legislative background to the report's recommendation is set out in the body of the report.

Lawyer Consulted:

Hilary Woodward

Date: 21/10/21

Equalities Implications:

- 7.2 Introduction of an Article 4 Direction as described in the report will assist in maintaining local shops and services in the city, particularly important for residents who find it less easy to move around the city.

Sustainability Implications:

- 7.3 The Article 4 Direction is considered important in maintaining the sustainability of the city's primary commercial areas and important local centres for the reasons set out in the report.

Brexit Implications:

- 7.4 None identified

Any Other Significant Implications:

None identified.

SUPPORTING DOCUMENTATION

Appendices:

1. Council's response to the government consultation on changes to Permitted Development Rights (PDRs) from December 2020 to January 2021
2. Draft map showing the extent of the Proposed Direction
3. Draft Article 4 Direction
4. Evidence supporting the Article 4 Direction

Background Documents

1. City Plan Part 1
2. Proposed Submission City Plan Part 2
3. Existing office to residential Article 4 Direction

Appendix 1 – Council response to Supporting Housing Delivery & Public Service Infrastructure Consultation

About this Consultation

This consultation document and consultation process have been planned to adhere to the consultation principles issued by the Cabinet Office.

Representative groups are asked to give a summary of the people and organisations they represent, and where relevant who else they have consulted in reaching their conclusions when they respond.

Information provided in response to this consultation, including personal data, may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 2018 (DPA), the General Data Protection Regulation 2016, and the Environmental Information Regulations 2004.

If you want the information that you provide to be treated as confidential, please be aware that, as a public authority, the Department is bound by the Freedom of Information Act and may therefore be obliged to disclose all or some of the information you provide. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the Department.

The Ministry of Housing, Communities and Local Government will process your personal data in accordance with the law and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties. A full privacy notice is included on the next page.

Individual responses will not be acknowledged unless specifically requested.

Your opinions are valuable to us. Thank you for taking the time to read this document and respond.

Are you satisfied that this consultation has followed the Consultation Principles? If not or you have any other observations about how we can improve the process please contact us via the [complaints procedure](#).

Please confirm you have read this page. *

Yes	<input checked="checked" type="checkbox"/>
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Privacy Notice

The following is to explain your rights and give you the information you are be entitled to under the data protection legislation.

Note that this section only refers to your personal data (your name address and anything that could be used to identify you personally) not the content of your response to the consultation.

1. The identity of the data controller and contact details of our Data Protection Officer

The Ministry of Housing, Communities and Local Government (MHCLG) is the data controller. The Data Protection Officer can be contacted at dataprotection@communities.gov.uk.

2. Why we are collecting your personal data

Your personal data is being collected as an essential part of the consultation process, so that we can contact you regarding your response and for statistical purposes. We may also use it to contact you about related matters.

3. Our legal basis for processing your personal data

Article 6(1)(e) of the General Data Protection Regulation 2016 (GDPR) provides that processing shall be lawful if processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.

Section 8(d) of the Data Protection Act 2018 further provides that this shall include processing of personal data that is necessary for the exercise of a function of the Crown, a Minister of the Crown or a government department.

The processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the Ministry of Housing, Communities and Local Government. The task is consulting on departmental policies or proposals or obtaining opinion data in order to develop good effective government policies in relation to planning.

4. With whom we will be sharing your personal data

We will not share your personal data with organisations outside of MHCLG without contacting you for your permission first.

5. For how long we will keep your personal data, or criteria used to determine the retention period.

Your personal data will be held for 2 years from the closure of the consultation

6. Your rights, e.g. access, rectification, erasure

The data we are collecting is your personal data, and you have considerable say over what happens to it. You have the right:

- a. to see what data we have about you
- b. to ask us to stop using your data, but keep it on record
- c. to ask to have all or some of your data deleted or corrected
- d. to lodge a complaint with the independent Information Commissioner (ICO) if you think we are not handling your data fairly or in accordance with the law. You can contact the ICO at <https://ico.org.uk/>, or telephone 0303 123 1113.

7. Storage of your personal data

We are using SmartSurvey to collect data for this consultation, so your information will be stored on their UK-based servers in the first instance. Your data will not be sent overseas. We have taken all necessary precautions to ensure that your data protection rights are not compromised by our use of third-party software.

If you submit information to this consultation using our third-party survey provider, it will be

moved to our secure government IT systems within six months of the consultation closing date (28 January 2021).

8. Your personal data will not be used for any automated decision making.

Please confirm you have read this page. *

Yes	X
-----	---

Respondent Details

This section of the survey asks for information about you and, if applicable, your organisation.

First name *

Steve

Last name *

Tremlett

Email address

Steve.tremlett@brighton-hove.gov.uk

Are you responding on behalf of an organisation or as an individual? *

Organisation	<input checked="" type="checkbox"/>
Individual	<input type="checkbox"/>

Organisation (if applicable)

Brighton & Hove City Council

Position in organisation (if applicable)

Planning Team Leader

Please indicate whether you are replying to this consultation as a: *

Developer	<input type="checkbox"/>
Planning consultant	<input type="checkbox"/>
Construction company or builder	<input type="checkbox"/>
Local authority	<input checked="" type="checkbox"/>
Statutory consultee	<input type="checkbox"/>
Professional organisation	<input type="checkbox"/>
Lawyer	<input type="checkbox"/>
Charity or voluntary organisation	<input type="checkbox"/>
Town Council	<input type="checkbox"/>
Parish Council	<input type="checkbox"/>
Community group, including residents' associations	<input type="checkbox"/>
Private individual	<input type="checkbox"/>
Other (please specify):	<input type="checkbox"/>

Please indicate which sectors you work in / with (tick all that apply): *

Education section	x
Health sector	x
Prison sector	
None of the above	

Supporting housing delivery through a new national permitted development right for the change of use from the Commercial, Business and Service use class to residential

The key points we wish to highlight are as follows:

- We do not support the proposals for a new national permitted development right for the change of use from all E classes to residential as set out in the consultation
- It will erode democratic oversight and decision making; lose the opportunity for local community involvement and for proper professional planning consideration in planning processes
- It will further erode the ability of Local Planning Authorities to appropriately plan for the future of their areas in an evidence-based and consultative way taking into account local needs and local circumstances. In Brighton & Hove we seek to plan positively for a city where people can live *and* work to avoid becoming a commuter dormitory town in London's orbit. To do this, the ability to support and maintain sustainable local communities by protecting business premises, shops and leisure facilities through evidence-based planning policies is crucial.
- The proposals for expanding PDR risk undermining the purpose of the new 'E' class which allows for more flexibility regarding changes of use between various commercial uses to ensure town centre vibrancy and resilience. It facilitates premature and unmanaged loss to residential of a much wider range of uses than are covered by existing PDRs;
- It risks the loss of designated local parades which are important for the sustainability of local communities, in particular those on the periphery of the city, as accessibility to local services could be reduced. This could lead to undesirable increases in traffic movements and congestion, and negative effects on air quality and would be inconsistent with national and local carbon reduction targets.
- In Brighton & Hove the tourism sector is a key driver of the local economy with the character of the city centre and its associated retail and leisure industries being an important facet of the city's tourism offer. The potential loss of these premises and hollowing out of areas where they are currently located with residential properties through the PDR risks undermining their unique character and vibrancy.
- We are concerned that significant, unplanned losses in capacity of medical and childcare services in Brighton & Hove could occur due to the proposed PDR as they are often small-scale and located in converted residential premises.
- .

Q1 Do you agree that there should be no size limit on the buildings that could benefit from the new permitted development right to change use from Commercial, Business and Service (Class E) to residential (C3)?

Agree	
Disagree	x
Don't know	

Please give your reasons:

No. As stated in our general introduction, we do not support the proposals for a new national permitted development right for the change of use from E class to residential. The lack of a size limit could allow undesirable changes of use of large business premises to residential. The loss

of larger shops in this way could have a significant negative effect on the vitality and vibrancy of town and city centres.

The character and purpose of established urban and local centres is currently in a state of flux with covid-19 hastening a move away from a broadly retail focus towards a wider range of leisure and business uses, as reflected by the introduction of the 'E' use class. The government's stated intention for the E use class is for it to allow high streets and town centres the best chance of adapting and thriving¹. We are very concerned that the proposed Permitted Development Right could undermine this by facilitating premature and unmanaged loss of a range of commercial uses which bring footfall and clustered activities to these areas. This is a strong concern for Brighton & Hove given the city's unique character and the diversity of uses that cluster in the city centre to support not only the local community, but the large number of visitors to the city (this is discussed further below).

This much wider-ranging PDR, particularly without a size limit, could result in large scale changes from recently vacated retail units to residential, without allowing time for a more natural evolution and repurposing of sites to other uses within class 'E' shaped by planning policy. The lack of a size limit will mean there is a risk of the very largest business premises in urban centres converting to residential. Buildings converted to residential are highly unlikely to revert back to class 'E' the end result could be pepper-potting of large residential sites within areas traditional associated with business, leisure and retail, and a hollowing out of urban centres. Re-instatement of a size limit would at the minimum allow proactive management of the evolving nature of urban centres through appropriate and justified planning policies.

We recommend retaining size limits of 150sqm for retail (use class E(a)), and 500sqm for use class E(g).

Q2.1 Do you agree that the right should not apply in areas of outstanding natural beauty, the Broads, National Parks, areas specified by the Secretary of State for the purposes of section 41(3) of the Wildlife and Countryside Act 1981, and World Heritage Sites?

Agree	x
Disagree	
Don't know	

Please give your reasons:

The special characteristics of these protected areas mean a full planning application is appropriate in order to fully consider the effect of the proposed development. As discussed further below, the PDR should also not apply in Conservation Areas.

Q2.2 Do you agree that the right should apply in conservation areas?

Agree	
Disagree	x
Don't know	

¹ www.gov.uk/government/publications/permitted-development-rights-and-changes-to-the-use-classes-order/flexible-use-on-the-high-street-key-facts-brief

Please give your reasons:

No. Many Conservation Areas are very much characterised by their wide and vibrant mix of uses and this is part of their special interest and character. This can relate to the way an area was historically developed with commercial streets alongside residential streets but also office and residential buildings co-existing in neighbouring buildings or with residential accommodation above historic shops. This is very much true of many urban and town centre conservation areas, where commercial uses attract footfall and residential uses provide natural surveillance. The proposed right would inevitably lead to the balance of uses in these areas being tipped firmly towards residential use, which would harm the special historic character that we are seeking to preserve or enhance and so would conflict with our statutory duty under s72 of the Planning (Listed Buildings and Conservation Areas) Act 1990. Such harm would be irreversible. The consultation does not reflect this legal duty and this is a very strong concern for us.

Q2.3 Do you agree that, in conservation areas only, the right should allow for prior approval of the impact of the loss of ground floor use to residential?

Agree	x
Disagree	
Don't know	

Please give your reasons:

See answer to Q2.2. If the right is applied in conservation areas, then allowance for prior approval of the impact of the loss of ground floor use to residential is an absolutely necessary step to allow for some mitigation of the potential harmful impacts highlighted in the answer to Q2.2. In conservation areas the loss of historic and/or traditional shop fronts would be an additional, particular concern. There are also historic commercial buildings – and indeed groups or terraces of buildings - that may have been designed specifically for commercial or part-commercial use and their conversion to residential could adversely impact on those distinctive features that allow them to contribute so positively to conservation areas.

However negative impacts arising from a loss of ground floor use to residential can occur in areas outside conservation areas, for example the loss of business premises in important local parades that support more isolated communities or the loss of active frontages affecting the vibrancy of urban centres. We would therefore support an extension of this prior approval requirement to all areas with clear guidance that the prior approval of the impact of the loss of the ground floor use to residential can include consideration of the effect on the sustainability of the area as a focus for E class use..

Q3.1 Do you agree that in managing the impact of the proposal, the matters set out in paragraph 21 of the consultation document should be considered in a prior approval?

Agree	
Disagree	X
Don't know	

Please give your reasons:

We do not oppose the prior approval measures listed, but as set out in the answer to Q.2 above we would want to see an additional prior approval requirement relating to the impact of the loss of the ground floor use to residential should also apply to all areas, as well as consideration of further issues as set out in Q3.2 below.

Q3.2 Are there any other planning matters that should be considered?

Yes	x
No	
Don't know	

Please specify:

Further consideration should be given to the effect of the PDR on designated Important Local Parades so that sustainable local neighbourhoods can be protected. These often serve more isolated residential areas in towns and cities and provide important local services such as local food shopping, post office services, hairdressers and so on. The PDR will facilitate the gradual erosion of business premises in these areas and particularly in areas of high residential land values. Such parades are often outside of conservation areas; therefore without further provision as requested in Q.2.3, there will often be no ability to consider the loss of the ground floor to residential through prior approval.

The importance of such facilities being available locally has been very apparent during the period of covid-19 restrictions. If these premises are lost, there will be associated negative effects such as increasing the need for residents to travel to access local services. This could lead to undesirable increases in traffic movements and congestion, and negative effects on air quality and would be inconsistent with national and local carbon reduction targets.

A broad brush national approach to this issue does not allow for the planning process to respond to particular local circumstances. In Brighton & Hove the tourism sector is a key driver of the local economy. The character of the city centre and its associated retail and leisure industries is an important facet of the city's tourism offer. For example, the independent shops in the Lanes and the North Laine areas are respectively the #2 and #5 rated best 'things to do' in Brighton on TripAdvisor² and attract large numbers of tourists to the city every year. The potential loss of these retail premises and hollowing out of these areas with residential properties through the PDR risks undermining their unique character and vibrancy. This could have a consequential negative effect on the city's economy through diminished appeal to tourists.

In Brighton & Hove, a significant proportion of local medical and childcare facilities are small-scale and located in converted residential premises. Such properties are easily converted back to residential and are therefore at risk through the proposed PDR as they now fall within the 'E' use class. Adopted planning policies in Brighton & Hove protect such facilities unless it can be demonstrated that they are not needed, or alternative capacity can be provided elsewhere. We are concerned that significant, unplanned losses in capacity of these services could occur due to the proposed PDR.

Q4.1 Do you agree that the proposed new permitted development right to change use from Commercial, Business and Service (Class E) to residential (C3) should attract a fee per dwellinghouse?

Agree	x
Disagree	
Don't know	

² www.tripadvisor.co.uk/Attractions-g186273-Activities-Brighton_East_Sussex_England.html

Please give your reasons:

Yes, the consideration of the prior approval application will require significant officer time, both from planning officers and other internal consultees whose input is required to assess issues such as transport impacts.

Furthermore, developments brought forward through the proposed PDR are, cumulatively, likely to result in significant additional infrastructure requirements. Considerable numbers of new residential units could potentially be delivered, leading to requirements for sustainable transport improvements; additional educational capacity; improvements to existing open space, affordable housing and so on. In order for such requirements to be identified and funded and delivered in a timely fashion, CIL contributions and S106 agreements where necessary should apply.

Q4.2 If you agree there should be a fee per dwelling house, should this be set at £96 per dwellinghouse?

Yes	
No	x
Don't know	

Please give your reasons:

The fee should be set at a higher level, more in line with that applied to planning applications to reflect the considerable work involved in determining the prior approval application, and the reduction in income to planning departments through fewer full planning applications caused by the extension of permitted development rights.

Q5 Do you have any other comments on the proposed right for the change of use from Commercial, Business and Service use class to residential?

Yes	X
No	

Please specify:

See comments made above at Q.3.2

Communities are able to influence how the areas in which they live evolve through engagement in the local plan and development management processes. Similarly elected local members represent their communities in decision making on planning applications and development plans and are able to take an evidence-based approach to decision-making in these areas. The increasing scope of permitted development rights enlarges the democratic deficit in planning, as significant changes to the character and future evolution of areas will be able to occur with far less input from local residents and those who represent them.

Q6.1 Do you think that the proposed right for the change of use from the Commercial, Business and Service use class to residential could impact on businesses, communities, or local planning authorities?

Yes	x
No	
Don't know	

If so, please give your reasons:

Yes for the reasons set out above. In summary we are concerned about a reduction in democratic oversight of the planning process by LPAs and communities and that the future evolution of cities will be less evidence-based and more reactive to short term market trends without proper consideration of planning issues in the round i.e. sustainable development. LPAs will be further impacted by reductions in planning application fees .

Communities are likely to be affected by the loss of local services in accessible locations (retail, medical, leisure and childcare facilities, etc). Both businesses and communities will be affected by a negative impact on the vibrancy and vitality of urban centres; the lack of affordable work space in the face of competition from high land values for residential uses. The Brighton & Hove economy has a high proportion of SME businesses, whose premises may be especially vulnerable to changes of use through the proposed PDR as they are often smaller and more easily converted to residential use.

The council has been successfully managing change of use of offices to residential since its Article 4 Direction was introduced in 2013 for certain defined areas of the city – the need for this underpinned by specific evidence commissioned regarding employment land supply in the city. There are serious concerns about the further erosion of the council's ability to maintain a supply of needed employment land; the detrimental impact on established business/ industrial parks through the proposal and the local economy.

Monitoring figures for the period 2010/11 to 2018/19 show a net loss of 29,381m² in employment floorspace. For the five year period 2014/15 – 2018/19, the net annual development rate for employment floorspace represents an average annual net loss of 7,789m² of employment floorspace. The vast majority of loss went to residential. The city does not have a large stock of industrial sites or premises. Indeed, evidence points (Employment Land Study Review 2012 and more recently the Brighton & Hove Economic Strategy 2018-23) to a particularly tight industrial market with a perception that there is limited spare capacity. However, there is still market demand for industrial space in the city (Industrial Estates Audit December 2017 and through indications more recently from commercial agents), there is an increasing pressure on the remaining space to accommodate the City's economic activity. The approach in the Proposed Submission City Plan is to safeguard key industrial estates and premises and manage any losses through appropriate policy that considers location, quality of premises and redundancy.

Removing the LPA's ability to maintain a needed supply of industrial space is not considered to be sustainable and would risk harming activities which form an important part of the city's functioning economy. This would be contrary to aspirations for the Greater Brighton City Region where a stated priority is to create attractive employment space for businesses to grow and thrive. There would be a loss of affordable workspace which is important to support spin-off, start up and smaller businesses as well as businesses that support the city's service-based economy. Furthermore, some of the identified growth sectors the City is seeking to expand and attract (e.g.

environmental technologies) through City Deal/ City Region programmes and strategies will require industrial premises.

The proposal would remove any incentive for landowners to invest and retain light industrial/ storage and warehousing premises in an authority where the difference in land values for residential use in Brighton & Hove against those for industrial/ storage uses is so significant. There has been no industrial floorspace delivered on planned sites since 2013. The unplanned introduction of residential uses into industrial estates will compromise the operation of these industrial areas and hinder the ability of businesses to operate successfully/ expand.

Making permanent the permitted development rights could also hinder the operation and development of waste management facilities. Many modern waste management facilities are light industrial in nature and can be appropriately located close to B1 uses, whilst retaining a 'sui generis' classification. However they may not be suitable for locations proximate to residential dwellings. Allowing more residential developments in areas previously in light industrial use may reduce the number of appropriate sites for the new waste management development that is required to increase rates of recycling and recovery of waste, as well as potentially causing problems for existing facilities through the closer proximity to residential properties – a land use more sensitive to impacts such as noise, odour, dust etc.

Q6.2 Do you think that the proposed right for the change of use from the Commercial, Business and Service use class to residential could give rise to any impacts on people who share a protected characteristic?

Yes	X
No	
Don't know	

If so, please give your reasons:

The proposed PDR will risk the loss of local shops, services, businesses and community facilities as set out above. A more centralised distribution may increase the distances that users are required to travel to access these uses. This reduced accessibility is likely to be particular issue for those who are less mobile. Transport costs could also impact adversely on some groups with a protected characteristic.

Smaller business units which are often used by younger people running starter businesses may be more likely to be suitable for changes of use to residential, thus disproportionately affecting this age group.

Supporting public service infrastructure through the planning system

Q7.1 Do you agree that the right for schools, colleges and universities, and hospitals be amended to allow for development which is not greater than 25% of the footprint, or up to 250 square metres of the current buildings on the site at the time the legislation is brought into force, whichever is the larger?

Agree	
Disagree	X
Don't know	

Please give your reasons:

No. We consider that the proposal would further erode the local democratic planning process. It would allow significantly sized buildings to fall within the scope of permitted development. Many schools and hospitals in Brighton & Hove are located in already densely developed areas with residential development in close proximity to the boundary. It is important that full consideration is given to the range of impacts of development of this scale.

Q7.2 Do you agree that the right be amended to allow the height limit to be raised from 5 metres to 6?

Agree	
Disagree	X
Don't know	

Please give your reasons:

No. See answer to Q. 7.1 above. An incremental increase from 5m to 6m, combined with the proposals to allow a larger footprint of building, the additional bulk could significantly adversely impact on neighbouring properties. There is no evidence to indicate that this proposed increase is justified.

Q7.3 Is there any evidence to support an increase above 6 metres?

Yes	
No	x
Don't know	

Please specify:

We are not aware of any evidence to support an increase above six metres and we do not support such an increase.

--

Q7.4 Do you agree that prisons should benefit from the same right to expand or add additional buildings?

Agree	
Disagree	
Don't know	x

Please give your reasons:

No comment as no prisons are located within Brighton & Hove; however the concerns as set out above are likely to apply to prisons too.

Q8 Do you have any other comments about the permitted development rights for schools, colleges, universities, hospitals and prisons?

Yes	
No	X

Please specify:

--

Q9.1 Do you think that the proposed amendments to the right in relation to schools, colleges and universities, and hospitals could impact on businesses, communities, or local planning authorities?

Yes	X
No	
Don't know	

If so, please give your reasons:

Yes, the proposed amendments will further diminish the ability of local communities and LPAs to provide democratic oversight of the planning process

Q9.2 Do you think that the proposed amendments to the right in relation to schools, colleges and universities, and hospitals, could give rise to any impacts on people who share a protected characteristic?

Yes	
No	
Don't know	X

If so, please give your reasons:

Q10.1 Do you think that the proposed amendment to allow prisons to benefit from the right could impact on businesses, communities, or local planning authorities?

Yes	
No	
Don't know	x

If so, please give your reasons:

No comment as no prisons are located within Brighton & Hove.

Q10.2 Do you think that the proposed amendment in respect of prisons could give rise to any impacts on people who share a protected characteristic?

Yes	
No	
Don't know	x

If so, please give your reasons:

No comment as no prisons are located within Brighton & Hove.

