

Environment, Transport & Sustainability Committee

Date: **17 January 2023**

Time: **4.00pm**

Venue: **Council Chamber, Hove Town Hall**

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

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Date of Publication - Monday, 9 January 2023

AGENDA

Part One

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PROCEDURAL MATTERS

59 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.

60 MINUTES

9 - 40

To consider the minutes of the meeting held on 15 November 2022.

Contact Officer: John Peel

Tel: 01273 291058

61 CHAIRS COMMUNICATIONS

62 CALL OVER

- (a) Items 66 - 77 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.

63 PUBLIC INVOLVEMENT

41 - 42

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

- (a) **Petitions:** To receive any petitions presented by members of the public;
- (b) **Written Questions:** To receive any questions submitted by the due date of 12 noon on the 11 January 2023;
- (c) **Deputations:** To receive any deputations submitted by the due date of 12 noon on the 11 January 2023.

64 ITEMS REFERRED FROM COUNCIL

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65 MEMBER INVOLVEMENT

45 - 54

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 referred from Full Council or submitted directly to the Committee.

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Contact Officer: John Lack

Tel: 01273 294219

Ward Affected: All Wards

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Ward Affected: All Wards

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Contact Officer: Rachel Chasseaud Tel: 01273 290753

Ward Affected: All Wards

78 ITEMS REFERRED FOR FULL COUNCIL

To consider items to be submitted to the 3 February 2023 Council meeting for information.

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

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Further information

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

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Brighton & Hove City Council
Environment, Transport & Sustainability Committee

4.00pm 15 November 2022

Council Chamber, Hove Town Hall

Minutes

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

Part One

36 PROCEDURAL BUSINESS

36(a) Declarations of substitutes

36.1 Councillor Appich was present as substitute for Councillor McIntosh.

36.2 Councillor O'Quinn was present as substitute for Councillor Fowler.

36(b) Declarations of interest

36.3 Councillor Platts declared a non-pecuniary interest on matters relating to public conveniences as an Ambassador and Event Director of Parkrun.

36.4 Councillor Hills declared a non-pecuniary interest on matters relating to the Hanover & Tarner Low Traffic Neighbourhood she lived on a street in the proposed scheme area.

36(c) Exclusion of press and public

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

36.6 **Resolved-** That the press and public be excluded from the meeting during consideration of the items listed as confidential on the agenda.

37 MINUTES

37.1 **Resolved-** That the minutes of the previous meeting be approved as the correct record.

38 CHAIRS COMMUNICATIONS

38.1 The Chair provided the following communications:

“As always, it’s been a busy time since the last meeting of this committee in September as our packed agenda shows. Alongside all of this work we have been working closely with officers to understand the impact of yet more government cuts as we head towards 13 years of austerity

Years of government cuts to our funding has meant that we continue to have to make difficult decisions on services and look at alternative ways to fund many of our projects. This has a real impact on the offer we are able to provide to our city and make no mistake this is nothing short of a controlled demolition of public services.

In the last decade alone Conservative cuts have been responsible for- over 800 libraries have had to close, spending on youth services in England and Wales has been cut by 70% in real terms, 600 public toilets have closed. In Brighton & Hove we have had to close more than usual over winter. However, I am delighted that the toilet Refurbishment Programme will commence on Monday 28 November. The works will take place across all sites at the same time – Station Road (Portslade), Kings Esplanade, Daltons and Saltdean Undercliff.

On the agenda today is the part pedestrianisation of Gardner Street, this is an exciting project which has received support from businesses and residents alike. I am however aware that there are some concerns raised by disability rights organisations demonstrated by the deputation today. I, like the council officers, take these concerns extremely seriously which is why I and Council Leader MacCafferty met with BADGE this morning just yesterday. I look forward to further debate on this later today.

I’d like to thank officers for their quick work in bringing a report to this committee proposing a ban on pavement parking on Elm Grove. I asked for this back in June and, given how busy they are, I’m very grateful they’ve been able to act so swiftly to bring this forward. This ban, if supported by committee today will end a problem that has plighted residents on that road for many years and give us the blueprint of how to bring it to other parts of the city.

While thanking officers for their speed, I think it is important to note the huge strain they are under. Public servants who have joined the council to support the development of the city are being put under huge pressure as a result of Conservative government cuts. However, I must also raise the impact that councillors make in this room. Officers have brought 146 reports to this committee over the past two years, which are constantly delivering on the council’s corporate plan. Each report costs the council up to £1500 to produce in officer time and this doesn’t take into account the cost of subsequent delivery of what this committee has approved. The call for up to five reports at every ETS committee and a total of 36 reports has led to a backlog of 22 “called for” reports which will take around 330 hours of officer time to prepare – this is not possible to resource in the next 12 months within our budget constraints and on top of delivering the corporate plan priorities. There are a number of amendments and NOM’s today which call for more reports and I would urge council members to consider the impact on Council resources when taking such votes.

Since the last meeting of this committee, our City Clean teams removed 18 tonnes of rubbish, silt and fly tipping from the A27. It’s a timely reminder that keeping verges clean and litter free is everyone’s responsibility.

Finally, I'm pleased to say that we'll also be presented with an Air Quality Action Plan for the city with bold and ambitious targets designed to improve the quality of air we breathe and the health of the people who live in Brighton & Hove. The health and wellbeing of our residents is our main concern, and I am delighted that to bring this report today".

The committee held a moments applause in memory of Councillor Peltzer Dunn.

39 CALL OVER

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

- Item 48: Tree Planting: outcome of consultation
- Item 49: Air Quality Action Plan 2022 consultation results
- Item 50: Elm Grove Pavement Parking Ban
- Item 51: Pedestrian Crossing Priority Programme
- Item 53: Cycle Hangars TRO-21-2022
- Item 55: Gardener Street and Regent Street Traffic Regulation Order

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

- Item 43: Regulatory Services Enforcement Policies
- Item 44: Response to Notice of Motion- Victoria Fountain
- Item 45: Outcomes of environmental enforcement consultations
- Item 46: City Environment Improvement Programme Update
- Item 47: Litter on A27: Response to Notice of Motion
- Item 52: Highway Regulation policies (traffic management)
- Item 54: Real time Passenger Information System

40 PUBLIC INVOLVEMENT

(A) Petitions

(1) Stop Coffee Roastery Pollution in North Laine

40.1 The Committee considered a petition signed by 50 people requesting Council to curb the smoke and noise pollution emanating from a coffee shop located on Sydney Street, Brighton.

40.2 The Chair provided the following response:

"Environmental Health have received complaints from nearby residents of intermittent noise and odour from the Coffee Roasters which have been extensively investigated by the Environmental Protection team. A Statutory Nuisance was not substantiated by officers, however the business has voluntarily invested in abatement equipment to attempt to rectify the reported adverse impacts of their operation. This has included installing an afterburner and a silencer. However, it appears that there is still some residual odour escape at the rear of the premises and the premises management have been contacted this week about their proposed solution.

Planning Permission (BH2019/03013) was granted for a rear exaction flue on 28h November 2019. The planning decision included consideration of comments made by Environmental Health and summarised in the officer report (available online.) A planning enforcement investigation has established that the flue has been installed in a position approximately 1m different from the approved drawing. Whilst this is a technical breach, it would be regularised (in planning terms) through a minor variation to the approved scheme. It is not therefore considered expedient to require that action in this instance. There are no other known breaches of the approved scheme granted permission”.

40.3 **Resolved-** That the committee note the petition.

(2) Controlled parking for Woodland Way and the top of Peacock Lane

40.4 The Committee considered a petition signed by 94 requesting an extension to the Surrenden light touch scheme to include Woodland Way and the top of Peacock Lane or implement a new controlled parking scheme in this area.

40.5 The Chair provided the following response:

“Thank you for your petition. In order to consider reconsulting these two roads for a residents parking scheme, strong support needs to be shown by residents not only in these roads but the wider area. This would be considered when our next parking scheme priority timetable is agreed at the Environment Transport & Sustainability Committee. Our current timetable goes up to 2025.

As parking schemes for individual roads are not considered as viable solutions, we would advise that residents submit an area wide petition. This is how we gauge the strength of feeling for a scheme and which areas would like to be included We have asked colleagues in the City Parks team to review the website reference to parking in Woodland Way”.

40.6 **Resolved-** That the committee note the petition.

(B) Public Questions

(1) Traffic Data

40.7 Katia Toy put the following question:

“In East Oxford the traffic data used to justify the LTN were incorrect the DFT has admitted. In London where figures suggested an almost 60% or 72% rise in minor and smallest residents roads based on traffic between 2009 to 2019. These figures were over-counted. New reviews showed no increase over the last 10 years. Some LTN were then removed. How has the traffic data for Hanover been calculated and can it justify the LTN. Can we have this data reviewed?”

40.8 The Chair provided the following reply:

“Thank you for your question, Katia. The baseline data that has been collected to help develop the preliminary design for the Hanover and Tarner area has been gathered together in a report. It contains a variety of information such as traffic flows and through traffic, driver speeds, and collision data. Data about cycle flows, air quality and noise levels are also included. The information has been collected in a variety of ways such as automatic traffic counters and cameras, as well as analysing other datasets. The data has been used alongside the information that people have provided through a series of engagement activities to help develop the design that has recently been consulted on. A copy of the report can be sent to you if you would like to see one”.

40.9 In response to the supplementary question, the Chair provided the following reply in writing:

“I appreciate your concerns about the reports of the analysis of historic government (Department for Transport [DfT]) data which produced an inaccurate, national estimate for increases in traffic between 2009 and 2019 on minor roads. I can confirm that, as in Oxfordshire, the reported (incorrect) increase based on the DfT’s data was not a key influence in the committee decision to develop and implement the pilot project for Hanover & Tarner. This was initially based on a representation from members of the local community and the subsequent work has been further informed by the data included in the baseline report that has been sent to you, which includes information about driver speeds and collisions, in addition to recent, local traffic flows and through traffic”.

(2) Traffic

40.10 Michael Letton read the following question:

“Surveys over 7 days show that there is negligible westbound traffic at school access time. A door to door poll shows that most residents of Bankside and Barn Rise oppose the eastbound [full-time, 24/7] one-way imposition, which will displace their enforced westbound journeys onto Dene Vale Mill Rise and Bankside. This will only inconvenience residents, will not comply with aims of “School Streets”, and will increase congestion and pollution in Dene Vale and Mill Rise, particularly around the new pinchpoint near Ascension Church. It is wholly counterproductive and pointless. Will BHCC please remove this imposition?”

40.11 The Chair provided the following reply:

“This Committee approved the School Streets programme and the criteria assessment in September 2021. The concept design for a School Street at Westdene Primary School underwent a six-week public consultation in October 2021. This design option included the proposed configuration of the one-way traffic management on Bankside and Barn Rise. The scheme design received support from the school and generally positive overall support during consultations to proceed. Following the consultation period, the range of suggestions for changes to the design that were expressed during the consultation, were considered and where deemed appropriate and safe, incorporated into the final design.

Owing to the range of views expressed throughout consultation feedback, the Council has proceeded with installation of the scheme on an Experimental Traffic Regulation

Order. This ETRO came into force in November, and the comment period will be in effect for six months. This provides an opportunity for comment to be submitted on the scheme, with the measures in-situ, through the ETRO. After the ETRO phase ends in April 2023, comments and objections received through the ETRO will be reported back to ETS Committee, for members of Committee to decide whether the scheme should be made permanent, removed or adjusted.

It would therefore not be appropriate at this stage in the process to fundamentally alter the design, or further postpone its implementation”.

40.12 In response to the supplementary question, the Chair provided the following reply:

“I appreciate your concerns and appreciate your suggestions and what I think is best to do here is feed this into the ETRO period where we can listen to your objections and comments and hopefully make the scheme even better than it hopefully will be”.

(3) Cycle Hangars

40.13 Janice Goodlet read the following question:

“Why are bike hangers being placed outside of the homes of residents who are never likely to use them?”

40.14 The Chair provided the following reply:

Cycle hangars are proposed on roads that were requested in the survey last year, which asked for residents to suggest suitable locations. The roads requested in the survey were then scored against a set criteria and assessed by officers. The technical feasibility is also determined on site by engineers and the contractors Falco. Of the 60 hangars that we have installed, providing 360 secure cycle parking spaces for residents, 353 spaces have so far been booked, with a waiting lists for spaces totalling around 460. Therefore usage is expected to be high. They are not being placed solely for the use of residents whose properties they are installed outside of. Various technicalities are considered when choosing locations including drainage, street furniture and the camber of the road”.

40.15 In response to the supplementary question, the Chair provided the following reply:

“There is an amendment on the agenda about this location and we will see how that is considered”.

(4) Cycle Hangars

40.16 Laura King read the following question:

“Can you please advise what legal implications were considered during the full process of consideration through to site location of cycle hangers in Brighton and Hove?”

40.17 The Chair provided the following reply:

“The Hangers are installed by the Highway Authority who have powers to manage the network appropriately. The relevant legal jurisdiction is the Highways Act 1980 and the Traffic Regulation Order process”.

40.18 In response to the supplementary question, the Chair provided the following reply in writing:

“The permanent Traffic Regulation Order (TRO) process was followed for TRO-21a-2022. The legal requirements for a permanent Traffic Regulation Order are: A notice in the local paper, documents available to view on the Brighton & Hove Council website TRO page, and consultation with the Police, other emergency services, Road Haulage Association, Freight Transport Association. For the cycle hangar project, officers are also posting notices on the street where cycle hangars are being proposed and writing to the residents within view of proposed locations to give them the TRO details.

Funding for the cycle hangars project was agreed at Budget Council on 25th February 2021. This funding was subsequently included in the Local Transport Plan Programme at Environment, Transport & Sustainability Committee in March 2021 and again at the February 2022 Budget Council.

The Procurement Advisory Board approved the Cycle Hangars – Supply and management/maintenance report on 26th July 2021 and a business case for the project was signed off by the Assistant Director of City Transport.

Further information can be found in the report that was approved at the ETS committee on 15th November, or in the relevant appendices of that report which is posted on the Council website.

The 60 cycle hangars that have so far been installed as part of the project provide 360 spaces for residents to park their bicycles near their homes. 346 spaces have been booked and there are waiting lists for spaces totalling 461 residents. Therefore, the Council would not wish to remove this provision for residents”.

(5) Freshfield Road crossing

40.19 Mark Strong read the following question:

“For many years Queens Park residents have called for the Freshfield Rd crossing by Cuthbert Road to be improved. It’s used by many families travelling to & from St Lukes School and Queens Park itself. The local Speedwatch group has shown that speeding is a significant problem with speeds up to 50mph. The council’s assessment ranks it 18th based on a combination of incorrect information (it was first requested some 10 years ago, not in 2021/22) and an outdated methodology from 2011. Will the Co-Chairs agree to meet me on site as a precursor to re-examining the crossing in detail?”

40.20 The Chair provided the following reply:

“Thank you for your question Mark. I know the local Speedwatch group has done a lot of work over the years and would like to thank them for this.

However, in relation to the crossing request, I do need to highlight that our latest speed survey taken near Dawson Terrace, but picking up vehicles near to Cuthbert Road/Queens Park Terrace, shows that the average speed of vehicles is just under

20mph. Community Speedwatch record the vehicles going over the limit so it is not as complete as our data and explains the difference you are referring to.

The 2021/22 review is referring to a reassessment of the request, rather than the original one, and using the council's approved assessment methodology. It is currently at 18 on the priority list and I'm afraid, as a result, we have other sites to progress ahead of this.

However, given the concerns over this specific location and the work undertaken by Speedwatch, I would be interested in meeting you on site with one of the Council's transport officers to discuss this in more detail".

40.21 In response to the supplementary question, the Chair provided the following reply:

"We can start the discussion when we meet on site".

(6) Street furniture

40.22 Councillor Fishleigh read the following question on behalf of Derek Wright:

"Would the council consider : An incentive scheme for street cleaners and waste collecting teams to report any tagging stickers and fly posting on street furniture when they see it. Or train street cleaners and provide them with equipment /cleaning products and gloves to clean off tagging/stickers/posters of street furniture? They can keep track and would get rewarded for every report that gets actioned".

40.23 The Chair provided the following reply:

"Thank you for your suggestion and your question. Street Cleansing Operatives undertake several tasks as part of their daily routine. This includes sweeping litter from the streets, weeding and removing stickers and fly-posters as and when they see them. Because of the vast space they cover each day, its not always possible to remove every bit every time. Therefore, in recent years, there have been dedicated deep cleaning weeks to remove all stickers from street furniture in a given area.

It's also part of the reason we're looking to adopt a different enforcement approach to flyposting and stickering, which is on today's agenda.

Cityclean has a dedicated graffiti removal team who are trained to use the appropriate chemicals and are provided with PPE. They clear graffiti from public property across the city. When graffiti is reported on a commercial property, our Environmental Enforcement Team will write to the business asking them to remove it.

There is an expectation that staff working in the field report damage and vandalism as part of their role, and this is the normal practice. However as above, resources don't always allow us to deal with the issue immediately. Further to this Local Authorities are not permitted to offer staff performance incentives or bonuses".

(C) Deputations

(1) TRO-22a-2022 and TRO-22bO-2022

40.24 The Committee considered a deputation objecting to TRO-22a-2022 and TRO-22bO-2022 for reasons of accessibility.

40.25 The Chair provided the following response:

“Thank you for your deputation regarding the proposal to close Gardner Street to vehicles for part of the day. A report is being presented to this committee when members will be able to debate the recommendations. The report explains the consultation and engagement undertaken by Council Officers and includes details of proposed mitigation measures”.

40.26 **Resolved-** That the committee note the deputation.

(2) Hove Waste recycling site

40.27 The Committee considered a deputation objecting to noise and pollution emanating from Hove Waste recycling site and impacting local residents.

40.28 The Chair provided the following response:

“Household Waste Recycling Sites, or tips as many of us know them, play a vital role in serving local communities. Providing residents with these facilities means they are able to dispose of a range of materials that would otherwise end up being sent to energy recovery or to landfill or get fly-tipped. In a climate crisis, it's vitally important that we reuse and recycle as much as possible.

The facility at Hove forms a key part of local operations for Brighton & Hove. Veolia, who operate the site on behalf of the council, operate under a permit and work closely with East Sussex County Council, Brighton & Hove City Council, and the Environment Agency to ensure compliance with every aspect of that permit and their contractual requirements. They also endeavour to be good neighbours to those in the communities that are served.

Veolia, East Sussex County Council and Brighton & Hove City Council are aware of the concerns raised within the deputation and have taken to address the concerns raised by local residents. Whilst Veolia is confident that any risk to its neighbours is effectively managed and that the operations at the site comply with its legal obligations under the environmental permit, they have proactively invested over £30,000 in recent years to further reduce the risk of any amenity issues to sensitive receptors. However, the reality is this site remains an operational site collecting waste from across the city.

The most recent visit from the Environment Agency was on 4 October 2022. Their summary was: "Overall the site was well organised, tidy and well managed at the time of the visit. No breaches found on visit".

East Sussex County Council, who manage the contract, have carried out nine inspections in 2022, the most recent being 6th September, 12th September and 3rd October. None of these inspections recorded flies or other pests as being on site. Furthermore, the last routine visit from Veolia's retained pest contractor demonstrated no issues or concerns with regards to flies.

A new deodorizer system has been installed to all the doors of the Transfer Station building to help prevent any potential odours from escaping the building when a vehicle enters or exits. The Environment Agency recognised this from their latest inspection report stating that: "The dust and odour suppression system was seen working regularly and when doors were opened".

Fly fogging is on a four-weekly treatment cycle for the winter months which will be adjusted as the spring and summer approaches, or if the pest controller recommends as such.

There are two acoustic fences backing onto residents' gardens to reduce noise.

There have been recent changes to the operating hours of the HWRS which were agreed by the council's Planning Committee. This enabled Veolia to operate from 7am. Following complaints from a resident, the council contacted Veolia. The HWRS Manager stated that vehicle movements are kept low between 7am and 8am, with one or two each morning. These movements are to remove waste as quickly as possible from the site to help with any possible odour issues. Vehicle and mobile plant operational hours will change in March 2023 to:

- 0800 to 1700 hours, Monday to Friday
- 0800 to 1300 hours on Saturdays
- and not at any time on Sundays or Bank Holidays.

Veolia has previously offered for proximate residents to visit to see what happens on site and this offer remains open. Furthermore, Veolia's pest control contractor is available to visit those residents, at Veolia's cost, to allay concerns regarding flies emanating from the site. It is worth noting that one of the residents behind the site keeps poultry and that the fly fogging trap at this specific house exhibits significant fly activity.

Residents have also been advised to contact the council's Environmental Health & Licensing Team with their concerns to arrange for an independent view of the concerns raised. To date, this has not been followed up.

The HWRS site is a very popular and convenient site for residents. In a recent Customer Satisfaction survey, 98% of respondents said they were satisfied with the site with 97% of respondents saying they were satisfied with the cleanliness of the site. 68% said they were very satisfied with the cleanliness of the site.

The site has a long history as a Waste site, serving the residents of Hove. The land was acquired in 1920 for the purpose of house refuse and disposal. The introduction of the contract with Veolia saw the creation of the Hollingdean Transfer Station. This removed the majority of black bag waste out of Hove and to Hollingdean. Before this, all Hove refuse was taken to the Hove HWRS, so this has been a big improvement for residents. There are extremely few alternative Waste sites available within Brighton & Hove so relocating elsewhere would be virtually impossible, even in the medium term.

East Sussex County Council continue to monitor the site but currently have no concerns and are satisfied that Veolia are doing an excellent job in its day-to-day operation of the site. The most recent Environment Agency report supports this".

40.29 Councillor Nemeth moved a motion to request an officer report on the matter.

40.30 Councillor Bagaeen formally seconded the motion.

40.31 The Chair put the motion to the vote that failed.

40.32 **Resolved-** That the committee note the deputation.

(3) Gardner Street

40.33 The Committee considered a deputation in support of the closure of Gardner Street to traffic.

40.34 The Chair provided the following response:

“Thank you for your deputation in support of the proposed Gardner Street closure. A report is being presented at this committee when members will be able to debate the recommendations. If the recommendation to close the road to traffic is approved Highway Enforcement officers will work with the businesses to redesign their outside spaces and ensure that a wide clear safe space is maintained for pedestrians, wheelchairs users and cyclists”.

40.35 **Resolved-** That the committee note the deputation.

41 ITEMS REFERRED FROM COUNCIL

(A) Petitions

(1) Speed bumps on Mile Oak Road

41.1 The Committee considered a petition signed by 24 people and referred from the previous Public Engagement Meeting requesting the council put speed bumps on Mile Oak Road to reduce speeding.

41.2 The Chair provided the following response:

“Thank you for organising the petition and I’m sorry to hear about the loss of family pets. In the past some Local Authorities, including Brighton & Hove City Council, did invest significant sums on large scale traffic calming schemes in an attempt to reduce collisions and the severity of any collisions. Whilst this programme had been successful in many cases the cost to others was not really factored in. This cost was widespread to others including those with disabilities such as neck or back problems either driving, being driven or on public transport experiencing more suffering and the emergency services whose response time are adversely affected negotiating speed tables or humps. The cost of installing and maintaining these measures was also significant and along with other councils we used to spend large amounts on these schemes, however, most of this funding was provided by central government and this money is no longer available to us.

These schemes were prioritised using collision figures that are provided by the Police so the schemes were targeted at areas or single roads that had a high number of collisions that were causing injuries, especially to pedestrians. I am pleased to say that this part of Mile Oak Road has been checked and it has been found that in the past three years there have been no injuries caused by collisions. We know that losing a pet is very traumatic, but I am sorry we cannot take injuries to animals into account as these are not recorded”.

41.3 Councillor Wilkinson moved a motion to request an officer report on the matter.

41.4 Councillor Platts formally seconded the motion.

41.5 The Chair put the motion to the vote that failed.

41.6 **Resolved-** That the committee note the petition.

(2) Stop juggernauts using residential roads for driver training in Hangleton Valley

41.7 The Committee considered a petition referred from the previous Public Engagement Meeting requesting the council put in place measures to stop HGV's using Hangleton Valley.

41.8 The Chair provided the following response:

"I certainly agree this is not acceptable and the only HGV's using the area should do so for legitimate reasons. It is actually a difficult issue to deal with as there are limited options available for the council to use to try and stop this practise. While HGV restrictions could be implemented they require significant work and would require lots of signing on all of the entry roads to achieve full coverage. The second issue is that the Police are responsible for enforcing any such bans and they generally treat traffic offences as a low priority and are actually difficult to enforce as many HGV's will have a legitimate need to enter the area. They may be servicing shops, schools or businesses for example.

I have stated previously that any information on the actual companies involved would be extremely helpful and I can then arrange for an officer to contact the companies to try and stop this practise. This would be my first recommendation rather than going through the expensive and challenging process of trying to ban them when the actual impact will be limited. As I have stated previously it is likely they would just ignore any such ban".

41.9 The Chair proposed a motion to request an officer report on the matter that was agreed by the committee.

41.10 **Resolved-** That the committee receive an officer report responding to the matter.

42 MEMBER INVOLVEMENT

(B) Member Questions

(1) Blocked drain gullies

42.1 Councillor Bagaeen read the following question:

"Residents of Goldstone Close are at their wits end after recurrent flooding on their street due to blocked drain gullies.

One resident says they have emailed the council ten times in three years but that the council is not doing anything about it and 'never clear the drains'. There are many pensioners on the street who are upset about the situation.

I understand that under the Council's drain gullies policy (risk-based approach) the Council only clears gullies that it has identified and categorised as 'highest risk' of flooding.

Can the Chair advise how many drain gullies have been assessed as highest risk under the Council's policy and whether Goldstone Close is one of them?"

42.2 The Chair provided the following reply:

“The council clean all its 20,000 gullies across the city on a cyclical basis using a risk based approach. The aim is to empty and cleanse all of them at least every 18 months and the majority at least once a year. With the impacts of climate change this is having an increasing impact on our resources as rainfall is of a higher intensity and duration so we are looking at a future programme that may require additional funding. The team identifies silt levels in the gully’s each time they are cleansed and those that constantly fill to high levels are added to an ad hoc jetting list. Therefore, the numbers on the list constantly change as once they have been cleared, they often can be moved back to the longer list and I can confirm that Goldstone Close is not on the highest risk. Inspections have confirmed that the road suffers from leaf fall and that is why some ponding occurs and particularly due to high rain fall that unfortunately led to the resident’s garages being flooded. The service will be working closely with City clean to try and tackle the leaf fall”.

(2) Park & Ride

42.3 Councillor Wilkinson read the following question:

“At the June ETS committee I asked the Chair why the Park & Ride feasibility study work that was agreed in 2021 had not begun yet and when will it.

In replying, the co-chair of the ETS Committee said, ‘the funding available for this work remains allocated to it, but not yet begun owing to officer commitments on other projects and the need to locate and retrieve information on the previous work on possible Park & Ride Sites’ and that ‘the study should be completed before the end of 2022’.

The administration has often said it does not support a Park and Ride scheme but In light of the fact that a feasibility study was asked for last year and funds secured for it, can the Co-Chairs of the ETS committee please provide an update on its progress, and confirm that this study will be completed by the end of 2022?”

42.4 Councillor Wilkinson put the following supplementary question:

“How can we be serious about reaching carbon net zero by 2030 if we can’t even get on with a Park & Ride feasibility study. Given that the Climate Assembly had a Park & Ride in its top ten recommendations, does the Chair share the Labour Groups concerns that this is a can that seems to be kicked down the road?”

42.5 The Chair provided the following reply:

“I’m casting my mind back to June and I probably replied with a similar answer. You are right that Park & Ride isn’t in our manifesto, and we don’t support it for the reasons I outlined in June. I genuinely apologise that it has taken so long but it has as you know been an incredibly difficult year financially and for officer time. I will reply with the same answer I used in June that previous to this Green Administration, you had a year in Administration and previous to that you had four years in Administration to bring forward something like this. So yes of course we want to get to carbon neutrality and we are trying our best. And once again, I apologise that it has been delayed until the New Year”.

(3) Outstanding Reports

42.6 Councillor Platts read the following question:

“A number of residents’ groups have taken the time and trouble to come to ETS committee to express their concerns about road safety, including requests for speed reduction and crossings. The Class Divide campaign have made several representations on behalf of a disadvantaged community to get better transport to schools as there is no local secondary school in Whitehawk. The Labour Group have supported all of these requests by asking for reports, so that progress can be made. Coming to Committee is an essential part of the democratic process to ensure local people’s voices are heard. Our communities need to be listened to but the vague response we have received to date demonstrate a lack of commitment and suggests that the Administration do not respect the requests that are being made by local people. Some people just feel ignored. To show that the Administration is taking local people’s requests seriously, please can the Co-Chairs of ETS publish a date by when a schedule of all outstanding reports will be provided to ETS Committee?”

42.7 The Chair provided the following reply:

“Thank you for your question. Please let me reassure you and residents groups that the administration is fully committed to improving the City’s Transport Network as well as Road Safety for all its residents. This is clearly evident in the fact that we are currently embarking on the biggest transport investment programme for a generation. For example, following on from the recently completed Valley Gardens Phases 1 & 2 we are soon to begin work on Phase 3. Officers are also working hard on major improvements to Western Road, the A259 Western phase 2 Cycle Lane and the A23 Cycle Lane as well as new proposals for Marine Parade, the Low Traffic Neighbourhood in Hanover & Turner, feasibility work on the Mini-Holland project in Hove, the Liveable City Centre Project, the Cycle Hanger project, The Ultra-Low Emission Zone, a new Bike Share including 60% e-bikes, pedestrian improvements to Hove Station; the £28 million of investment for improving public transport, including new bus services as part of the BISIP project and the rights of way improvements in Happy Valley. Work is also on going in key areas such as the School Streets programme. The pedestrian network improvement programme is presented at this committee. There is also work to improve road safety with schemes being developed at Trafalgar Street, Wilson Avenue and Hove Park Road. There is also good progress being made on the implementation of new accessible bus stops across the city and dropped kerbs and on-street cycle parking. Officers are doing their very best and in terms of the specific requests on Road Safety and general speed related concerns that have been brought to committee such as Reigate Road, Portland Road, Beaconsfield Road, Marion Road, Upper North Street, Shirley Drive and Bexhill Road, these will be combined into a future report that is currently scheduled for the new year and likely coming to January ETS Committee. Officers have brought 146 reports to this committee over the past two years, which are constantly delivering on the council’s corporate plan. A corporate plan which the Labour Group voted for in 2019. Each of the reports to this committee takes between 10 and 15 hours of officer time to prepare, review and finalise. The call for up to five reports at every ETS committee and a total of 36 reports has led to a backlog of 22 “called for” reports which will take around 330 hours of officer time to prepare – this is not possible

to resource in the next 12 months within our budget constraints and on top of delivering the corporate plan priorities.

Members of this committee to asked to recognise that it would be an effective use of officer time to prioritise what is listed on the backlog of “called for” reports to enable issues of greatest importance for residents to benefit from officer time and attention. We should be mindful of the wellbeing of officers and recognise the number of transport schemes already underway across the city. A list of “called for” reports has previously been provided to the Opposition Spokespersons and will be provided again by the end of November”.

42.8 Councillor Platts commented that it was Members democratic right to bring questions to committee to obtain clarification.

42.9 The Chair replied:

“And I would agree and I’m sorry if you think I’m lecturing and I’m sorry if my tone came across like that. I’m just trying to be pragmatic about this and we genuinely are. We’ve got a long list that we’re trying diligently to work through”.

(4) Bikeshare Scheme

42.10 Councillor Appich read the following question:

“Many of us use and love the Brighton BikeShare scheme so we were shocked and disappointed to hear the scheme will be paused for several months. It is also concerning that this issue wasn’t brought before this Committee before being publicised in local press. In fact, Councillors got only 8 minutes notice of the matter before a press release was issued. Can the administration explain who made the decision to pause including which councillors were consulted, what alternatives were considered and what impacts assessments were taken into account?”

42.11 The Chair provided the following reply:

“Thank you for your question. The decision was made because the bikes are not in good condition after five years on the streets, and the poor strength of Vodafone’s 3G signal has led to a backlog of repairs and a drop in bike availability. These factors mean it is not possible to continue providing a reasonable service.

The decision is intended to prioritise the customers and staff by a giving a clear two-month advance warning of the winter service suspension. The other alternatives explored were either financially unviable or would have led to greater customer inconvenience and risk as bike availability and quality continued to decline.

The problems with the 3G signal emerged in May following the switch over to Vodafone SIMs in every bike controller in late April. The Operator was unable to resolve the matter with Vodafone between June and July, and in August the Council’s Chief Executive wrote to the CEO of the telecom provider requesting a discussion on local 3G signal issues impacting on the scheme.

The issue was also raised publicly on the 24th of August when the Operator made an online statement to customers acknowledging ongoing technical issues, explaining what they were doing to resolve these, and offering advice on how to optimise their chances of finding a bike to hire.

The Chief Executive's letter received no response from the telecom provider, and in late-October the decision was made to withdraw the fleet. The decision was taken by the Executive Director with the support of the Administration.

The technical alternatives considered included switching the system to another telecom provider, using a multi-SIM telecom solution, and replacing all controller hardware to make the system 4G compatible, all of which proved unviable for a fleet coming to the end of its five-year street life because of the large costs involved.

Operational alternatives such as a reduced repair and redistribution service or smaller hire area were also considered but rejected because the impact on revenue over winter would not cover unavoidable operational costs while the declining quality and number of available bikes could put customers at risk and put them off using the reorganised scheme.

The proposal for a free system open to everyone was ruled out because of the insurance risk to the Council and safety concerns around the riding of un-serviced bikes, potential obstructions to footways and roads, and an increase in vandalism.

We expect to make an announcement on the reorganised scheme very soon and before the current scheme is suspended. Customers can look forward to a city-wide scheme with more docking stations and a bigger fleet that will be 60% electric, as well as other innovations".

42.12 Councillor Appich read the following supplementary question:

"When a new scheme is presented, will we be considering local community enterprise organisations as providers, what will happen to existing hubs, particularly those that are in more accessible areas and whether we are going to improve outlying area accessibility as part of the new scheme?"

42.13 The Chair provided the following written response:

"The bidding process has already taken place and a preferred bidder has been engaged.

Bidder information days took place last autumn, and feedback from these was used to finalise the contract specifications. The tender was advertised in May 2022 via the Southeast Shared Services procurement portal and was open to any potential bidders. Bid assessments took place during June and July. The preferred bidder and all unsuccessful bidders received letters on 22 August.

Contract negotiations began in late September and were concluded by early November. We are now in the final phase of contract formation.

The preferred bidder has already had preliminary discussions with local SMEs and Community groups about potential subcontracts and their community engagement plans.

The existing network will remain in place with some adjustments to selected locations to optimise access. The new fleet will be compatible with the existing stands.

The Council commissioned a Hub network review in Autumn 2021 which was completed by Steer Associates in March 2022. The report considered eighty-five sites suggested by ward Councillors and other key stakeholders. These were assessed using nine indices to determine commercial viability but also considered factors such as health deprivation and deprivation overall. Wards without hubs were prioritised within this assessment, as well as those with gaps in the existing network.

The new Operator is required to accept a shortlist of fourteen new sites to add to the network to make the scheme truly city wide and to deliver ebike access to outlying areas. All other suggested sites remain on a longlist for future consideration. Following contract completion, the Operator must produce initial designs for the shortlist sites which will then be used for preliminary consultation with Ward Councillors. Final designs will then be used as the basis for Traffic Regulation Order amendment and footway licence consultations in the new year, with a report on any objections on the agenda of the ETS committee in March 2023. Shortlist sites will be installed during Summer 2023 as the new scheme is rolled out. Eighteen further sites which will plug gaps in the existing network and can potentially be funded by other Council programmes and projects and Developer contributions will also be implemented in due course”.

(5) Bikeshare

42.14 Councillor Nemeth read the following question:

“Please summarise the key financial implications of the sudden withdrawal of the Council’s Bikeshare scheme with particular emphasis on how much money the Council is set to lose and how much extra investment is likely to be required over and above what was initially budgeted”

42.15 The Chair provided the following reply:

“In the November 2015 ETS report, the Council committed to investing 100% of its share of surpluses from Bikeshare hire revenues back into the scheme. By the end of the first three years of successful operation the Council’s annual surplus share held in reserve totalled £135,400

Surplus reserve funds were used during years 4 and 5 to fund 160 bike refurbishments costing £77,000. The remaining sum of £58,400 together with external contributions is being used to cover the full cost of keeping the scheme running until 31 December. This use of reserves and contributions to protect jobs and the service up until that date will not impact on the Council’s in year financial position.

In 2020-21 the Council committed a recurring annual revenue contribution of £38,000 to support the scheme following the end of previous Department for Transport grant funding support. This funding has been used to support the scheme and it is not anticipated to be overspent this financial year.

A full decommissioning plan for the current fleet is being developed and it is anticipated it will require an extra investment of £110,000. The plan contains several costed options for conversions to repurpose newer and refurbished bikes or stripping down of bikes at the end of their street life for reusable and recyclable parts. Officers will submit fully developed proposals to the Circular Economy Programme. This will be added to a list of pipeline projects for the Members’ working group to consider as an option for funding this extra investment requirement in the new year”.

42.16 Councillor Nemeth read the following supplementary question:

“If the contract is being ended early and therefore the council will be losing income it otherwise would have got, do we have a litigation situation?”

42.17 The following reply was provided on behalf of the Chair:

“In the first few years of the scheme the Council did have a surplus and that was put into reserves which has essentially what Councillor Davis was saying. The scheme is now losing money and the proposal was always that we would reinvest the money we set aside so it will see the scheme through”.

The following written response were provided to the remaining questions subsequent to the meeting

Hove Station Footbridge- Councillor Appich

“Thank you for your question seeking clarification about the response to the deputation that was given at the last committee.

In clarifying the references that have already been made to Section 106 funding, I would reiterate that it should be directly related to mitigating the impacts of a particular development that is given planning permission. For transport, this mitigation is usually a list of highway/sustainable transport works which are set out in the Planning Committee report and secured through appropriate legal agreements. These works are usually required before a development is started or occupied.

As you have highlighted, there is an overall amount of funding that has been secured by the council from Section 106 agreements for permitted developments across the city. It is made up of sums that relate to individual developments and for different purposes; one of which is transport. The individual sums secured through this process need to be used for the locations or purposes which are specified in the agreement, and therefore cannot be transferred to other locations or measures.

The permission for the Sackville Trading Estate planning application and associated legal agreements include a number of specific sustainable transport measures to improve the public highway, but did not refer to the new footbridge. The concept of a new bridge is suggested as part of a wider masterplan, and the progression of that plan will involve the council and a number of partners and stakeholders. Further collaborative working will therefore take place between these parties to develop proposals, including connectivity across the railway by a number of means. Through this work, future options and opportunities, including any further design feasibility, and how they could be progressed, will become clearer.

I can confirm that the committee did agree that a report would be brought back to it on this matter, and that report will be prepared for consideration early next year”.

Road Safety Strategy- Councillor Wilkinson

“Thank you for your question. We are currently implementing one of the largest investments in transport for a generation and the majority of our key schemes such as Valley Gardens, Western Road, A23 and the A259 all aim to improve road safety for all users.

Furthermore, we do still have an active road safety strategy and we are continuing to carry out measures to improve road safety at locations where we know there are problems, such as Valley Gardens Phase 3 which will begin shortly. There is also work to improve road safety with schemes being developed at Trafalgar Street, Wilson Avenue and Hove Park Road.

I would also like to point out that Road Safety is a priority for the City Council and upheld within its existing Road Safety Strategy that adopts strict national criteria to support the reduction of road traffic accidents and injuries, working in partnership with Sussex Police and East & West Sussex County Councils. As a result we do need to use specific metrics within this strict national criteria to enable Road Safety Schemes to be brought forward in response to data and officer assessments rather than from requests from the public. This would not be prudent and could also lead to worsening Road Safety and more injuries where schemes are not designed in accordance with this methodology. In terms of updates, I can tell you that there is a report scheduled to come to the Committee in the new year that will set out our new framework for assessing and prioritising road safety requests and schemes that will also address the question of taking forward a Road Safety Danger Reduction Strategy and the potential abandonment of the Council's existing Road Safety Strategy. I also understand that officers are intending to meet and brief you on current safety related projects and work".

Hove Station Corridor- Councillor Wilkinson

"An update on the Pedestrian Priority list was provided at ETS Committee on the 16/11/2022. This included an update on the Hove Station Corridor improvement project. We will be able to share the consultation results with you but this will have to follow to allow officers to check all sensitive data is removed".

Climate Change- Councillor Wilkinson

"The Council's emergency planning team has a data base of individuals with health issues that may make them more vulnerable to the impacts of climate change. We are also aware of the locations where extreme weather events commonly cause the most damage, such as flood prone areas of the city. These factors help inform the Council's responses to extreme weather events.

Residents who may be at risk from the impacts of climate change include council tenants on low incomes, who may be affected by rising fuel bills. Helping residents to live in well insulated, efficiently heated, healthy homes remains a key long-term commitment for the council. For council-owned homes, this includes investment in installation of solar panels, new doors and windows, insulation, heating upgrades and renewable energy where appropriate.

The council also provides residents with tailored energy advice and support, small measures within properties, and embedding long-term behavioural change to increase energy efficiency and reduce fuel costs.

For private owners and renters, the council has earmarked up to £1m in 2022-23 for Warm, Safe Homes Grants. Longer term, the council will establish a Brighton & Hove Warmer Homes Programme for private sector housing.

Information on all council services which support vulnerable people with the cost of living, including emergency financial help and support to improve well-being, can be found at the 'cost of living' hub, accessible from the home page of the council's website".

Climate change mitigation- Councillor Wilkinson

A range of thematic multi-agency partnerships operate within the city, many of which give focus to the route to net zero. Key partnerships which contribute to this agenda include strategic groups such as City Management Board, Brighton Economic

Partnership, GBEB (energy plan, water plan) and Transport Partnership. There also is an active Carbon Neutral 2030 Member Working Group in place for internal governance. All plans and strategies will include engagement with different partners to ensure shared objectives are identified. There is designated support on climate communications and engagement. Additionally, a City-Wide Climate Partnership is being explored in recognition of the significance for all partnerships.

Assemblies- Councillor Wilkinson

“Following on from the city climate assembly on transport and travel, one option is to consider delivering another climate assembly on a different theme. However, this is quite a resource intensive approach and it may be better to consider other forms of engagement such as delivering through existing groups and partnerships, and supporting community events. If taking forward another climate assembly, it is important that it focuses on an area where the city council has the policy levers available to respond to the assembly members’ recommendations, as we were able to do with the Climate Assembly on transport and the development of the Local Transport Plan 5”.

Councillor Platts- Graffiti

!Thank you for your question.

The current Targeted Action Zones programme is focusing on high foot fall areas and reflect parts of the city where Cityclean receives many complaints about graffiti. If there are other areas across the city that would benefit from the Targeted Action Zones programme, please share with the Environmental Enforcement Team who can look to adopt the same approach”.

Councillor Platts- Graffiti support

Thank you for your question.

The leaflet provided to businesses as part of the Targeted Action Zone programme contains advice on how businesses can prevent graffiti. This includes:

- Regular maintenance, including the quick removal of graffiti
- Reporting incidents to the police
- Improving lighting
- Using anti-graffiti laminate coating
- Avoiding block-coloured walls
- Installing security cameras (and/or placing up signage indicating this)
- Commissioning a mural

Councillor Platts- Glass recycling

“Thank you for your question. Placing communal glass bins alongside all refuse and recycling bins will be trialled as part of the communal bin system pilot in the Brunswick & Adelaide and Regency wards.

The reason there are fewer glass bins available is due to complaints received over the years about the noise caused from the current bins so to mitigate this, some bins have been removed.

Through the communal bin trial, a specifically designed bin, to absorb the noise caused by glass will be used. The bins will also have sturdier lids and appropriate apertures to

contain as much noise as possible. The results from the trial will enable Cityclean determine whether the bin is suitable to be rolled out to the whole communal bin area, or whether another solution is required.

Officers in Cityclean are currently working with colleagues in Parking Services to identify the impact on parking spaces and associated loss of income, if there is any, so that all factors can be considered before moving ahead with the pilot. It is hoped the proposals can be shared early in the New Year”.

Councillor Platts- Fly tipping

Thank you for your question. This relates to a specific ward issue and should be directed to the Members Enquiry Service

Councillor Platts- Communal bins

Thank you for your question.

A label, with a QR code, directing residents to the council website could be added to the communal bins. However, there already several signs on the bins which may mean people do not see it. There is also no assigned budget for this so consideration will need to be given to how this is funded.

A review of signage is being completed as part of the communal bin trial project.

Councillor Platts- Cycle lane parking

“There have been a lot of difficulties with the enforcement of delivery drivers parking in cycle lanes as they drove off before enforcement officers had the opportunity to issue a ticket due to the observation time required.

However, officers in Parking Services have undertaken a lot of work to improve and take forward cycle lane enforcement following powers being given to local authorities to allow enforcement through CCTV. We now enforce a few mandatory cycle lanes by CCTV where cameras are available. These meet the strict criteria of also having double yellow lines and no loading restrictions which were already in place in these locations.

Officers are working on a further 6 sites being enforced by CCTV and there are proposals for at least another 11 sites which will take more time as they require new parking restrictions so the Traffic Regulation Orders will need to be amended to enable us to enforce these”.

Councillor Platts- Carton recycling

Thank you for your question.

Since July 2021, no further carton bins have been sited across the city.

Cityclean has recently completed a recycling point site audit to review all the existing sites across the city. Part of the reason for the audit was to identify where additional containers can go, particularly for materials which are not collected as part of standard kerbside or communal recycling, such as cartons.

There are also cost implications of placing more carton bins across the city which need to be considered. The full review of recycling point site audit and costed options for change will be presented to this committee in 2023/24.

Councillor Platts- Potholes

Thank you for your question. This relates to a specific ward issue and should be directed to the Members Enquiry Service.

Councillor Platts- Double yellow lines

Thank you for your question. This relates to a specific ward issue and should be directed to the Members Enquiry Service.

Councillor Platts- Tree replacement

Thank you for your question. This relates to a specific ward issue and should be directed to the Members Enquiry Service.

(C) Members Letters

(1) Local transport and environment issues associated with the operation of Mill Road Park & Ride, Westdene

42.18 Councillor Bagaeen presented a letter relating to transport and environment issues associated with the operation of Mill Road Park & Ride, Westdene.