Q11 Do you agree that the new public service application process, as set out in paragraphs 43 and 44 of the consultation document, should only apply to major development (which are not EIA developments)?

Yes	X
No	

Please give your reasons:

If the new application process is brought in, then we support excluding developments that are subject to EIA. These developments are likely to be particularly large and extra time in the determination process is appropriate to allow for full consideration of the range of impacts that are likely to result.

Q12 Do you agree the modified process should apply to hospitals, schools and further education colleges, and prisons, young offenders' institutions, and other criminal justice accommodation?

Yes	
No	X

If not, please give your reasons as well as any suggested alternatives:

For the reasons given in the answers to questions 7.1, 7.2 and 9.1 we do not support the modified process. The benefits of a marginally expedited process do not outweigh the negatives.

Q13 Do you agree the determination period for applications falling within the scope of the modified process should be reduced to 10 weeks?

Yes	
No	X

Please give your reasons:

No. This would place further pressure on planning departments and other council departments who are consulted on applications which are already under-resourced. Developments falling into this category could be of a significant size and consequently have a range of potential impacts which need careful and professional consideration in the determination process. A number of external bodies and council departments are likely to be consulted and the decision-making process is reliant on these consultation responses for which an adequate amount of time is necessary.

It should be noted that delays in the determination of applications are often caused by applicants failing to provide required information and clarifications in a timely manner.

Q14 Do you agree the minimum consultation / publicity period should be reduced to 14 days?

Yes	
No	X

Please give your reasons:

No, fourteen days is an inappropriately short period of time and is unrealistic. As stated in the consultation document it is important that local communities are able to express their views and have an opportunity to do so. The chance of interested parties being unaware of the consultation process is significantly increased by the proposed changes, for example a family may take a

two-week holiday over the period the consultation takes place and miss the opportunity to make their views known.

We recognise that it is important for decision-making to occur in a timely fashion, but the benefits of expediting the process by a single week in this way are very small and we do not consider they offset the potential negative consequences caused by an inadequate amount of time for scrutiny of proposals.

Q15 Do you agree the Secretary of State should be notified when a valid planning application is first submitted to a local planning authority and when the authority anticipates making a decision? (We propose that this notification should take place no later than 8 weeks after the application is validated by the planning authority.)

Yes	
No	X

Please give your reasons:

No. We consider that this adds a further unnecessary level of bureaucracy to the planning process. In the interests of transparency full details of key dates in the determination process for all planning applications are already made publicly available on the council's website, including the date applications are received, validated and advertised, consultation dates and the determination deadline,

Q16 Do you agree that the policy in paragraph 94 of the NPPF should be extended to require local planning authorities to engage proactively to resolve key planning issues of other public service infrastructure projects before applications are submitted?

Yes	x
No	

Please give your reasons:

Yes, we recognise the importance of constructive and effective pre-application discussions and already engage with applicants in this manner.

Q17.1 Do you have any comments on the other matters set out in the consultation document, including post-permission matters, guidance and planning fees?

Yes	
No	X

Please specify:

--

Q17.2 Do you have any other suggestions on how these priority public service infrastructure projects should be prioritised within the planning system?

Yes	
No	X

Please specify:

--

Q18 Do you think that the proposed amendments to the planning applications process for public service infrastructure projects could give rise to any impacts on people who share a protected characteristic?

Yes	X
No	

If so, please give your reasons:

The opportunity to make comments is likely to be impacted alongside other parts of the community.

Consolidation and simplification of existing permitted development rights

Q19.1 Do you agree with the broad approach to be applied to the review and update of existing permitted development rights in respect of categories 1, 2 and 3 outlined in paragraph 76 of the consultation document?

Agree	x
Disagree	
Don't know	

Please give your reasons:

Yes, it makes sense to consolidate and simplify the existing permitting development rights in order to make the rights clearer and more coherent.

--

Q19.2 Are there any additional issues that we should consider?

Yes	
No	x

Please specify:

--

Q20 Do you agree think that uses, such as betting shops and pay day loan shops, that are currently able to change use to a use now within the Commercial, Business and Service use class should be able to change use to any use within that class?

Agree	X
Disagree	
Don't know	

Please give your reasons:

If retail shops are permitted to change to any use within class 'E' then it is logical for betting shops and payday loan shops to also benefit from this right as they are usually located within retail style premises.

Q21 Do you agree the broad approach to be applied in respect of category 4 outlined in paragraph 76 of the consultation document?

Agree	
Disagree	x
Don't know	

Please give your reasons:

We caution against increases in the size limits of PDRs solely in the name of flexibility and simplification. Full consideration should be given to the potential consequences of such alterations such as those discussed in detail above.

Q22 Do you have any other comments about the consolidation and simplification of existing permitted development rights?

Yes	
No	x

Please specify:

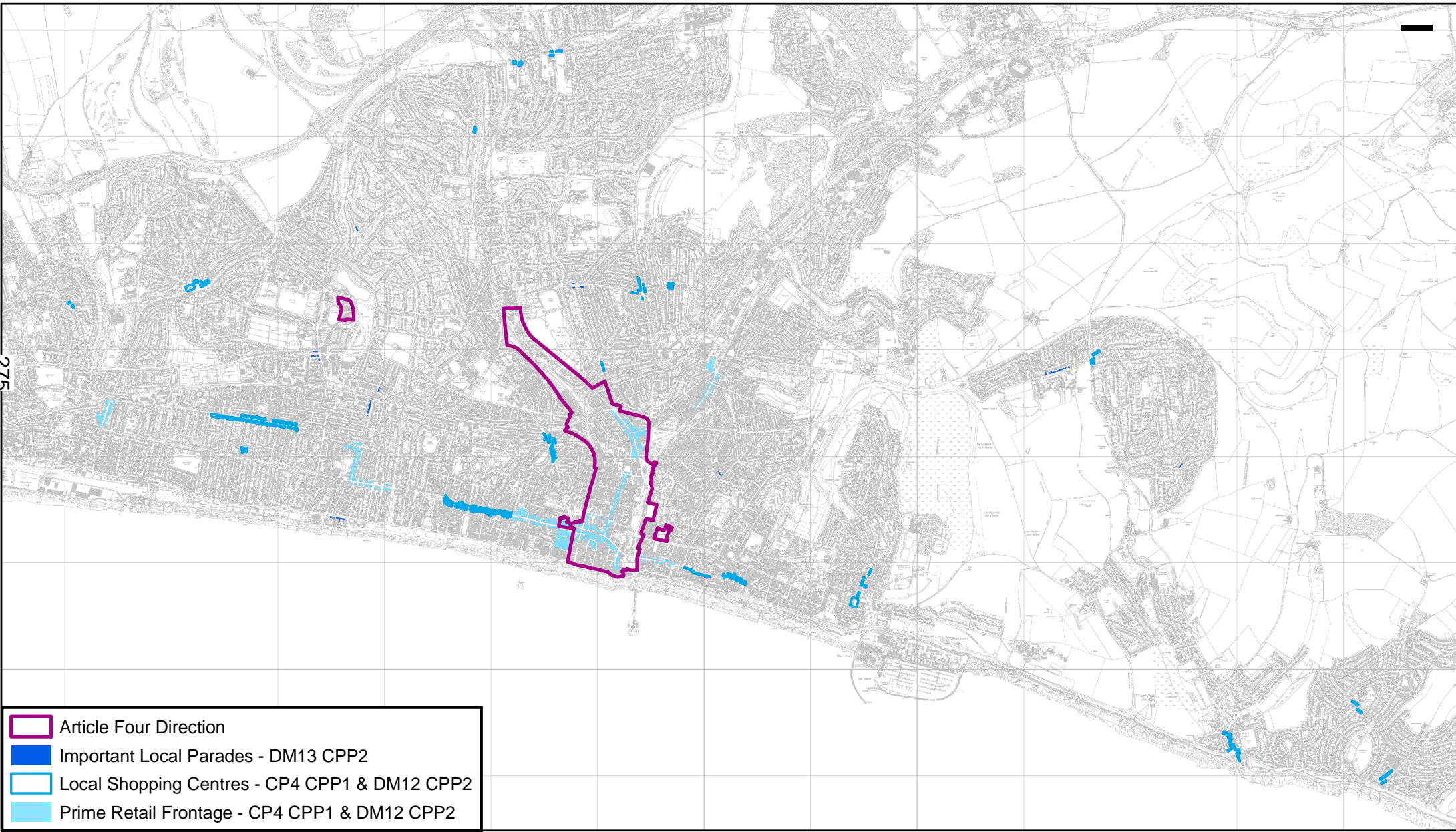
End of survey

You have reached the end of the consultation questions. Thank you for taking the time to complete them and for sharing your views. Please note that you will not receive an automated email to confirm that your response has been submitted.

After the consultation closes on 28 January 2021 we will consider the responses we have received and publish a response, in due course.

Article 4 Direction boundary

Central Brighton, New England Quarter and London Road Area



Scale: 1:47,440

Appendix 3 – Proposed Article 4 Direction

BRIGHTON & HOVE CITY COUNCIL

TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) (ENGLAND) ORDER 2015

DIRECTION MADE UNDER ARTICLE 4(1)

WHEREAS Brighton & Hove City Council, being the appropriate local planning authority within the meaning of article 4(5) of the Town and Country Planning (General Permitted Development) (England) Order 2015, are satisfied that it is expedient that the development described in Schedule 2 of that Order and specified in the Schedule below should not be carried out on the land shown edged red on the attached plan unless planning permission is granted on an application made under Part III of the Town and Country Planning Act 1990, as amended.

NOW THEREFORE the said Council in pursuance of the power conferred on them by article 4(1) of the Town and Country Planning (General Permitted Development) (England) Order 2015 hereby direct that the permission granted by article 3 of the said Order shall not apply to development on the said land of the description set out in the Schedule below:

SCHEDULE

Development consisting of a change of use of a building from a use falling within Class E (commercial, business and service) of Schedule 2 to the Town and Country Planning (Use Classes) Order 1987, to a use falling within Class C3 (dwellinghouses) of Schedule 1 to that Order and not being development comprised within any other Class.

THIS DIRECTION is made under article 4(1) of the Town and Country Planning (General Permitted Development) (England) Order 2015 and in accordance with Schedule 3 of that Order and shall come into force, if confirmed, on **XX XXX**.

Made under the Common Seal of Brighton & Hove City Council
thisday of

The Common Seal of Brighton & Hove City Council was affixed
to this Direction in the presence of

.....
Authorised Officer

Confirmed under the Common Seal of Brighton & Hove City Council
thisday of

The Common Seal of Brighton & Hove City Council was affixed
to this Direction in the presence of

.....
Authorised Officer

Appendix 4 - Evidence Supporting the Article 4 Direction

Context

In September 2020, the Government amended the Use Classes Order with the aim of providing greater flexibility for the diversification of high streets and town centres. This introduced a new Class E (commercial, business and service uses) which captured a number of uses previously considered separately – including offices, retail, restaurants and cafes, gyms and health centres. Uses within the new Class E are interchangeable without the need for planning permission as the change no longer constitutes ‘development’ because they fall within the same use class.

Under the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended), some changes of use between different use classes are deemed permitted development. This means that planning permission is not normally required, and the change of use can occur if relevant ‘prior approval’ criteria are met. Successive reforms to the planning system have substantially increased the scope of permitted development rights, for example in May 2013 national permitted development rights were amended to allow the change of use from an office use (former Class B1(a)) to residential (Class C3) through the ‘prior approval’ process rather than through the normal planning application process.

On 31st March 2021, the Town and Country Planning (General Permitted Development etc.) (England) (Amendment) Order 2021 took effect and introduced, from 1 August 2021, a new Class MA permitted development right from Class E to residential (Class C3), on the basis that this can help increase housing supply. A number of conditions have been included within this legislation, including:

- a size limit whereby the right only applies to sites that would result in the loss of no more than 1500sqm of class E floorspace;
- that existing Article 4 Directions (including the council’s A4D protecting office floorspace), will continue to have effect until 31st July 2022;
- a vacancy test, meaning that the right only applies to premises that have been vacant for 3 months before the application;
- that the right does not apply to listed buildings; and
- that the building must have been in Class E use for at least 2 years before benefitting from the right.

Where the new right does apply, proposals will be subject to a prior approval application, where the following matters can be considered:

- transport impacts of the proposal;
- contamination risks to the building;
- flooding risks to the building;
- impacts of noise from commercial premises on intended occupiers of the development;
- provision of adequate natural light to all habitable rooms;

- in Conservation Areas only – consideration of the impact of the loss of the ground floor Commercial, Business and Service use on the area’s character and sustainability
- impact on intended occupiers of introducing residential use to an area important for industrial and waste uses; and
- impact of the loss of health centres and registered nurseries on the provision of such local services.

Article 4 Directions

Local planning authorities have powers to make an Article 4 Direction (A4D) to remove permitted development rights in part or all of their area, thereby requiring planning permission for a change of use that would otherwise be permitted development. The introduction of an A4D does not mean that all planning applications for the relevant change of use will be refused. It requires the submission of a planning application for the change of use for consideration by the Local Planning Authority, with applications determined on their merits having regard to the policies in the development plan and any other material considerations.

With regard to A4Ds, the National Planning Policy Framework (NPPF) states that: *“The use of Article 4 Directions to remove national permitted development rights should where they relate to change from non-residential use to residential use, be limited to situations where an Article 4 direction is necessary to avoid wholly unacceptable adverse impacts (this could include the loss of the essential core of a primary shopping area which would seriously undermine its vitality and viability, but would be very unlikely to extend to the whole of a town centre)”*, as well as being *“based on robust evidence, and apply[ing] to the smallest geographical area possible”*¹.

Paragraph 38 of the Planning Practice Guidance (Reference ID: 13-038-20190722) adds that: *“The potential harm that the direction is intended to address will need to be clearly identified, and there will need to be a particularly strong justification for the withdrawal of permitted development rights relating to...a wide area... and...cases where prior approval powers are available to control permitted development...”*.

The harm that could result from unplanned changes of use from Class E to residential in part of Brighton & Hove is considered to meet these criteria, and an A4D is therefore proposed to remove this permitted development right in the areas described in Part 3 below.

Two types of Article 4 Direction can remove permitted development rights. Firstly, an immediate Article 4 direction which must be confirmed by the local planning authority following consultation within six months or it will lapse.

Secondly, a non-immediate Article 4 Direction with a prior notice period of 12 months may be made which results in development rights being withdrawn only upon confirmation of the Direction following local consultation.

In this instance, the breadth of uses now captured under new Class E (commercial, business and service uses), and the highly commercialised nature of central Brighton

¹ National Planning Policy Framework (2021), para. 53.

& Hove, means that an immediate Article 4 could make the City Council vulnerable to a high number of costly compensation claims. A non-immediate direction also allows the results of local consultation to be fully considered and taken into account in advance of the Council deciding to confirm the direction and remove permitted development rights.

A decision to confirm the Direction will be taken by Tourism, Development and Culture Committee in 2022 following consideration of consultation responses on the proposed A4D.

DRAFT

Proposed exemption area

The exemption area proposed has a number of components which have been selected as their inclusion can be justified by robust evidence. It is considered that the adverse impacts of maintaining the permitted development right would be wholly unacceptable. The areas are described below, illustrated in Map 1 and put together form the area within which the Article 4 Direction will apply.

Existing Article 4 Direction Area

This area covers:

- the Central Brighton, New England Quarter and London Road Area
- Edward Street Quarter, Edward Street, Brighton
- City Park, The Droveaway, Hove

The area was considered and modified by the Secretary of State before being confirmed and coming into force in July 2014. It was considered appropriate following this scrutiny and is considered to have functioned effectively and been accepted as a proportionate policy response, and will continue to have effect as part of transitional arrangements until 31 July 2022.

A small amendment to include the east side of the Valley Gardens area has also been included for reasons set out in paragraphs XX below, which also includes the Circus Street development, a new mixed-use neighbourhood which is bringing forward approximately 4,000m² of new office floorspace.

Primary Retail Frontages

The primary retail frontages of the following centres:

- Brighton Regional Centre
- Hove Town Centre
- London Road Town Centre
- St James Street District Centre
- Lewes Road District Centre
- Boundary Road / Station Road District Centre

These centres are identified through policy CP4 in the adopted City Plan Part One, along with some minor amendments to the primary frontages as identified in the emerging CPP2.

Local Centres and Important Local Parades

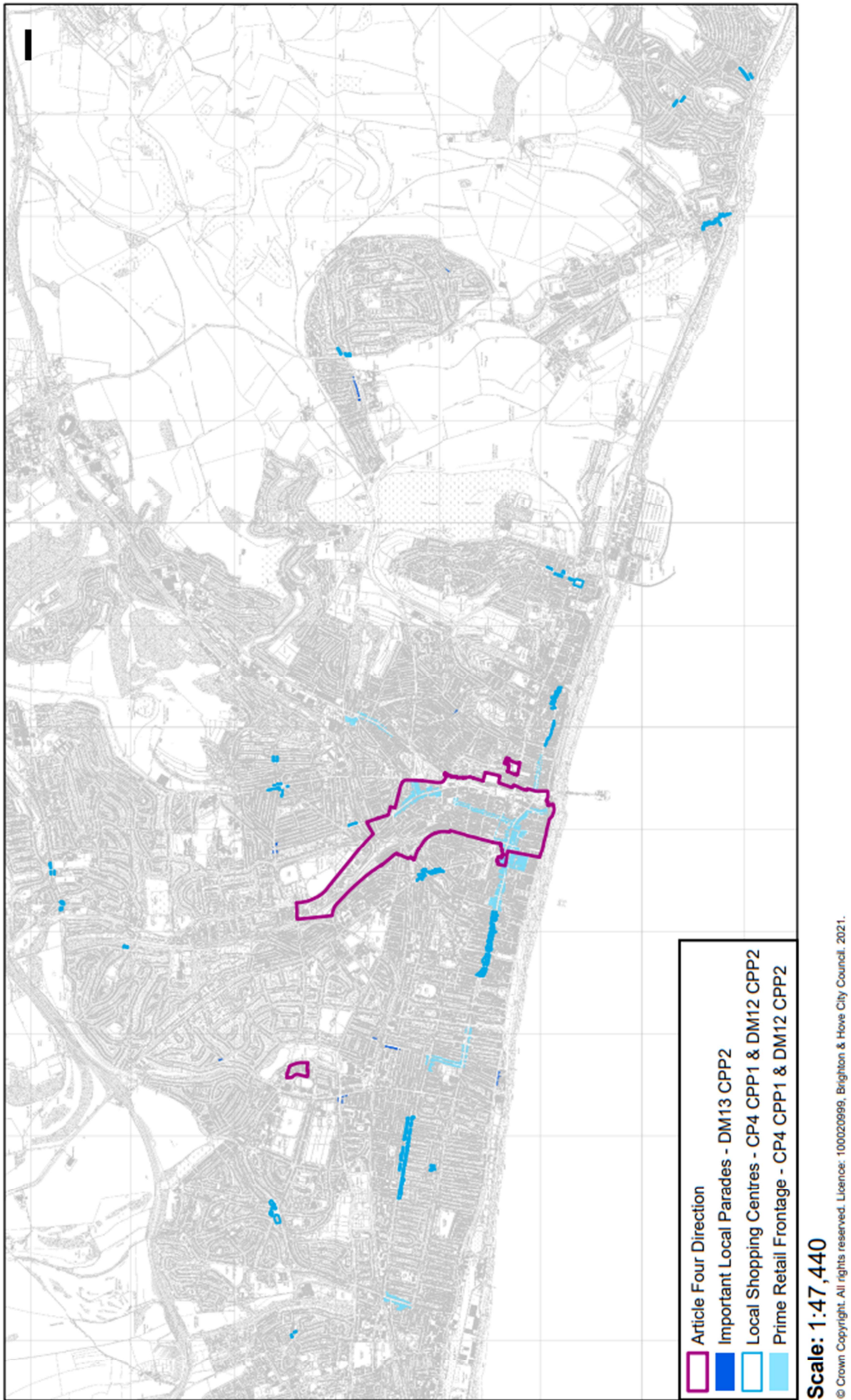
Local centres identified through Policy CP4 of CPP1. These are:

- Mill Lane, Portslade
- Portland Road, Hove
- 'The Grenadier', Hangleton Road
- Richardson Road, Hove
- Eldred Avenue, Withdean
- Old London Road, Patcham

- Ladies Mile Road, Patcham
- Seven Dials
- Fiveways
- Hollingbury Place, Hollingdean
- Beaconsfield Road, Preston Park
- St George's Road, Kemptown
- Warren Way, Woodingdean
- Whitehawk Road, Whitehawk
- High Street, Rottingdean
- Lustrell's Vale, Saltdean
- Longridge Avenue, Saltdean

Important Local Parades that are proposed to be designated through Policy DM13 of the City Plan Part Two, which is currently unadopted but at late stage of preparation, are also included. These are:

- Cowley Drive, Woodingdean
- Goldstone Villas, Hove
- Hove Park Villas, Hove
- Islingword Road, Brighton
- Old Shoreham Road/Sackville Road, Hove
- Valley Road, Portslade
- Victoria Terrace, Hove
- Warren Road, Woodingdean
- Woodland Parade, Hove
- Preston Drove, Preston Park



Justification for the Article 4 Direction

Brighton & Hove City Council's A4D is made on the basis that the introduction of the new Class MA permitted development rights within the proposed exemption areas would result in wholly unacceptable adverse social and economic consequences which are not offset by any positive benefits that the new rights may bring. The A4D is therefore justified under the revised NPPF wording set out in **paragraph XX above**.

Economic Characteristics of Brighton & Hove

Brighton & Hove is recognised as a hub for business and commercial activities, a retail destination of sub-regional importance, and a popular visitor destination with strong accommodation, food and drink services and cultural offer. In 2018, economic activity in Brighton & Hove generated an estimated £8,112 million in Gross Value Added (GVA) to the national economy, which is the second highest contribution in the South East after Milton Keynes².

The city is known for the strength of its small business economy. There are more registered businesses in Brighton & Hove than any other local authority in the South East, with around 14,610 businesses in the city being 'micro' in size, employing fewer than 10 people³. This represents 92% of all businesses in the city with the strength of the small business economy partly reflecting the fact that the city's reputation for enterprise and entrepreneurialism. Outside London, Brighton & Hove ranks second for business start-up rates relative to its population⁴.