42.19 The Chair provided the following response in writing:

Thank you for raising these issues with me by submitting your letter to the ETS committee. I am sorry to read of the concerns that residents have expressed to you about parking, litter and graffiti in areas adjacent to the match day Mill Road Park + Ride site.

The council works closely with the football club on transport and travel arrangements for events and match days at the AmEx Stadium. Therefore, in order to better understand the issues that are related to parking, it would be helpful to have more information about any specific dates when this is occurring, which roads are affected and what the scale of the problems are that are being reported. This information can then be passed to the football club to initially review and comment on, and the options that may be available to address this can then be considered.

This information can be sent to Andrew Renaut, our Head of Transport Policy & Strategy, who will then liaise with the club.

42.20 **Resolved-** That the committee note the Letter.

(2) Graffiti on shopfronts

42.21 Councillor Nemeth presented a Letter on various matters relating to graffiti and enforcement.

42.22 The Chair provided the following response:

In response to your specific questions:

Why are traders being so aggressively pursued when they are victims of crime, rather than perpetrators?;

We don't agree that this approach is aggressive. A warning is issued to enable the property owner to deal with the tagging. The approach adopted is that which this committee agreed in November 2020.

Does the Council definitely have the power to follow through with the threatened actions?;

As stated in the November 2020 committee report:

- The power to issue Community Protection Notices is found in section 43 of the Anti-Social Behaviour, Crime and Policing Act 2014. That section provides that a Community Protection Notice can only be issued if the individual or body concerned has been given written warning that a notice will be served unless the relevant conduct ceases, and that the conduct has continued.

How many cases have been pursued to date where graffiti has not been removed?;

190 Community Protection Warnings have been issued

67 Community Protection Notices have been issued

Of the 67 Notices issued, the majority have complied with the request with. For those that did not comply:

- 10 Fixed Penalty Notices have been issued
- And two remedial actions carried out where by Cityclean has removed the graffiti and the business has been asked to cover the cost

Will the wording now be changed to reflect the fact that the policy would be so much easier if traders were won over to the idea?; and

The wording of the letter cannot be changed as it needs to comply with the legislation. In recognition of this, a leaflet is provided to business owners alongside the letter, explaining why the council has adopted this approach and advice on what business owners can do to prevent graffiti.

Will the Council apologise for warnings that have been issued to date?

The warnings issued to date are in line with the approach that has been agreed by committee. I am sorry that you and some business owners feel the approach is aggressive.

We can look to put your proposal into the letter that goes out as suggested

42.23 **Resolved-** That the committee note the Letter.

(D) Notices of Motion

(1) Underground superbins

42.24 Councillor Nemeth moved the following Motion:

This committee:

- 1) Notes concerns of residents and businesses regarding the state of the city, including unsightly and graffitied communal rubbish bins, often overflowing litter, that attract rats;
- 2) Notes the recent roll-out of Underground Super-bins elsewhere in the UK, which can hold up to 5,000 litres of waste in containers below the street level; and
- 3) Calls for a report into whether Underground Super-bins could be a solution to some of the waste problems Brighton & Hove.

42.25 Councillor Bagaeen formally seconded the Motion.

42.26 Councillor Wilkinson moved the following amendment to the Motion:

- 1) Notes the recent **successful** roll-out of Underground Super-bins **by the Labour Council in Liverpool** elsewhere in the UK, which can hold up to 5,000 litres of waste in containers below the street level, **are capable of eliminating issues associated with wheelie and communal street bins such as rats, flies and litter, and have the potential to help local authorities work towards building 'Zero Waste Cities'** and;
- 2) Calls for a report into whether Underground Super-bins could be a solution to some of the waste problems Brighton & Hove, **and how Brighton & Hove could work towards becoming a 'Zero Waste City'**.

42.27 Councillor Appich formally seconded the Motion.

42.28 Councillor Nemeth accepted the Labour Group amendment.

42.29 The Chair put the Motion as amended to the vote that passed.

42.30 **Resolved-**

This Committee:

- 1) Notes concerns of residents and businesses regarding the state of the city, including unsightly and graffitied communal rubbish bins, often overflowing litter, that attract rats;
- 2) Notes the recent successful roll-out of Underground Super-bins by the Labour Council in Liverpool, which can hold up to 5,000 litres of waste in containers below the street level, are capable of eliminating issues associated with wheelie and communal street bins such as rats, flies and litter, and have the potential to help local authorities work towards building 'Zero Waste Cities' and;
- 3) Calls for a report into whether Underground Super-bins could be a solution to some of the waste problems Brighton & Hove, and how Brighton & Hove could work towards becoming a 'Zero Waste City'.

(2) Public Toilets

42.31 Councillor Nemeth moved the following Motion:

This committee:

- 1) Notes concerns from across the community about the sudden closure of 17 public toilet sites in the city;
- 2) Recognises that the root cause of the closures is the Administration's policy of insourcing the public toilet maintenance on 1st February 2022, cancelling a 10-year maintenance contract that had been signed with Healthmatic in 2017; and
- 3) Calls for an urgent report that considers all options to re-open public toilets at the earliest possible opportunity.

42.32 Councillor Bagaeen formally seconded the motion.

42.33 Councillor Platts moved the following amendment to the Motion:

- 1) Notes concerns from across the community about the sudden closure of 17 public toilet sites in the city;
- 2) ***Expresses concern that a report was not brought to committee before decisions were made about closures with regard to toilets not closed temporarily for refurbishments;*** ~~Recognises that the root cause of the closures is the Administration's policy of insourcing the public toilet maintenance on 1st February 2022, cancelling a 10-year maintenance contract that had been signed with Healthmatic in 2017; and~~
- 3) ***Recognises that genuine consultation with ward councillors, local residents associations and stakeholders is required before any further closures are implemented;***
- 4) ***Restates the request at Full Council in July for alternative provision to be made available whilst refurbishment work is undertaken in locations that continue to be heavily used during the winter months, such as Hove Promenade, and requests officers consider interim measures including but not limited to the provision of portaloos;***
- 5) ***Requests officers:***
 - a. engage with local businesses to see if their toilets can be made available for public use***
 - b. ensure adequate signposting to these alternative facilities is provided***
- 6) ~~3)~~ Calls for an urgent report that considers all options to re-open public toilets at the earliest possible opportunity.

42.34 Councillor O'Quinn formally seconded the amendment.

42.35 Councillor Nemeth accepted the Labour Group amendment.

42.36 The Chair put the Motion as amended to the vote that was agreed.

42.37 Resolved-

This Committee:

- 1) Notes concerns from across the community about the sudden closure of 17 public toilet sites in the city;
 - 2) Expresses concern that a report was not brought to committee before decisions were made about closures with regard to toilets not closed temporarily for refurbishments;
 - 3) Recognises that genuine consultation with ward councillors, local residents associations and stakeholders is required before any further closures are implemented;
 - 4) Restates the request at Full Council in July for alternative provision to be made available whilst refurbishment work is undertaken in locations that continue to be heavily used during the winter months, such as Hove Promenade, and requests officers consider interim measures including but not limited to the provision of portaloos;
 - 5) Requests officers:
 - a. engage with local businesses to see if their toilets can be made available for public use
 - b. ensure adequate signposting to these alternative facilities is provided
- Calls for an urgent report that considers all options to re-open public toilets at the earliest possible opportunity.

43 REGULATORY SERVICES ENFORCEMENT POLICIES**Resolved-**

- 1) That the Environment, Transport and Sustainability Committee endorses the Safer Communities Enforcement Policy attached as Appendix 1
- 2) That the Environment, Transport and Sustainability Committee endorses the Enforcement Policy in Relation to the Relevant Letting Agent Legislation attached as Appendix 2

44 RESPONSE TO NOTICE OF MOTION- VICTORIA FOUNTAIN**Resolved-**

That Committee notes :

- 1) The update on the Victoria Fountain structural repair and refurbishment project to bring the asset back into a good condition and working order.
- 2) The findings of the HOP Victoria Gardens Old Steine, Assessment of Shallow Geological Anomalies Report.

45 OUTCOMES OF ENVIRONMENTAL ENFORCEMENT CONSULTATIONS**Resolved-**

- 1) That Committee agrees to introduce new enforcement measures to tackle flyposting and stickering as set out in the report and tracked as changes in the Environmental Enforcement Framework in Appendix 1.
- 2) That Committee agrees to introduce new enforcement measures to tackle household waste bin and box offences as set out in the report and tracked as changes in the Environmental Enforcement Framework in Appendix 1.
- 3) That Committee notes the research completed into alternative approaches to single use barbecue provision in Appendix 7.

46 CITY ENVIRONMENT IMPROVEMENT PROGRAMME UPDATE**Resolved-**

- 1) That Committee notes the report and appendices.
- 2) That Committee agrees for the refuse collection arrangements to remain as it is for Coleman Street, pending a wider piece of work as part of the Modernisation Programme.

47 LITTER ON A27: RESPONSE TO NOTICE OF MOTION**Resolved-**

- 1) That Committee notes the response to the Notice of Motion.

48 TREE PLANTING PLAN: OUTCOME OF CONSULTATION

- 48.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that updated the committee on the consultation with Brighton and Hove Tree Forum on the proposed Tree Planting Plan.
- 48.2 Councillors O'Quinn, Wilkinson and Nemeth asked questions and contributed to the debate of the report.
- 48.3 **Resolved-**
 - 1) That the committee approves the Tree Planting Plan 2022-2027 which has been updated following consultation.

49 AIR QUALITY ACTION PLAN 2022 CONSULTATION RESULTS

- 49.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that outlined the responses received to the public consultation on the Air Quality

Action Plan and levels of support for the proposed series of measures to improve air quality.

49.2 Councillor Appich moved a motion to amend recommendation 2.4 as shown in bold italics below:

2.4 That the committee requests officers ***research further how to prioritise the development and delivery of a citywide Smoke Control Area to ~~could~~ help tackle the harmful effects of particulate matter in the areas where there is currently no Smoke Control Area, and that officers ensure that advice is provided to residents on the council website on how best to manage solid fuel heating where they do have it to supplement heating, including referring people to the East Sussex Fire and Rescue Service for a free home visit if they have concerns.***

49.3 Councillor Wilkinson formally seconded the motion.

49.4 Councillors Heley, Nemeth, Appich, Hills, O'Quinn and Lloyd asked questions and contributed to the debate of the report.

49.5 The Chair put the motion to the vote that passed.

49.6 The Chair put the recommendations as amended to the vote that were approved.

- 1) That the committee welcomes the inclusion of more ambitious targets in the Air Quality Action Plan for the protection of human health, which will work towards World Health Organisation guidelines (2021).
- 2) That the committee approves the 2022 Air Quality Action Plan in Appendix 2 of this report.
- 3) That the committee welcomes the continued work and investment to develop an expanded Ultra-low Emission Zone for the city.
- 4) That the committee requests officers research further how the development and delivery of a citywide Smoke Control Area could help tackle the harmful effects of particulate matter in the areas where there is currently no Smoke Control Area, and that officers ensure that advice is provided to residents on the council website on how best to manage solid fuel heating where they do have it to supplement heating, including referring people to the East Sussex Fire and Rescue Service for a free home visit if they have concerns.
- 5) The committee welcomes the promotion of active travel and public transport as means to reduce emissions and improve local air quality.

50 ELM GROVE PAVEMENT PARKING BAN

50.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that proposed the advertisement of a Traffic Regulation Order to ban pavement parking in the Elm Grove area following residents' requests.

50.2 Councillor Wilkinson moved a motion to amend recommendations 2.1 and 2.3 as shown in bold italics below:

2.1 That Committee agrees to ***explore alternative parking provisions for Elm Grove residents (as detailed in 2.3) and report back to this committee before proceeding*** directly to the advertisement of a Traffic Regulation Order.

2.3 That Committee requests officers to explore the implementation of alternative parking provisions for residents of Elm Grove, including but not limited to on-street angle/echelon parking bays which could form part of a Controlled Parking Zone.

50.3 Councillor Appich formally seconded the motion.

50.4 Councillors Hills, Lloyd, Appich and Davis asked questions and contributed to the discussion of the report.

50.5 The Chair put the motion to the vote that passed.

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

50.7 **Resolved-**

- 1) That Committee agrees to explore alternative parking provisions for Elm Grove residents (as detailed in 2.3) and report back to this committee before proceeding directly to the advertisement of a Traffic Regulation Order.
- 2) That Committee agrees that the Elm Grove Pavement Parking Ban replaces the Roedean area in the Parking Scheme Priority Timetable as highlighted in Appendix A.
- 3) That Committee requests officers to explore the implementation of alternative parking provisions for residents of Elm Grove, including but not limited to on-street angle/echelon parking bays which could form part of a Controlled Parking Zone.

51 PEDESTRIAN CROSSING PRIORITY PROGRAMME

51.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that presented the findings of the pedestrian crossing assessments of locations requested up to 26 April 2022 and identifies priority crossing points to be delivered over the next 2 years, subject to the availability of funds.

51.2 Councillor Nemeth moved a motion to amend recommendation 2.1 as show in bold italics below:

2.1 That Committee agrees the new Pedestrian Crossing Priority Programme listed in Appendix 2 ***and requests a dedicated report to consider what else should be provided at the Hangleton Way Schools Zone to improve the safety of pedestrians.***

51.3 Councillor Appich formally seconded the motion.

51.4 Councillors Appich, Wilkinson, Lloyd and Hills asked questions and contributed to the discussion of the report.

51.5 The Chair put the motion to the vote that passed.

51.6 The Chair put the recommendations as amended to the vote that passed.

51.7 Resolved-

- 1) That Committee agrees the new Pedestrian Crossing Priority Programme listed in Appendix 2.
- 2) That Committee agrees that officers can commence the identified locations in the Pedestrian Crossing Priority Programme top 10 priority list identified at table 1 in this report.

52 HIGHWAY REGULATION POLICIES (TRAFFIC MANAGEMENT)

Resolved-

- 1) That the committee approves the new traffic management signage policies Appendices A - C.

53 CYCLE HANGARS TRO-21-2022

40.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that set out the objections received to the traffic regulation order for cycle hangars in various locations in the city.

40.2 Councillor Nemeth moved a motion to amend recommendation 2.1 as struckthrough below:

- 2.1 That the Committee, having taken account of all duly made comments and representations, approve the following cycle hangar locations be installed; Cissbury Road (hangar 2), Clermont Terrace (hangars 1&2), Chesham Street (hangar 2), Kingsley Road (hangars 1&2), ~~St Leonards Road (hangars 1&2)~~ and Islingword Place hanger 1.

40.3 Councillor Appich formally seconded the motion.

40.4 Councillor Lloyd and Wilkinson asked questions and contributed to the debate of the report.

40.5 The Chair then put the motion to the vote that passed.

40.6 The Chair put the recommendations as amended to the vote that passed.

40.7 Resolved-

- 1) That the Committee, having taken account of all duly made comments and representations, approve the following cycle hangar locations be installed; Cissbury Road (hangar 2), Clermont Terrace (hangars 1&2), Chesham Street (hangar 2), Kingsley Road (hangars 1&2) and Islingword Place hangar 1.
- 2) That the Committee agree officers do not install cycle hangers, at the following locations: Franklin Street (hangar 1), Burton Villas, The Drive (hangar 1) and Dudley Road. Alternative locations will be found for these due to technical reasons or indicated lack of support through the consultation phase.
- 3) That the Committee notes the financial implications to parking income per year outlined in the report and the ways that officers will identify and then look to mitigate future losses

54 REAL TIME PASSENGER INFORMATION SYSTEM

Resolved-

- 1) That Committee authorise the procurement of a new Real Time Passenger Information System for a 5-year period with a possible extension of 2 years.
- 2) That Committee delegates authority to the Executive Director Economy, Environment & Culture to extend the contract, subject to satisfactory performance.

Note: an officer amendment to the recommendations as published was approved by the Committee during the Call Over.

55 GARDNER STREET AND REGENT STREET TRAFFIC REGULATION ORDER

- 40.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that sought committee approval for the making of two Traffic Regulation Orders (TROs) the effect of which will be the closure of Gardner Street to vehicular traffic, except for cycles, between 11am and 5pm every day, the removal of disabled parking bays from Gardner Street and the provision of additional disabled parking bays in Regent Street.
- 40.2 Councillors Nemeth and Wilkinson asked questions and contributed to the discussion of the report.
- 40.3 **Resolved-**
 - 1) That the Committee, having taken account of all duly made representations and comments, agrees that the TROs detailed below are approved and proceed to implementation stage
 - Brighton & Hove (Prohibition of Driving) (Gardner Street) Order 202* (TRO-22a-2022)

- Brighton & Hove Various Controlled Parking Zones Consolidation Order 2018 Amendment Order No.* 202* (TRO-22b-2022)

Note: Councillor Nemeth requested his vote against the recommendation be recorded in the official record.

**56 GARDNER STREET AND REGENT STREET TRAFFIC REGULATION ORDER
EXEMPT CATEGORY 2**

As per Item 55.

57 PART TWO PROCEEDINGS

- 57.1 **Resolved-** That the Committee agree that the confidential items on the agenda remain exempt from disclosure to the press and public.

58 ITEMS REFERRED FOR FULL COUNCIL

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

The meeting concluded at 9.05pm

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 63(b)

Subject: Written Questions

Date of meeting: 17 January 2023

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

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

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

(1) Adrian Hill – Smoke Control Areas

14% of the city suffer asthma. Between 1/3 and half of all childhood asthma is caused by poor air quality (Bradford & Barcelona studies). Air pollution also causes heart disease, COPD, lung cancer, low birth weight, premature birth, dementia, organ damage and developmental problems.

38% of particulate emissions (UK) are from solid fuel burning (DEFRA)

Particulate pollution increased in Preston Park the last three years (AQASR). A Labour Group amendment was submitted to the recent AQAP delaying a SCA extension and denying residents protection against the worst solid fuel pollution offences; will research into SCA extension be made a priority?

(2) Joy Robinson – Public Toilets

Over the Christmas holidays a number of toilets along the seafront were closed causing discomfort to visitors and residents alike.

I am a resident of Second Avenue and see a notice is posted by the toilets close to the Lawns Cafe, stating they are closed from 28th November until further notice. Can the Chair please advise if the toilets will re-open at all in the next 6 months and an approximate opening date. Can the Chair please advise what alternative provision is being put in place

(3) The Bus Service in Ovingdean

Ovingdean is frequently let down by buses; eg. at least twice in the last 2 days, the bus did not arrive. We only have one bus service and it is too infrequent to be reliable; the route sometimes goes to the marina, but not always; it sometimes goes to/from the station, but not always; we can only travel west, except on Sundays and it stops far too early to allow people to get home after an evening out.

With hundreds of new homes being built here, what are the council's plans to improve the bus services to Ovingdean?

(4) Daniel Roberts- ULEZ

We were pleased to hear the Council's commitment to targeting improved clean air in our city. A crucial part of the plan for this was an extended ULEZ zone. I wanted to enquire when the plans for this would be actioned upon?

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 64a

Subject: Petitions referred from Public Engagement Meeting

Date of meeting: 17 January 2022

Report of: Executive Director for Governance, People & Resources

Contact Officer: Name: John Peel
Tel: 01273 291058
Email: john.peel@brighton-hove.gov.uk

Ward(s) affected: All

1. Purpose of the report and policy context

- 1.1 To receive petitions presented at the public engagement meeting held on the 15 December 2022.

2. Recommendations

- 2.1 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. Context and background information

- 3.1 To receive the following:

Petitions

1) Falmer Pond

"We the undersigned petition Brighton & Hove Council to take responsible management for maintaining the pond and the pondlife in a sustainable condition, in all weathers including extended spells of hot weather and drought periods. That the Council take proactive care to avoid loss of habitat and danger to pondlife".

2) Petition for two new pedestrian crossings in Woodingdean

"I agree that there should be two new pedestrian crossings in Woodingdean, including (1) a new crossing over at Falmer Road to connect Woodingdean's town main walking and cycling paths; and (2) a new crossing over Bexhill Road to the skate park, to improve the safety for children".

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 65a

Subject: Petitions from Members

Date of meeting: 17 January 2023

Report of: Executive Director for Governance, People & Resources

Contact Officer: Name: John Peel
Tel: 01273 291058
Email: john.peel@brighton-hove.gov.uk

Ward(s) affected: All

1. Purpose of the report 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

- 2.1 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. Context and background information

- 3.1 To receive the following petition signed by 50 people at the time of publication:

(1) Road Safety on Fox Way, North Portslade- Councillor Atkinson

We the undersigned petition Brighton & Hove Council to urgently review the problem of road safety and speeding vehicles on Fox Way in North Portslade. In particular, along the stretch of road between Foredown Rd and Hamilton Close. This review should include what road safety and traffic calming measures could be introduced to avoid serious incidents and accidents for other road users and pedestrians alike.

This stretch of road has become more and more dangerous as the years have worn on. Motorists regularly go way over the speed limit and there will undoubtedly be more serious accidents if action isn't taken to calm the traffic in some way.

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 65(b)

Subject: Member Questions

Date of meeting: 17 January 2023

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

The following written questions have been received from Members
This Committee:

(1) Councillor Fishleigh- Pavements on Rottingdean High Street

The pavements on Rottingdean High Street need refurbishing as they are slippery and uneven. In addition, in some places the pavement is almost the same level as the road which makes people feel unsafe and unprotected from traffic. Please would BHCC inspect the pavements and produce a plan and estimated budget in preparation for the Government's next round of funding for active travel

(2) Councillor Fishleigh- Valley Gardens Phase 3

When will work start on Valley Gardens stage 3, how long will it last, will buses and other motor traffic be diverted and what is the estimated cost estimate for the project?

(3) Councillor Fishleigh- Falmer Road

What is the timescale for a complete resurfacing of the southern end of Falmer Road?

(4) Councillor Fishleigh- Bike Stands

How much will it cost to install the proposed bike stands in Saltdean Oval Park and in Rottingdean? Please would you break down figures by area

(5) Councillor Fishleigh- Greenways in Ovingdean

Have officers visited the area where new pavement is needed and existing pavement needs adopting and renovating by BHCC? If so, what is the cost estimate for this?

(6) Councillor Platts- Public toilets and outdoor fitness

In October, the Council issued a corporate briefing about the rise in Covid and flu, reminding people of the need for good hygiene. The Council also says it is encouraging 'Active Travel' and is supportive of other outdoor fitness groups, all of which are year-round activities. At the same time the Council is reducing the opening times of public toilets and unable to keep them stocked with toilet paper and soap. Shaving bits off the public toilets budget is a false economy because it undermines the Council's own public health initiatives. Will the Co-Chairs agree to undertake some joined-up thinking so the Council has a plan to both encourage outdoor fitness and ensure toilets are kept open to meet needs and comply with basic hygiene standards?

(7) Councillor Platts- Graffiti on business properties

What financial support can be provided to local businesses across the City, particularly independents, who are struggling to afford the cost of repeatedly cleaning graffiti off their properties and may not be able to afford CCTV? Please note that the previous answer given at the last ETS meeting gave no indication of what financial help might be available which could become a huge burden to small businesses

(8) Councillor Platts- Graffiti on council properties

What action is the Council taking to clean graffiti from its own properties and street furniture across the City?

(9) Councillor Platts- Double yellow lines

When will double-yellow lines be painted on Sheepcote Valley Way to allow a clear route for vehicles trying to get to and from the various sites located off that access road? Please note that this question was referred back via the casework management system at the last ETS but as it has already been through that process and meetings have taken place on site, I would like a response at the next ETS meeting that gives a timescale for action please

(10) Councillor Platts- Glass recycling

Can the Council advise on the timescale for trialling glass recycling bins alongside communal bins in Brunswick & Adelaide and Regency Wards and if successful, when this will be extended to the rest of the City?

(11) Councillor Platts- Democracy on ET&S

Will the Co-Chairs explain why they are undermining democracy and transparency on ETS by refusing to answer more than one written question at ETS meetings and refusing to answer other questions in writing (all of which met the rules of the Council's constitution) and instead referring them back to Council Officers?

(12) Councillor Nemeth- Portland Road

What have the delays been to date in implementing the Committee's agreement to implement a speed limit of 20mph on Portland Road in Hove?

(13) Councillor Nemeth- Bins

Will the Chair back calls for an extension, especially to the west, of the Council's T-zone to prevent private bins being kept on the public highway?

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 65(d)(1)

Subject: Boundary Road/Station Road improvements

Date of meeting: 17 January 2023

Proposer: Councillor Nemeth

Seconder: Councillor Bagaeen

Ward(s) affected: All

Notice of Motion

Conservative Group

This Committee:

- 1) Calls on Officers to bring forward an Officer Report detailing plans for the long-awaited public realm improvements to Boundary Road and Station Road.

Supporting Information:

Brighton & Hove City Council

Full Council

Date of meeting 15th December 2022

Agenda Item 65(d)(2)

CYCLE HANGARS

This Council:

1. Notes unfavourable national press coverage of the roll-out of the Council's cycle hangar scheme
2. Expresses concern over the use of the Budget process, rather than a standard Officer Report at Environment, Transport & Sustainability Committee, to implement the scheme; thereby avoiding scrutiny of financial, legal and equality issues and numerous other related matters;
3. Expresses concern at reports from residents that workers who installed the cycle hangars were advised by council staff to "call the police immediately if there was any trouble" in response to residents politely sharing concerns;
4. Notes the lack of consultation that has taken place with residents over hangar locations; and

Therefore, resolves to:

5. Calls for an Officer Report detailing all elements of the cycle hangar scheme, to include details of the exact criteria used to accept or decline cycle hangar placements.

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 67

Subject: Safer, Better Streets – Highway Improvement Prioritisation Framework

Date of meeting: 17 January 2023

Report of: Executive Director, Economy, Environment & Culture

Contact Officer: Name: Tracy Beverley
Tel: 01273 293813
Email: Tracy.Beverley@brighton-hove.gov.uk

Ward(s) affected: All

FOR GENERAL RELEASE

1. PURPOSE OF THE REPORT AND POLICY CONTEXT

- 1.1 This report introduces the Safer, Better Streets – Highway Improvement Prioritisation Framework which provides a process to assess concerns creating a barriers for safe movement of pedestrians and cyclists. This process enables officers to consider and prioritise improvements such as pedestrian crossings, traffic calming, speed reduction measures, modal filters and Low Traffic Neighbourhood (LTN) infrastructure.
- 1.2 Measures introduced as a result of this framework will directly assist in delivering key priority areas for the Local Cycling and Walking Infrastructure Plan (LCWIP) & emerging fifth Local Transport Plan (LTP5), and create an integrated transport system, develop streets and places that encourage and enable safe active travel and support access to public transport.
- 1.3 Furthermore, the Brighton & Hove Climate Assembly (2020) recommended the ‘creation of healthier low traffic/pedestrianised communities’, as a key aim in supporting a transition to achieving carbon reductions across the city that can be achieved in combination with other key transport and planning policy, and programmes of work.

2. RECOMMENDATIONS

- 2.1 That the Environment Transport & Sustainability Committee approves the Safer, Better Streets – Highway Improvement Prioritisation Framework and grants permission to commence the assessment of outstanding concerns, listed in Appendix 1.
- 2.2 That the Environment Transport & Sustainability Committee notes that future concerns will be assessed under this framework and priority locations will be reported annually at Committee. Priority improvement measures will be

recommended at Committee and implemented, subject to available funding, through the LTP's capital programme or external funding streams.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The council receives many requests from residents and councillors to tackle the impact that cars have on the city, these concerns relate to the number of vehicles using a route (rat running), speed of vehicles and safety for pedestrians using a road or area.
- 3.2 Local surveys have shown that residents are concerned about road danger, cycle safety, and local highway conditions. By improving the highway and active travel facilities we can create healthier neighbourhoods where people want to walk and cycle, which helps to improve physical and mental wellbeing as well as create safer communities. There is also a clear demand for transport measures that will create more liveable neighbourhoods for residents and communities by reducing the volume and impacts of traffic.
- 3.3 City Transport regularly receives requests for street improvements such as traffic calming and speeding traffic reduction measures from members of the public and local Ward Members. The current approach to these requests is to focus limited road safety funding on those locations where collisions occur and to try and reduce the casualty rate. This allows finite funding to be directly allocated to high risk sites.
- 3.4 This collision-based focus does not resolve the perceived risk to people walking and cycling in the city, for example when vehicles are avoiding congested strategic roads and using often unsuitable residential streets. In tackling residents' concerns around speeding, traffic volume and improving the pedestrian environment, we can improve air pollution, encourage more walking, cycling and improve the street scene.
- 3.5 In response to these concerns officers have developed and reviewed the Pedestrian Crossing Priority Assessment and widened its criteria and remit to assess and prioritise a wider range of residents' concerns. This is the Safer, Better Streets – Highway Improvement Framework.
- 3.6 This framework introduces a new methodology which considers a range of important social factors, local walking and cycling priorities and issues which affect pedestrian movement such as public perception of danger, the impact of crossings on community cohesion, access to key services and green space, and improvements for mobility impaired people.

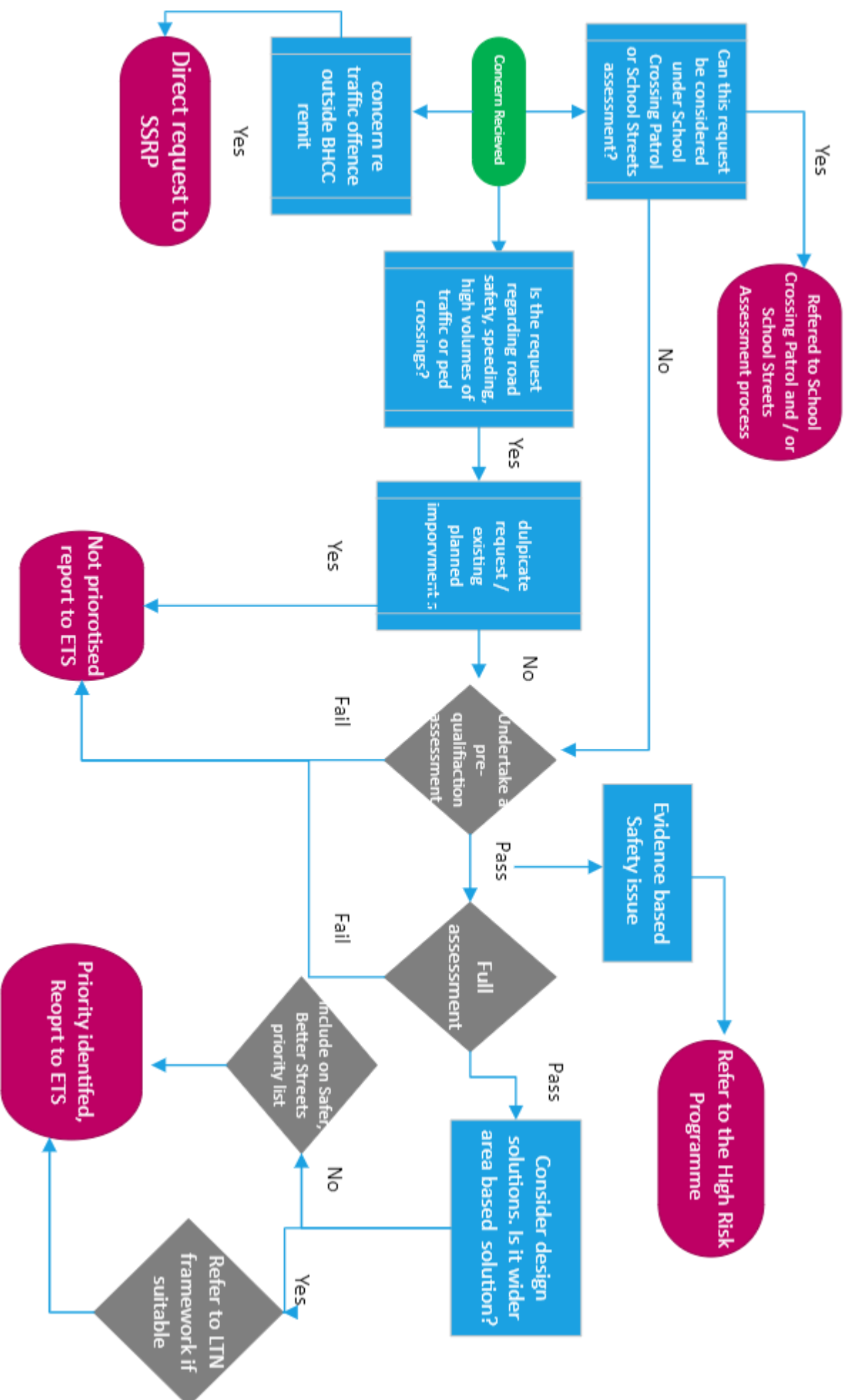
In publishing the results of the assessments on an annual basis the new methodology provides a more coherent, transparent, and proactive approach to responding to requests from our Members and our community. It will also provide documented evidence of how concerns will be dealt with in a consistent manner.

4. THE ASSESSMENT PROCESS

- 4.1 The full methodology is set out in Appendix 2 for assessing concerns related to road safety, speeding, high volumes of traffic or pedestrian crossings. The methodology contains 16 different categories including collisions, access to services, pedestrian movements and vehicle counts at each location. The methodology also considers LCWIP priorities.
- 4.2 Each location is triaged, checked for viability, and subject to a pre-qualification assessment see figure 1 below. Those locations with a recorded pedestrian casualty in the last 3 years within 50 metres of the request location, and / or where a sample one-hour vehicle and pedestrian count at peak time exceeded the threshold, or where recorded speeds are 20 per cent higher than the speed limit are then subject to a full assessment.
- 4.3 Where locations are close to schools, officers will consider other council-led programmes such as the School Crossing Patrol Assessment Criteria shown in Appendix 3 and the School Streets prioritisation criteria, provided in Appendix 4. If there are relatively higher number of collisions these locations may be prioritised through the council's 'High Risk' programme. Where solutions require an area-based approach these will be considered through the LTN assessment included in Appendix 5.
- 4.4 Where concerns relate to traffic offences and the enforcement of traffic offences, this will need to be reported to Sussex Police. Officers will direct concerns of this nature to the Police. In some cases, a mix of enforcement and physical measures may be appropriate.
- 4.5 In order to help manage the numbers of requests received officers will initially only assess those requests or concerns received via Council Members. This can be reviewed annually at Committee.

Figure 1, Safer, Better Streets Framework Process Flowchart
(also contained in Appendix 2)

Safer, Better Streets Process Flow chart



5. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 5.1 Those areas with the highest ranking using the proposed framework will be prioritised for funding but will not automatically qualify a particular location for implementation. For example, the cost of an improvement at a particular location may be prohibitive or upon closer investigation as it may become apparent there is no cost-effective engineering solution available.
- 5.2 In areas where actions are proposed this will be subject to further design work, associated Traffic Regulation Orders (TROs), localised consultation and Road Safety Audits (RSAs).
- 5.3 The 'type' of improvement proposed is considered on a case-by-case basis in accordance with Department for Transport such as LTN1/20 Cycle Infrastructure Design and the emerging Manual for Streets. Measures will also be determined by the existing road network, pedestrian and vehicle volumes and funding availability.
- 5.4 Improvements introduced could range from smaller scale measures, such as new signs and lines, pedestrian crossings, junction treatments, reconfigured road layout, modal filters, to larger scale measures such as LTNs.
- 5.5 The assessment of new requests will be carried out annually, and a new priority list established accordingly. The annual priority list will be proposed for approval at the relevant Committee Meeting. Identified priority measures will be implemented subject to funding availability. Areas that have been assessed will not be reassessed unless there are demonstrable and significant changes to the use of the area.
- 5.6 There are several requests that officers have already noted which would be subjected to this assessment criteria including vehicle speeds and pedestrian safety on Shirley Drive, speeding on Upper North Street & Beaconsfield Road & Freshfield Road, traffic calming on Marmion Road & Round Hill. A full list of requests can be seen in Appendix 1.
- 5.7 This method will supersede the Pedestrian Crossing Priority Assessment. Those top 10 priority locations already identified as priority areas and agreed at October ETS will continue to be developed. Other crossings listed on the pedestrian crossing request list will be revaluated using the new methodology and assessed alongside other locations including those identified in above.
- 5.8 The assessment criteria include collisions and wider issues that create a barrier to people using active forms of travel, including the perception of safety and ease of access to shops, services, and public transport. It is not designed to tackle our higher risk locations as these have a separate focus and budget to ensure that locations with the highest collision records are addressed efficiently.
- 5.9 This is not a 'Road Danger Reduction Strategy' but is a practical tool to directly assess and manage local concerns. Our existing Road Safety Strategy complies with the criteria, in line with other Local Authorities to reduce road danger. This focuses on reducing the number of people killed or seriously injured on our roads

through prioritisation of specific hotspots where collisions and injuries are occurring if there is verifiable data supplied by Sussex Police.

- 5.10 We will continue to work closely with Sussex Safer Road Partnership (SSRP) to determine collision hotspots through our dedicated LTP funded 'High Risk Sites' programme. The process for identification of high risk sites is set out in Appendix 6.

6. COMMUNITY ENGAGEMENT & CONSULTATION

- 6.1 This methodology has been developed following requests for network improvements on the communities' streets. Requests for improvements will be encouraged from residents and Members via the Council's website. Members will be contacted annually to determine any new requests.
- 6.2 Localised consultation will take place with Ward Members, local residents and through our Active and Inclusive Travel Forum stakeholder groups. The scale and the type of consultation will depend on the size and location of the intervention.
- 6.3 Where relevant, improvements will be subject to Traffic Regulation Orders and the statutory consultation period.
- 6.4 We will continue to work with our Emergency Services partners and Sussex Safer Roads Partnership to help develop our priorities and to share data to ensure issues around enforcement and antisocial driving behaviour is reported.

7. CONCLUSION

- 7.1 The Safer, Better Streets – Highway improvement Prioritisation Framework aligns with key policy and provides a process to investigate residents' concerns around traffic related issues and provides a clear and transparent process for resolving these issues.

8. FINANCIAL & OTHER IMPLICATIONS

- 8.1 The capital costs associated to the recommendations in the report will be funded from the approved capital programme and funded from a mixture of LTP capital funding, Carbon Neutral Funding (CNF) capital funding, Section 106 receipts and identified external grant funding.
- 8.2 Officers will continue to identify opportunities to maximise external funding sources to support the implementation of prioritised measures. External funding is potentially an important source of income, but funding conditions need to be carefully considered to ensure that they are compatible with the aims and objectives of the council.
- 8.3 Where locations do have external funding allocations, these may be progressed over other priority locations. If options do not provide betterment and value for money within the constraints of the programme, works will be suspended. This decision will be made in consultation with ward councillors and after all suitable options have been looked at. Appropriate funding will need to be sought for any unfunded schemes to be implemented. Should any locations result in changes of

parking incomes, transport officers will discuss mitigation options with parking officers to ensure no lost parking revenues are created from changes to a location. Any significant variations to budget will be reported as part of the council's monthly budget monitoring process.

Accountant Consulted: John Lack 21/12/2022

9. LEGAL IMPLICATIONS

- 9.1 The council's powers and duties under the Highways Act 1980 and the Road Traffic Regulation Act 1984 must be exercised to secure the expeditious, convenient, and safe movement of all types of traffic, including pedestrians. The actions detailed in this report will assist in demonstrating that the council will be able to comply with its statutory duties.
- 9.2 The council must follow the rules on consultation set out in legislation. Such consultation depends on the individual measure being proposed and will need to be actioned on a case by case basis. If the consultation requirements are carried out, the legal implications for the Council are reduced.
- 9.3 Adequate time must be given for responses to be made to the public notice and any responses must be considered in finalising proposals.

Lawyer consulted: Katie Kam Date: 15/12/22

10. EQUALITIES IMPLICATIONS

- 10.1 None directly related to this report however accessibility is considered during the prioritisation process. All infrastructure will be designed in line with national guidance considering accessibility issues and vulnerable road users.
- 10.2 For medium and larger scale improvements individual Equalities Impact Assessments will be carried out.

11. SUSTAINABILITY IMPLICATIONS

- 11.1 The implementation of measures prioritised as part of this assessment will support the council's Local Walking and Cycling Infrastructure Plan (LCWIP) and help improve active travel routes across the city. Providing better, safer streets will support people to choose active forms of travel, walking is the most sustainable form of all transport modes as it produces zero emissions, helping the council's becoming carbon neutral by 2030. It also improves public health through increased physical activity.

12. ANY OTHER SIGNIFICANT IMPLICATIONS

- 12.1 None

SUPPORTING DOCUMENTATION

Appendices

1. List of concerns raised at Committee to be assessed through the new Framework.
2. Safer, Better Streets – Framework and Prioritisation Methodology
3. School Crossing Patrol Assessment Criteria
4. School Streets Assessment Criteria
5. Low Traffic Neighbourhood (LTN) Prioritisation Criteria
6. High Risk Sites Assessment Criteria

Nature of request
Pedestrian Safety on
Speeding - 20mph request
Speeding - Speed Bump request
Speeding - Traffic Calming request

Version 1.0
First Approved January 2023
Last reviewed

Safer, Better Streets – Highway improvement Prioritisation

PURPOSE OF POLICY

To ensure that highway infrastructure relating to concerns around traffic speeding, traffic volumes and pedestrians crossings are provided on the basis of impartially assessed demonstrated need.

POLICY

1. When a request for street improvement as a result of concerns about pedestrians safety, speeding traffic, volumes of traffic or general traffic related issues are received, an initial assessment will be undertaken to determine if the site meets the agreed pre-qualification criteria, as follows:

Pre-qualification criteria

- Where a pedestrian casualty has been recorded that site will be deemed to have met the criteria and will go on to be fully assessed.
 - Where there is no relevant pedestrian casualty record;
a sample one hour count of pedestrians and vehicles will be undertaken during the busiest time and only sites with a sample PV^2 value of greater than 0.2×10^8 will be put forward for full assessment.
OR if speeding traffic exceeds 20 % above the existing speed limit during an hour's observation.
OR if traffic volumes exceed 250 vehicles per hour during assessment.
2. All sites meeting the pre-qualification criteria set out in (1) will be assessed in detail and prioritised using an approved assessment procedure that takes into account factors such as pedestrian casualties, speed limits, severance, access to

schools and existing conditions and LCWIP priority. See table 1 below.

3. The type of facility constructed will be determined by site assessment bearing in mind the site characteristics including casualty history, vehicle speeds and difficulty of crossing. And design in accordance to latest Department for Transport guidance including LTN120.

NOTE ON PV²

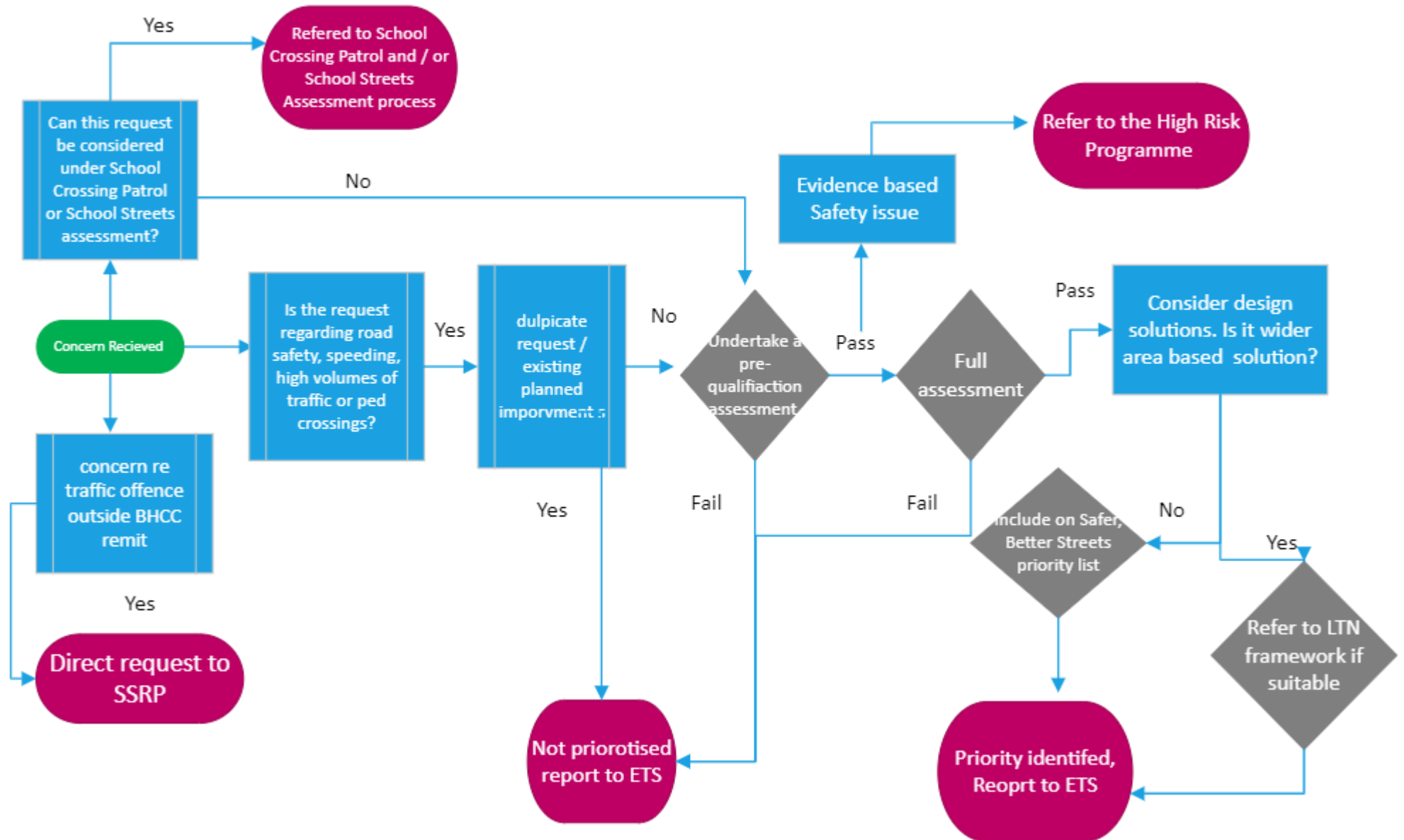
PV² gives an impartial measure of the need for a pedestrian improvement at any site by determining the number of vehicles and pedestrians using the area; it is nationally accepted and has been tried and tested over many years. Using a pre-qualification criteria ensures that detailed assessment is only undertaken for those sites with a proven need and reduces the impact on limited resources.