In terms of the role of Brighton & Hove as a centre of employment, there are 15,920 registered businesses and 18,220 local units in the city⁵. Excluding London, Brighton & Hove ranked third for the number of businesses per 10,000 population with 453, close behind Reading (474) and Milton Keynes (463). In addition, Brighton & Hove has a total of 142,370 jobs across the city which is the second highest number in the South East after Milton Keynes (ONS, Business Register and Employment Survey 2019).

Figure 1 provides a breakdown of registered businesses and local units by sector in Brighton & Hove. Retail is the largest sector, which accounts for around 20% of businesses in the city, the highest amount in the South East, with nearly 4,000 local units. Professional, scientific, and technical business are also the highest in Brighton & Hove compared to the rest of the South East. The city has the second highest concentration of businesses administration and support services after Milton Keynes, and the third highest in information and communication businesses after Milton Keynes and Wokingham.

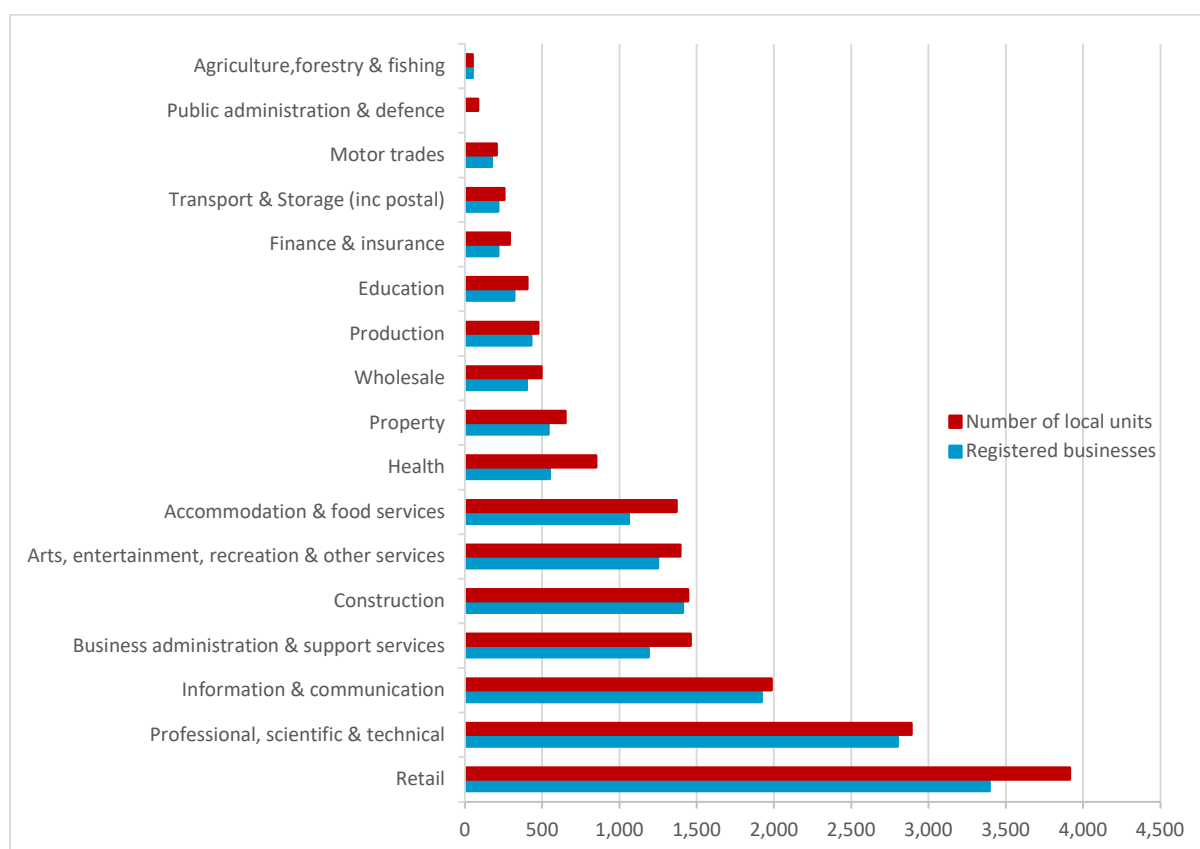
² ONS, Regional gross value added by local authority in the UK

³ ONS, UK Business count 2020

⁴ Centre for Cities data, 2019

⁵ ONS, UK Business count 2020

Figure 1: Profile of businesses by sector in Brighton & Hove

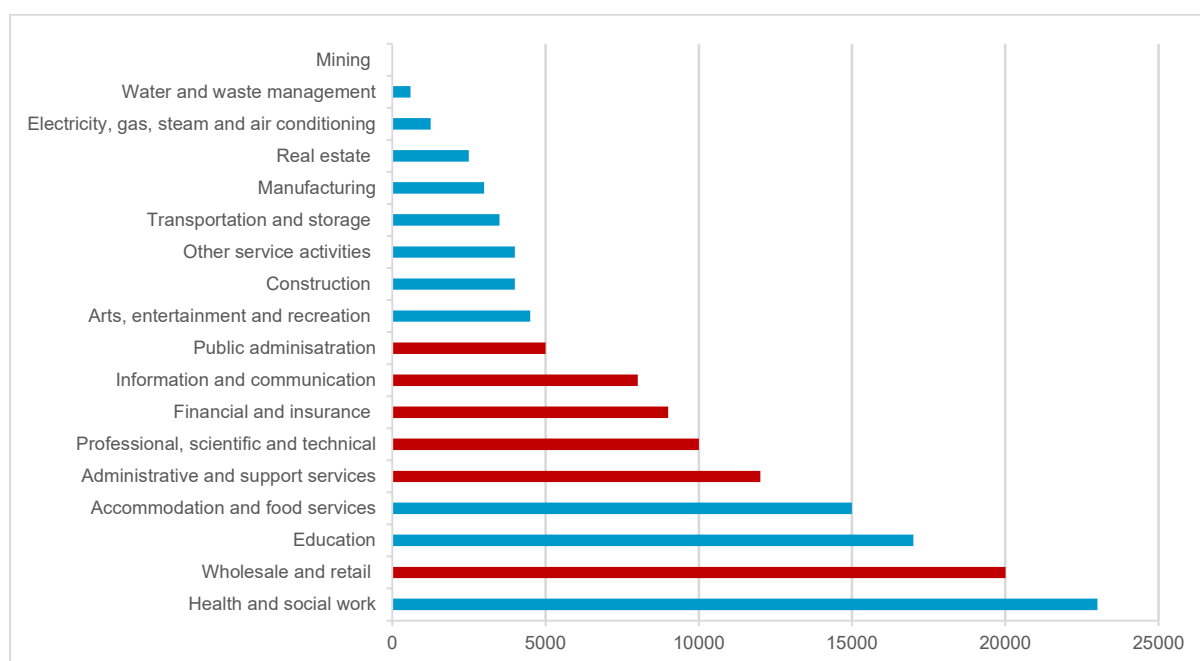


Source: ONS, UK business: activity, size and location, data to 29 September 2020. UK Business: activity, size and location are an annual publication recording the number of businesses, in the UK, that have registered for Value Added Tax (VAT) and/or Pay As You Earn (PAYE). Local units are the individual sites that belong to a registered business.

Office and retail-based sectors are a key driver of employment growth in the city, particularly so because Brighton & Hove did not develop an historic industrial base to any significant extent. ONS data from the Business Register and Employment Survey shows that out of the total 142,370 jobs in the city across all sectors, around 45% account for office and retail-based sectors (those highlighted red in Figure 2 below). For wholesale and retail trade, Brighton & Hove has the second highest number of jobs in the South East after Milton Keynes. The city has similarly higher levels of office-based sectors compared to the rest of the South East.

These non-industrial sectors of employment are likely to be concentrated in premises falling under the E use class, and are therefore vulnerable to unplanned change of use through the Class MA PDR. The potential impact of the PDR is therefore a wholly unacceptable, unplanned reduction in the supply of the types of premises which are particularly important for the sustainability of the Brighton & Hove economy.

Figure 2: Profile of employment by sector in Brighton & Hove



Source: ONS, Business Register and Employment Survey 2019

Office Supply in Brighton & Hove

Based on published 2021 Valuation Office Agency data, Brighton & Hove contains the fifth largest concentration of office floorspace in the South East region with approximately 391,000m² of office floorspace. However, monitoring shows that there has been

The City's prime office market is principally focused within Central Brighton, located on the east and southern side of Brighton Station, within the New England Quarter and along Preston Road and interspersed within the city centre. This area constitutes the primary office area for Brighton & Hove. It is a location where high-quality premises are demanded from a variety of occupiers such as media, creative, financial, business and professional services, and is the focal point for the City's internationally-renowned digital and media economy.

Much of the existing office stock is within older purpose-built buildings or converted period buildings and offices above shops, many of which would represent prime residential conversion opportunities. The scope for significant new office floorspace within Central Brighton is very limited.

Relatively limited new office space has been delivered in Brighton & Hove since 2000, and as such the overall availability levels consistently very low (see Figure 5) meaning commercial space in the city is very constrained. Availability of offices has been worsening since 2015, although there was a slightly improvement in the situation in 2020 and 2021 which can largely be attributed to the pandemic. Current office vacancy levels in the City stand at a very low level - an estimated 5.5%. The lack of adequate supply has led to consistently rising rent levels as illustrated in Figure 4, with sharper

increase in rents achieved in more recent years from 2012 onwards until a flatlining with the advent of the covid-19 pandemic. The impact of the pandemic on the office market in the city in future is considered in more detail below in Section XX.

Figure 3: Office Availability in Brighton & Hove, 2000-2021 Source: Stiles Harold Williams

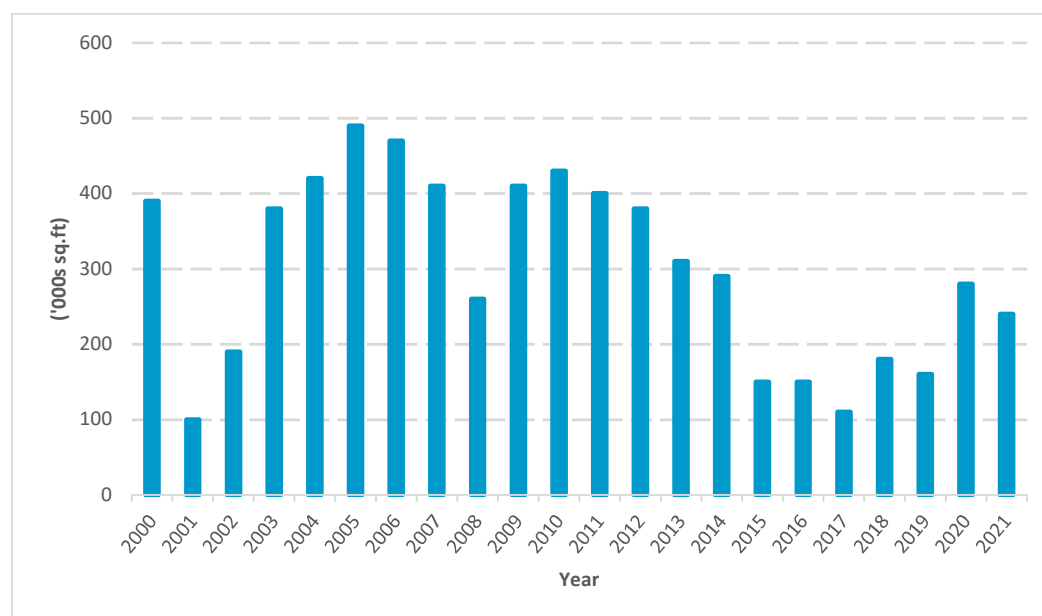
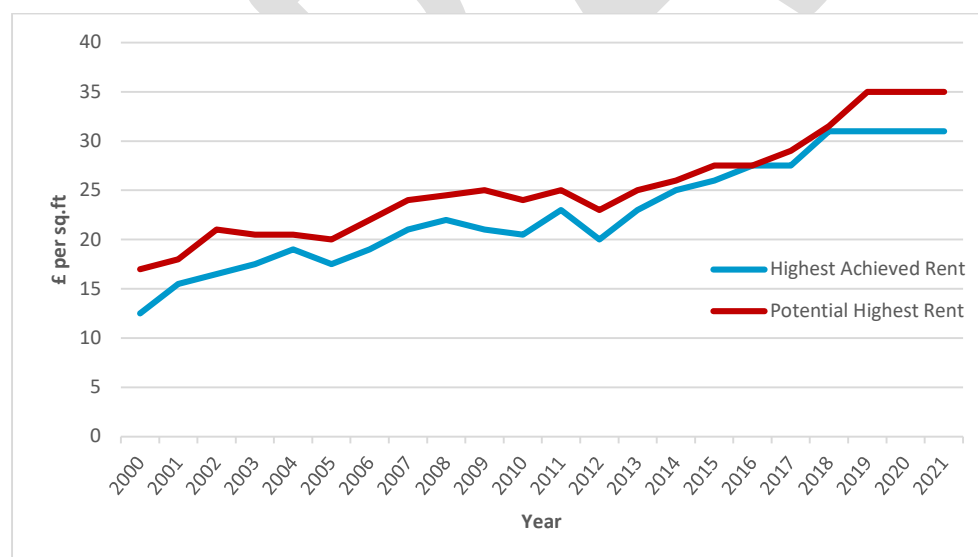


Figure 4: Office rent levels in Brighton & Hove (Source: Stiles Harold Williams)

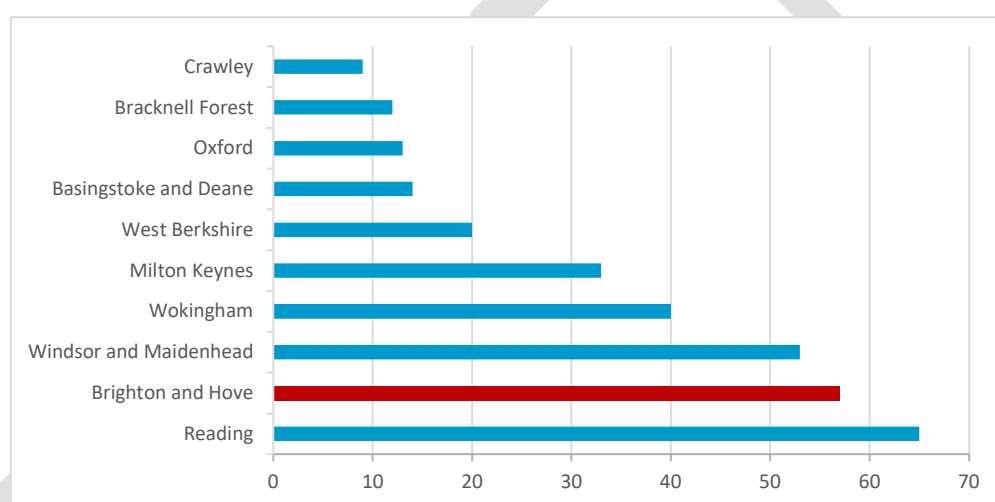


Constraints on commercial space in Brighton & Hove have already been exacerbated in recent years by a decrease of approximately 10,440m² of floorspace falling under the former B1 use class in the nine-year period from 2010/11 – 2019/20, of which approximately 6,000m² was B1a office floorspace. A further 14,784m² of office space is likely to be lost from consented developments that are incomplete, predominantly

from the approval of the Kings House development (11,868m²) in Hove, which falls outside of the proposed Article 4 Direction area, and prior approval applications for the change of use from office to residential⁶.

The impact of existing permitted development rights for commercial to residential uses is clear - over the period January 2018 to March 2021, there were 57 commercial (i.e. office and retail) to residential permitted development applications granted, the second highest across the top 10 South East office locations (see Figure 5). This figure would be substantially higher without the protection afforded by the existing Class O permitted development rights and highlights the importance of maintaining protection through the proposed new A4D relating to Class MA when the existing Direction lapses in July 2022.

Figure 5: Permitted Developments Number (commercial to residential), from January 2018 - March 2021



Source: MHCLG, Live tables on planning application statistics: applications for prior approvals for permitted developments, by local planning authority, data to March 2021.

Despite the development of some new office floorspace outside of the central area, Central Brighton will remain a location where high-quality offices will be demanded for a variety of occupiers such as media, creative, financial, business and professional services and information communication industries.

Planning policy

For the reasons set out above, a commensurate supply of high quality, modern and sustainable office accommodation is therefore required to meet the needs of the City's commercial occupiers both now and in the future. Of the three overarching objectives of sustainable development set out in the NPPF, the economic objective is to: *"help build a strong, responsive and competitive economy, by ensuring that sufficient land of the right types is available in the right places and at the right time to support growth,*

⁶ Brighton & Hove Authority Monitoring Report 2019/20

*innovation and improved productivity*⁷. This is reflected in City Plan Part One, which states in Policy CP3 that “*sufficient employment sites and premises will be safeguarded in order to meet the needs of the city to 2030 to support job creation, the needs of modern business and the attractiveness of the city as a business location.*”

The office space needs in the city which underpin the adopted City Plan Part One were assessed to be 112,000m² of office space over the Plan period to 2030 which represents an uplift of 26% on the supply of office space in the City at the time of adoption in 2016 and took account of trends in more efficient use of office space. The city is ambitious in terms of its strategic growth objectives and commitment to ensure sufficient quantities of high-quality modern premises to meet economic output and jobs targets (Employment Land Study 2012).

The City Plan has identified potential capacity to accommodate up to 96,000 m², but this represents only 85% of the identified office floorspace requirement with a shortfall of 16,240 m². The implication is clear: evidence indicates that the City cannot fully meet its future office needs through new development, and therefore must rely upon on the renewal and upgrading of existing office space to meet some future needs. CPP1 therefore also safeguards existing office accommodation through Policy CP3 and encourages improvements in quality to meet future business needs.

However, as discussed above there has in fact been continuing net losses of office floorspace in the city in recent years, exacerbating the gap between supply and the identified needs.

The A4D would allow for greater local policy direction and decision-making than would be possible if permitted development rights were to be applied. The Council is committed to only protecting the existing and potential office supply that is able to meet the needs of businesses. City Plan Part One policies CP3 and SA2 already offer flexibility through the “redundancy test” for outmoded space to be redeveloped for other uses through the application of a criteria-based approach. Annual average losses of 3,000 m² of office space to other uses indicates that the Council does not operate a ‘blanket’ protection on office space where it is not justified, but rather seeks to retain the ability to consider individual change of use applications on their merits having regard to other City Plan objectives and the constrained supply of development land available. This also applies within the existing office to residential A4D area, where eight planning applications on sites have been approved since the A4D came into effect in July 2014, resulting in a potential loss of 1,402m² office floorspace which had been demonstrated to be redundant, in order to provide 30 dwellings.

This policy and evidence-based approach would not be effective if the permitted development rights took effect; these would allow significant unplanned changes of use from office space to residential. In the context of an already tight market and a requirement for additional office space to secure economic growth outcomes, this would give rise to wholly unacceptable adverse local economic effects.

⁷ National Planning Policy Framework (2021), para. 8

These could include the loss or displacement of jobs to other areas outside the city. It would significantly undermine the ability of the city to safeguard employment land. The city's economic vitality would be harmed, and it could increasingly retrench to becoming a dormitory settlement for other economic centres, particularly London.

Where the need for renewal of office locations outside of the core of the city centre has been identified within the Central Brighton area (e.g., along Preston Road), the City Plan provides policy support for mixed-use redevelopment of outdated office stock including to mixed-uses where appropriate to residential and modern office accommodation.

Covid-19 Pandemic

With the Covid-19 pandemic and economic recovery, it can be expected that there will be a continued need for local offices/workspace including serviced/flexible co-working arrangements. Companies may choose to have more local and smaller offices, closer to where people live, in order to reduce commuting particularly to London. Companies may split operations between several locations, benefiting regional centres such as Brighton & Hove. Smaller, local offices would reduce commuting and promote more resilient workplaces.

Research published in July 2020 from Hatch estimated that the Greater Brighton City Region is likely to have a 26% loss of GVA in 2020 due to the effects of the covid-19 pandemic. In order to return on the same growth trajectory pre-pandemic by 2030, the region would need to double the historic growth rate of GVA by 2026.

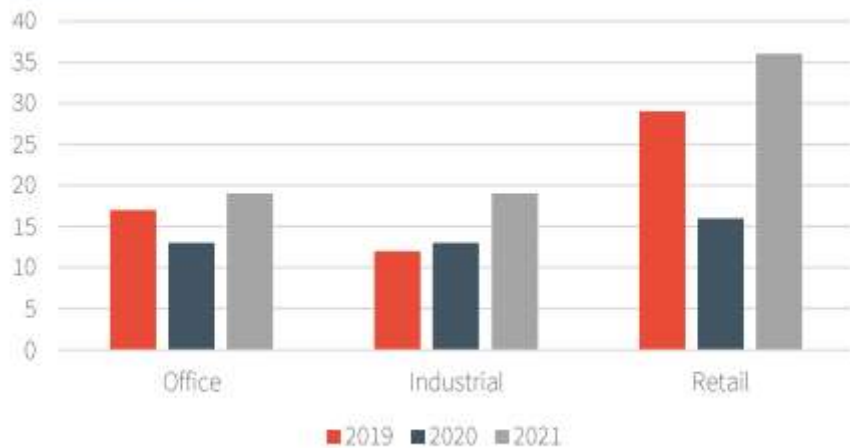
However future demand for office floorspace is likely to remain strong. A September 2021 Hatch report found the net reduction of workforce jobs of 1.4% across the Greater Brighton City Region as a result of the pandemic compares favourably against the equivalent figure of 3% loss for the UK.

Demand for office premises in Brighton & Hove is increasing in 2021 after a significant fall in 2020 due to the covid-19 pandemic⁸. The first half of 2021 saw a higher number of enquires and viewings for office space than the whole of 2020, as many companies looked at returning to offices as lockdown restrictions eased. Companies looking to move are seeking to improve their offices with a greater focus on agile working environments with nearby amenities. Brighton & Hove continues to be an attractive location for office occupiers, with evidence of more enquiries coming from London companies seeking a more flexible approach to work by creating an additional workplace in Brighton to minimise commuting⁹.