TYPES OF IMPROVEMENTS

- Crossing improvements – these can range from pedestrian islands, buildouts, traffic light-controlled crossing points.
- Traffic calming measures – raised tables, removal of centre lines, additional signing and lining, highway narrowing.
- Street improvements – such as footway widening, junction realignment. Modal filters
- Larger scale improvements could include Low Traffic neighbourhoods, Large scale junction redesigns, Corridor treatments.

Process Flow Chart

Safer, Better Streets Process Flow chart



Safer, Better Streets – Full Assessment Scoring Sheet.

Factor	Options	Score
1	Improvements for Mobility Impaired Score 2 for crossings specifically requested to improve conditions for mobility impaired	
2	Routes to School- Score 3 for sites specifically identified as an issue with school related traffic	
3	Access to Public Transport Score 2 for sites which will improve access to public transport	
4	Reduction of Severance Score 2 for sites which reduce severance (e.g. to serve sole local store / shopping area or where a residential area is severed by a heavily trafficked A or B class road	
5	<u>Pedestrian & Cycle Collision</u> Score 3 for each fatality Score 2 for each serious-casualty Score 1 for each slight casualty	
6	<u>Other vehicle collisions *</u> Score 3 for each fatality Score 2 for each serious casualty Score 1 for each slight casualty	
7	Road Width Score 2 for roads over 9m Score 1 for roads between 7 and 9m	
8	Actual Speed Score 3 for roads >20% than posted speed limit Score 2 for roads between 0-20% higher than posted speed limit.	

9	Footpaths and Cycle Routes Score 1 for sites which serve an existing designated cycling or walking route such as the National Cycle Network, bridle path or footpath.	
10	Street Lighting Score 1 for sites with no street lighting Score 0.5 for sites with existing but sub-standard street lighting	
11	Active Travel Score 1 for sites that will clearly improve active travel in an area, thereby resulting in additional pedestrian and cycle movements	
12	Walkability Score 1 for sites that will clearly improve the 'walkability' of an area, thereby resulting in additional pedestrian movements	
13	Links to South Downs Score 1 for sites that create a new link to the South Downs National Park	
14	Average PV squared value (busiest four hours) Score equals average PV squared x 10 (e.g. PV2 of 0.25 becomes score of 2.5)	
15	Reduce the impact of vehicles using inappropriate routes particularly on residential roads Score 3 for excessive non residential traffic in residential areas Score 2 for moderate traffic in residential areas Score 1 for light traffic in residential areas.	
16	Identified as a Council priority route in LCWIP – Score 2 for each that applies score 3 for each if it's an LCWIP Priority. Neighbourhood Priority Area Local links for improvements Area based treatments Strategic network improvements	
	Overall Score	

*Scores awarded subject to causation factors

GUIDELINES FOR TRAFFIC AND PEDESTRIAN COUNTS

Safer Better Streets: Highway Infrastructure Priority Framework

School Crossing Patrol Assessment Criteria.

January 2023

Introduction

- The heaviest pedestrian and vehicle flows usually occur during morning journeys between 08.15 and 09.15. The site surveys are generally conducted during this period.
- Surveys must be site specific, taking into account the start and finish times and relevant activities of the school(s) served by the SCP. Data is recorded in 15 minute consecutive periods.

The Criteria

The procedure for determining whether an SCP site is justified comprises six parts:

1. Count of pedestrians and vehicles.
2. Calculation of PV_2 Rating.
3. Comparison with adopted criteria threshold level.
4. Consideration of 'Adjustment Factors' and selection of 'Multipliers' (where appropriate).
5. Recalculation and recheck against the adopted criteria threshold level.
6. Consideration of additional facilities (e.g. zebra and light-controlled crossings – where heavy traffic flows or speeding exists).

Often it will be unnecessary to continue beyond Part 3 of the procedure, as there will often be a clear indication about whether an SCP Site can be justified.

Pedestrian and Vehicle Count

- Sites having fewer than 15 children crossing the road in the busiest 30-minute period should not be considered for establishing an SCP.
- A classified count should be taken at the Site to identify the busiest 30-minute period, recording child pedestrians (P) and vehicles (light vehicles, large goods vehicles and PCUs and cycles).
- The count should include child pedestrians who attend an educational establishment and who cross the road at the time of the heaviest traffic flow

Calculation of PV_2 Rating

- Having collected all the necessary data from the site, the calculation PV_2 must be completed. Below is a checklist of the main points to be considered:
 - a) Identify the busiest consecutive 30-minute period (note that vehicles form the most significant part of the equation).
 - b) Calculate the total of child pedestrians (P) and multiply it with the square of the total number of PCU equivalents (V_2) from the same consecutive 30-minute period to provide the product PV_2 .

Comparison with Adopted Criteria Threshold Level

- If a PV_2 of greater than 4 million is achieved, an SCP location can be justified.

Consideration of 'Adjustment factors' and selection of 'Multiplier'.

GUIDELINES FOR TRAFFIC AND PEDESTRIAN COUNTS

- Where the PV₂ criterion threshold level between 2 and 3 million a detailed site investigation should be undertaken using the list of 'Adjustment Factors'.
- The adjustment factors quantify the 'environmental' considerations to be used in assessing the potential risks at the proposed site. Each item must be assessed objectively and appropriate factors assigned.
- Once the number of adjustment factors has been decided, the appropriate multiplier should be obtained from the 10% Compound Multipliers table.

Adjustment factors

The following section highlights environmental factors that may be the cause of potential risk at sites where an SCP already exists or is proposed. Some or all of these may be true for the site under consideration.

Accurate site assessment makes it possible to check each of the items on the following list and establish how many adjustment factors should be allocated (factors being assigned according to the level of difficulty). Using the final total of adjustment factors it is possible to determine a compound multiplier, which is then used to up rate the original PV₂ value to provide a weighted (and more accurate) assessment of the potential risk at the site.

Table of Adjustment Factors

Carriageway Width (single Carriageway) Factor

Carriageway width between 7.5 and 10 metres	+1
Carriageway width in excess of 10 metres	+2
Footpath width less than 2 metres	+1
Down gradient steeper than 12.5% (1 in 8)	+2
Down gradient less than 12.5% greater than 5% (1 in 20)	+1

Speed/Visibility

It is recommended that SCP sites are not established on roads with speed limits greater than 40 mph.

85 th ile speed of traffic) ¹	Visibility (metres) ^{2, 3}	Factor
Travelling between 30 and 40 mph	Less than 50 m	+3
	Between 50 – 75 m	+2
	Between 75 – 100 m	+1
Travelling between 40 and 50 mph	Less than 60 m	+3
	Between 60 – 100 m	+2
	Between 100 – 150 m	+1

¹ To obtain the 85th percentile (85thile) speed of traffic, a record of the speeds of at least 100 free running vehicles will be needed on one visit during the period 08.30 (08.15 if the full operation of an SCP is required) to 09.00 – i.e. the site operation times prior to the start of the **busiest** school day.

SCP Guidelines

² Care must be taken when using these factors, as the distances shown are less than vehicle stopping distance in adverse weather conditions.

³ If parked vehicles obstruct sightlines or mask children, and it is not possible to

GUIDELINES FOR TRAFFIC AND PEDESTRIAN COUNTS

prohibit parking, then the visibility criteria from the kerb edge should be applied using a 1 metre eye level.

Street Lighting Factor

None	+3
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Signs, Street Furniture, Trees, etc Factor

If visibility is variously obstructed within 100 metres of the proposed Site and pedestrians are masked.	+1
--	----

Road Markings Factor

If the Site is complicated by road markings for the purpose other than an SCP, i.e. turning lanes etc., within 50 metres either side.	+1
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Junctions Factor

If the Site is on a major road and is within 20 metres of a road junction	+2
If the Site is on a minor road and is within 20 metres of a road junction	+1

Accidents

Accidents involving pedestrians on weekdays within 50 metres of the proposed crossing point. One point per pedestrian injured per year based on a three-year average.	+1
---	----

Weight of Traffic

Where pedestrian flows are light, the vehicle flows are heavy and the criteria are not satisfied, then at 800 passenger-carrying units) per hour (two way, or one way on dual carriageway) it is recommended to add a further +1 factor.

Age Factors Factor

Average Age	Primary (up to 11 years)	+5
	Secondary (12+ years)	+1

Recalculating the Rating against the Adopted Criteria Threshold Level

Take the 'Multiplier' indicated in the table of '10% Compound Multipliers' and multiply it with the previous threshold rating (PV₂). The result of this calculation is the 'New' PV₂ value. Re-check it again with the adopted threshold level.

Consideration of Additional Facilities

- Where significant flows of vehicles and/or children are identified at the potential site, other additional facilities may be justified. Assuming that there are no grade separated facilities already available, a zebra or light-controlled crossing should be considered in accordance with the criteria laid down by the DfT.
- It should be remembered that an important part of the Manager's responsibility as 'employer' is to ensure the safety of their employees (SCPs), the people in their charge and the safety of those who may be affected by their acts or omissions. Therefore, sites which are very heavily trafficked, or deemed potentially dangerous by the nature of the road layout or other environmental conditions, may not be safe for the authorisation and siting of an SCP.

GUIDELINES FOR TRAFFIC AND PEDESTRIAN COUNTS

TABLE OF 10% COMPOUND MULTIPLIERS

No of Factors Multipliers to be applied to basic PV₂ figures

1	1.100
2	1.210
3	1.331
4	1.464
5	1.610
6	1.772
7	1.949
8	2.144
9	2.358
10	2.594
11	2.853
12	3.139
13	3.453
14	3.798

Safer Better Streets: Highway Infrastructure Priority Framework
School Streets Assessment Criteria
January 2023

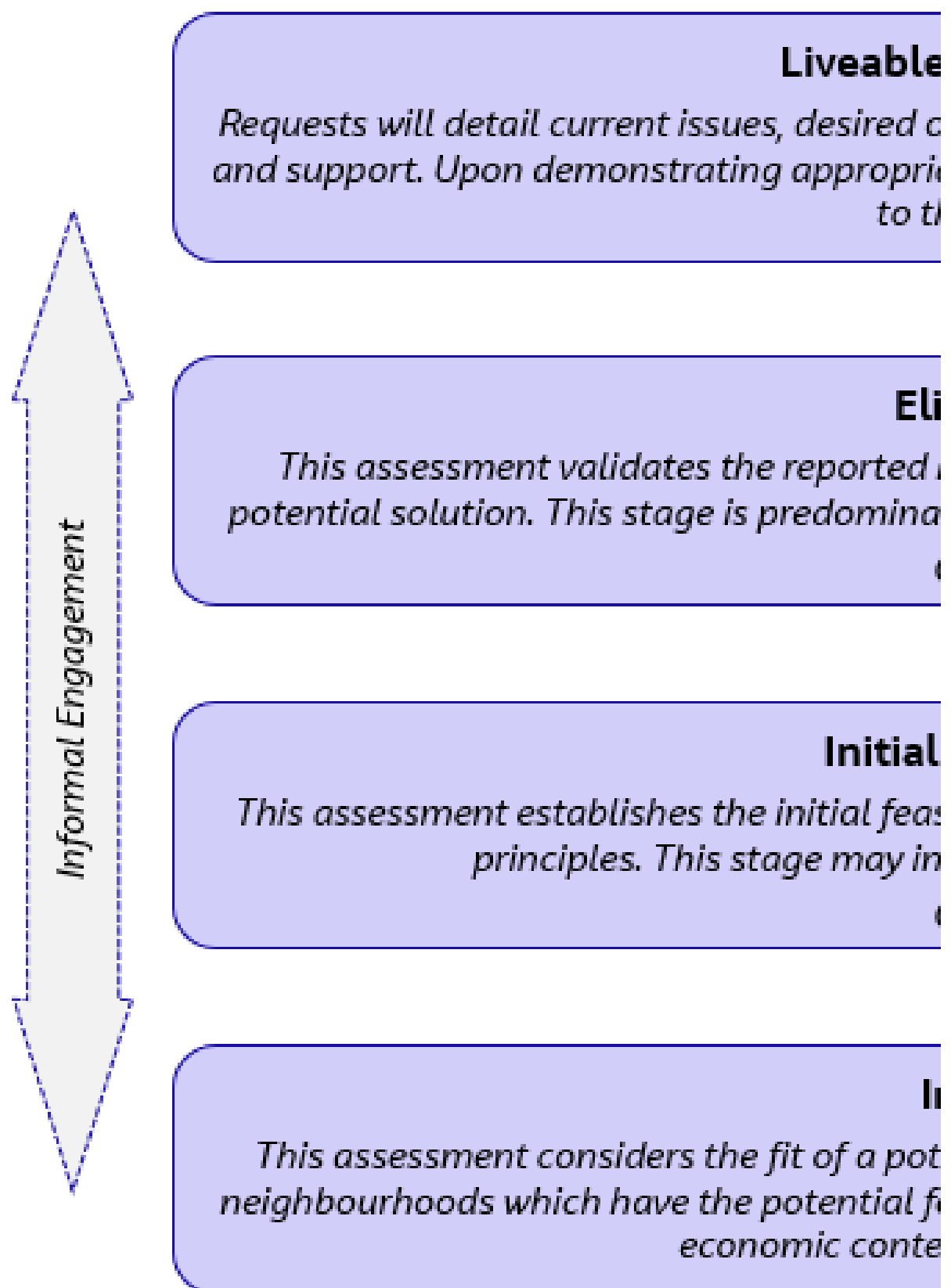
Notes on School Streets Criteria

Criteria number:

1. Input from potential traffic impact from BHCC Traffic Management Team.
2. Input from a BHCC Transport Projects Engineer/other qualified engineer.
3. This support should include especially those initiatives that will contribute to the successful impact of School Streets. For example, participation in Walk to School Week, active travel surveys, playground events, willingness to liaise with the local community. This will only be scored after criteria 1 and 2 are 'met',
4. Some schools may have a school travel plan in place that is older than 2 years, in part due to the limited support that we have been able to offer them. However, there is further opportunity for schools to demonstrate their commitment to active and sustainable travel in criteria 10.
5. Lower current active travel = higher score as potential CO2 savings are greater and other vehicle emission pollutants are less. The potential for modal shift (away from car) is greater.
6. Input from Senior Scientist, Air Quality Officer, BHCC.
7. Input from the BHCC Transport Projects Team.
8. Input from the BHCC Parking Analysis Team.
12. Scored against recent communications with Councillors and/or pre-consultation with residents.
13. Fewer businesses = higher score

Assessment/scoring to take place in this order:

1. BHCC School Travel Team to score most criteria at start of the process in discussion with relevant officers
2. Engineers/Traffic Management consulted on relevant criteria
3. School (s) is/are then approached to assess Criteria 3 (level of support), providing the school is suitable for engineering measures/traffic management
4. Councillors
5. Residents (at consultation stage)



Neighbourhood Request

Outcomes, initial concepts / options and the level of engagement. Different levels of community engagement requests will be progressed through the eligibility assessment.



Eligibility Assessment

Issues and establishes whether a liveable neighbourhood is a priority. This is a desk based assessment and may identify additional data requirements. Outcomes: Pass / Fail



Feasibility Assessment

Assesses the feasibility of implementing a liveable neighbourhood based on key factors. This may include a site walkover and information gathering. Outcomes: Pass / Fail



Initial Prioritisation

Prioritises potential liveable neighbourhood against the objectives. Liveable neighbourhoods for the greatest impact will be prioritised. At this stage, the social and economic context of an area will also be considered.

Framework Ap

Informal engagement

LTN request (via Request Form)

This could include an overview of issues, desired outcomes and initial concepts / options for the LTN

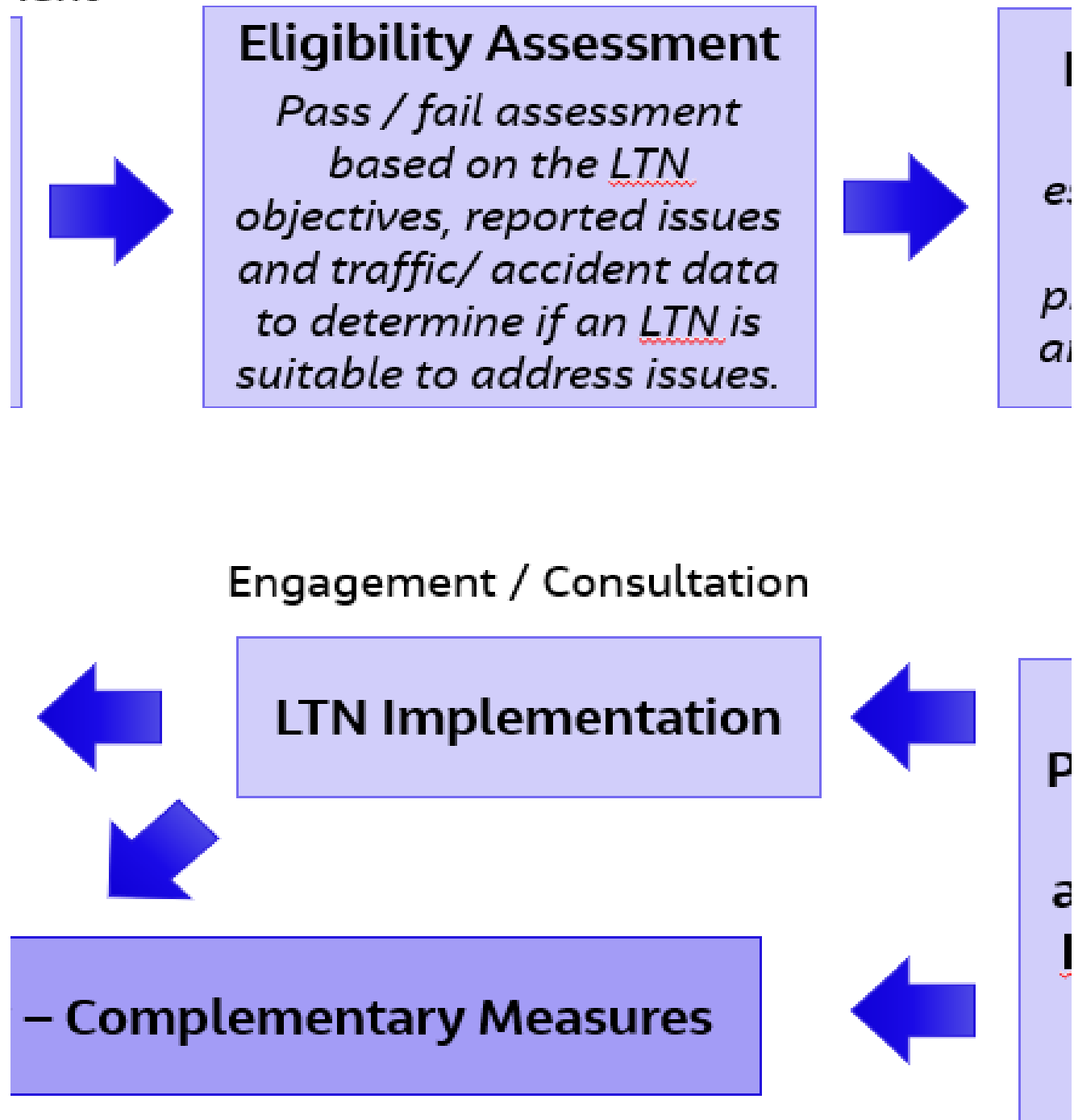
Monitoring and Evaluation



Sub Policy

Application in Scheme Delivery

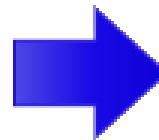
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Delivery

Feasibility Assessment

Pass / fail assessment to establish whether the area is suitable based on LTN principles (size, location, etc) and physical site constraints.



Initial Design

This stage involves economic and public consultation to establish suitability to feasibility.

**Second Stage
Prioritisation to
ensure
alignment with
LTN objectives
as designs
develop**

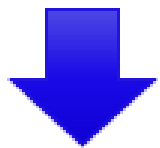


Design Development

Develop designs through subject to scope and constraints. Include feasibility, consultation, design and detailed stage, engagement / consultation with the objectives is likely to be reviewed and updated. Update LTN principles.

Prioritisation

will consider socio-factors, land uses, support and cost to schemes to progress to/ concept design stage



Continuous
engagement
Data collection

Design

through various stages of complexity. This will include concept, preliminary and detailed design. At each stage there will be consultation and fit for purpose checks. Costing should be updated to inform and inform prioritisation.

Safer Better Streets: Highway Infrastructure Priority Framework

High Risk Sites: Identification, Prioritisation and Assessment Criteria

January 2023

1. Introduction

- 1.1 An annual allocation is provided in the council's Local Transport Plan budget to introduce safety measures at locations in the city with the worst collision history. The purpose is to use an evidence-led approach to target problem locations with small-scale interventions.
- 1.2 This note outlines how high risk sites are identified, prioritised and measures developed.
- 1.3 Requests received for safety-related changes at locations that have not been identified as high risk sites will be considered through the separate assessment framework outlined in the accompanying documents.

2. Defining a high risk site

- 2.1 Analysis of collisions is based on incidents reported to Sussex Police. Data on the number of incidents, injuries, type of road user involved and causation factors is provided by Sussex Safer Roads Partnership (SSRP)¹.
- 2.2 Officers will run a report using the collision database to identify all locations in the city with four or more collisions within a radius of 25m over a three-year period. The report is run early in each financial year using the latest data to have been uploaded to the database by Sussex Police.

3. Prioritisation of sites

- 3.1 The sites are ranked based on the number of collisions. Sites will then be reviewed, starting with the highest ranked site and using the following process:
 - It will firstly be considered whether the site is included in an upcoming project. This is defined as a project which has funding identified. If so, measures seeking to address the collisions occurring will be incorporated into the design of those projects. The analysis of high risk sites will move to the next highest ranked site.
 - The cause of collisions will be reviewed to see if there is an identifiable pattern and whether changes to the street could potentially help in reducing these incidents.

¹ SSRP is a partnership between the council, Sussex Police, East and West Sussex County Councils, East and West Sussex Fire and Rescue and National Highways <https://sussexsaferroads.gov.uk/about/>

- If a common pattern to collisions and/or engineering solutions are not identified, the assessment will progress to the next ranked site and so on.
- If the engineering measures required are too large to be addressed through the high risk sites budget, these locations will be considered in future where funding opportunities allow. This could include bidding for external grant funding. For example, this is the case with Valley Gardens Phase 3 which includes two of the top ten sites based on the data for March 2019 to February 2022.
- If small-scale measures are identified, designs will be developed. Depending on the type of measure, the designs will be subject to engagement with ward members and local stakeholders. The changes will then be implemented.

4. Design considerations

- 4.1 Typical interventions may include minor changes to the road layout, such as side road entry treatments; changes to traffic restrictions; reviewing lining and signing; and, reducing speed limits (where supported by the Police and possibly alongside other measures).
- 4.2 The priority for designs will be to address factors that have been identified as contributing to the cause of collisions. This will not necessarily be measures that members of the public have requested. However, where there are outstanding requests at a particular high risk site, these will be considered and incorporated where possible and budgets allow.
- 4.3 Similarly, where a site has been identified as part of the Local Cycling and Walling Infrastructure Plan (LCWIP), consideration will be given to future proofing designs wherever possible. In some cases, where a site is part of a route identified as part of a longer-term priority in the LCWIP, it may be necessary to install interim measures with a focus on preventing collisions in the immediate term. These can then be reviewed as part of a wider scheme were funding to become available in future.

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 68

Subject: Electric Vehicle Charge Point Update

Date of meeting: 17 January 2023

Report of: Executive Director Economy, Environment & Culture

Contact Officer: Name: Paul Nicholls
Tel: 01273 293287
Email: paul.nicholls@brighton-hove.gov.uk

Ward(s) affected: All

For general release

1. Purpose of the report and policy context

- 1.1 This report updates Committee on progress in expanding the electric vehicle charging infrastructure, and successful new bids for funding. It also seeks permission to procure additional electric vehicle charge points under a non-exclusive concession contract, divided into three lots in line with the recommended option agreed at the Procurement Advisory Board.

2. Recommendations

- 2.1 That Committee notes the submission of further successful bids for funding for electric vehicle charge points from central government and progress in expanding the charging network as well as the growth in demand and charging activity.
- 2.2 That Committee delegates authority to the Executive Director for Economy Environment and Culture to take all steps necessary to procure and award a new concession contract subdivided into three lots for the supply, installation, maintenance and operation of electric vehicle charge points for a term of ten years.
- 2.3 That Committee delegates authority to the Executive Director for Economy Environment and Culture to approve an extension to the contract referred to in 2.2 above for a period of up to five years following the initial ten-year term, subject to satisfactory performance by the concessionaire (s).

3. Context and background information

- 3.1 In October 2019 ETS Committee noted the award of a non-exclusive five-year concession contract with the option to extend by a further 2 years to EB Charging Ltd for the provision, operation, and maintenance of charge points in the city. Since the start of this contract in November 2019 over 353 public chargers have been installed and are operational.

- 3.2 EB Charging now have only 2 years remaining on the initial term of the contract with insufficient time to recover the cost of further capital investment in the charging infrastructure. Demand and use of the public charging network continues to increase (see appendix 1) and as such this second phase of procurement is required to continue to grow the public charging network.
- 3.3 According to Department for Transport figures there are currently 2,000 electric vehicles registered in Brighton & Hove. Independent forecasts of Electric Vehicle uptake growth have been made by UK Power Networks and central government which both indicate that by 2028 this could increase to up to 27,000 electric vehicles registered in Brighton & Hove. In addition to residential charging the charging infrastructure in the city will also need to cater for increasing numbers of visitors requiring public charging as part of their stay.
- 3.4 Overall, the minimum required installations proposed in this report would result in over a three-fold increase in slow chargers (up to 12 hours to fully charge a vehicle) to over 900 slow chargers. A five-fold increase in fast chargers (3 to 5 hours to fully charge a vehicle) to over 300 fast chargers and an increase in public rapid chargers (up to 1 hour to fully charge a vehicle) from 6 public rapids to 100. This would increase the current weekly charging capacity on the public network from 4,000 vehicles to 32,000 vehicles.
- 3.5 According to independent analysis by ComparetheMarket, Brighton & Hove is one of the best prepared areas for electric vehicle uptake in the UK based on the number of chargers per resident. In 2022 the city passed the milestone of having delivered 1million kWh through the public charging network. Independent research by Field Dynamics and Zap Map shows that 77% of residents with no off-street parking, now live within 5 minutes' walk of a public charger, one of the best rates in the country.
- 3.6 The Concessionaire(s) would need to fully fund the entire contract provision (including all operating costs assuming no other funding is available) and pay the Council a set amount from each charge made during the contract. For the first two years of the contract this is proposed to be set at a 4p per kWh revenue share with the council. After the first two years at 4p per kWh it is proposed that the revenue share amount is then to be reviewed as part of the council's annual review of all fees and charges. Through using a fully funded model charge point installations would be less reliant on central government funding.
- 3.7 The proposed route to market could result in the award of contracts to up to three new charge point operators in the city in the form of three separate lots. This would foster healthy competition between charge point operators in the city and add to the resilience of the network and is the approach recommended by Central Government which advises against exclusive contracts.

- 3.8 Although this could mean that there would be up to four apps available for the various types of charge points in the city, customers would also have the option of paying using a contactless card instead of an app on all fast and rapid chargers in the city. This is required under new legislation. Work is also underway at a national level on improving the interoperability of apps.
- 3.9 Under the current charge point operator contract the council has continued to submit successful bids for Central Government funding for additional charge points through the Office for Zero Emission Vehicles. Although the funding subsidy recently reduced from 75% to 60% of costs and only areas of the city with no off-street parking are eligible. Under the new proposed contracts there are plans to continue to bid for funding, including research funding such as from Innovate UK.

4. Analysis and consideration of alternative options

- 4.1 The option of providing this service in house was considered however, the council does not have any expertise in respect of installing, operating, or maintaining a charge point network, nor does it have the necessary IT&D technologies, and it would be unable to implement or manage these services without the benefit of a company which has experience in this sector.
- 4.2 Several procurement routes to market were assessed. The recommended option of procuring a non-exclusive concession contract subdivided into three separate lots; one for slow chargers, one for fast chargers and one for rapid chargers was agreed at the Procurement Advisory Board as the option providing the best value for money through a fair and transparent process.
- 4.3 The option of not procuring additional charge points was considered. Independent forecasts of Electric Vehicle uptake indicate that the current charging network would be unable to cope with this increase demand, potentially resulting in queues for chargers and a poor customer experience for residents and visitors.
- 4.4 The option of procuring the concession contract for a shorter term was considered. However, we estimate that it will take several years for the charge point operator to recoup the capital cost of installing the chargers. This is based on the forecasts of Electric Vehicle uptake and the cost of installing, maintaining the charge points and operating the app.

5. Community engagement and consultation

- 5.1 Informal consultation letters are sent out to residents within the immediate vicinity of proposed fast and rapid electric vehicle infrastructure installations to ask for their comments in response to proposed Traffic Regulation Orders. Where six or more objections are received against the proposals these would be presented in a report to this committee for a decision as to whether permission is to be granted to proceed with the proposal.

5.2 Residents can email the service with a request to install a charge point nearby if they have bought or are thinking of buying an Electric Vehicle.

5.3 A regular e-taxi newsletter is being produced for the taxi trade with information on grants and licensed e taxis.

6. Conclusion

6.1 Without this new contracted service in place the Electric Vehicle Charging Point Network in the city would not be able to expand at a rate sufficient to meet increasing demand with a potential negative impact on the tourist economy if insufficient chargers are available. There also wouldn't been sufficient provision of different types of chargers to support and encourage increasing residential electric vehicle uptake.

6.2 It is therefore recommended that Committee agrees to the recommendations outlined in this report.

7. Financial implications

7.1 There are no direct financial implications. The contracts awarded are anticipated to be fully funded by the concessionaire, with a revenue share element payable to the council for every kWh sold. As the contract progresses, further chargers would be installed, and the assumption of increased usage will result in increased revenue share to the authority. At the end on the contract the ownership of all on street hardware will revert to BHCC to either manage internally or outsource with a future tender

Name of finance officer consulted: John Lack Date consulted :15/12/2022

8. Legal implications

8.1 Under the Concession Contracts Regulations 2016 concession contracts must not exceed 5 years unless a longer period is justified by the time it will take the concessionaire to recoup the investments it has made together with a return on that investment. For the reasons outlined in this report a 15 year concession contract is justified.

Name of lawyer consulted: Alice Rowland Date consulted 12/12/2022

9. Equalities implications

9.1 The location of new charge points will have wide coverage in both city centre and residential locations of the city including areas with off street parking as the new procurement will be less reliant on central government funding for areas with no off-street parking.

9.2 The new procurement will require the customer experience to be as accessible as possible following the latest standards and will accept the Concessionaire permitting Electric Vehicle Charging through the following methods of payment:

- Contactless Card (for fast and rapid chargers)
- App
- Telephone
- RFID card for regular users

- 9.3 Due to the comparatively high purchase cost of electric vehicles, the direct benefits of electric vehicle driving in terms of cheaper fuel and running costs may tend to favour more affluent residents and visitors. The purchase cost of electric vehicles is however falling, particularly as the second-hand electric vehicle market grows, spreading the direct benefits more evenly.
- 9.4 The British Standards Institute has recently published guidance on providing accessible charge points for example for wheelchair users (PAS1899) and charge point operators will be required to have due regard to the objectives of this guidance.
- 9.5 We will be working within the emerging 'Accessible City Strategy' to ensure that charge point locations do not cause obstructions to pedestrians or disabled pavement users.

10. Sustainability implications

- 10.1 The Concessionaire is to supply energy (electricity) for the charging points from a renewable electricity tariff (a renewable source meaning they're naturally replenished, such as sunlight, wind, rain, tides, plants, algae and geothermal heat)
- 10.2 To date the public charging network has provided electricity sufficient for an electric vehicle to drive the equivalent of 4.3 million zero tail pipe emission miles.

11. Social Value and procurement implications

- 11.1 Lot 2 of this procurement includes provision for fast chargers in car club bays as they switch to electric vehicles. Each charger serves two bays, and half the cost would be met by the car club with a public charging bay next to the car club bay. Consideration is being given to formalising the council's relationship with its car clubs as part of a separate report
- 11.2 Bidders will be required to submit a scored Social Value and Community Wealth Building method statement with their bid submission detailing how it will deliver Social Value and Community Wealth Building outputs over the course of the contract. During the contract term, the BHCC Contract Manager will monitor progress and actual deliverables against targets detailed in the method statement.

Public health implications:

- 11.3 All electric vehicles, when operating in electric mode generate no tail pipe emissions of toxic, airborne pollution such as particulate matter and oxides

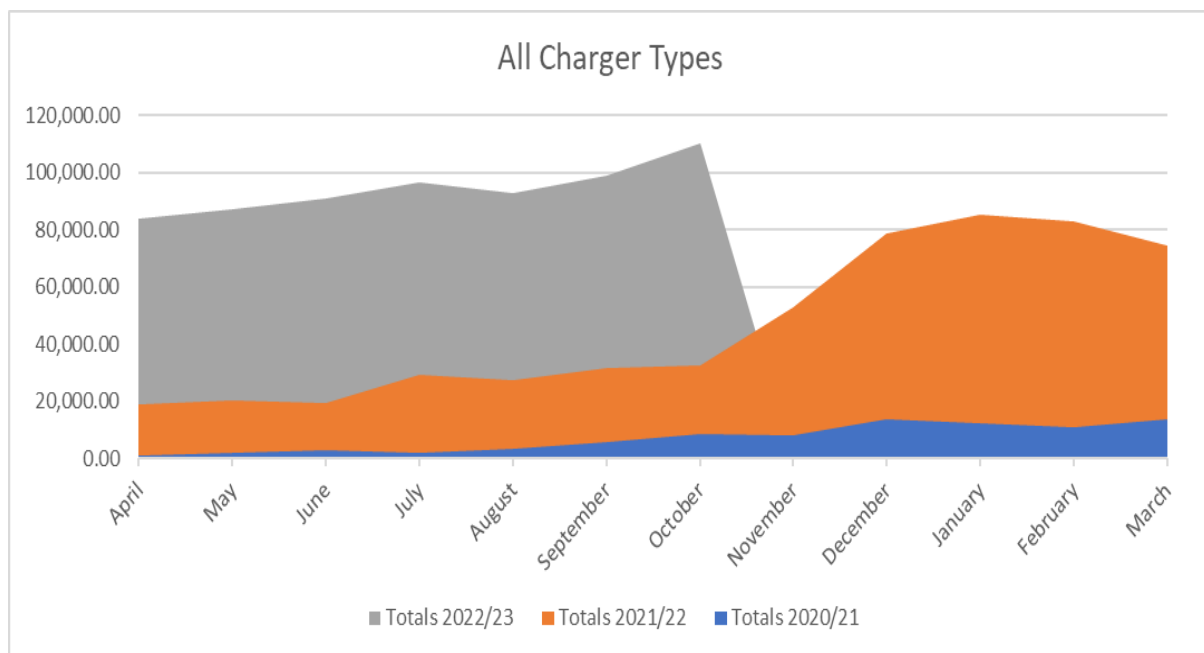
of nitrogen, which are serious health concerns, particularly in the city's Air Quality Management Areas. Electric vehicles do still generate some particulate matter from tyre and brake wear but are overall, less polluting than conventional vehicles.

Supporting Documentation

1. Appendices

1. Public Charge Point Statistics
2. Relevant minutes of the meeting of the Procurement Advisory Board (21 November 2022)

Appendix 1 - Public Electric Vehicle Charge Point Statistics



Total charge point usage by month in kWh

Total Electric Vehicle charging delivered to date is 1.297 million kWh – 4.4 million miles of equivalent zero tail pipe emissions driving

2022/23 Forecast by charger type

Lamp post chargers: 516,000kWh

Fast chargers: 283,000kWh

Rapid chargers: 320,000kWh

Year	Lamp post bays	Fast bays	Rapid public bays	Rapid taxi bays
2019/20	5	12	0	0
2020/21	200	36	0	0
2021/22	200	58	6	12
2022/23*	250	101	8	16

Public Charge Point Infrastructure - Installations by year

*Number of chargers includes charge points planned for installation by March 2023

Appendix 2 - Minutes from the Procurement Advisory Board meeting of 21st November 2022

4 ELECTRIC VEHICLE CHARGE POINT PROCUREMENT

4.1 The Parking Strategy & Contracts Manager, Paul Nicholls, introduced the report starting on page 19 of the agenda.

4.2 Cllr Yates stated that he believed the contract had performed poorly in terms of meeting the city's needs thus far, given the unequitable distribution of charging ports throughout wards outside the city centre.

4.3 Cllr Yates was notified that:

- The On-Street Residential ChargePoint Scheme fund the installation of charging points, and excluded any area with off-street parking, which had determined the locations of the charging points.
- This procurement would address the gaps in geographical provision since subsidised funding would no longer be required from the Central Government as the model is fully funded.

4.4 Cllr Druitt was informed that:

- New government legislation stated that all new fast and rapid chargers must include contactless provision, which had been written into the specification, therefore, existing rapid chargers would be converted within 2-3 months to comply.
- Work was ongoing nationally, with regards to linking up the various apps available, to provide a more customer friendly service.

4.5 **RESOLVED:** The Procurement Advisory Board to provide recommendations to the Environment, Transport & Sustainability Committee on the procurement and award of a Concession Contract for the supply, installation, maintenance, support, and management of a minimum of:

- [100] Rapid Charging Points
- [000] Ultra-Rapid Charging Points
- [250] Fast Charging Points

- [650] Slow Charging Points.

The Council is proposing to award a Concession Contract in the form of three (3) separate lots.

1. Lot 1: Slow Electric Vehicle Charging Points Network
2. Lot 2: Fast Electric Vehicle Charging Points Network
3. Lot 3: Ultra-Rapid and Rapid Electric Vehicle Charging Points Network

For each Lot, the Council is seeking one (1) Concessionaire to provide a non-exclusive fully managed solution for an electric vehicle charging network within the city of Brighton and Hove to be used by residents, workers, and visitors. This shall include the supply, installation, maintenance, support, and management of the equipment supplied under the Concession Agreement for each Lot.

Tenders may be submitted for one, two or for all three (3) lots. The Council has decided not to limit the number of lots that may be awarded to one tenderer. Where more than one lot is awarded to the same tenderer, the council reserves the right to award contracts combining any two or all three lots.

Each Concession Contract:

- Shall be Non-Exclusive
- Shall run alongside existing Non-Exclusive Electric Vehicle Concession Contract the Council has previously entered into. So, each network will run alongside the current network provided by EB Charging Ltd.
- Shall be based on the fully funded model whereby the Concessionaire shall fully fund the entire contract provision (including all works and operating costs).
- Shall require the Concessionaire to pay the Council a fixed set income in respect of every Kilowatt-hour (KWh) sold (from the four types of Electric Vehicle Charge Points (EVCPs) listed above) during the contract. Note: Consumer Price Indexing (CPI) shall be applied annually to this fixed set income.
- Shall require the Electric Vehicle User to pay an EVCP overstay charge to the Council, when its Electric Vehicle remains in the Electric Vehicle Charging Bay beyond the set Electric Vehicle Charging time. The EVCP overstay charge will be set by the Council. Fifty percent (50%) of the income received from BHCC EVCP overstay charges during the term of the contract shall be shared with the Concessionaire (paid in arrears quarterly).

- Shall have a Contract term of an initial period of ten (10) years from the Operational Commencement Date with the option (at the Council's discretion) to extend by a further period or periods totalling a five (5) year period subject to satisfactory performance by the Concessionaire.
- Shall require the Concessionaire to install the minimum number of charge points within three years of the start date of the contract.
- Shall have an approximate total contract value of £78 million [excluding VAT]. As per Regulation 9(3) of The Concession Contracts Regulations 2016, the overall total estimated contract value of the concession contract is the estimated total turnover of the concessionaire generated over the duration of the contract; net of value added tax.

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 69

Subject: Parking Annual Report 2021-22

Date of meeting: 17 January 2023

Report of: Executive Director Economy, Environment & Culture

Contact Officer: Name: Charles Field and Paul Nicholls
Tel: 01273 293287
Email: charles.field@brighton-hove.gov.uk or paul.nicholls@brighton-hove.gov.uk

Ward(s) affected: All

For general release

1. Purpose of the report and policy context

- 1.1 To note and approve the publication of the Parking Annual Report April 2021 to March 2022 on the performance of Parking Services for general publication under the provisions of the Traffic Management Act 2004.

2. Recommendations

- 2.1 That Committee endorses the publication of the Parking Annual Report for 2021/22 under the provisions of the Traffic Management Act 2004
- 2.2 That Committee authorises the Head of Parking Services to produce and publish the report, which will be made available on the Council's website.

3. Context and background information

- 3.1 All Parking Annual Reports are available to view on the council website. This report contains a review on what has happened within the City Council's Parking Services over the past financial year and includes an overview of the financial accounts in accordance with legislation.
- 3.2 The 2021/22 report includes headline information such as;
- Over the reported year the number of parking Penalty Charge Notices issued increased from 101,244 in 2020-21 to 142,320 in 2021-22. The increase of 41,076 Penalty Charge Notices was mainly due to the recovery following the pandemic with increased visitors to the city.
 - The number of Bus Lane Penalty Charge Notices has increased from 60,004 in 2020/21 to 137,927. The increase is again mainly due to the significant increase in visitors to the city following the pandemic.

- The council submitted a successful bid for part funding of an additional 50 lamp post chargers in March 2022 with the remaining funding provided by the city's charge point operator.
- Almost all applications for residents' permits are now on the new system linked to MyAccount. As of 1st July 2022, there were 40,456 residents permits on issue compared to 37,784 the previous year. (Annual Reports have to extract data for the previous financial year on 1st July following that financial year according to the guidance).
- Two new parking schemes were introduced during the financial year 2021/22:
Zone 10 (Surrenden area)
Zone P extension (Hazledean Meads & The Beeches)

3.3 Income and expenditure information is provided in the table below

Income by source	2020/21	2021/22
On-Street Parking Charges	£7,108,666	£11,583,900
Parking Permit Income	£8,743,901	£11,054,778
Penalty Charge Notices (inclusive of bad debt provision)	£4,268,051	£8,416,604
Covid funding from central government	£5,136,520	£460,055
Other Income	£74,615	£149,354
Total	£25,331,753	£31,664,690
Percentage change	-7.76%	25.00%
Direct cost of Civil Parking Enforcement	2020/21	2021/22
Enforcement	£4,501,734	£5,108,365
Admin, appeals, debt recovery & maintenance	£3,258,156	£4,014,366
Scheme review / new schemes	£1,150,022	£1,239,732
Capital Charges	£1,267,822	£734,931
Total	£10,177,734	£11,097,394
Percentage change	-7.16%	9.04%
Surplus after direct Costs	£15,154,019	£20,567,296
Percentage change	-8.16%	35.72%
Spending supported by civil parking enforcement income surplus	2020/21	2021/22
Concessionary fares	£10,535,684	£10,655,014
Capital investment borrowing costs	£1,854,964	£1,648,580
Supported bus services and other public transport services	£1,499,372	£1,452,756
Contribution to eligible transport related expenditure	£1,263,998	£6,810,946
Total	£15,154,018	£20,567,296

Location	Expenditure (£)	Income (£)	Income - COVID Compensation (£)	Net Income (£)
London Road	£391,905	£852,135	£19,646	£479,876
Regency Square	£936,603	£1,882,818	£12,942	£959,157
The Lanes	£638,610	£2,157,179	£1,038	£1,519,607
Trafalgar	£649,090	£1,319,116	£26,825	£696,851
Oxford Court*	£0	£0	£0	£0
High Street*	£75,577	£50,068	£0	£-25,509
Other Off-Street	£198,057	£915,399	£4,799	£722,141
Total	£2,889,842	£7,176,715	£65,250	£4,352,123

4. Analysis and consideration of alternative options

- 4.1 No alternatives considered. It is a statutory requirement to produce a Parking Annual Report.

5. Community engagement and consultation

- 5.1 The publication of the Parking Annual Report 2021-22 is being used as an opportunity to inform and engage with the public and stakeholders on a range of parking issues.

The Year Ahead in Parking Services

- 5.2 To improve knowledge and understanding of the services within Parking Services this year we are also adding a summary of the year area. This includes improvements, initiatives as well as potential challenges. Overall Parking has seen significant modernisation and expansion over the last year to ensure it meets the demands, needs and requirements of the customer, Councillors the wider Council and service groups. This change will only increase in the coming year as we seek to modernisation further, safeguard income and futureproof the service for new initiatives, improved technology and the challenges ahead.
- 5.3 **Electric Vehicle Update** – A report presented separately at this meeting updates this Committee on progress in expanding the electric vehicle charging infrastructure, and successful new bids for funding undertaken by the Parking Strategy & Contracts team. Over 300 electric vehicle charge points have been installed to date with a further 50 lamp post chargers and 3 rapid chargers due to be installed over the winter. Work is underway to covert over 100 parking bays for the use of permit holders and electric charging to improve access to chargers for residents over the next year. Proposals for the second phase of charge point procurement to encourage large scale investment in more public charger points are also due to be considered at this January's ETS Committee.
- 5.4 **Parking scheme Update** – The Parking Design & Implementation team have completed the following parking scheme consultations below since 1st April 2022. Any of these new schemes taken forward and agreed at this Committee will be implemented in 23/24 and the progress for some of these

are outlined in the separate report being presented to this Committee meeting.

- Top Triangle Review (Now aligned with fees & charges proposal)
- Zone X (South Portslade) Review
- Zone U (Coombe Road Area) Review
- Roedean Area – Not progressed
- Withdean Area
- Hallyburton Road Area
- Hollingdean Area.