⁸ Stiles Harold Williams

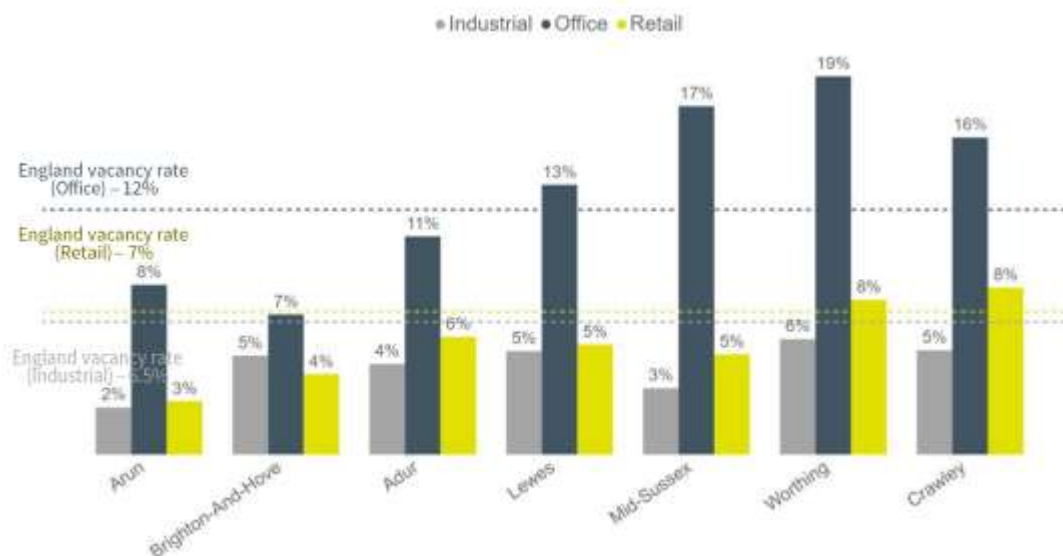
⁹ Minutes of the Brighton & Hove Economic Partnership meeting, 23/04/21

Volume of commercial lease transactions, full year 2019 + 2020, 6-months for 2021



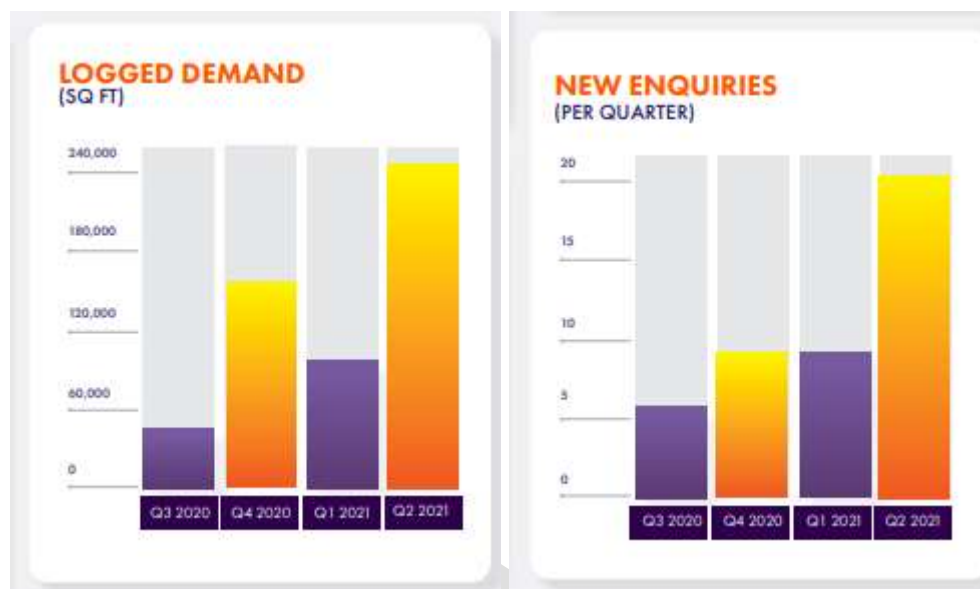
Source: Co-Star data, transaction counts, Hatch analysis

A report the Greater Brighton Economic Board found that in the Greater Brighton area as a whole there has been a growth in workforce jobs across several largely office-based sectors between March 2020 and March 2021, despite the damaging effect on the economy of the lockdowns associated with the pandemic. This is reflected by the number of commercial property transactions in the first six months of 2021 outstripping the full-year volume for 2019 (i.e. before the pandemic) as illustrated in Figure 6 above. Brighton & Hove, as an attractively located medium-sized city with good transport links to London, can be expected to continue to benefit from these changes in the structure of the employment market.



Source: Squire Data, vacancy counts, Hatch analysis

The analysis of the figures indicates that higher vacancy rates in Crawley, Mid Sussex and Worthing partly reflect a reduction in lease take-up by small professional firms where staff can work from home. It is notable that this is not reflected in Brighton & Hove which lends supports the view that the city will remain a strong centre for office based employment in the future.



Scale of impact

The impact of the uniform introduction of permitted development rights would be to place an estimated 32% of the City's current office stock (that are within Central Brighton) at risk of conversion. The office stock at risk not only meets current needs, but is relied upon to meet future requirements through refurbishment and upgrade due to the lack of sites for new office development in the city, particularly in the central Brighton area.

In turn, this would have the potential to impact or displace up to 1,500 businesses, or 20% of the City's business base. The profile and characteristics of the location mean that a significant proportion would be in high growth, high value sectors of the economy. The impact would therefore be significant in the context of modest corresponding benefits in terms of delivery of new housing.

The impact of permitted development rights for conversion of office space in Central Brighton would disproportionately impact the highest growth, highest value sectors of the City economy that are key drivers of private sector job creation.

Brighton & Hove also has some of the highest housing affordability pressures of any local authority in the South East, and on average has lost 3,000 m² office space per annum to residential and other uses over recent years. Land value differentials continue to provide strong incentive to landlords to seek to transfer even occupied office space to residential use.

If delivery of new office space was not forthcoming on the identified Strategic Allocations and Other Significant Sites, and existing occupiers were to become displaced from existing premises, it would increase the shortfall of supply to meet future office requirements. The impact of this would be far ranging: office-based businesses would be increasingly priced out of the City, growing businesses would move elsewhere and inward investment inquiries would be diverted. It would significantly destabilise the ability of the City to provide new jobs in line with future housing growth, with the consequence that the City's economic vitality would be harmed and it would increasingly retrench to becoming a dormitory settlement for London.

Beyond the local level, the economic health of Brighton & Hove is fundamental to the wider sub-region as a major focus for jobs and investment that, in turn, help sustain neighbouring economies.

There would have major long-term impacts in terms of supporting the City's jobs, business base and economic output. The city has limited industrial heritage and few areas that can support employment through heavy industry. Office and service-based employment sectors will therefore continue to be the bedrock for the city's economy.

Retail centres

Primary Retail Frontages

The proposed A4D area includes the primary retail frontages of the defined regional and town centres as set out in the Proposed Submission City Plan Part Two. The character and purpose of established urban centres is currently in a state of flux with covid-19 hastening a move away from a broadly retail focus towards a wider range of leisure and business uses, as reflected and supported by the introduction of the 'E' use class.

The government's stated intention for the E use class is for it to allow high streets and town centres the best chance of adapting and thriving. The Class MA PDR could undermine this by facilitating premature and unmanaged loss of a range of commercial uses which bring footfall and clustered activities to these areas. This is a strong concern for Brighton & Hove given the city's unique character and the diversity of uses that cluster in the city centre to support not only the local community, but the large number of visitors to the city.

The wide-ranging PDR, could result in large scale changes from recently vacated retail units to residential, without allowing time for a more natural evolution and repurposing of sites to other uses within class 'E' shaped by planning policy. Buildings converted to residential are highly unlikely to revert back to class 'E' the end result could be pepper-potting of residential sites within areas traditional associated with business, leisure and retail, and a hollowing out of urban centres. the introduction of new homes will have upon the function of these centres. The creation of dead frontage and the removal of uses which attract visitors and create footfall will initiate the decline of these centres.

This would be contrary to City Plan Part 1 Policy CP4 which encourages a range of facilities and uses, consistent with the scale and function of the centre, to meet people's day-to-day needs, which supports the role of town centres in meeting the needs of retail, leisure, office and other main town centre uses. Larger centres have wider roles than just shopping destinations, functioning also as places to work, live, visit, and spend leisure time.

It is also inconsistent with national policy set out in the NPPF¹⁰ which requires Local Planning Authorities to define a network and hierarchy of town centres and promote their long-term vitality and viability – by allowing them to grow and diversify in a way that can respond to rapid changes in the retail and leisure industries, allows a suitable mix of uses (including housing) and reflects their distinctive characters.

The Article 4 Direction will protect the vitality and viability of town centres across the city, preventing the loss of 'main town centres' which continue to underpin the health and diversity of each centre.

This approach is supported by the Written Ministerial Statement made on 1 July 2021 which states that "*In respect of historic high streets and town centres... the irreducible core of a primary shopping area*" is likely to be where A4Ds are necessary to avoid

¹⁰ NPPF (2021), para. 86

wholly unacceptable adverse impacts. In Brighton & Hove the identified primary frontages are equivalent to the 'irreducible core' and it is considered appropriate to protect them through the A4D.

There is a particularly high demand for retail space in Brighton despite the success of online shopping during the pandemic¹¹. Vacancy rates for retail units in Brighton & Hove remains considerably lower than other areas, with all the areas of primary frontage included in the Article 4 Direction having lower proportion of empty units than the Great Britain average (see Table 1 below). This indicates that there is not an over-supply of retail floorspace in the city, and that the existing level of provision is meeting demand and should be protected for commercial uses.

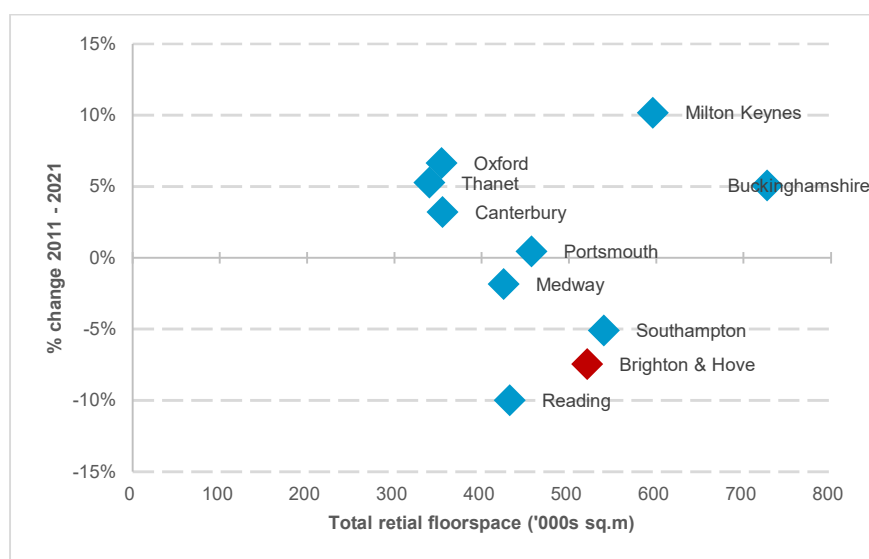
Primary Frontage	Estimated Retail vacancy rate (October 2021)
Brighton Regional Centre	12.3%
Hove	9.4%
London Road	9%
St. James's Street	10%
Lewes Road	14.8%
Boundary Road/Station Road	10.5%
<i>Great Britain average</i>	<i>15.8%</i>

Table 1: Estimated Retail vacancy rates in Brighton & Hove primary frontages October 2021 (source: Local Data Online)

In addition, Brighton & Hove contains approximately 521,000 sqm of retail floorspace, the fourth largest concentration in the South East. However, the city has seen a decrease in retail floorspace compared to the other top ten South East retail locations, with a loss of 7% since 2011 (see Figure 4 below). This, together with the relatively low vacancy rate, highlights the importance of a planned approach to managing future provision of retail units to avoid the loss of units to residential which would otherwise be in demand for continued commercial use.

¹¹ Covid-19 Impact Assessment (Hatch for Greater Brighton Economic Broad, 2021)

Figure 4: Comparison of Top 10 South East Retail Centres



Source: VOA, Non-domestic rating: stock of properties including business floorspace, data to 31 March 2021

Local Centres and Important Local Parades

Brighton and Hove has numerous small local retail centres and parades located in residential communities providing access to day-to-day necessities such as a newsagent, convenience store off-licence, pharmacies and post offices, within walking distance from home. It is important that these shopping facilities remain vibrant, attractive and accessible. Providing local shopping and related facilities within walking distance enables the less mobile, including the elderly and low-income groups, access to food and services close to where they live, and is important in achieving equality of opportunity and sustainable neighbourhoods.

These often serve more isolated residential areas in towns and cities and provide important local services such as local food shopping, post office services, hairdressers and so on. There is particular concern as to the impact of the proposals on these smaller neighbourhood parades which are often on quieter roads where premises can be more suited to conversion to residential. The PDR will facilitate the gradual erosion of business premises in these areas and particularly in areas of high residential land values. Such parades are often outside of conservation areas; therefore there will often be no ability to consider the loss of the ground floor to residential through prior approval.

The importance of such facilities being available locally has been very apparent during the period of covid-19 restrictions. If these premises are lost, a more centralised distribution will increase the distances that users are required to travel to access these uses with associated negative effects such as increasing the need for residents to travel to access local services. This reduced accessibility is likely to be a particular issue for those who are less mobile, particularly given the hilly nature of much of Brighton & Hove including the suburban areas which rely to a greater extent on local parades for the provision of local services. This could lead to undesirable increases in

traffic movements and congestion, and negative effects on air quality and would be inconsistent with national and local carbon reduction targets.

The importance of maintaining the vitality of local centres and important local parades has been highlighted by the COVID-19 pandemic, which has highlighted the importance of the liveability of local neighbourhoods, with people spending more time locally, working at home if possible, using public green social space, walking and cycling rather than using cars and connecting with neighbours. The Council has also supported the emerging 20-minute neighbourhood concept as an effective way of creating healthier more engaged communities.

The Local Centres are identified in Policy CP4 of CPP1 and form an important part of the established retail hierarchy in the city.

An assessment was undertaken during Spring 2017 of 35 parades across the city to identify those considered suitable for designation as Important Retail Parades in City Plan Part 2. The assessment of the parades considered the number of units, whether the units provided a service to the immediate locality and whether at least 51% of the units were occupied at the time of the survey. Out of the 35 parades assessed it was concluded that 10 could be designated as Important Retail Parades in City Plan Part 2¹². Inclusion of these 10 parades in the A4D area is considered appropriate as they the assessment has concluded they are performing an important function in servicing their local communities. The impact of the loss of these parades would be wholly unacceptable.

Limiting the A4D area to these local parades and not including the other 25 parades that formed part of the assessment process, as well as tightly drawing the A4D boundary line around the retail units, aligns with the requirement for A4Ds to be based on robust evidence, and apply to the smallest geographical area possible.

Tourism

A broad-brush national approach does not allow for the planning process to respond to particular local circumstances. In Brighton & Hove the tourism sector is a key driver of the local economy. The character of the city centre and its associated retail and leisure industries is an important facet of the city's tourism offer. For example, the independent shops in the Lanes and the North Laine areas are respectively the #2 and #5 rated best 'things to do' in Brighton on TripAdvisor and attract large numbers of tourists to the city every year. The potential loss of these retail premises and hollowing out of these areas with residential properties through the PDR risks undermining their unique character and vibrancy. This could have a consequential negative effect on the city's economy through diminished appeal to tourists.

Both Valley Gardens (including event spaces at St Peters Square and Victoria Gardens, and the Old Steine hold Premises Licences permitting various regulated entertainment and the sale of alcohol until 2300hrs. In addition, there is a special condition which permits regulated entertainment and the sale of alcohol until 0030 Sundays to Wednesdays and until 0200hrs Thursdays to Saturdays on both sites

¹² Full details of the assessment process is set out in [Retail Policies Topic Paper](#), May 2021

during the Brighton Festival and Fringe. The Festival and Fringe are key cultural arts events of national significance that are vitally important to the city's economy and tourist offer.

Across Valley Gardens there were over 200 days of event use in 2021, despite restrictions associated with covid-19. It can be anticipated that there will be over 300 days use across all three venues (St Peters, Victoria Gardens and Old Steine) in 2022. The income from the venues on these sites made up over 50% of Brighton Fringe's income in 2021, with the income generated across these venues during Brighton Fringe was £13 million. The venues supported the employment of over 300 people in 2021.

The increasing proliferation of residential uses in close proximity to these key year-round event spaces is considered to represent a risk to their ability to effectively operate in line with their approved licenses due to the increased probability of disturbance to residents and the inability of 'agent of change' considerations to be fully considered in the determination of prior approval applications. Should such issues manifest themselves and the use of the Valley Gardens area for outside events be affected, this could result in a significant negative impact on the Brighton Festival and Fringe.

Conclusions

This report sets out the justification for the purpose and extent of an Article 4 Direction in Brighton & Hove relating to changes of use from class E to residential. In summary these are:

- The vulnerability of small office premises to change of use through the PDR which are of particular importance to the Brighton & Hove economy due to the strength of the city's small business sector
- The importance of office and retail sectors as a key employment providers and drivers of employment growth in the city
- The limited scope for significant new office floorspace in the city, and particularly within Central Brighton, to replace floorspace lost through permitted development right
- The constrained market and low vacancy rate of office space in Brighton & Hove, which has been exacerbated by employment floorspace losses in recent years, partly due to the former office to residential PDR
- The PDR would undermine the commitment of the council to protecting existing and potential office supply that is able to meet the needs of businesses through City Plan Part One policies CP3 and SA2
- The strong recovery from covid-19 that is being observed in Brighton & Hove with significant increases in demand for office space, and the city being well-positioned to benefit from structural changes to working patterns resulting from the pandemic
- Land value differentials and high residential values providing strong incentives to landlords to seek to transfer even occupied office space to residential use.

- Low vacancy rates for retail units in the Brighton regional centre and other town centres which mean that the introduction of residential is not required to maintain occupancy levels and minimise vacant premises
- The importance of small local retail centres and parades located in residential communities in maintaining sustainable residential communities by providing access to day-to-day necessities within walking distance from home
- The need to protect the effective operation of the key Valley Gardens event space.

DRAFT

Subject:	Coldean - Designation of a Neighbourhood Area and Forum		
Date of Meeting:	25th November 2021		
Report of:	Executive Director Economy, Environment and Culture		
Contact Officer:	Name:	Carly Dockerill	Tel: 01273 292382
	Email:	carly.dockerill@brighton-hove.gov.uk	
Ward(s) affected:	Hollingbury & Stanmer		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 This report seeks approval for two applications which have been submitted by the Coldean community to designate a Neighbourhood Area and a Neighbourhood Forum (see Appendices 1 & 2). These designations fall under the neighbourhood planning provisions introduced by the Localism Act 2011. When approved, they will enable the designated forum to prepare a neighbourhood development plan for the designated neighbourhood area.
- 1.2 The proposed neighbourhood area extends into the South Downs National Park so the two applications will also need to be considered by the National Park Authority.
- 1.3 This report sets out the background to neighbourhood planning and summarises the specific statutory and regulatory requirements that the Council must consider when deciding whether to approve the applications. The report also considers the representations received during the 8-week consultation and presents Council officer responses to the points raised. Appended to the report are copies of the Neighbourhood Area and Forum applications, a summary of the public consultation responses and detailed officer responses to all the points raised.

2. RECOMMENDATIONS:

- 2.1 That the committee approves the designation of the Coldean Neighbourhood Area and Neighbourhood Forum.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Localism Act 2011 introduced neighbourhood planning as a means of giving local communities more power to influence the future of the places in which they live. A key element of neighbourhood planning is the ability to prepare neighbourhood development plans (which are commonly referred to as 'neighbourhood plans').

- 3.2 Whilst neighbourhood planning is optional for communities any neighbourhood plans prepared must comply with national planning policy (NPPF) and be in general conformity with the strategic policies of the adopted development plan (City Plan Part One).
- 3.3 Neighbourhood plans should not promote less development than set out in the strategic policies for the area or undermine adopted strategic policies. Adopted Neighbourhood Plans will form part of the statutory development plan and be used to determine planning applications in that area.
- 3.4 Applications were submitted to the council by the Coldean community in August 2021 to establish a neighbourhood area and become a designated neighbourhood forum (see appendices 1 and 2 of this report). The criteria for establishing a Neighbourhood Area and Forum are set out in Appendix 3 of this report.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 In determining the applications for neighbourhood area and neighbourhood forum status, the Council needs to consider whether the applications comply with the requirements set out in the legislation (see Appendix 3) taking account of the comments received in response to the public consultation undertaken as set out in Appendix 5.
- 4.2 The council can refuse to designate the neighbourhood area and forum applied for if it considers the area is not appropriate or the membership of the forum is not representative, however the council would need to give reasons. This approach is not recommended in this instance.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 To meet the requirements set out in the neighbourhood planning regulations, the Council has undertaken an 8-week period of public consultation on the applications between 9am on 26 August 2021 to 11:59pm on 22 October. The consultation period was originally 6 weeks, but the consultation period was extended to allow for it to coincide with consultation by the South Downs National Park Authority. The publicity and consultation for the city council included:
- Publicising the neighbourhood area and neighbourhood forum applications on the Council website;
 - Displaying site notices advertising the applications at around 12 locations throughout the proposed Coldean neighbourhood area;
 - Notifying all contacts on the Council's contact database;
 - The Equalities Team at the Council notified contacts on their equalities group mailing list and to those on the community engagement list for them to share with geographical-based groups.
 - Notifying all Brighton & Hove councillors;
 - Providing hard copies of the applications at the Jubilee, Hove and Coldean Libraries
 - Publishing a press release; and

- Providing an online consultation portal and consultation response form for individuals and organisations wishing to comment.
- 5.2 In total 22 responses were received during the consultation period. A summary of responses is provided in Appendix 4. The representations received have been considered in determining the applications for the neighbourhood area and neighbourhood forum.
- 5.3 Based on the information provided with the neighbourhood area and forum applications and having considered all the consultation responses received, it is considered that the proposed neighbourhood area boundaries are appropriate and that the proposed neighbourhood forum would meet all the requirements set out in the legislation.
- 5.4 Results of the consultation will be published on the Neighbourhood Planning webpages on the council website and will be emailed to all respondents. An email notifying all consultees on the Planning Policy, Heritage and Projects mailing list will also be sent to ensure that all are aware of the new neighbourhood designations.

6. CONCLUSION

- 6.1 After considering all relevant issues and all representations submitted in response to public consultation, officers consider that the applications for neighbourhood area and neighbourhood forum status satisfy all the requirements set out in the legislation. Members are requested to approve the designation of the Coldean Neighbourhood Area and to approve the designation of the Coldean Neighbourhood Forum.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no financial implications arising at this stage of the neighbourhood plan process. It will be the responsibility of the Council after the Regulation 16 stage of consultation. The Council is entitled to funding from central Government to help support this and has a specific budget set aside for neighbourhood planning.

Finance Officer Consulted: John Lack

Date: 14/10/21

Legal Implications:

- 7.2 The statutory criteria for designating a neighbourhood area and neighbourhood forum are set out in Appendix 3 to the report. Once a neighbourhood forum and neighbourhood area have been designated, the designations must be published on the Council's website and in such other manner as the Council considers will bring the designations to the attention of persons living, working, or carrying on business in the neighbourhood area (Regulations 7 and 10 of the Neighbourhood Planning (General) Regulations 2012).

Lawyer Consulted: Hilary Woodward

Date: 22/10/21

Equalities Implications:

- 7.3 The Equality Act 2010 places a duty on all public authorities in the exercise of their functions to have regard to the need to eliminate discrimination, to advance equality of opportunity and to foster good relations between persons who have a “protected characteristic” and those who do not. This duty will apply to the Council when it takes formal decisions at the later stages of the neighbourhood plan process.
- 7.4 If the Neighbourhood Forum and Area are formally designated the forum will be advised to undertake an Equalities Impact Assessment when they have drafted and consulted on the Neighbourhood Plan.

Sustainability Implications:

- 7.5 The purpose of the planning system is to contribute to the achievement of sustainable development and one of the ‘basic conditions’ on which neighbourhood plans are examined is that they should contribute to this.

Brexit Implications:

- 7.6 None directly related to this report

Any Other Significant Implications:

- 7.7 None directly related to this report

Crime & Disorder Implications:

- 7.8 None directly related to this report

Risk and Opportunity Management Implications:

- 7.9 The neighbourhood plan preparation process requires that the Council provides ongoing support and liaison with the Neighbourhood Forum and there is also a requirement for the Forum to undertake formal consultation on a draft neighbourhood plan before it is submitted to the Council and taken forward for examination. This should ensure that any issues of concern to the Council are highlighted and that a future Coldean neighbourhood plan will be in general conformity with City Plan policies.

Public Health Implications:

- 7.10 None directly related to this report

Corporate / Citywide Implications:

- 7.11 None directly related to this report

SUPPORTING DOCUMENTATION

Appendices:

1. Coldean Neighbourhood Area application (completed form), including A4 map of proposed Neighbourhood Area
2. Coldean Neighbourhood Forum application (completed form to include written constitution), including map showing locations where members live and work.
3. Criteria for establishing a Neighbourhood Area and a Neighbourhood Forum
4. Summary of consultation responses
5. Officer responses to consultation comments received

Background Documents

1. National Planning Practice Guidance on Neighbourhood planning (includes links to relevant legislation)
<https://www.gov.uk/guidance/neighbourhood-planning--2>
2. Relevant legislation - Town and Country Planning Act 1990; Planning and Compulsory Purchase Act 2004; The Localism Act 2011; Neighbourhood Planning (General) Regulations 2012; Neighbourhood Planning (General) (Amendment) Regulations 2015; and Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016

Application for the Designation of a Neighbourhood Area

**Town and Country Planning Act 1990 [section 61G]
The Neighbourhood Planning (General) Regulations 2012 [Regulation 5]**

You can complete and submit this form electronically to neighbourhoodplanning@brighton-hove.gov.uk

Publication of applications on the Brighton & Hove City Council website

Please note that the information provided on this application form and relevant supporting documents will be published on the Brighton & Hove City Council website. If you require any further clarification, please contact the planning department using the email address provided above.

Please complete using block capitals and black ink.

Please also refer to the Notes below and the guidance notes provided on the council's website as incorrect submissions will delay the processing of your application

1. Name of Submitting Body (eg Parish Council/Neighbourhood Forum/Body capable of being a Neighbourhood Forum)

COLDEAN NEIGHBOURHOOD PLANNING FORUM

2. Contact details

Name : **CHARLES [REDACTED] LOWE**

Address : **[REDACTED] [REDACTED] [REDACTED], COLDEAN BRIGHTON BN1 [REDACTED]**

Email : **[REDACTED]**

[REDACTED]

3. Proposed name of neighbourhood area

Please give the name by which your neighbourhood area will be formally known

Name of neighbourhood area: **COLDEAN NEIGHBOURHOOD PLANNING FORUM**

Does the submitting body consider it should also be designated a business area : Yes / No

(If yes please submit reasons on a separate sheet)

4. Extent of the area (see Notes 1- 4)

Please attach a map which identifies the area to which the application relates.

Does the proposed neighbourhood area lie partly within the South Downs National Park and/or other Local

Authority Boundary?

Yes – SOUTHDOWNS NATIONAL PARK AUTHORITY

If yes please state which authority/authorities (please note an application should be sent to all respective planning authorities) :

5. Please give a statement confirming that the applicant is a relevant body for the purposes of section 61G of the Town and Country Planning Act (see Note 5)

Please continue on a separate sheet if necessary

Between March and May 2021 leaflets were distributed to every dwelling in Coldean inviting the occupiers to form a Neighbourhood Forum. Initially 24 residents, 3 people working in Coldean and all three Ward Councillors confirmed their membership. 30 in total.

At the inaugural meeting held at St Mary Magdalen Church Hall on 30th July 2021 the following were approved by unanimous vote of 22 members present (plus 5 proxy absentee votes).

1. The Forum constitution
2. The Neighbourhood Area and Boundary
3. The applications for Neighbourhood designation
4. Election of committee members.

The Forum membership includes active members from Coldean Residents Association and Coldean Community Organisation.

In the “Have Your Say” section of the meeting, members agreed and confirmed that the purpose of the Forum is planning, and the objective is a Neighbourhood Plan. Also, that other community issues are the concern of the Residents Association and/or the Community Organisation

The constitution of the Forum confirms its purpose as:

“ 2. The Forum is established for the express purpose of promoting and improving the social, economic and environmental well-being of the Neighbourhood Area, particularly through the preparation and implementation of a Neighbourhood Plan.”

Included in the Forum Committee are representatives of Business, Environment and Residential interests.

Membership is open to:-

- i. individuals who live in the Neighbourhood Area or,
- ii. individuals who work in the Neighbourhood Area or,
- iii. individuals who are elected members of Brighton & Hove City Council of a City Ward falling within the Neighbourhood Area.

6. Please give a statement explaining why it is considered appropriate to designate the area as a neighbourhood area

Please continue on separate sheet if necessary

The Neighbourhood Area has been chosen by residents and business throughout the area as being the Neighbourhood that they most strongly identify with and that will be the most suitable basis on which to establish a planning forum.

Broadly, the three highways, A27 Brighton By-pass, A270 Lewes Road and Ditchling Road provide logical boundaries to the North, South-East and North-West, while the northern perimeter fence of the Wild Park provides the extent of the southern boundary.

The proposed Neighbourhood Area has no shared boundary with any other developed area or Neighbourhood Planning Forum.

There is no Parish Council or other relevant body within the proposed Neighbourhood Area

I hereby apply for the area described in this form and on the accompanying map to be designated as a neighbourhood area Name :

Signature :



Position in relevant body : **Chairperson**

Date :

8 / 8 / 2021

Please ensure the following is also submitted with this form:

- A map which clearly identifies the area

Please submit the completed form to:

DEVELOPMENT CONTROL, Brighton & Hove City Council, Town Hall, Norton Road, Hove, BN3 3BQ Or by email to: neighbourhoodplanning@brighton-hove.gov.uk

Please read the following notes before completing this form.

Notes

Note 1. Where the parish council is the applicant the proposed neighbourhood area must be one that consists of or includes the whole or any part of the parish council area. Where a parish council is not the applicant the proposed neighbourhood area cannot consist of or include the whole or any part of a parish council area.

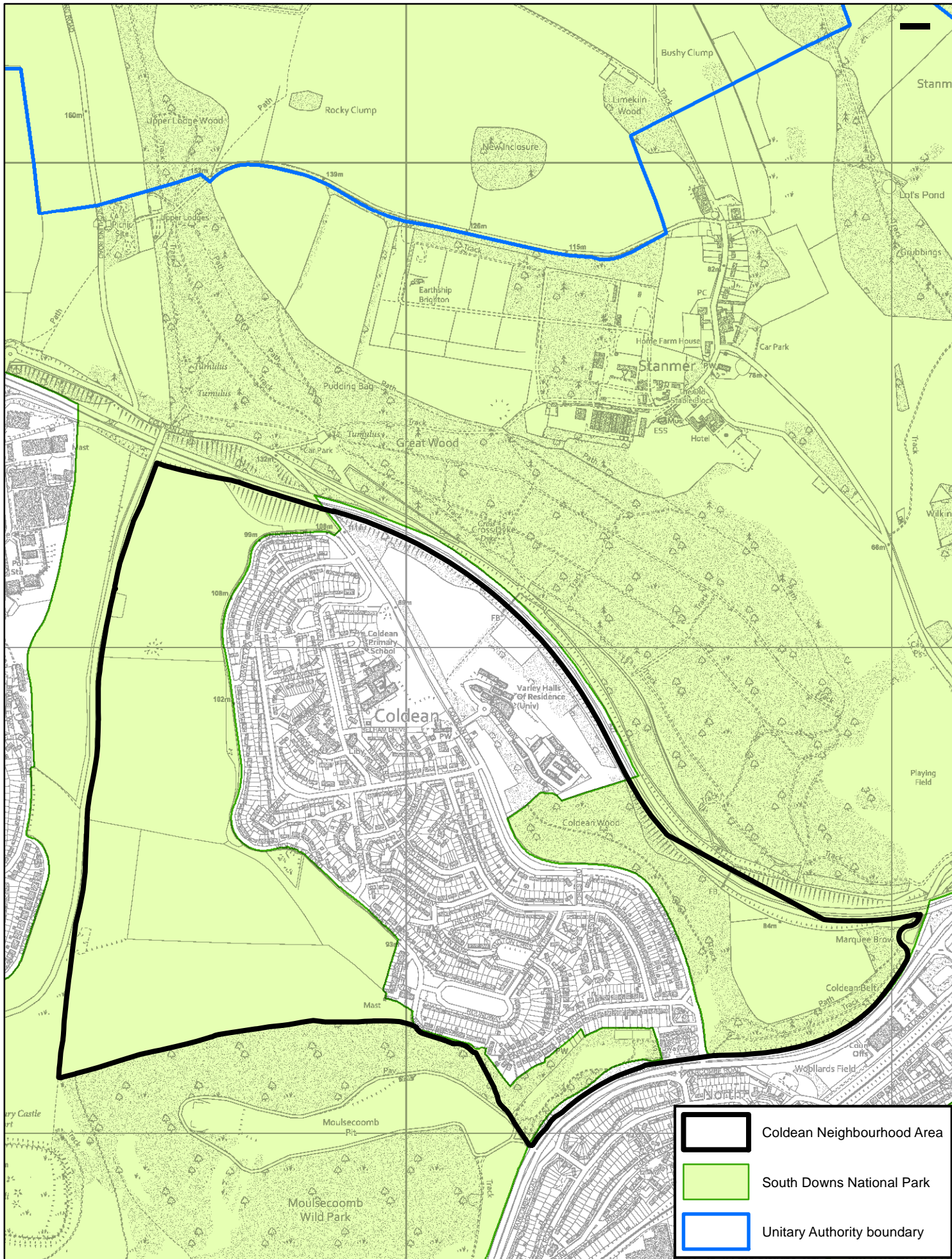
Note 2. The proposed neighbourhood area cannot overlap with an already designated neighbourhood area.

Note 3. The map must clearly identify the area to be covered by the proposed neighbourhood area and should be of an appropriate standard scale so that boundaries can be clearly seen (eg 1:2500; 1:1250 or 1:500). Where possible the boundary of the area should follow physical features and should not cut through properties. Where appropriate it should be clear which parts fall within Brighton & Hove and which parts falls within the South Downs National Park and/or neighbouring local authority.

Note 4. In determining the application the Council must have regard to the desirability of designating the whole of the area of a parish council as a neighbourhood area and the desirability of maintaining the existing boundaries of areas already designated as neighbourhood areas.

Note 5. In order to make an application for a neighbourhood area the applicant must be a "relevant body" as defined in section 61G(2) of the Town and Country Planning Act 1990, namely, "a parish council or an organisation or body which is, or is capable of being, designated as a neighbourhood forum (on the assumption that, for this purpose, the specified area is designated as a neighbourhood area)". Please note that parish councils are the relevant body within a parish in respect of neighbourhood planning.

Coldean Neighbourhood Area



(A4) Scale: 1:10,000

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COLDEAN NEIGHBOURHOOD PLANNING FORUM

[REDACTED]
Coldean
BRIGHTON
[REDACTED]

2nd August 2021

Dear Robert Davidson,

At the inaugural meeting of the Forum held on 30th July 2021, the following enclosed documents were approved

1. Constitution of the Forum
2. Boundary of the Neighbourhood Forum
3. Application for the Designation of a Neighbourhood Forum

If there any queries, please contact me on [REDACTED]

or, alternatively, Patrick Lowe on [REDACTED]

Thank you for your assistance.

Yours sincerely,

[REDACTED]
[REDACTED]
(Secretary)

Application for the Designation of a Neighbourhood Forum
Town and Country Planning Act 1990 [section 61F]
The Neighbourhood Planning (General) Regulations 2012 [Regulation 8]

You can complete and submit this form electronically to neighbourhoodplanning@brighton-hove.gov.uk

Publication of applications on the Brighton & Hove City Council website

Please note that the information provided on this application form and relevant supporting documents will be published on the Brighton & Hove City Council website. If you require any further clarification, please contact the planning department using the email address provided above.

Please complete using block capitals and black ink.

Please also refer to the Notes below and the guidance notes provided on the council's website as incorrect submissions will delay the processing of your application

1. Name of proposed Neighbourhood Forum	
COLDEAN NEIGHBOURHOOD PLANNING FORUM	
2. Contact details	
Name:	[REDACTED] Lowe
Address:	[REDACTED] Coldean Brighton [REDACTED]
Email:	[REDACTED]
Telephone:	[REDACTED]
3. The name of the Neighbourhood area to which the application relates and as identified on the map submitted with this application (see Notes 1 and 2)	
Name of Neighbourhood area : COLDEAN	

<p>Is the Neighbourhood area proposed or designated (if the latter please provide the designation date) : Proposed</p>
<p>If it is designated is it also a designated business area? No</p>
<p>4. Does the proposed Neighbourhood area lie partly within the South Downs National Park and/or other Local Authority Boundary?</p>
<p>Yes</p> <p>If yes, please state which authorities: SOUTH DOWNS NATIONAL PARK AUTHORITY["SDNPA"]</p>
<p>5. Members of Neighbourhood Forum (see Notes 3 and 4): Please fill in Appendix I (see below) listing the details of the members of the proposed Neighbourhood forum.</p>
<p>6. Statement Please explain how the proposed Neighbourhood forum meets the conditions contained in section 61F(5), Schedule 9 of the Town and Country Planning Act 1990 (nb these conditions are set out in Note 3 below) (Please continue on a separate sheet if necessary)</p>
<p>1. Neighbourhood Area The Neighbourhood Area is bounded by the Brighton By-pass (A27) from the intersection with the A270 in the south-east to Ditchling Road ("Old Boat Corner") in the north-west. The boundary follows Ditchling Road in a southerly direction to Reference 50.859703, -0.121246 and follows the footpath to Ref 50.857671, -0.12142. The boundary follows the post and wire fence defining the north-east boundary of the Wild Park until the intersection with the steps at Highfields. The boundary follows these steps and footpath to the A270 highway. The boundary returns north-east following the A270 to complete the Neighbourhood Area.</p> <p>In the Neighbourhood Areas are two, non-contiguous, areas of land within the Southdowns National Park. The un-developed chalk grassland to the north-west is scheduled as part of the Wild Park Nature Reserve (SD9) and the woodland to the north-east of Coldean Lane, designated as Land at Coldean Lane Local Wildlife Site (SD9). The area of the Wild Park adjacent to the A270 highway from the entrance to the Wild Park northeast to developed area.</p> <p>2. Description. The area is of chalk downland with woodland to the north of Coldean. Adjacent to the Neighbourhood Area is the Wild Park to the south and Stanmer Park to the north.</p> <p>The area comprises of three parts.</p> <p>First, the main developed area of mixed dwellings and two small parades of retail properties and a Public House fronting Coldean Lane. Also, a public library and a Primary school.</p> <p>Secondly, to the north of Coldean Lane are two developments within the woodland landscape, (a) student accommodation at Varley Halls, and (b) a new residential development opposite Beatty Avenue. Also within this area are Local Authority Allotments. This area includes Coldean Wood which is within the SDNPA area.</p> <p>Thirdly, undeveloped chalk grassland within the SDNPA area measuring some 47 hectares.</p> <p>Lastly, a small area of parkland adjacent to the A270 and within the Wild Park and SDNPA area.</p>

3. Community

The Neighbourhood Area has been chosen by residents and business throughout the area as being the Neighbourhood that they most strongly identify with and that will be the most suitable basis on which to establish a planning forum. Some members of the Forum are active members of Coldean Residents' Association and Coldean Community Organisation. The Forum is supported by all three ward Councillors.

4. Constitution

The constitution of the Forum confirms its purpose as:

“ 2. The Forum is established for the express purpose of promoting and improving the social, economic and environmental well-being of the Neighbourhood Area, particularly through the preparation and implementation of a Neighbourhood Plan.”

Included in the Forum Committee are representatives of Business, Environment and Residential interests.

Membership is open to:-

- i. individuals who live in the Neighbourhood Area or,
- ii. individuals who work in the Neighbourhood Area or,
- iii. individuals who are elected members of Brighton & Hove City Council of a City Ward falling within the Neighbourhood Area.

7. Has a neighbourhood forum been designated in the past for this area (whole or part)?

No

If yes, please state the date of designation and name of forum:

8. Declaration

I hereby apply for the organisation/body referred to in this form to be designated as a Neighbourhood forum

Name of authorised person:

Signature of authorised person:

Position within the Forum: *BUSINESS REPRESENTATIVE*

Date: *30.07.2021*

Name of authorised person:

Signature of authorised person:

Position within the Forum: *SECRETARY*

Date: *30/08/21*

Please ensure Appendix I is completed and attached to this form and the following are also submitted with this form:

- A copy of the written constitution of the Neighbourhood forum
- A map which clearly identifies the Neighbourhood area to which the forum relates. The map should be of an appropriate standard scale so that boundaries can be clearly seen (eg 1:2500; 1:1250 or 1:500). Where possible the boundary of the area should follow physical features and should not cut through properties. Where appropriate it should be clear which parts fall within Brighton & Hove and which parts fall within the South Downs National Park and/or neighbouring local authority.
- Appendix I – completed in a way that helps to address the required and desirable factors detailed in Notes 3 and 4.

Please submit the completed form to:

DEVELOPMENT CONTROL, Brighton & Hove City Council, Town Hall, Norton Road, Hove, BN3 3BQ

Or by email to : neighbourhoodplanning@brighton-hove.gov.uk

PLEASE SEE THE NOTES OVERLEAF BEFORE COMPLETING THIS FORM.

NOTES :

Note 1. An organisation cannot be designated as a Neighbourhood forum if any part of the Neighbourhood area concerned falls within a parish council area.

Note 2. Only one organisation or body can be designated as a Neighbourhood forum for each Neighbourhood area.

Note 3. Section 61F(5) of the Town and Country Planning Act 1990 requires that an organisation or body seeking Neighbourhood forum designation must meet the following conditions :

- Forum is established for the express purpose of promoting or improving the social, economic and environmental wellbeing of an area that consists of or includes the Neighbourhood area concerned (whether or not it is also established for the express purpose of promoting the carrying on of trades, professions or other businesses in such an area);
- The Forum's membership is open to –
 1. individuals who live in the Neighbourhood area concerned,
 2. individuals who work there (whether for businesses carried on there or otherwise), and
 3. individuals who are elected members of a county council, district council or London borough council any of whose area falls within the Neighbourhood area concerned
- The Forum's membership includes a minimum of 21 individuals each of whom –
 1. lives in the Neighbourhood area concerned,
 2. works there (whether for a business carried on there or otherwise), or
 3. is an elected member of a county council, district council or London borough council any of whose area falls within the Neighbourhood area concerned
- The Forum has a written constitution, and
- Such other conditions as may be prescribed (please note that no further conditions have been prescribed to date)

Note 4. In determining the application the Council must have regard to the desirability of designating an organisation or body:

- i) which has secured (or taken reasonable steps to attempt to secure) that its membership includes at least one individual falling within each of the paragraphs numbered 1 to 3 in Note 3 above;
- ii) whose membership is drawn from different places in the Neighbourhood area concerned and from different sections of the community in that area; and
- iii) whose purpose reflects (in general terms) the character of that area.

It is therefore in the forums best interest to help ensure sufficient information is submitted with its application to ensure the Council can determine whether these desirable factors have been met.

Appendix I

Members of Neighbourhood Forum (see Notes 3 and 4):

Please list the details of the members of the proposed Neighbourhood forum. To help demonstrate membership comes from the whole area it is recommended a list of the roads and/or a plan of the area marking the roads from which all members are from is submitted.