- 5.5 **Customer Service update** - Delivering excellent customer service will remain a focus in 2023. We will continue reviewing the service to ensure we remain agile to change and we have the skills needed to deliver a digital service whilst remaining accessible to all. Supporting objectives for equality and accessibility through protecting the public purse by making sure only those entitled to concessions receive them, will take a priority.
- 5.6 A separate report to this meeting in March will update committee on the progress of the Systems Improvement Project within Parking Services. It outlines the challenges, the reasons behind our approach, the plan for next year and beyond, and to make some key recommendations for committee to consider.
- 5.7 **Parking Income** – The underachievement of resident permits and reduced forecasts within on-street parking as reported recently at Policy & Resource Committee is likely to be as a result of the significant estimated loss of income against budget of £0.979m as a result of the loss of permit and paid parking spaces due to active travel measures (e.g. Madeira Drive changes , Old Town, A259 – eastern section) introduced over the last 2 years. These needed to be introduced quickly to ensure we met the requirements of the funding available.
- 5.8 Since these active travel proposals officers in Parking Services have been working with officers in the wider Transport group to look at ways to mitigate new initiatives and proposals. This has allowed us to mitigate income loss from the first two phases of the Cycle Hangar project and upcoming cycle lane on the A259 (western section), the introduction of Electric Vehicle bays and the Communal bin project.
- 5.9 However, there are further upcoming potential reductions in parking spaces to consider over the next year and beyond for the following proposals;
- A23 Bus priority / Cycle lane
 - Low traffic neighbourhood scheme in the Hanover & Tarner area
 - School streets,
 - Valley Gardens phase 3,
 - Madeira Terraces Project
 - Black Rock Development
 - Liveable City Centre
 - Phases 3 & 4 of the cycle hangars programme
 - Marine Parade cycle lane

- Mini-Holland scheme in Wish / Westbourne Ward

- 5.10 Officers in parking Services will continue to work with colleagues across departments to mitigate parking income and reduce the loss of parking spaces where possible. This is also being discussed at regular monthly TBM review meetings with finance meetings and at Transport Senior Leadership meetings.
- 5.11 **Fees & Charges 23/24** – Officers have been working hard to put forward fees & charges proposals for 24/24. This has taken into consideration the current situation particularly with resident permit and on-street paid parking income. The focus had been on identifying high demand areas rather than focusing on a % increase across the board. These proposals are included in the Fees & charges 23/24 report which is also being presented to this Committee in January.
- 5.12 **Blue badge enforcement** - The Blue Badge & Concessionary Travel Team will be maintaining our level of Blue Badge enforcement across the city and investigating reports of possible misuse and fraud. They will be continuing to educate people on how a Blue Badge should be used to ensure genuine Blue Badge holders are able to access the goods and services that they need. This will include looking at possible new ways of spreading the message. Our working partnership with Sussex Police will also continue with regular joint action days throughout the city, wherever possible on a weekly basis.
- 5.13 The team are also currently working with the Brighton & Hove bus company to look at ways that we can combat the misuse of concessionary travel passes within the city. We are looking to undertake an advertising campaign to educate people about concessionary travel bus passes, their benefit and the consequences of misusing them. The aim is to develop a robust scheme for concessionary travel misuse like we currently have for Blue Badges.
- 5.14 **Enforcement contract** - The parking enforcement contract was recently relet and awarded to Marston's our current Service Provider (NSL manage parking enforcement within the company) following a competitive tender. Under the new contract which starts early next year they have committed to reduce their carbon footprint by 50% in the first two years and will be carbon neutral from year one by offsetting the remaining amount. The Service Provider has also committed to a number of Social Value initiatives including schemes to employ veterans and the homeless. We will be working with Marston's to review efficient parking enforcement alongside new initiatives.
- 5.15 **Communication** - In response to the staff survey results a project to improve communications in the service is underway. The objective is to contribute to staff feeling more valued by the organisation. After an engagement piece it was evident that clear communication and clarity on service direction is key. A series of workshop style training for all line managers in the service is planned to ensure staff have the skills needed to run efficient Team meetings, Personal Development Plans and 121's. This will include coaching techniques to improve engagement with staff in team meeting and 121 settings.
- 5.16 **Strategy** - This project has led to an opportunity for the service to review its approach to strategy. Applying the Brighton & Hove City Council's business

planning framework for continuous improvement allows the service to be less reactive and move towards a more proactive approach to strategy. A review of all meetings in the service will take place to ensure assessment of the services performance towards objectives set out in the service plan will take place which will include financial objectives.

- 5.17 **Parking Strategy & Contracts Restructure** - A restructure of the Parking Strategy & Contracts team took place in 2022. The core objective of the restructure was to maximise efficiencies in the service and safeguard income. Parking Services is rapidly expanding due to ongoing political demands including the carbon neutrality programme, fees & charges changes (A separate fees & charges 23/24 report is being presented to this Committee Meeting) and to enforcement and service modernisation to improve the customer experience and continued growth in the city. The restructure allows for adequate performance and contract management to support the expanding service and the increasing number and complexity of contracts to be managed such as electric vehicle charging and PayByPhone.
- 5.18 **Transport Control Centre update** - The Transport Control Centre has undertaken a restructure over the last year to futureproof the service for new opportunities within the Transport Group alongside safeguarding income. Over the coming year the centre will be developing asset management and maintenance plans for car parks. Alongside this they will be reviewing all services ensuring best value and excellent customer service standards are achieved. Facilitating the increased use of electric vehicle charging points across the city to ensure the cities investment in the network of electric vehicle charging points is accessible to all users is also a priority as the Electric Vehicle infrastructure expands. The restructure has also allowed the centre to improve and continue to provide 24/7 control, monitoring and effective enforcement of the transport network through emerging technologies and legislation to ensure the network runs efficiently.
- 5.19 **Penalty Charge Notice (PCN) Service Update** – The PCN Appeals & Bailiff team continue to operate on a day's turnaround for our appeal responses. Around 90 % of these communications are carried out by email which has proven to be a more efficient and secure way of managing the process due to the legal requirements of the process. We have also procured new software to manage our appeal's procedure and fully expect this to bring about improvements in our service including the ability for drivers to obtain information about the status of their appeal online and streamlining how we handle lease and hire vehicles. The new system will also improve our available contact data so that we can reduce the need for escalated enforcement and increase earlier engagement in the process.
- 5.20 **Projects** – A number of projects are being taken forward within the Parking Projects team which include the enforcement of Cycle lanes through CCTV and the introduction of red routes linked to our traffic management objectives for the City.

6. Conclusion

- 6.1 The Report provides the public and stakeholders with information on the performance and aims and objectives of Parking Services and to meet the Council's legal obligations under the Traffic Management Act 2004.
- 6.2 The report also provides a summary on the way forward for Parking Services over the next year and beyond as we look to modernize the service further and bring forward new initiatives.

7. Financial implications

- 7.1 The costs associated with the production and publication of the Parking Annual Report are funded from existing revenue budgets within the city's Transport service. Financial information relating to the council's parking services are included within the Parking Annual Report

Name of finance officer consulted: John Lack Date consulted: 02/12/22

8. Legal implications

- 8.1 The Council is required by statutory guidance issued by the Department for Transport under Section 87 of the Traffic Management Act 2004 to produce and publish an annual report detailing financial and statistical information on its civil parking enforcement regime
- 8.2 Under Section 55 of the Road Traffic Regulation Act 1984 (Section 55) a local authority may only apply surplus income received from parking charges and penalty charges to specific purposes. The surplus income has to be applied first to the provision of off-street parking facilities and repayments of deficits to central funding. Once those requirements have been met, the use of surplus income is confined to the provision of public passenger transport services, highway or road maintenance, safety and improvement projects, environmental improvements or other purposes for which a prescribed authority may lawfully incur expenditure.

Name of lawyer consulted: Katie Kam Date consulted 17/11/2022

9. Equalities implications

- 9.1 None identified.

10. Sustainability implications

- 10.1 The report highlights successful bids for electric vehicle chargepoints and other initiatives to reduce carbon emissions and improve air quality.

Supporting Documentation

1. Appendices

- 1. Parking Annual Report 2021-22

Parking Annual Report 2021/22

1. Introduction from Cllr.
2. Future of Parking – Objectives and Strategies
3. Becoming a Carbon Neutral City (switch this with 4?)
4. The future of Electric Vehicles
5. Road Safety, Cycle Lanes and School Enforcement
6. Parking Schemes*
7. On-Street Parking Enforcement
8. Challenges, Representations and Appeals
9. Bus Lanes, Bus Gates and CCTV
10. Car Parks
11. Stanmer Park
12. Permits
13. Blue Badges and Concessionary Travel
14. The Customer Journey
15. Financial information
16. Where our income goes

Introduction from Cllr

It is my pleasure to welcome you to Brighton & Hove City Councils Parking Annual Report for 2021/22.

This year's report details what has happened within Parking Services over the last financial year, along with an overview of the financials including how the income feeds back into Transport related initiatives.

Parking and traffic management is an important public service, which provides benefits for pedestrians, cyclists, motorists and the wider community. Those benefits include maintaining road safety and access to jobs, goods and services and access to the city for blue badge holders.

Parking Services were awarded Parking Team of the Year at the National Parking Awards in 2021. This is credit to the teams continued work to be at the forefront of new and relevant parking initiatives. This includes the City's electric vehicle charging infrastructure which currently has over 300 public charge points. The demand for charging has increased year on year. Brighton & Hove City Council are committed to ensuring the network is fit for purpose as the demand grows to support the uptake of electric vehicle ownership.

Following resident consultations, two new parking schemes were introduced during 2021/22. The schemes will benefit residents by reducing commuter parking, improving access for emergency services and ensuring pedestrian safety.

The Parking and Transport teams play a key role towards the Councils Carbon Neutrality goal. Ensuring the free movement of vehicles and developing sustainable travel options are effective ways to manage and reduce harmful emissions.

Thank you for taking the time to read the Annual Report which we hope you find interesting.

1. Parking Objectives and Strategies

The second full year of COVID restrictions saw a significant increase in demand for parking services across the city.

Moving to a more online orientated approach will present more challenges to some than others and has represented a shift in how our staff work and view the split of home working and being in the office.

Our dual focus during this incredibly challenging time has been to innovate and adapt, while striving to provide the same high level of customer service that has always been our aim.

This has not always been possible; we must acknowledge the challenges we've faced as much as we celebrate the wins.

Accessing our services – the closure of our front counter at Hove Town Hall was mandated on us. Our decision to keep this closed, to reallocate essential resources, reflects our confidence in our staff

2. Becoming a Carbon Neutral City

Our plans

Brighton & Hove is striving to become a net Carbon Neutral City by 2030.

Brighton & Hove City Council is working to tackle emission hotspots across the city, while also improving air quality for all residents and visitors. We are working on effective ways to manage, and reduce harmful emissions, especially Nitrogen Dioxide and the range of carbon emissions, while supporting both business and personal travel.



Over a third of Brighton & Hove's carbon emissions come from transport.

- (2030 Carbon Neutral Programme – March 2021)

Public transport

A good transport system and services are fundamental to our economy and our quality of life. We have also long recognised that transport has adverse impacts on the environment. To avoid dangerous climate change we must act in Brighton and Hove, to reduce greenhouse gas emissions from transport.

We need a shift to public transport and active forms of travel to bring down carbon and nitrous oxide emissions, which affect everyone in the city.

Brighton and Hove Bus and Coach Company recently launched their climate strategy where their goal is to make all buses emissions free by 2035.



The government plan is to phase out fossil fuelled vehicle sales by 2030, with allowance for some hybrids up to 2035. Switching from petrol and diesel vehicles to electric and hydrogen vehicles will save carbon emissions and improve air quality, as will a reduction in the length and number of vehicle trips.

Brighton & Hove City Council held a climate assembly from September 2020 to November 2020, on the topic of travel and transport.

The key question was:

How can we reduce carbon emissions from transport in the city

We came up with these initiatives...

We intend to:

- create an inclusive and integrated transport system
- develop a public realm which enables active travel
- deliver a School Streets programme to improve road safety and air quality outside schools
- promote physical activity, reducing social isolation
- increase use of public transport
- local Cycling and Walking Infrastructure Plan
- promote and use technology to reduce and manage travel by increasing the use of smart traffic signals
- promote and facilitate the use of zero emission and electric vehicles
- install hundreds of on street electric charging points and rapid charging hubs for taxis
- improve air quality
- improve air quality through clean buses, taxis and delivery vehicles and seek further investment in zero emission buses
- continue to implement an Ultra-Low Emissions Zone in city centre and consider expansion of the zone
- reduce carbon emissions from council owned and contractors' vehicles. We expect all our contractors to become carbon neutral by 2031.

What we have achieved by 2022

The Council has made strides to reduce the adverse impacts of transport on its air quality including:

- joining the [blueprint to a circular economy project](#) with partners in England and France in April 2021
- becoming a member of the [UK 100 campaign](#) of councils in May 2021, committing to reducing their emissions to net zero by 2030
- revising our Air Quality Action Plan (2022 to 2027)
- receiving £27.9m from the Government for our Bus Service Improvement Plan
- spending at least half a million pounds making buses which operate in and around Brighton & Hove “super low emission”
- [Brighton & Hove Buses](#) have invested £17.8 million in 54 new hybrid electric buses which are powered by a battery when they travel through the city centre.
- using £376800 Defra air quality funding to improve air quality monitoring and provide information on pollution and behaviour across the county
- working with other local councils across East and West Sussex to apply for the national air quality grant
- working with the taxi trade, events and schools to reduce air pollution and raise awareness
- making over 50 bays in the city mandatory for EV charging only

Flowbird our Pay and Display machine provider have now been awarded Carbon Neutral status.

Meters for Trees

In Autumn 2021, 140 trees were delivered to CityParks as part of PayByPhone’s carbon reduction initiative, [Meters for Trees](#), to improve the environment. The 140 trees will offset 140 tonnes of CO₂; 140 trees were also planted last year.

PaybyPhone offers cashless parking payments that are more convenient for drivers and reduces the need for staff to drive round collecting cash from parking machines.

You can [view the most recent reports](#) on the council’s website.

3. Electric Vehicles

2021/22 saw our EV network go from strength to strength. Our focus was on providing more charging options for both residents and the public, as well as ensuring chargers were accessible when they were needed. We introduced 3 Rapid Hubs, with 3 Rapid Chargers at each, capable of delivering 50kWh per hour, and continued our rolling program of creating more mandatory bays for our existing lamppost chargers. Power demand grew nearly 7 times from 83,931 kWh in 2020/21 to over 550,000 kWh in 2021/22. This figure equates to over 1.5 million miles of driving powered by our chargers.

Registered EVs/PHEVs in Brighton & Hove has nearly doubled since 2020/21, from 871 to 1,553 in Q4 of 2021/22. We are currently using two conservative forecasts, with full knowledge that the uptake trend is likely to jump in the coming years



E- taxi rapids

With the hubs on Ashton Rise, Preston Park Avenue and Victoria Road in place, we are focussing efforts on the final hub site at Brighton Racecourse. Alongside this, we are investigating contingency sites for the final three rapid chargers due to the site at Brighton racecourse being at risk because of the NHS COVID vaccination centre that has been in operation there since the pandemic.

We are awaiting quotations from UKPN to determine whether there is sufficient available electricity at the sites that will determine whether the sites are viable. An update will be provided to the taxi trade in due course. If the sites are viable, the next stage will be to carry an informal consultation with local residents.

Public Rapids

We are now investigating sites across the city for rapid chargers which will be for public use. Up to 40 more sites are also potentially to be confirmed.

We are looking at next year for work to begin on these sites due to a tender process that will need to be followed and funding that will need to be secured.

EV disabled bays

Two charging bays, accessible for disabled people have been installed at Rottingdean Marine Cliffs car park as part of a shared project between EB Charging and Disabled Motoring UK.



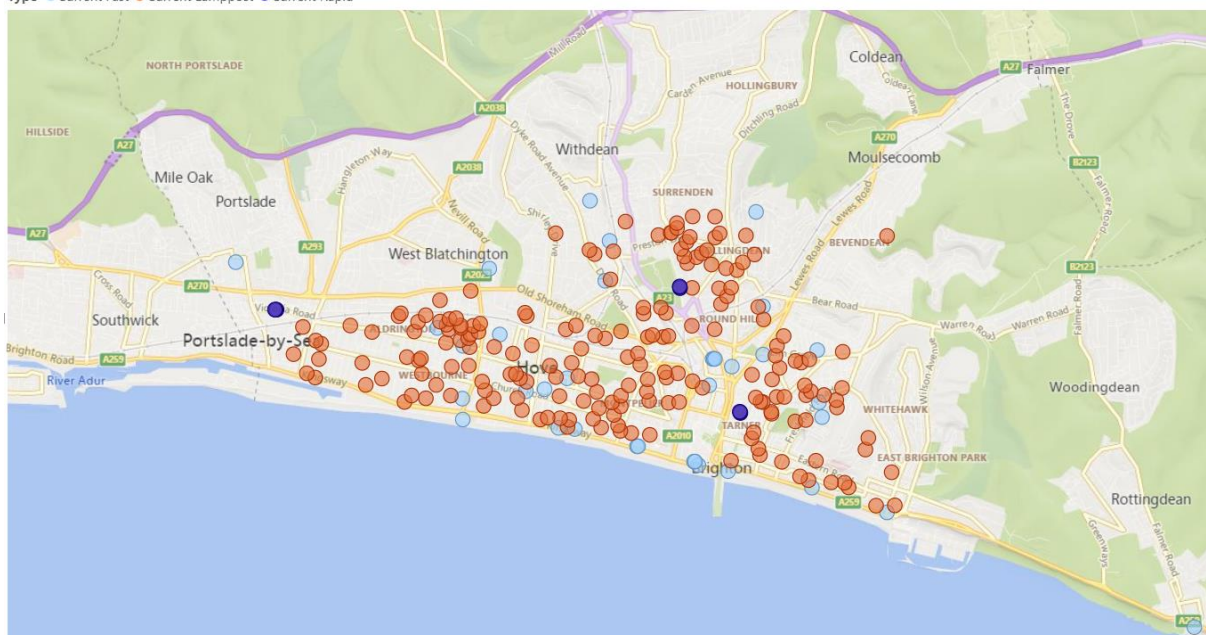
Enforceable EV bays

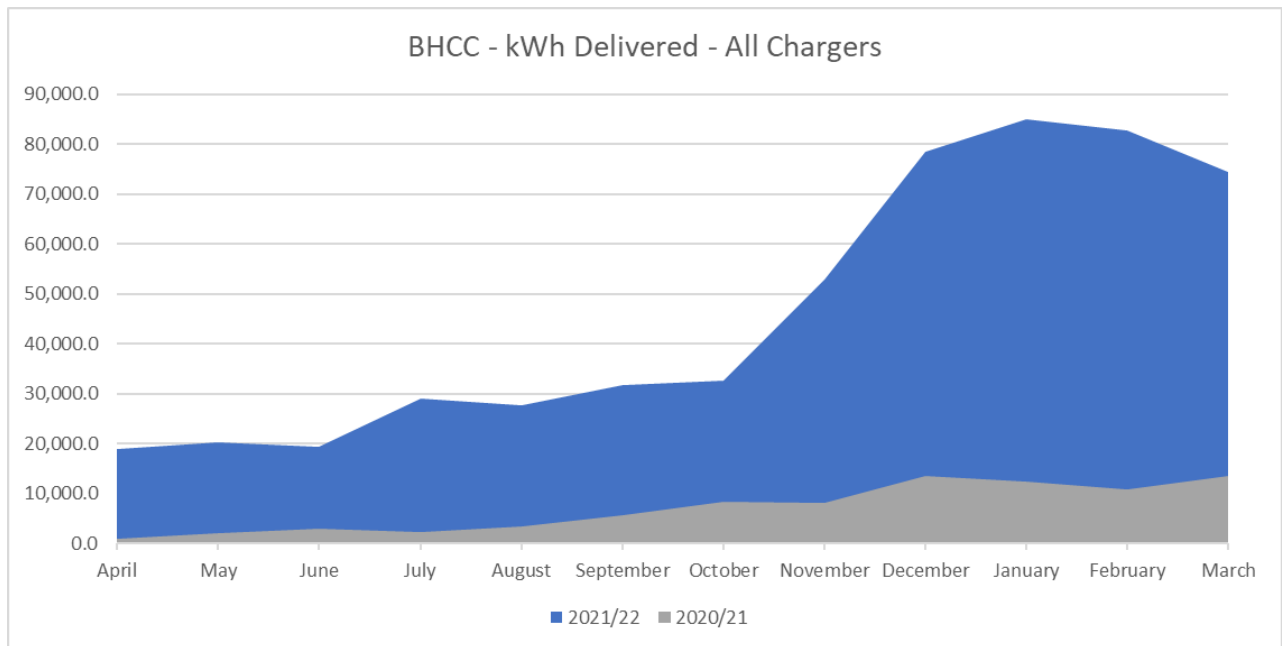
We are responding to the demand for more EV bays not only by installing new EV charging points but by also creating dedicated and enforceable EV charging bays that were previously of shared use. There is a total of 100 out of the 200 lamp column charge points which currently have enforceable bays.

A further 50 lamppost bays are planned to become of exclusive use for EVs and will be advertised in Autumn 22 and another 50, will be advertised early next year. These will not only be restricted to EV users only, but they will also require a resident permit per zone and a 24-hour time limit to prevent bay blocking.

With 64 enforceable bays at fast chargers and 18 bays at the rapid hubs, the overall total of enforceable bays across the city, is 182.

Type ● Current Fast ● Current Lamppost ● Current Rapid





2021/22 saw continued improvement in use of existing infrastructure, with the introduction of Rapid Chargers in November 2021 creating a surge in both demand and the ability to deliver high levels of kWh.

Actual kWh delivery has increased almost 7 fold compared to the first year, with a forecast of at least 1 million kWh (1gWh) being delivered in 2022/23.

	kWh	Equivalent Miles
2020/21	83,891	285,229
2021/22	553,413	1,881,604
2022/23*	1,000,000	3,400,000

Our goal remains two-fold: to ensure high quality delivery and reliability of existing infrastructure while continuing a rolling program of infrastructure installation to ensure we remain ahead of demand from both residents but also a growing number of visitors.

4. Cycling and Cycle Lanes

As of 31 May 2022, the Bikeshare scheme has delivered:

- 201,605 total subscribers to date – 3108 new in May/ 7860 ongoing active.
- 85 Hubs across the city
- A deployable fleet of 525 Bikes. (Others awaiting repair).
- A total of 1,653,864 trips have been made. Average no in May per day: 781
- A total distance cycled by subscribers of 3,701,601 Miles

General

-SIM cards in the current fleet bikes controllers had to be changed in April when the Telecom provider announced plans to switch off 3G services in the UK. The new SIM provider has now also indicated a phasing out of 3G during 2023, though the SIMs will remain functional using 2G signal. The Council is working with the provider to ensure this does not lead to a dip in service next Spring before the reorganised fleet can be delivered, tested and deployed.

-Over the winter the council funded the refurbishment of a further 80 of the oldest bikes, the purchase of more batteries and spare parts to ensure the fleet continues to function. A programme of rubberization of forks on the remaining oldest bikes was also undertaken to protect paint and metal from further deterioration due to wear and tear.

Hubs

The University of Sussex Hub at York House moved to Bramber house on 8 July 2022 as part of the West Slope redevelopment at University of Sussex.

Hubs will be appearing at the Bridge Pocket Preston Barracks (under the footbridge) and at Black Rock Volks railway terminus as the relevant surrounding developments near completion.

A second King Alfred hub will be included in the A259 cycleway extension to Hove Lagoon with adjustments and expansions at the Lagoon and a virtual hub at Rockwater. The Hub at Western Road Waitrose is moving to the Regent Hill junction as part of the Western Road works.

Funding for hubs and bikes/ e-bikes in the new scheme has been agreed as part of the planning process for three development sites at Toads Hole, the Belgrave Centre Portslade and North Coldean.