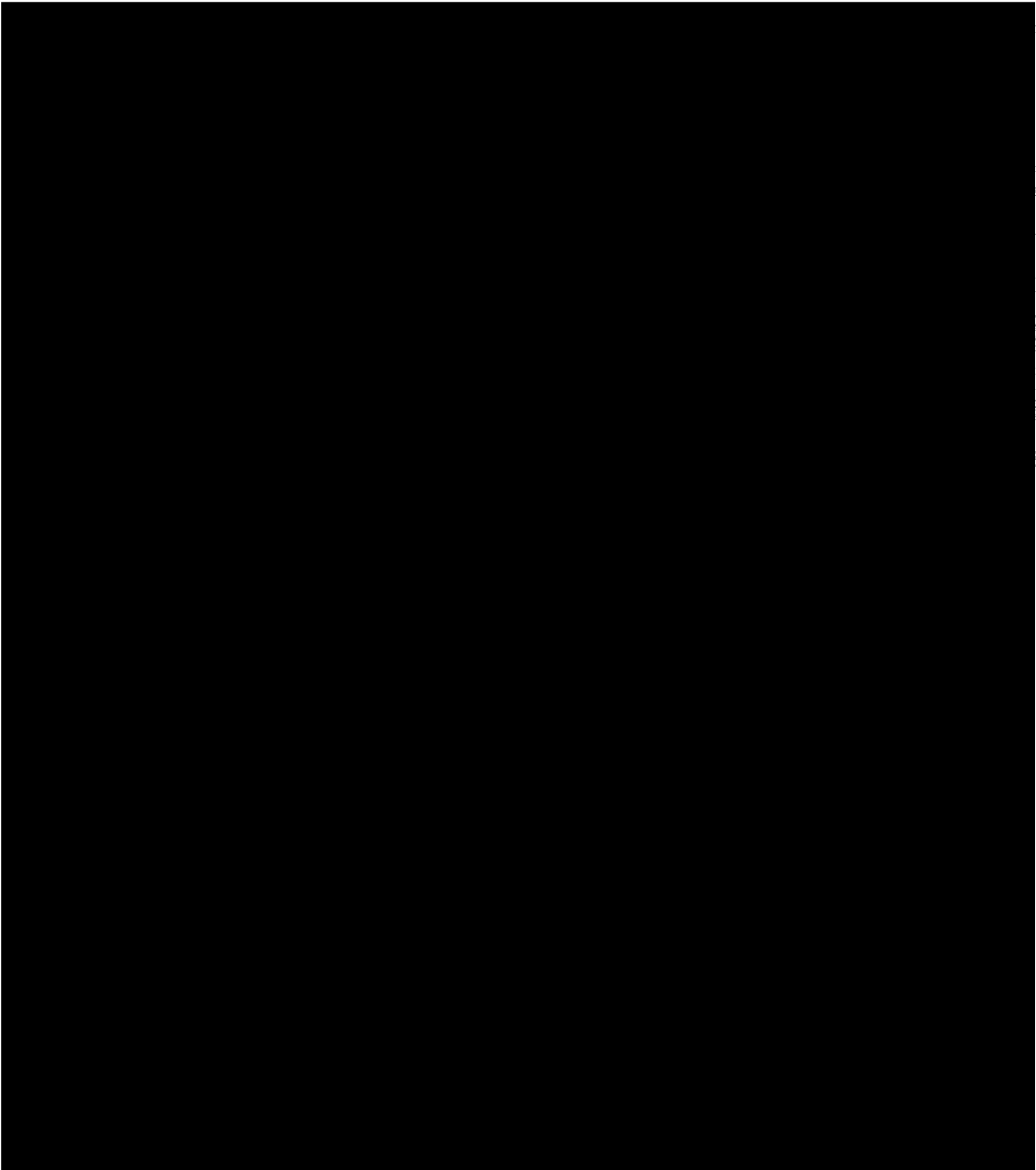
A minimum of 21 members is required, each of whom must live or work in the Neighbourhood area or be an elected member of the city council (whose area falls within the Neighbourhood area).

Please note that this list will not be published on the website, will remain confidential and will be securely held by Brighton & Hove City Council.

Name	Connection with Neighbourhood Area (tick as appropriate)		
	Resident	Worker	Councillor
1. [REDACTED] Inkpin	✓		
2. [REDACTED] Suchak		✓	
3. [REDACTED] de Wit	✓		
4. [REDACTED] Chebib		✓	
5. [REDACTED] Frank	✓		
6. [REDACTED] Elsley	✓		
7. [REDACTED] Frank	✓		
8. [REDACTED] Bailey	✓		
9. [REDACTED] St. Pierre	✓		
10. [REDACTED] Baker	✓		
11. [REDACTED] Annells	✓		
12. [REDACTED] Yuill	✓		
13. [REDACTED] Shukie	✓		
14. [REDACTED] Griffin	✓		
15. [REDACTED] Dinnage	✓		
16. [REDACTED] Falkowska	✓		
17. [REDACTED] Evans	✓		
18. [REDACTED] Gasson	✓		
19. [REDACTED] Suchak		✓	
20. [REDACTED] Fairbanks	✓		
21. [REDACTED] Osborne			✓
22. [REDACTED] Baker	✓		
23. [REDACTED] Mcquillan	✓		
24. [REDACTED] Newsham	✓		
25. [REDACTED] Walters	✓		
26. [REDACTED] Smyth	✓		
27. [REDACTED] Lowe	✓		
28. [REDACTED] Ginman	✓		
29. [REDACTED] Eason		✓	
30. [REDACTED] Berry	✓		
31. [REDACTED] Bunker	✓		
CONTINUED			



	NAME	Resident	Worker	Councillor
32	████████ Robinson	✓		
33.	████████ Fowler			✓
34	████████ Lawford		✓	
35	████████ John			✓
In order to address the desirable factors detailed in Note 4 it may assist your application if the following information in respect of all Forum members is provided as percentages : Age [eg 30% are aged 18-34; 40% are aged 35-50; 30% are over 50], Gender, Ethnic Origin, Religion, Health Impairments				

AGE GENDER, ETHNIC ORIGIN, RELIGION AND HEALTH IMPAIRMENTS have not been analysed as some members declined to supply this information. The membership believes that it reflects the character of the area and all residents and workers in Coldean have been encouraged to join the Forum.



COLDEAN NEIGHBOURHOOD PLANNING FORUM

MAP LEGEND

Neighbourhood Boundary	
South Downs National Park	
Scale [Inset]	1:50 000

COLDEAN NEIGHBOURHOOD FORUM CONSTITUTION

1. Name of Organisation.

The Coldean Neighbourhood Forum, hereinafter referred to as "the Forum", agrees to be the designated "Neighbourhood Forum" for the Coldean Neighbourhood Area, hereinafter referred to as "the Neighbourhood Area" as outlined by a bold line on the attached plan.

2. Aims

The Forum is established for the express purpose of promoting and improving the social, economic and environmental well-being of the Neighbourhood Area, particularly through the preparation and implementation of a Neighbourhood Plan.

3. Membership

- a. Unless stated otherwise, all participants in Forum matters must be Forum Members who must be:
 - i. individuals who live in the Neighbourhood Area or,
 - ii. individuals who work in the Neighbourhood Area or,
 - iii. individuals who are elected members of Brighton & Hove City Council of a City Ward falling within the Neighbourhood Area.
- b. The Forum must have a minimum membership of twenty-one individuals.
- c. The Forum will seek to have at least one Forum Member from each of the three categories in 3a above.
- d. Membership will begin as soon as the Membership Secretary has received the request for membership.

3. Membership

- a. A list of Forum Members will be kept by the Membership Secretary and this information will not be disclosed to any persons except Forum members, Committee Officers and Brighton and Hove City Council Officers on condition that its contents are not disclosed to any third parties.
- b. Forum Members may resign at any time in writing to the Secretary.
- c. The Forum Committee shall terminate the membership, with immediate effect, of those who fail to comply with 3.1 above.
- d. The Forum Committee may terminate, with immediate effect, the Forum Membership of anyone expressing racist, sexist, inflammatory and other offensive remarks within the Forum meetings, electronic communication or documents. The Forum Committee must give a Forum Member a minimum of twenty-one days' written notice of their intention to terminate a Forum Member's membership and the reason for proposing to do so. The Forum Member has a right to be heard by the Forum Committee before the proposal is considered.
- e. The Forum will not make Forum Membership subject to a subscription.

4. Equal Opportunities

The Forum will not discriminate on ground of gender, race, colour, ethnic or national origins, sexuality, disability, religious or political belief, marital status, or age.

5. Officers and Committee

The business of the Forum will be managed by a Forum Committee comprised of Committee Officers and Committee Representatives

Officers -

Chairperson. Shall chair Annual and Special General and Forum Committee meetings. The Chairperson will be the principal contact with Brighton and Hove City Council.

Secretary. Shall be responsible for conducting correspondence, the taking of minutes and keeping records of Forum membership.

Treasurer. Shall be responsible for maintaining accounts for each Forum Financial Year. The Forum Financial Year to be from 1st April in each year or such other date as shall from time to time be decided at an Annual or Special General Meeting.

Publicity. Shall be responsible for all media output and distribution.

Representatives-

- 1. Business**
- 2. Environment**
- 3. Residential**
- 4. Neighbourhood Organisation (national)**

6. Committee Management

- a. In the event of a Committee Officer or Representative standing down during the year, the Forum Committee shall appoint a replacement for the period up to the next Annual or Special General Meeting.
- b. Any Committee Officer or Member not attending three consecutive meetings without apology may be dismissed by a simple majority vote of the Committee Officers.
- c. The Forum Committee shall meet on no fewer than four occasions in any financial year.
- d. The Forum Committee meetings will be open to all Forum Members as observers.
- e. Agenda papers and minutes will be posted on the Forum Website and will be available in printed format on request.
- f. A quorum for the Forum Committee will be four Committee Officers and Committee Representatives.
- g. Voting shall be based on a simple majority of Committee Officers and Members.

7. The Annual General Meeting.

- a. The Annual General Meeting (AGM) will be held within three months of the end of the Forum Financial Year with entry restricted to Forum Members.
- b. All Forum Members will be notified in writing, giving the venue, date and time, at least fourteen days before the date of the AGM.
- c. Nominations for Committee Officers and Members are to be made in writing by a Forum Member to the Secretary at least seven days prior to the date of the AGM and are to be seconded by one other Forum Member and endorsed by the nominee.
- d. A quorum for the AGM will be 20% of the membership or seven Committee Officers and Members, whichever is the lesser number.

8. At the AGM

- a. The Committee Officers will present a report of the work of the Coldean Neighbourhood Forum over the previous year.
- b. The Committee will present the accounts of the Forum for the previous Forum Financial Year
- c. The Committee Officers and Committee Members for the next year will be elected.

9. Special General Meetings

- a. The Secretary will call a Special General Meeting at the request of the majority of the Forum Committee or at least eight other Forum Members on the receipt of a written request to do so to the Secretary stating the reason for their request.
- b. The meeting will take place within twenty-eight days of the receipt of the request.
- c. All members will be given fourteen days notice of such a meeting, giving the venue, date, time and agenda.
- d. The Quorum for the Special General Meeting will be 10% of the membership or seven members whichever is the lesser.

10. Rules of Procedure for Committee Meetings, Annual General Meetings and Special General Meetings

- a. All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement.
- b. All decisions and elections made at meetings shall be decided by a simple majority of those attending and shall, if required by a minimum of three Forum Members at the meeting, be by a secret ballot supervised by the Secretary.
- c. The Chairperson shall not vote except in the event of tied voting or in the election of the Chairperson.

- d. All notices to Forum Members may be served by telephone, post or electronically and may be posted on the Forum Website.

11. Meetings of the Forum: Have Your Say Events

- a. These events are open to all Forum Members and members of the public.
- b. The Forum may hold a minimum of three events in the year following the AGM.
- c. The content and structure of these events will vary according to priorities determined by the Forum Committee. Generally, the programme will enable the Forum to:
- d. Showcase its activities, particularly the evolving the Neighbourhood.
- e. Recruit new Forum Members.
- f. Enable Forum Working Groups to have discussions with wider groups of local people.
- g. Facilitate Q&A sessions with Brighton & Hove City Council officers, councillors, and developers with an interest in the area; and -
- h. Share experiences with voluntary and community sector organisations from elsewhere in the city and other towns and cities which are preparing and involved in implementing Neighbourhood Plans.

12. Working Groups

- a. The Forum Committee may establish Forum Working Groups under the supervision of a convener.
- b. Working Groups are to comprise a minimum of two Forum Members.
- c. Working Groups are to develop the working arrangements that suit them best and meet as required to investigate and discuss the issues assigned to them.
- d. The Convener or Deputy Convener shall report to the Forum Committee at Committee Meetings.

14. Liaison With Other Interested Parties

- a. The Forum will maintain contact with Brighton and Hove City Council on any issues affecting the Neighbourhood.
- b. The Forum will engage with the South Downs National Park on any issues affecting the Park area or the Neighbourhood.
- c. The Forum will engage with each other and people, groups and Forums in adjacent areas and take their views into account in the drafting of any Neighbourhood development plan.
- d. The Forum may appoint a Member or a group of Members who will:
 - i. Consider issues outside of the Forum area (including the impacts on immediately adjoining residents and businesses) as well as engaging and liaising with other residents' groups or individuals in neighbouring areas.
 - ii. will work on cross-boundary issues.
 - iii. identify immediately adjoining residences and businesses and conduct consultation directly with the occupants prior to the drafting of the Neighbourhood plans.
 - iv. Liaise with Brighton and Hove City Council regarding strategic issues, such as traffic and transport, and links to the City Plan.

15. Partner Organisations

- a. To further its aims, the Forum will work in partnership with relevant public, private and community/voluntary sector organisation.
- b. In particular, the work of the Forum will complement, rather than duplicate, the work of voluntary and community sector organisations in the area.

16. Finance

- e. An account will be maintained in the Forum's name at a bank agreed by the Forum Committee.
- f. All transactions shall be authorized by a minimum of two nominated signatories who are not to be related nor be members of the same household.
- g. Records of income and expenditure will be maintained by the Treasurer and a financial statement given to each Forum Committee and General Meeting.
- h. All money raised by or on behalf of the Forum is only to be used to further the aims of the Forum, as specified in Item 2 of this Constitution.

17. Amendments to the Constitution

- a. Amendments to the constitution may only be made at the Annual General Meeting or a Special General Meeting.
- b. Any proposal to amend the constitution must be given to the Secretary in writing. The proposal must then be circulated with the notice of the meeting.
- c. Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.

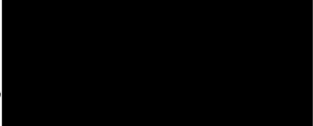
18. Dissolution


- a. If the Forum Committee, or Forum Members in the event of it having ceased to function, decide that it is necessary to close down the Forum, a Special General Meeting may, on giving fourteen days notice to the last known addresses of all known Forum Members, be convened with the sole business being to dissolve the group.
- b. If, by a simple majority of Members attending, it is agreed to dissolve the group, all remaining money and other assets, once outstanding debts have been paid, will be donated to a local charitable organisation. The organisation to receive the donation would be agreed at the meeting held to agree the dissolution.

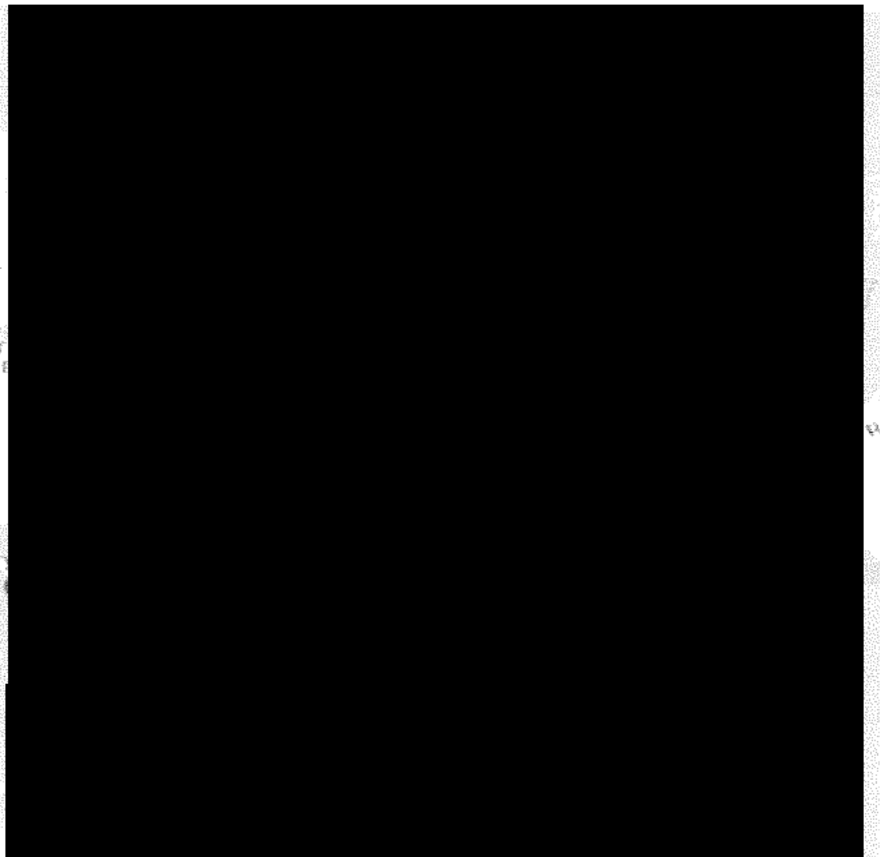
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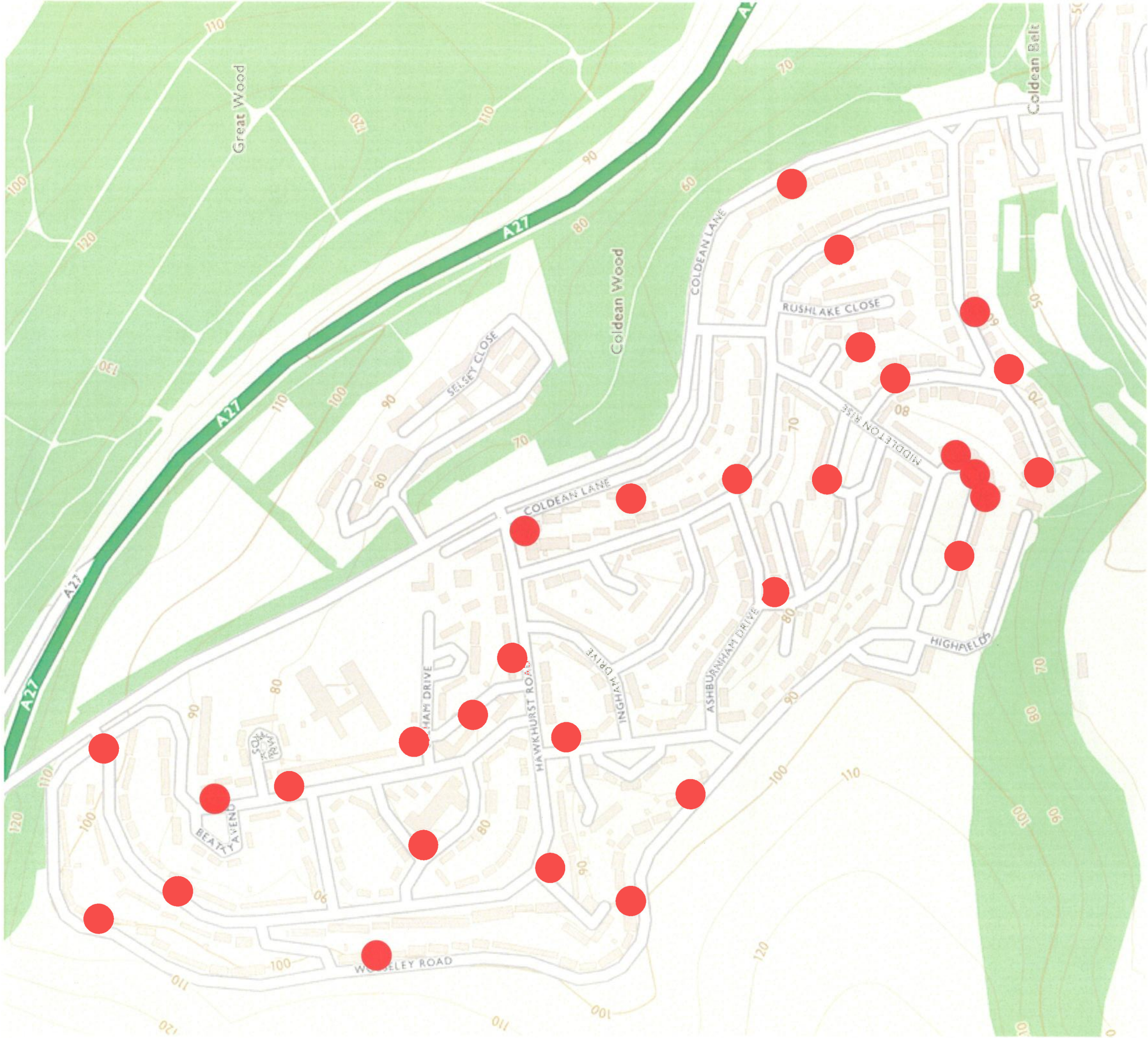
AGREEMENT

**This constitution was agreed at the Meeting of the Coldean
Neighbourhood Forum on the Thirtieth day of July 2021.**

Signed:.....  **.....Chairperson**

Signed:.  **.....Member**





Appendix 3

Criteria for the designation of a Neighbourhood Area and Neighbourhood Forum

- 1.1 Neighbourhood plans must have a designated neighbourhood area to which they relate. A proposed area should be considered appropriate except where it overlaps with another neighbourhood area or has been submitted by a non-qualifying body.
- 1.2 An application for an area designation must be submitted to the local planning authority by a relevant body (a parish council or neighbourhood forum). The neighbourhood area and forum must be designated in accordance with the relevant legislation¹.
- 1.3 In order for a local planning authority to designate a neighbourhood forum the authority must be satisfied that the neighbourhood forum meets all the statutory criteria set out in section 61F(5) of the Town and Country Planning Act 1990. These are:
 - i) that the forum is established for the express purpose of promoting or improving the social, economic and environmental wellbeing of an area that consists of or includes the neighbourhood area concerned;
 - ii) the forum's membership must be open to individuals who live or work in the neighbourhood area and to councillors any of whose ward falls within the area;
 - iii) the forum must have at least 21 members each of whom lives, works or is a councillor in the area; and
 - iv) the forum must have a written constitution.
- 1.4 In addition, the local planning authority must have regard to the desirability of designating a forum that:
 - i) has taken reasonable steps to secure membership that includes at least one person from each of the three aforementioned groups;
 - ii) has membership drawn from different places in the area and from different sections of the community in the area; and
 - iii) whose purpose reflects the character of the area.
- 1.5 The legislation states that only one forum can be designated for a neighbourhood area and that a forum designation lasts for 5 years.

¹ Statutory requirements regarding the designation of neighbourhood areas and neighbourhood forums are set out in the Town and Country Planning Act 1990 as applied to Neighbourhood plans by section 38A of the Planning and Compulsory Purchase Act 2004. Specific procedures that the local planning authority is required to undertake in designating a neighbourhood area or neighbourhood forum are set out in the Neighbourhood Planning (General) Regulations 2012, Neighbourhood Planning (General) (Amendment) Regulations 2015 and Neighbourhood Planning (General) and Development Management Procedure (Amendment) Regulations 2016.

Appendix 4 Summary of Comments

Proposed Coldean Neighbourhood Area and forum

Responses to this survey: **22**

Number of responses received

Consultation portal	13
Email	9
Total	22

Type of respondents

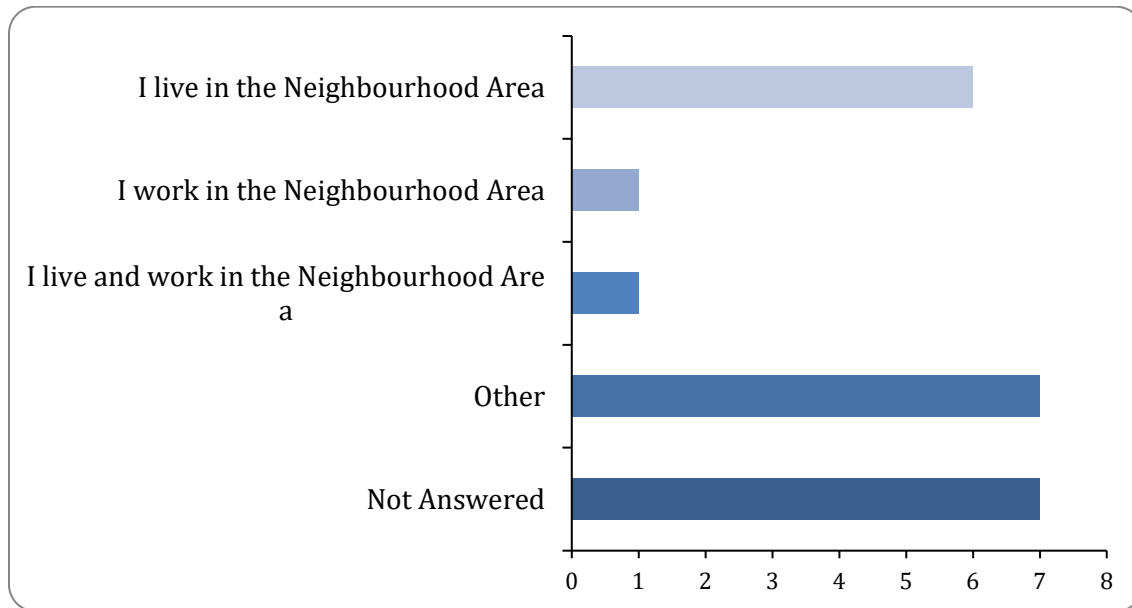
Individual	10
Organisation	12
Total	22

Location of respondents

Within proposed neighbourhood area	8
Outside proposed neighbourhood area	14
Total	22

Appendix 4 Summary of Comments

6: What is your interest in the Neighbourhood Area / Neighbourhood Forum ?



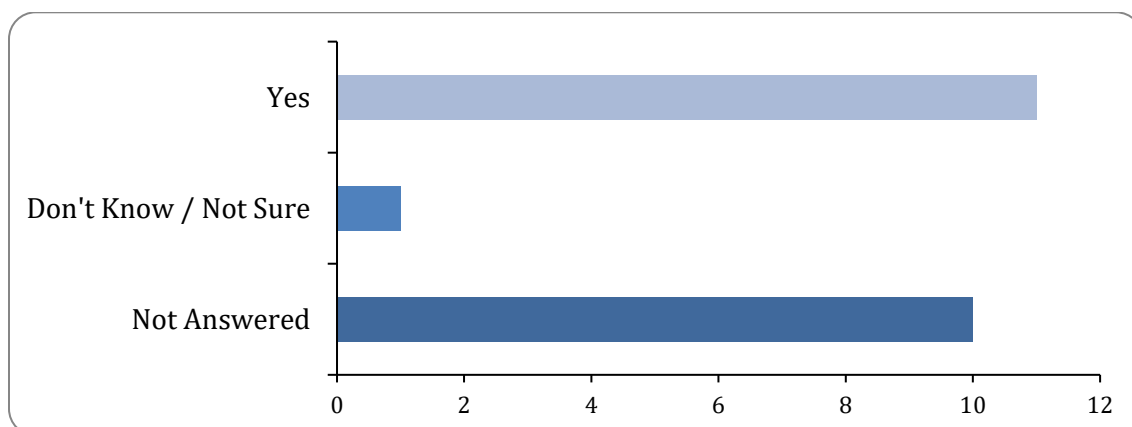
Option	Total	Percent
I live in the Neighbourhood Area	6	27.27%
I work in the Neighbourhood Area	1	4.55%
I live and work in the Neighbourhood Area	1	4.55%
Other	7	31.82%
Not Answered	7	31.82%

7: Further information about your interest in the Neighbourhood Area if you ticked 'other' in Question 6 above

There were 7 responses to this part of the question.

8: Do you recognise the proposed area as a distinct neighbourhood?

There were 12 responses to this part of the question.

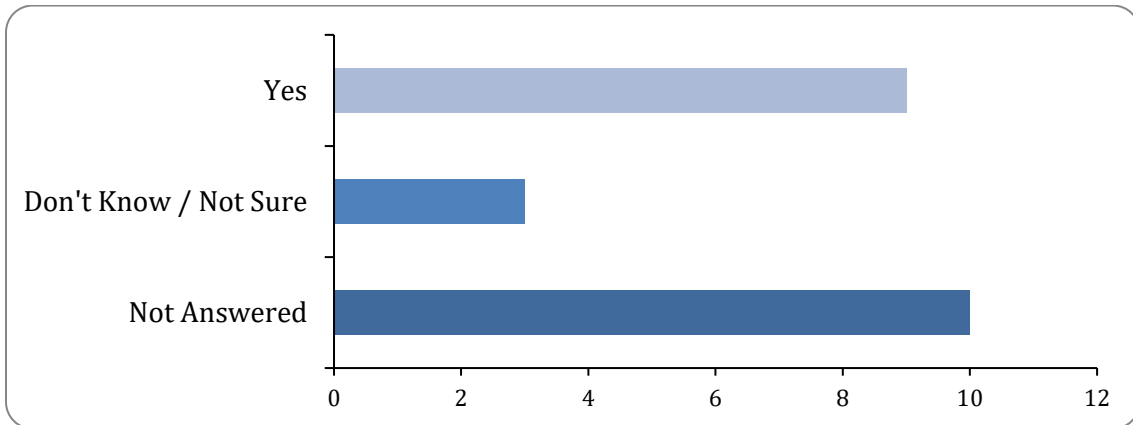


Appendix 4 Summary of Comments

Option	Total	Percent
Yes	11	50.00%
No	0	0.00%
Don't Know / Not Sure	1	4.55%
Not Answered	10	45.45%

9: Do you think that the boundaries of the proposed area are appropriate?

There were 12 responses to this part of the question.



Option	Total	Percent
Yes	9	40.91%
No	0	0.00%
Don't Know / Not Sure	3	13.64%
Not Answered	10	45.45%

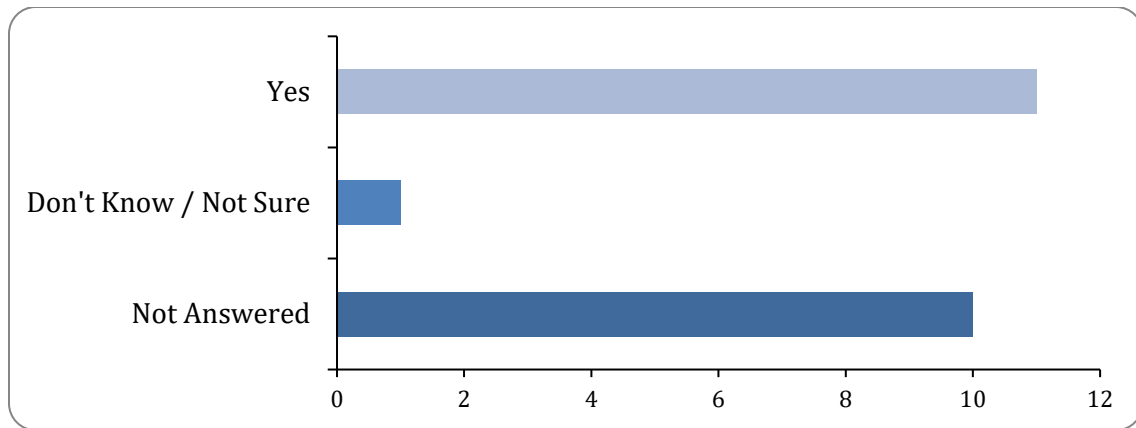
10: Please add any further comments you have about the proposed Neighbourhood Area.

There were 13 responses to this part of the question see Appendix 5.

11: Do you think the “Coldean Neighbourhood Forum” should be approved (designated)?

There were 12 responses to this part of the question.

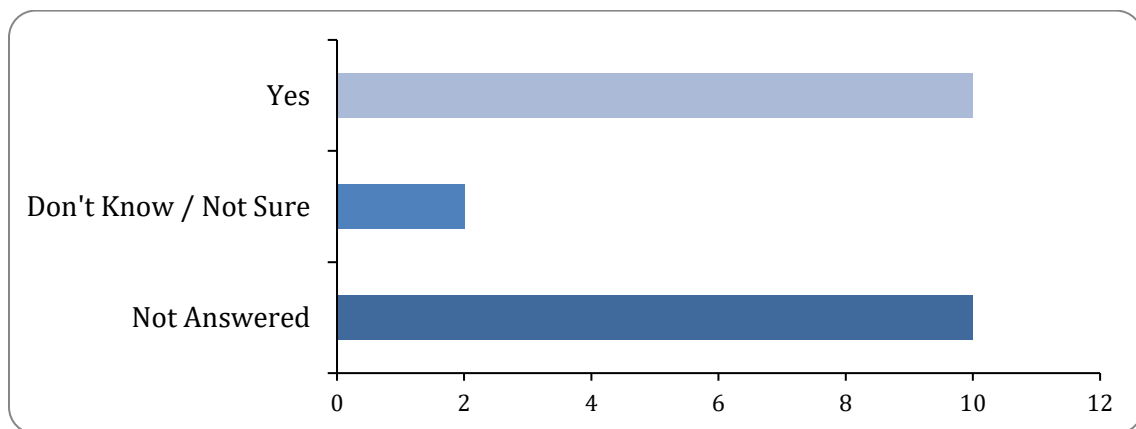
Appendix 4 Summary of Comments



Option	Total	Percent
Yes	11	50.00%
No	0	0.00%
Don't Know / Not Sure	1	4.55%
Not Answered	10	45.45%

12: Is the Forum representative of people who live and work in the area?

There were 12 responses to this part of the question.



Option	Total	Percent
Yes	10	45.45%
No	0	0.00%
Don't Know / Not Sure	2	9.09%
Not Answered	10	45.45%

Appendix 4 Summary of Comments

13: Please add any further comments you have about the proposed Neighbourhood Forum.

There were 14 responses to this part of the question. See Appendix 5.

Appendix 5

Officer responses to consultation comments received

Proposed Coldean Neighbourhood Area Application Consultation Comments

Respondent Number	Individual / Organisation	Are the boundaries of the proposed area appropriate?	Do you recognise the proposed area as a distinct neighbourhood ?	Comments on area	Officer Comments
1	Individual	Yes	Yes	I feel in the past consultations with those in the proposed neighbourhood have been lacking. Hopefully this will go some way to remediate this issue. Will appropriate funding be given to improve the area? How can I get involved?	If approved the neighbourhood forum will be expected to engage with people living and working in neighbourhood area. The Neighbourhood Forum will be able to apply for funding from central government to prepare their neighbourhood plan for the area.
2	Individual	Yes	Yes	Not Answered	n/a
3	Individual	Yes	Yes	Coldean is the perfect area for this scheme due to its geographical layout.	Comments noted
4	Individual	Yes	Yes	Not Answered	n/a
5	Individual	Yes	Yes	Not Answered	n/a
6	Individual	Yes	Yes	Not Answered	n/a
7	Individual	Yes	Yes	Not Answered	n/a
8	Trust for Developing Communities	Don't Know / Not Sure	Yes	Does the area include all of Coldean Woods - I think it should.	Comments noted. The proposed area includes Coldean Woods to the south but not the wooded area of Stanmer Park which lies east of Coldean Lane.
9	Individual	Yes	Yes	Not Answered	n/a
10	Individual	Don't Know / Not Sure	Yes	It should include Stanmer Park.	Comments noted. The area proposed by the Colden Community does not include Stammer Park
11	Rottingdean Parish Council	Yes	Yes	Coldean and the surrounding countryside make for a very distinctive area.	Comments noted

Proposed Coldean Neighbourhood Area Application Consultation Comments

Respondent Number	Individual / Organisation	Are the boundaries of the proposed area appropriate?	Do you recognise the proposed area as a distinct neighbourhood ?	Comments on area	Officer Comments
12	Possability People	Not Answered	Not Answered	Not Answered	n/a
13	Railway Heritage Trust	Not Answered	Yes	Not Answered	n/a
14	Historic England	Not Answered	Not Answered	<p>Thank you for consulting Historic England on the proposed designation of a neighbourhood forum and area for a Coldean Neighbourhood plan. Historic England is a statutory consultee for neighbourhood plans where they have effects within our areas of interest. In practice we are consulted on nearly all neighbourhood plans that are prepared and in the South East alone have now advised on in excess of 230 'made' plans. Our advice is designed to support communities in achieving their plan ambitions whilst ensuring appropriate consideration is given to the protection of heritage assets and the wider historic environment. Where we identify that a plan area contains nationally important heritage assets that could be harmed by plan proposals, or where the unintended consequences of a plan might prevent measures to address enhance assets or address the risks identified as affecting them we will seek to avert these through our advice to the steering group and independent examiner.</p> <p>The proposed Coldean Neighbourhood Plan area</p>	Comments and concern regarding Stanmer Park noted. BHCC officers will ensure that the Coldean Forum are fully aware of your concerns and that they start early and continued engagement with Historic England from the start of the neighbourhood plan preparation.

Proposed Coldean Neighbourhood Area Application Consultation Comments

Respondent Number	Individual / Organisation	Are the boundaries of the proposed area appropriate?	Do you recognise the proposed area as a distinct neighbourhood ?	Comments on area	Officer Comments
				<p>overlaps with the extent of the designated Registered Park and Garden of Stanmer (Grade II). The Park and Gardens and the Stanmer Conservation Area (just to the north of the proposed neighbourhood plan area) are recorded on the national Heritage at Risk register for reasons that include the fragmentation of the parkland by the A27, the damaged to woodland resulting from the Great Storm of 1987, as well as the deterioration of the historic buildings within the estate and the impacts of development, amenity management and fragmented governance. Historic England prioritises heritage assets recorded on the Heritage at Risk register for our engagement and provide an annual report on heritage at risk to the government as an official statistic. We consider the part of the registered park within the neighbourhood plan area to be highly vulnerable to further fragmentation and loss of historic interest due to its position south of the A27 and pressure for development at Brighton's urban edge.</p> <p>Historic England, the National Lottery Heritage Fund and Brighton and Hove City Council (and latterly the South Downs National Park Authority) have had a long collaboration over the management, and enhancement of the registered park, the conservation area and the listed buildings that lie</p>	

Proposed Coldean Neighbourhood Area Application Consultation Comments

Respondent Number	Individual / Organisation	Are the boundaries of the proposed area appropriate?	Do you recognise the proposed area as a distinct neighbourhood ?	Comments on area	Officer Comments
				<p>within them. This has sought to restore elements of the designed landscape of the park that was laid out around the country house in the 18th century, as well as restoring the park's highly characteristic designed woodlands. We have advised on the development of a package of investment totalling £3.75m so far to improve parking and access, invest in the home farm and core buildings and convert the walled garden. This has been informed by a Conservation Area Appraisal (adopted in 2010), a Conservation Management Plan for the Registered Park and Conservation Area (agreed in 2016) and a Woodland Management Plan (agreed in 2018), which are all currently being implemented. These documents provide a long-term plan for protecting the historic parkland landscape of the park in all its diversity of character and richness of features, which we are keen to see is appropriately implemented, and, when necessary updated and supplemented to ensure they remain relevant and viable. The conservation area appraisal, for example is now reaching the point where review is necessary, whilst the conservation management plan will require review when the grant aided works are completed.</p> <p>The documents prepared to support management of these assets should be taken into consideration in</p>	

Proposed Coldean Neighbourhood Area Application Consultation Comments

Respondent Number	Individual / Organisation	Are the boundaries of the proposed area appropriate?	Do you recognise the proposed area as a distinct neighbourhood ?	Comments on area	Officer Comments
				<p>the preparation of the Neighbourhood Plan. We expect the City Council to make the neighbourhood forum aware of them and their importance in managing designated heritage assets, including the evidence they provide of the significance of these features of the historic environment and both opportunities and need to enhance them.</p> <p>We have some concern that creating several separate regimes for management of different parts of the registered park and garden could re-create divergent strategies for its future development and management of the integrity of the pattern of parkland features which remain in poor condition, partially intact or highly fragmented. This could undo work to re-establish elements such as a conservation management plan. We are also concerned that opportunities presented through neighbourhood planning to provide a strong policy basis for management and regeneration of the historic environment are not missed as part of our continuing work with the managers of the various parkland features within the historic landscape of the Stanmer Estate. As such we would wish to maintain an engagement as a stakeholder in the neighbourhood plan to seek a joined-up approach across the historic landscape. We would seek to support the</p>	

Proposed Coldean Neighbourhood Area Application Consultation Comments

Respondent Number	Individual / Organisation	Are the boundaries of the proposed area appropriate?	Do you recognise the proposed area as a distinct neighbourhood ?	Comments on area	Officer Comments
				community, including the forum and steering group by providing our expertise to guide them in assessing the impact of options on the historic environment as well as the potential to deliver benefits from its positive management. This is a more engaged role than we would normally seek to provide in most neighbourhood plans but reflects our past and present engagement with the Stanmer estate and landscape and our concern to ensure its future protection and rehabilitation. As such we would welcome early engagement with the steering group.	
15	Highways England	Not Answered	Not Answered	We have no comments on the applications to establish a Neighbourhood Area and Forum for the Coldean area. However we do wish to be consulted on any future Coldean Neighbourhood Plan.	Points noted
16	Sport England	Not Answered	Not Answered	Thank you for consulting Sport England on the above neighbourhood plan. (No specific comment son forum or area designation. Sport England sent standard Neighbourhood Planning Info)	Points noted and advice will be forwarded to the Coldean NF
17	Gatwick Airport	Not Answered	Not Answered	I have read through the applications for the neighbourhood area and forum and I am satisfied that there will be no aerodrome safeguarding issues for Gatwick Airport. Thank you for giving us the opportunity to comment on this application.	Comments noted

Proposed Coldean Neighbourhood Area Application Consultation Comments

Respondent Number	Individual / Organisation	Are the boundaries of the proposed area appropriate?	Do you recognise the proposed area as a distinct neighbourhood ?	Comments on area	Officer Comments
18	The Coal Authority	Not Answered	Not Answered	<p>Thank you for your email below regarding the Proposed Coldean Neighbourhood Area and Forum.</p> <p>The Coal Authority is only a statutory consultee for coalfield Local Authorities. As Brighton & Hove City Council is outside the coalfield, there is no requirement for you to consult us and / or notify us of any emerging neighbourhood plans.</p> <p>This email can be used as evidence for the legal and procedural consultation requirements at examination, if necessary.</p>	Points noted
19	Natural England	Not Answered	Not Answered	<p>Natural England does not wish to make comment on the suitability of the proposed plan area or the proposed neighbourhood planning body. However we would like to take this opportunity to provide you with information sources the neighbourhood planning body may wish to use in developing the plan and to highlight some of the potential environmental risks and opportunities that neighbourhood plans may present. We have set this out in the annex to this letter.</p>	Points noted and advice will be forwarded to the Coldean NF
20	Individual	Don't Know / Not Sure	Don't know / not sure	Not answered.	n/a
21	Environment Agency	Not Answered	Not Answered	Just to let you know that we do not need to see applications relating to the designation of a Neighbourhood Area and Neighbourhood Forum.	Points noted.

Proposed Coldean Neighbourhood Area Application Consultation Comments

Respondent Number	Individual / Organisation	Are the boundaries of the proposed area appropriate?	Do you recognise the proposed area as a distinct neighbourhood ?	Comments on area	Officer Comments
				As such, we have no comments to make.	
22	ESCC County Ecologist	Not Answered	Not Answered	Thank you for notifying us of this proposal. We have no formal comments to make at this stage other than to point out that should the proposals be approved the newly formed Coldean Neighbourhood Planning Forum should contact the Historic Environment Record (county.HER@eastssussex.gov.uk) for advice on how to obtain the correct level of Historic Environment Record data in the preparation of their draft Neighbourhood Plan.	Points noted and advice will be forwarded to the Coldean NF

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
1	Individual	Yes	Yes	Not Answered	n/a
2	Individual	Yes	Yes	Not Answered	n/a
3	Individual	Yes	Yes	Local communities throughout Brighton and Hove must be encouraged and assisted to become more involved in decision making within the area where they live or work.	Comments noted. If designated, the Forum should help facilitate improved community engagement in the Coldean area.
4	Individual	Yes	Yes	Not Answered	n/a
5	Individual	Yes	Don't Know / Not Sure	Not Answered	n/a
6	Individual	Yes	Yes	Not Answered	n/a
7	Individual	Yes	Yes	Not Answered	n/a
8	Trust for Developing Communities	Yes	Yes	Are the members of Coldean Neighbourhood Forum named anywhere? How can people get in touch with them? Are open meetings held? How are they publicised?	The forum members are named on the application form for the Forum which accompanied the consultation. You should contact the forum directly if you wish to become involved in meetings. They can advise around how they will plan to publicise the forum meeting and neighbourhood plan preparation when they are designated.
9	Individual	Yes	Yes	Not Answered	n/a
10	Individual	Yes	Yes	None.	n/a
11	Rottingdean Parish Council	Yes	Yes	It is good to see that there is so much interest across the community.	Comments noted.

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
12	Possability People	Not Answered	Not Answered	How will disabled and other and seldom heard groups be encouraged to be involved?	Comments noted. If designated, the responsibility for engagement with hard-to-reach groups will be the responsibility of the Neighbourhood Forum. They will have to set out at various stages of the Neighbourhood Plan process how they have engaged with these hard-to-reach groups and will be encouraged to complete an Equalities Impact Assessment before submission of the Neighbourhood Plan.
13	Railway Heritage Trust	Not Answered	Not Answered	As the proposed Neighbourhood area does not involve any part of the Network Rail system, which is what our vires limit our operations to, we have no comment to make.	Points noted.
14	Historic England	Not Answered	Not Answered	Thank you for consulting Historic England on the proposed designation of a neighbourhood forum and area for a Coldean Neighbourhood plan. Historic England is a statutory consultee for neighbourhood plans where they have effects within our areas of interest. In practice we are consulted on nearly all neighbourhood plans that are prepared and in the South East alone have now advised on in excess of 230 'made' plans. Our advice is designed to support communities in achieving their plan ambitions whilst ensuring appropriate consideration is	Comments and concern regarding Stanmer Park noted. BHCC officers will ensure that the Coldean Forum are fully aware of your concerns and that they start early and continued engagement with Historic England from the start of the neighbourhood plan preparation.

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				<p>given to the protection of heritage assets and the wider historic environment. Where we identify that a plan area contains nationally important heritage assets that could be harmed by plan proposals, or where the unintended consequences of a plan might prevent measures to address enhance assets or address the risks identified as affecting them we will seek to avert these through our advice to the steering group and independent examiner.</p> <p>The proposed Coldean Neighbourhood Plan area overlaps with the extent of the designated Registered Park and Garden of Stanmer (Grade II). The Park and Gardens and the Stanmer Conservation Area (just to the north of the proposed neighbourhood plan area) are recorded on the national Heritage at Risk register for reasons that include the fragmentation of the parkland by the A27, the damaged to woodland resulting from the Great Storm of 1987, as well as the deterioration of the historic buildings within the estate and the impacts of development, amenity management and fragmented governance. Historic England</p>	

Proposed Coldean Forum Application Consultation Comments

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				<p>prioritises heritage assets recorded on the Heritage at Risk register for our engagement and provide an annual report on heritage at risk to the government as an official statistic. We consider the part of the registered park within the neighbourhood plan area to be highly vulnerable to further fragmentation and loss of historic interest due to its position south of the A27 and pressure for development at Brighton's urban edge.</p> <p>Historic England, the National Lottery Heritage Fund and Brighton and Hove City Council (and latterly the South Downs National Park Authority) have had a long collaboration over the management, and enhancement of the registered park, the conservation area and the listed buildings that lie within them. This has sought to restore elements of the designed landscape of the park that was laid out around the country house in the 18th century, as well as restoring the park's highly characteristic designed woodlands. We have advised on the development of a package of investment totalling £3.75m so far to improve parking and</p>	

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				<p>access, invest in the home farm and core buildings and convert the walled garden. This has been informed by a Conservation Area Appraisal (adopted in 2010), a Conservation Management Plan for the Registered Park and Conservation Area (agreed in 2016) and a Woodland Management Plan (agreed in 2018), which are all currently being implemented. These documents provide a long-term plan for protecting the historic parkland landscape of the park in all its diversity of character and richness of features, which we are keen to see is appropriately implemented, and, when necessary updated and supplemented to ensure they remain relevant and viable. The conservation area appraisal, for example is now reaching the point where review is necessary, whilst the conservation management plan will require review when the grant aided works are completed.</p> <p>The documents prepared to support management of these assets should be taken into consideration in the preparation of the Neighbourhood Plan. We expect the City</p>	

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				<p>Council to make the neighbourhood forum aware of them and their importance in managing designated heritage assets, including the evidence they provide of the significance of these features of the historic environment and both opportunities and need to enhance them.</p> <p>We have some concern that creating several separate regimes for management of different parts of the registered park and garden could re-create divergent strategies for its future development and management of the integrity of the pattern of parkland features which remain in poor condition, partially intact or highly fragmented. This could undo work to re-establish elements such as a conservation management plan. We are also concerned that opportunities presented through neighbourhood planning to provide a strong policy basis for management and regeneration of the historic environment are not missed as part of our continuing work with the managers of the various parkland features within the historic landscape of the Stanmer Estate. As such we would wish to maintain an engagement</p>	

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				as a stakeholder in the neighbourhood plan to seek a joined-up approach across the historic landscape. We would seek to support the community, including the forum and steering group by providing our expertise to guide them in assessing the impact of options on the historic environment as well as the potential to deliver benefits from its positive management. This is a more engaged role than we would normally seek to provide in most neighbourhood plans but reflects our past and present engagement with the Stanmer estate and landscape and our concern to ensure its future protection and rehabilitation. As such we would welcome early engagement with the steering group.	
15	Highways England	Not Answered	Not Answered	We have no comments on the applications to establish a Neighbourhood Area and Forum for the Coldean area. However we do wish to be consulted on any future Coldean Neighbourhood Plan.	Comments noted.
16	Sport England	Not Answered	Not Answered	Thank you for consulting Sport England on the above neighbourhood plan. Government planning policy, within the	Comments noted and further information submitted will be passed to the Coldean Forum.

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				<p>National Planning Policy Framework (NPPF), identifies how the planning system can play an important role in facilitating social interaction and creating healthy, inclusive communities. Encouraging communities to become more physically active through walking, cycling, informal recreation and formal sport plays an important part in this process. Providing enough sports facilities of the right quality and type in the right places is vital to achieving this aim. This means that positive planning for sport, protection from the unnecessary loss of sports facilities, along with an integrated approach to providing new housing and employment land with community facilities is important.</p> <p>It is essential therefore that the neighbourhood plan reflects and complies with national planning policy for sport as set out in the NPPF with particular reference to Pars 98 and 99. It is also important to be aware of Sport England's statutory consultee role in protecting playing fields and the presumption against the loss of playing field land. Sport England's playing fields policy is set out in our Playing Fields Policy and</p>	

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				<p>Guidance document. https://www.sportengland.org/how-we-can-help/facilities-and-planning/planning-for-sport#playing_fields_policy</p> <p>Sport England provides guidance on developing planning policy for sport and further information can be found via the link below. Vital to the development and implementation of planning policy is the evidence base on which it is founded. https://www.sportengland.org/how-we-can-help/facilities-and-planning/planning-for-sport#planning_applications</p> <p>Sport England works with local authorities to ensure their Local Plan is underpinned by robust and up to date evidence. In line with Par 99 of the NPPF, this takes the form of assessments of need and strategies for indoor and outdoor sports facilities. A neighbourhood planning body should look to see if the relevant local authority has prepared a playing pitch strategy or other indoor/outdoor sports facility strategy. If it has then this could provide useful evidence</p>	

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				<p>for the neighbourhood plan and save the neighbourhood planning body time and resources gathering their own evidence. It is important that a neighbourhood plan reflects the recommendations and actions set out in any such strategies, including those which may specifically relate to the neighbourhood area, and that any local investment opportunities, such as the Community Infrastructure Levy, are utilised to support their delivery.</p> <p>Where such evidence does not already exist then relevant planning policies in a neighbourhood plan should be based on a proportionate assessment of the need for sporting provision in its area. Developed in consultation with the local sporting and wider community any assessment should be used to provide key recommendations and deliverable actions. These should set out what provision is required to ensure the current and future needs of the community for sport can be met and, in turn, be able to support the development and implementation of planning policies. Sport England's guidance on assessing needs may</p>	

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				<p>help with such work. http://www.sportengland.org/planningtoolsandguidance</p> <p>If new or improved sports facilities are proposed Sport England recommend you ensure they are fit for purpose and designed in accordance with our design guidance notes. http://www.sportengland.org/facilities-planning/tools-guidance/design-and-cost-guidance/</p> <p>Any new housing developments will generate additional demand for sport. If existing sports facilities do not have the capacity to absorb the additional demand, then planning policies should look to ensure that new sports facilities, or improvements to existing sports facilities, are secured and delivered. Proposed actions to meet the demand should accord with any approved local plan or neighbourhood plan policy for social infrastructure, along with priorities resulting from any assessment of need, or set out in any playing pitch or other indoor and/or outdoor sports facility strategy</p>	

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				<p>that the local authority has in place.</p> <p>In line with the Government's NPPF (including Section 8) and its Planning Practice Guidance (Health and wellbeing section), links below, consideration should also be given to how any new development, especially for new housing, will provide opportunities for people to lead healthy lifestyles and create healthy communities. Sport England's Active Design guidance can be used to help with this when developing planning policies and developing or assessing individual proposals.</p> <p>Active Design, which includes a model planning policy, provides ten principles to help ensure the design and layout of development encourages and promotes participation in sport and physical activity. The guidance, and its accompanying checklist, could also be used at the evidence gathering stage of developing a neighbourhood plan to help undertake an assessment of how the design and layout of the area currently enables people to lead active lifestyles and what could be improved.</p>	

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				<p>NPPF Section 8: https://www.gov.uk/guidance/national-planning-policy-framework/8-promoting-healthy-communities</p> <p>PPG Health and wellbeing section: https://www.gov.uk/guidance/health-and-wellbeing</p> <p>Sport England's Active Design Guidance: https://www.sportengland.org/activedesign</p> <p>(Please note: this response relates to Sport England's planning function only. It is not associated with our funding role or any grant application/award that may relate to the site.)</p> <p>If you need any further advice, please do not hesitate to contact Sport England using the contact details below.</p>	
17	Gatwick Airport	Not Answered	Not Answered	I have read through the applications for the neighbourhood area and forum and I am satisfied that there will be no aerodrome safeguarding issues for Gatwick Airport.	Comments noted.

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				Thank you for giving us the opportunity to comment on this application.	
18	The Coal Authority	Not Answered	Not Answered	<p>Thank you for your email below regarding the Proposed Coldean Neighbourhood Area and Forum.</p> <p>The Coal Authority is only a statutory consultee for coalfield Local Authorities. As Brighton & Hove City Council is outside the coalfield, there is no requirement for you to consult us and / or notify us of any emerging neighbourhood plans.</p> <p>This email can be used as evidence for the legal and procedural consultation requirements at examination, if necessary.</p>	Comments noted.
19	Natural England	Not Answered	Not Answered	Natural England does not wish to make comment on the suitability of the proposed plan area or the proposed neighbourhood planning body. However we would like to take this opportunity to provide you with information sources the neighbourhood planning body may wish to use in developing the plan and to highlight some of the potential environmental risks and opportunities that	Comments noted and supplementary information will be passed onto the Coldean Forum.

Proposed Coldean Forum Application Consultation Comments

Respondent Number	Individual / Organisation	Do you think the "Coldean Neighbourhood Forum" should be approved (designated) ?	Is the Forum representative of people who live and work in the area?	Comments on forum	Officer Comments
				neighbourhood plans may present. We have set this out in the annex to this letter.	
20	Individual	Don't Know / Not Sure	Don't Know / Not Sure	Not Answered	n/a
21	Environment Agency	Not Answered	Not Answered	Just to let you know that we do not need to see applications relating to the designation of a Neighbourhood Area and Neighbourhood Forum. As such, we have no comments to make.	Comments noted.
22	ESCC County Ecologist	Not Answered	Not Answered		n/a

Subject:		Heritage Assets Register - Options	
Date of Meeting:		25 November 2021	
Report of:		Executive Director Environment, Economy and Culture	
Contact Officer:	Name:	Liz Hobden	Tel: 01273 292504
	Email:	liz.hobden@brighton-hove.gov.uk	
Ward(s) affected:		All	

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 This report has been prepared in response to a Notice of Motion agreed at Council in January 2021 calling for an officer report to explore options for setting up an independent group with the aim of establishing a list of all heritage assets for which the Council has responsibility. This includes those in situ and those in storage and undergoing repair elsewhere.
- 1.2 This report summarises the options that have been considered (see appendix 1) and the benefits and disadvantages of each option. It concludes that the preferred option is for a Register of 'non-building' heritage assets be prepared by lead officers in asset-owning council teams (based on existing lists); and to offer training on the significance of those assets for staff and contractors working for asset-owning teams.

2. RECOMMENDATIONS:

- 2.1 That the Committee notes the options for establishing a register of heritage assets owned by the council.
- 2.2 That the Committee agrees the preferred option for officers to prepare a Register of council-owned Heritage Assets (not including buildings) based on the list of current Listed Buildings and Local List against a timetable to be agreed in consultation with the Executive Director and joint Chairs. Further, for officers to ensure the lists are up to date; and officer leads (in each service) to ensure asset owning staff and contractors are aware of the importance of the assets.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 A Notice of Motion was agreed following an incident on the seafront where two listed heritage lanterns were taken from a skip by a member of the public (placed there in error by a highways contractor) and attempts were made to sell them. The lamps were subsequently recovered by the Highways Team and the

contractors advised that the lanterns are protected and should be repaired and retained.

3.2 The Notice of Motion, agreed at Council in January this year, stated the following:

This Council

1. Expresses regret over recent incidents relating to the loss of historic lanterns from the Brighton seafront;
2. Praises the actions of local investigative journalists for identifying said missing items; and
3. Calls for an officer report to the Tourism, Equalities, Communities & Culture Committee to explore options for setting up an independent group with the aim of establishing a list of all heritage assets – including those in situ, in storage and undergoing repair elsewhere – for which the Council has responsibility.

3.3 As requested, an options assessment sought by the notice of motion has been carried out and is set out in appendix 1. The three options and assessment are based on the following factors and assumptions:

- There are existing lists of local heritage assets in the city – the statutory list and ‘locally listed’ assets;
- the heritage assets to be included in the council-owned heritage assets register will not include ‘buildings’ (definition in appendix 1)
- work to be commissioned by the voluntary sector would need to follow a formal commissioning process led by council officers;
- work would need to be supported and overseen by an officer working group;
- council and staff resources are limited – support for the new Register would require prioritisation ahead of other work areas; and
- an assumption that the purpose of such a Register would be to protect and help maintain council-owned heritage assets.

3.5 The three options assessed are:

1. Commission a Heritage Register of council-owned assets from the Voluntary Sector (to be commissioned, supported and to have oversight from an officer working group) and published on website; or
2. Officers to review and use existing lists (statutory and local) of heritage assets as the basis for the Register of council owned assets, draw together a Heritage Asset Register (not including buildings) and provide training for officers (and contractors) in asset-owning teams to make them aware of the importance of assets; or
3. Do nothing

3.6 It is concluded that Option 2 (Officer Led – using Existing Heritage Lists) is the preferred option. Although commissioning a voluntary organisation to prepare the list removes the work from officers – officers would still need to prepare a comprehensive brief and formally commission the work. The successful voluntary group would also

require to be supported and overseen by officers – it is proposed an Officer Working Group would be needed to support the work. For these reasons, it is concluded that any resource benefits from a voluntary group preparing the Heritage Asset Register would be outweighed by the work created for officers. It is recognised, however, this arrangement would improve engagement and involvement of the successful voluntary group in identifying and listing assets of value.

3.7 It is considered that Option 2 represents a more efficient use of council resources and avoids potential duplication of existing heritage lists. There is an existing Statutory List and a Local List which includes buildings as well as structures and monuments considered of historic and heritage value (see appendix 2). These are published on the website. It is proposed that officers (led by identified leads in each asset-owning service) prepare a single list of council owned heritage assets that can be drawn from these lists. This can be published and updated and reviewed annually. This also allows for third sector interests and community groups involvement. They can use existing mechanisms for adding valued assets to the statutory or local lists (in the case of the statutory list this requires application to Historic England, who decide on these on behalf of the Secretary of State).

3.8 This option also proposes training for officers and contractors of asset-owning teams on the importance and value of heritage assets; as well as their protection and retention.

3.9 If Option 2 is agreed, work will be carried out in line with a timetable to be prepared and agreed by the TECC Committee joint Chairs and Executive Director.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 An options analysis has been carried out as part of the report – the details are set out in appendix 1.

4.2 Option 2 – Officer-led use of existing heritage lists is the preferred option

5. COMMUNITY ENGAGEMENT & CONSULTATION

5.1 There has been no community engagement in preparing this report

6. CONCLUSION

6.1 In response to a Notice of Motion agreed at Council in January, options for preparing a Register of Council-owned Heritage Assets have been considered.

6.2 It is concluded that option 2, an officer-led Heritage Asset Register based on the statutory list and local list alongside training, is the preferred option.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no direct financial implications resulting from the recommendations of this report. Costs associated with creating a new heritage asset register and providing training to Officers and contractors will be funded from existing revenue budget within the City Development & Regeneration service.

Finance Officer Consulted: John Lack

Date: 14/10/21

Legal Implications:

There are no direct legal implications arising from the report

7.2

Lawyer Consulted: Hilary Woodward

Date: 21/10/21

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Equalities Implications:

- 7.3 None

Sustainability Implications:

- 7.4 None

Brexit Implications:

- 7.5 None

Corporate / Citywide Implications:

- 7.8 The proposed council-owned Heritage Assets Register will cover all areas of the city and will require input and participation from all asset-owning teams across council.

SUPPORTING DOCUMENTATION

Appendices:

1. Options Assessment for a Heritage Assets Register
2. Briefing on existing Heritage Registers

Background Documents

1. [Brighton and Hove Statutory List](#) - summary
2. [Brighton and Hove Local List of Heritage Assets](#)

Appendix 1: Options for Council-owned Heritage Assets Register

Explore options for setting up an independent group with the aim of establishing a list of all heritage assets (not including buildings) – including those in situ, in storage and undergoing repair elsewhere – for which the Council has responsibility.

Definition of Heritage Assets for the purposes of the proposed Register – assets will include monuments, statues, listed structures and street furniture (including lamp posts, railings, benches, signs, horse troughs etc that are listed or locally listed). It will not include buildings.

Options considerations for a Register of council-owned Historic Assets

Options	Assumptions	Positives	Negatives	Conclusion
1. Commission a voluntary sector commissioned Historic Asset Register of council-owned assets	<ul style="list-style-type: none"> • Prepare definitions, brief and commission voluntary sector via competitive bid for Register • Oversight by officer working group to support work • Update annually • Publish on website 	<ul style="list-style-type: none"> • Improving engagement - involving local voluntary group in identifying council-owned heritage assets. 	<ul style="list-style-type: none"> • Duplication of existing lists and local lists of heritage assets. • Officer time and resources spent on preparing brief; commissioning voluntary group; and providing oversight and support during work (officer working group). 	
2. Officer led – use existing Historic Asset Registers and training for officers and contractors of asset-owning on importance of assets	<ul style="list-style-type: none"> • Preparation of officer led heritage register based on existing heritage lists – led by asset-owning teams • Officer task and finish group • Update annually • Further raise awareness of asset owning staff and contractors 	<ul style="list-style-type: none"> • Avoids duplication of work by utilising existing heritage asset list – collating council-owned list. • Focused area of work for officers • Added benefit of raising the profile of council-owned heritage assets to staff and contractors • Amenity groups can add to Register by making case to add 	<ul style="list-style-type: none"> • Additional work for officers 	Preferred Option

		assets to Register, List or Local List (against criteria below)		
3. Do Nothing	<ul style="list-style-type: none"> No change to existing assets listing or approach to maintaining heritage assets other than team by team proposals. 	<ul style="list-style-type: none"> There are existing lists of heritage assets so no additional work for officers that will displace existing work 	<ul style="list-style-type: none"> Fails to address the concerns of agreed Notice of Motion 	

Appendix 2

Heritage Assets List and Local Lists

1. Listed Buildings (including structures and street furniture)

Listed buildings have special architectural or historic interest and are of national importance. The Department of Culture Media and Sport (DCMS) compiles the register of listed buildings on the advice of Historic England. The Council does not list buildings.

Listed building grades

Buildings are graded to show their relative importance:

- Grade I: These are buildings of exceptional interest
- Grade II*: These are particularly important buildings of more than special interest
- Grade II: These are buildings of special interest which warrant every effort being made to preserve them (92% of all listed buildings nationally).

Listed building controls apply to all buildings equally, irrespective of their grade, and apply to the interior and exterior of the building in its entirety, together with any curtilage structures.

Use the [summary of listed buildings in Brighton & Hove](#) to check whether a building is listed. Full list descriptions are available by searching the [National Heritage List for England](#), administered by Historic England.

1. The Local List

Many historic buildings, parks and gardens are valued for their contribution to the character and local distinctiveness of the area, or for local historical associations. They may not, however, be of sufficient national importance to warrant inclusion on the Statutory List of Historic Buildings or Register of Historic Parks and Gardens. Their special interest is instead recognised through inclusion on the Local List of Heritage Assets. The local list is designated by the City Council in consultation with the local community.

The local list is useful in considering planning proposals and for helping to conserve the city's historic environment.

Implications of Local Listing

Locally listed heritage assets are recognised in national and local planning policy.

Local listing is not the same as statutory listing. The differences are set out below:

Statutory listing is a national designation administered by Historic England (formerly English Heritage) on behalf of the Secretary of State. A statutorily listed building requires listed building consent in order for alterations, additions or demolitions to be carried out which affect its historic and architectural significance. This provides specific protection to both the exterior and interior of the building.

In contrast, including an asset on the local list does not provide any additional statutory protection against loss or alteration. It does not result in any additional legal requirements for owners. As such,

repairs, some external alterations and internal alterations can be undertaken without planning permission. In some cases demolition may also be undertaken without permission. The same rules apply as to when planning permission is required, whether the asset is locally listed or not.

Where proposed works require planning permission, the significance of the locally listed asset will be a 'material consideration' in determining the application. This means that greater emphasis will be placed on ensuring the proposed development conserves and/or enhances the special interest of that asset, including its setting.

The planning authority will seek to ensure the retention, good maintenance and continued use of locally listed heritage assets wherever possible.

Eligibility for inclusion on the Local List

The Local List for Brighton & Hove includes historic buildings and historic parks and gardens. These are the predominant types of heritage asset in the city that are administered by the City Council.

Like listed buildings, the types of 'historic building' that can be included on the list also includes other types of structure such as street furniture, boundary walls and railings. Similarly, the type of park and garden which can be included on the list is based upon those that are eligible for inclusion on the Register of Parks and Gardens. These are 'designed' landscapes, rather than those of planting, botanical, 'natural' or recreational importance.

Archaeological assets in the city are administered by East Sussex County Council through separate schemes, and locally designated sites are therefore not included on the Brighton & Hove Local List. All assets within the National Park are similarly not included, as these are administered by the South Downs National Park Authority.

Heritage assets that are already designated nationally as listed buildings or registered parks and gardens already enjoy a higher level of protection than local listing, and are therefore also not included on the local list.

An asset is included in its entirety on the local list, unless areas are specifically identified within the assessment as not being of interest. As such, all addresses which form part of the building, or all areas which form part of a park or garden are considered part of the locally listed asset, even if they are under different ownership/use.

Robust and objective selection criteria ensure that the list provides a good basis for planning decisions and is defensible at planning appeal where necessary. These are set out in Appendix 2 of [Planning Advice Note 07 Local List of Heritage Assets](#).