The new John Street hub replacing the Edward St hub and funded by the Edward Street Quarter will expand by a 3 further stands to 20 in total in the near future.

Discussions are underway with landowners or leaseholders about new shortlist hubs recommended in the Hub network review. The new operator will create detailed designs to be shared with ward councillors in all wards affected in the autumn, and final designs will then be consulted on with residents as part of the TRO amendment and Footway licensing processes.

Reorganisation

A Hub network review has recommended a further 14 bespoke sites and one virtual hub site to make the scheme city wide. Relevant ward members will be consulted on these proposals in their final designs prior to TRO and Footway licencing amendments being advertised in the autumn. A report on objections will go the ETS committee in early 2023 and installations will take place over the Spring and Summer prior to the operational commencement date for the new fleet.

A pilot of universal charging hubs (available to private e-bike owners and fleet operators) will take place at two further sites along the Lewes Road Corridor on non-public highway sites subject to lease agreements being in place. Installations will also coincide with other network expansions

A further service vehicle EV will be added in September to improve the carbon footprint of service and maintenance operations.

5. Design and Implementation of our Parking Schemes

New Schemes

Following resident consultations, two new parking schemes were introduced during the financial year 2021/22:

- Zone 10 (Surrenden area)
- Zone P extension (Hazledean Meads & The Beeches)

Four current parking schemes were reviewed during the financial year 2021/22:

Review of Current Schemes

- Zone J Review (London Road Station area)
- Zone L Review (West Hove area)
- Zone P Review (Hove Park area)
- Zone W Review (Wish Park area)

Zones	Preparation work to start	Initial Consultation planned	ETS	Detail Design planned	ETS	TRO	ETS	Works start date	Implementation
Hallyburton Road Area		Nov-21	15-Mar-22	6 to 10 - Jul-22	20-Sep-22	Oct-22	Jan-23	Feb-23	May-23
Roedean Area		Nov-21	15-Mar-22	6 to 10 - Jul-22	20-Sep-22	Oct-22	Jan-23	Feb-23	May-23
Hollingdean		Apr-22	20-Sep-22	1 to 6 - Apr-22	17 Jan 23 (TBC)	Feb/March-23 (TBC)	Jun-23 (TBC)	Aug-23 (TBC)	Dec-23 (TBC)
Withdean Road Area		Feb-22	20-Sep-22	27-Jun to 25-Jul-22	17-Jan-23	Feb/March-23	Jun-23	Aug-23	Dec-23
Top Triangle (Zone V) Review	May-22	Jun-22	20-Sep-22	6 to 30 - Jul-22	TBC	TBC	TBC	TBC	TBC
Zone U Review	Sep-22	Oct-22	17-Jan-23	n/a	TBC	TBC	TBC	TBC	TBC
South Portslade Review	Sep-22	Oct-22	17-Jan-23	n/a	TBC	TBC	TBC	TBC	TBC
Surrenden Review	Jan-23	Feb-23	Jun-23	n/a	TBC	TBC	TBC	TBC	TBC
Hallyburton Road Area Review*		Jan-24	Jun-24	n/a	TBC	TBC	TBC	TBC	TBC
Roedean Area Review*		Jan-24	Jun-24	n/a	TBC	TBC	TBC	TBC	TBC
Hollingdean Review*		Dec-24	Mar-25	n/a	TBC	TBC	TBC	TBC	TBC
* Subject to scheme approval and implementation									
** Dates are approximate / for internal use only**									

Many new schemes have been introduced, in part, as a response to complaints about all-day (commuter) parking, which was causing difficulties for residents during the day. Issues with access for emergency services vehicles, pedestrian safety and traffic flow were also contributing factors.

Consultations are currently underway in the Hollingdean, Hallyburton Road, Withdean and Roedean areas with reviews planned for Zone U (Coombe Road area) and Zone X (South Portslade) later in the year.

6. Parking Enforcement

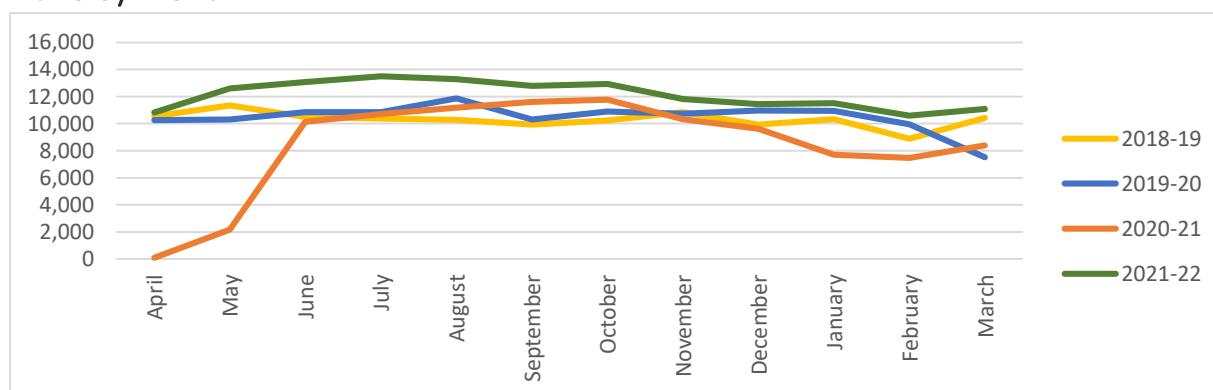
Issuing of Penalty Charge Notices

The table below shows the number of PCN's issued in the last four years, divided according to higher and lower fee banding. Parking contraventions deemed to be "less serious" will incur a lower initial penalty than more serious offences.

The number of Penalty Charge Notices issued in 2021/22 increased by 41,076.

Total of TMA penalty charge notices issued	2018/19	2019-20	2020-21	2021-22
On-street: Number of higher-level penalty charge notices issued	86,959	96,156	79,625	109,653
On-street Number of lower-level penalty charge notices issued	32,832	26,452	20,086	28,333
Off-street: Number of higher-level penalty charge notices issued	307	134	55	277
Off-street: Number of lower-level penalty charge notices issued	2,587	1,506	1,479	4,057
Total	122,685	124,248	101,244	142,320

PCNs by month



Penalty Charge Notices Paid & Paid at Discount

Penalty Charge Notices Paid Bus Lane & TMA	2018-19	2019-20	2020-21	2021-22
Number of TMA & Bus Lane penalty charge notices paid	132,195	129,055	101,585	213,549
Percentage of penalty charge notices paid	67%	72%	63%	76%
Number of TMA & Bus Lane penalty charge notices paid at a discount rate	122,070	109,273	86,205	184,774
Percentage of penalty charge notices paid at a discount rate	62%	61%	53%	66%

Social Value & Recruitment



With difficulties in recruiting and staff retention due to Covid, recruitment has been a key area of focus for NSL.

SWAP:

NSL worked with The Sector Based Work Academy Programme which gave DWP delegates a taster experience of the Civil Enforcement Officer role.

6 delegates attended the course which covered the following elements:

- Communication skills
- Customer services
- Conflict management
- Employability support and how to complete application

A presentation followed the session, plus a question and answer session. Delegates were taken out on-street in

pairs with an experienced Officer to show them how enforcement works in practice.

St Mungo's

NSL have been working with St Mungo's in the London area to help support homeless people into work. NSL has arranged meetings with St Mungo's locally to see if this can be replicated in Brighton & Hove.

CEOs in the community

The Council's Civil Enforcement Officers have a highly visible presence across Brighton & Hove. During their shifts Officers will frequently provide directions to local services and places of interest, report crimes and assist other agencies including the emergency services.

- | | |
|---------|--|
| CEO 153 | Noted a troubled gentleman who was homeless. CEO 153 was concerned for his welfare and contacted Streetlink who provided support. |
| CEO 996 | Helped a distressed visually impaired pedestrian and guided them to Aldi on London Rd. CEO 996 made store security aware to help them with shopping. |
| CEO 970 | CEO 970 gave a driver his phone to call the AA as she left her own phone at home and her car was broken down on Lustrells Vale. |
| CEO 549 | Was approached by a pair who were seeking help. They were trying to help a cyclist who had been involved in an accident but were struggling to understand the 999 dispatcher. CEO 549 took over the call and relayed all the information to the emergency services. |
| CEO 769 | Spotted a car being driven by someone he suspected to be drunk. He called 999 and directed the Police to the location of the vehicle. CEO 769 followed the vehicle to Rottingdean where the Police caught up. The driver & passenger were indeed drunk in charge of a vehicle. |

Monitoring Verbal Abuse Against Civil Enforcement Officers

We asked all deployed colleagues to log any instances of abuse – from name calling to physical attacks. All forms of abuse are of course damaging, but not all abuse is highlighted or reported.

This project aimed to capture the data for the whole of September 2021 to establish the scale of abuse that Civil Enforcement Officers face.

To allow Civil Enforcement Officers to record this very simply and quickly we asked them to use their handheld devices to enter RED or AMBER as appropriate:

AMBER – Verbal attack (profanity, aggressive in nature, hateful/getting personal such as wishing the person or their family harm)

RED– Physical attack (any form of intentional physical contact)

The below table shows the number of Code's that occurred in the month of September over the last three years.

Codes	2019	2020	2021
Red	5	9	1
Amber	167	66	131

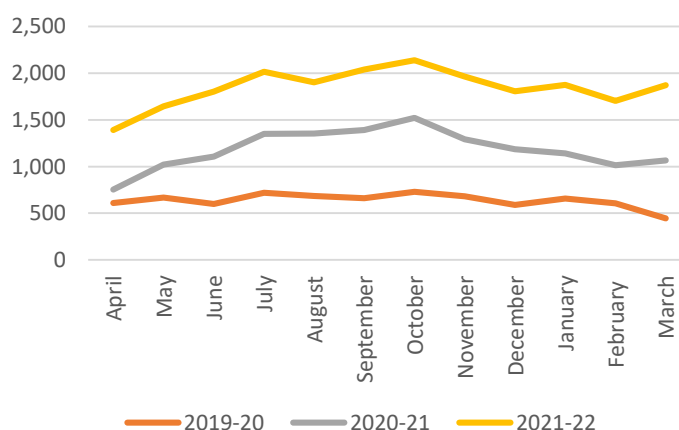
It is good to see a clear drop in code reds over the same period.

Rapid Response Line

Urgent issues requiring enforcement action can be dealt with by calling the rapid response telephone service: 0345 603 5469 (option 2). The team will aim to send an officer to the reported location within one hour of the call being made. Problems reported between 8pm and 9am will be dealt with as soon as possible, when service resumes the next morning.

We received 808 complaints on the Rapid Response Line in March – the highest number in one month since May 2018

Month	No. of Calls
Apr-21	636
May-21	621
Jun-21	697
Jul-21	663
Aug-21	550
Sep-21	648
Oct-21	619
Nov-21	673
Dec-21	623
Jan-22	734
Feb-22	689
Mar-22	808



7. Suspensions

Brighton & Hove hosts a range of events throughout the year. Parking bay suspensions along with the associated enforcement are vital to ensure the events take place in harmony with the rest of the city's transportation needs. The major events we process suspensions for, are Brighton Marathon, Brighton Half Marathon, and Pride. However due to the pandemic, most of the events in 2021/22 were postponed till a later date.

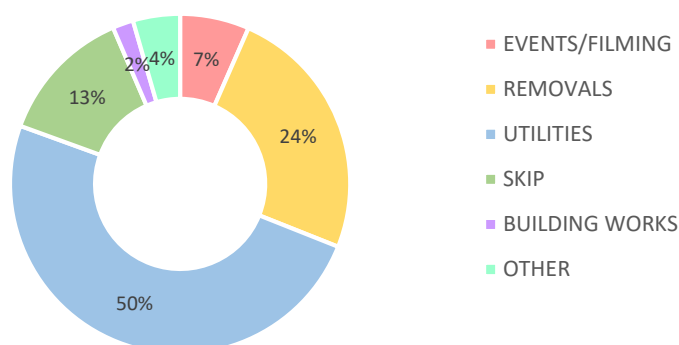
Brighton & Hove has also enjoyed the benefits of being a Film City, with ITV's Grace and My Policeman being filmed in and around the city.

The table below shows the number of applications processed and bays suspended by year. In 2021/22 there was an increase from 2,501 to 2,991 in suspension applications, a rise of 20% compared to the previous year.

	2018/19	2019/20	2020/21	2021/22
Suspension Applications Processed	2,239	2,379	2,501	2,991
Parking Bays Suspended	6,647	8,189	7,726	9,821

Altogether, we have experienced an overall increase of demand for all different occasions we provide suspension for, with Removals being the only category for which demand has slightly declined. Due to this increase in demand for suspensions around the city and to ensure residents have advance warning we require that you provide 7 working days' notice when applying.

Suspension requests by Reason



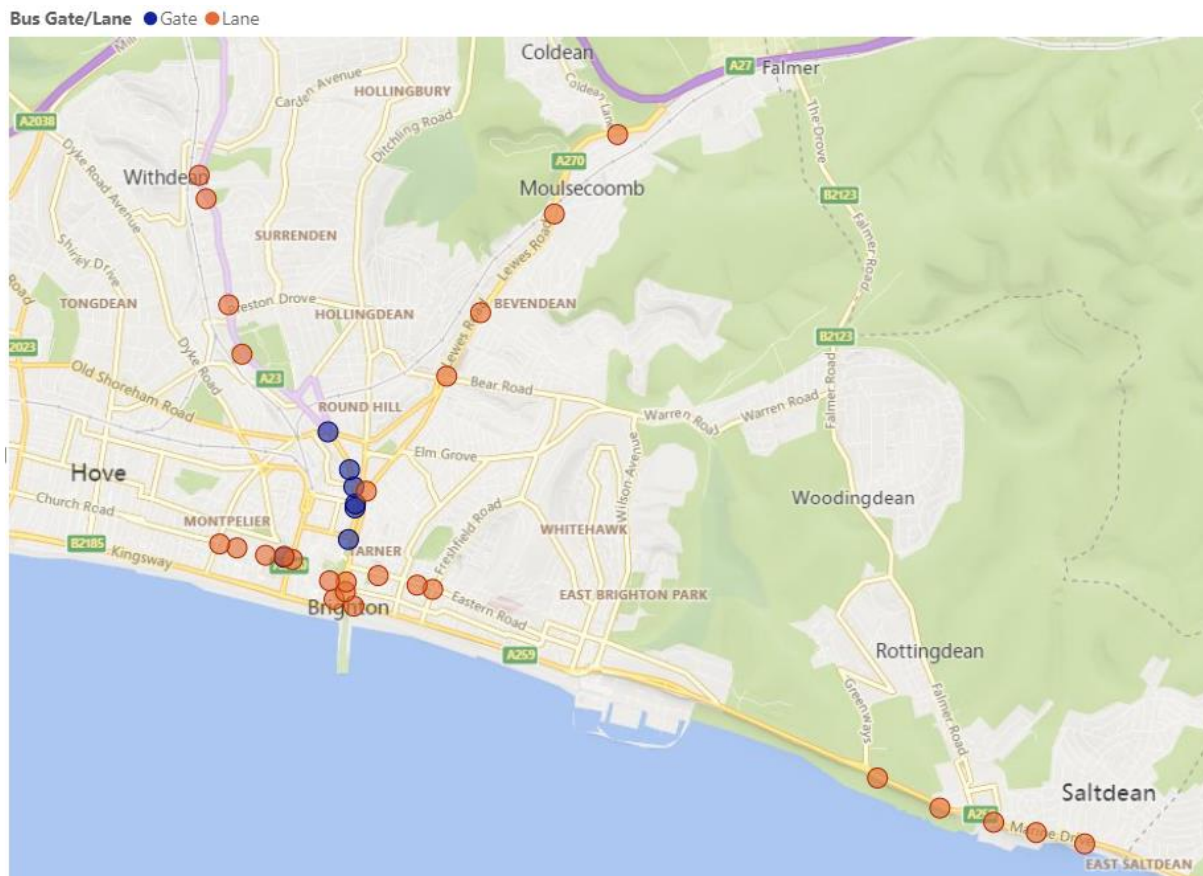
8. Challenges, representations and appeals.

We have improved our backlog from 8,349 cases in June 21 to 1,859 cases in April 2022, a 77% improvement that moved us from 8–9-week turnaround, to a 7 - 10 days response time. This has resulted in a 30% reduction in customer contact which allows us to respond to customer contact form enquiries the same day.

We have also invested in extensive training through 2021/22, particularly in ways to support vulnerable debtors while we are working with debt advice organisations, charities on early intervention techniques, signposting and advocacy for the same cause.

9. Bus Lanes, Bus Gates and CCTV

As part of Valley Gardens Phase 2, the roads in and around Central Brighton went through a significant redesign to support easier and more efficient travel for commuters, visitors and buses alike. Bus Lanes at 5 new locations were introduced, along with supporting Bus Gates at critical junctions. Their layout (including signage and lining) has been scrutinised both before implementation and then repeatedly afterwards. While the Traffic Regulation Orders (TROs) were put in place July 2019, and the cameras themselves in situ from September 2019, we did not issue warning notices or Bus Lane/Bus Gate Penalty Charge Notices (PCNs) until January 2020.



The introduction of the new Bus Gates overlapped with the lifting of lockdown restrictions across the country. A spike in PCN issues from March onwards consequently correlated with a meaningful % of the population returning to offices for the first time since the prior year or travelling more in general. The issue rate of Bus Lane PCNs was at its peak during the summer 2021, since March 2022 however, this figure had dropped to just a slightly higher rate above the residual issue rate before the new cameras were introduced.

Even with all the best intentions and precautions, any new scheme could generate an initial period of above-average PCN issuance. Bus Lane/Gate layout (including signage and lining) in Valley Gardens has been scrutinised both before implementation and then repeatedly afterwards. Customer appeals, and judgements from the Traffic Penalty Tribunal, have also allowed us to make improvements to any existing signage or lining as deemed necessary and best practice.

10. Car Parks

In Brighton and Hove, using car parks is often preferable to parking on the street as many roads are reserved for resident permit holders only. Car parks also allow parking for longer periods. Our car parks provide access to the town and an availability of parking space, absorbs traffic, and reduces congestion.

List of car parks

The council operates four barrier entry car parks (The Lanes, Trafalgar Street, Regency Square and London Road). All our car parks and their capacity is listed below:

Car Park	Spaces
The Lanes Car Park	355
Regency Square Car Park	507
Trafalgar Street Car Park	275
London Road Car Park	528
King Alfred Car Park	120
Norton Road Car Park	290
Blackrock Car Park	61
Rottingdean Marine Cliffs	70
Rottingdean West Street	65

Car Park Expenditure 2021/22

Location	Expenditure (£)	Income (£)	Income - COVID Compensation (£)	Net Income (£)
London Road	£391,905	£852,135	£19,646	£479,876
Regency Square	£936,603	£1,882,818	£12,942	£959,157
The Lanes	£638,610	£2,157,179	£1,038	£1,519,607
Trafalgar	£649,090	£1,319,116	£26,825	£696,851
Oxford Court*	£0	£0	£0	£0
High Street*	£75,577	£50,068	£0	-£25,509
Other Off-Street	£198,057	£915,399	£4,799	£722,141
Total	£2,889,842	£7,176,715	£65,250	£4,352,123

*The High Street Car Park figures shown are after a contribution has been made to the Council's Housing Revenue Account.

*Oxford Court Car Park has now been sold to facilitate a Doctors surgery development.

Park Mark: a safe place All four of the Council's barrier car parks are accredited with the Park Mark award.

In 2021/22 we have been tackling anti-social behaviour when it arises in the Council's Car Parks with 24/7 CCTV monitoring and working alongside security patrols and Police Liaison.

The Council's car parks are part of a safe space scheme, in allowing vulnerable people to go to the car parks and seek assistance.

Disabled Parking Accreditation

All of the Council's barrier car parks have achieved the Disabled Parking Accreditation. The scheme recognises off-street parking facilities which are accessible to disabled people. The DPA is primarily aimed at improving parking for disabled people and reducing abuse of disabled bays.

Car parks that achieve the DPA also demonstrate to their customers that they are committed to creating high quality parking facilities for disabled people, such as:

- easy access
- good lighting
- good signage
- accessible payment methods
- enforceable designated bays

Covid-19

Signage was placed on the walls of all of the Council car parks. The floors were marked out for social distancing due to Covid-19. Following guidance from the BPA signage was erected to ask customers to wear facemasks whilst in the car parks too.

Brighton & Hove City Council, Traffic Control Centre

The city's Traffic Control Centre is a hub for traffic management and signals controls. Alongside this it provides customer service to pay-on-foot cars parks and around the clock controls at all the barrier car parks.

Motorists who require assistance can contact the Control Centre via an intercom and officers operate the barriers and pay machines remotely. The Control Centre is supported by a Mobile Maintenance Team and CCTV monitoring and work closely with Sussex Police and local contractors.

11. Stanmer Park

The impact of its first year of paid parking, the benefits and the future plan for this area. Stanmer Park is a Grade II registered historic park and garden, a rare survival of an 18th Century estate-designed landscape. The city's largest and most historically significant park, it contains archaeological sites dating back 6000 years to the Neolithic Age. The southern part of the park contains a Local Nature Reserve and a Conservation Area. Many more visitors will be attracted to Stanmer Park as a result of the Stanmer Park Restoration Project. Funded by the National Lottery Heritage Fund and BIG Lottery, in partnership with Brighton & Hove City Council, Plumpton College and the South Downs National Park Authority, this landmark Project is restoring and interpreting the rich heritage of important features including the historic Walled Garden, as well as protecting at-risk buildings.

To manage traffic and parking we have introduced new parking controls and paid parking in locations which better protect the heritage of Stanmer Park. There are now four car parking areas: Upper Lodges, Chalk Hill, Patchway and Lower Lodges East and West to address problems and complaints already experienced during peak periods, including:

- The current location of some of the car parks in the designed 18th century landscape detract from its heritage value.
- The car parks to the south of the park are often full of non- park users, often parking all day.
- Parked cars left along the roadway and verges has caused blockages and disruption for the park's 78 bus service, resulting in the loss of the weekday service, deterring and inconveniencing bus users.
- A perception by some members of the public that parking anywhere is acceptable at Stanmer Park, in many cases affecting access for pedestrians, those with disabilities and other vulnerable park users.

Income from car parking charges is ring fenced for use in Stanmer Park and the wider estate to continue the investment and protection of important historic structures, and management and maintenance of the park. Many visitors to the park, both now in and in the future, will arrive by public transport and will therefore, not be affected by parking charges

12. Permits

Over the last year we have migrated nearly 36,000 resident permits from our old system to a new online system through the councils MyAccount. This has presented challenges at times. Some residents did encounter problems when their permits migrated across to the new system, especially in the Autumn of 2021. We have worked hard to improve things and we are now in a much better position.

This change will help us work more efficiently and will make it easier for customers to complete transactions relating to their permits online, via phone, tablet, or personal computer. The current developments are moving towards simplifying the system for customers and bringing services into one portal called MyAccount. This will have intended benefits so customers will be able to access an increasing range of services through the Council's MyAccount portal including council tax, school applications, recycling etc. as well as being able to self-serve for common tasks such as changing a vehicle.

The system improvement work we have been doing will allow us to do things differently for our customers. In time, these changes will help prevent fraud, better protect data, and make it easier for residents to keep track of their payments and notify us of any changes. Over the next year, more permit types will be available through MyAccount.

From our customers, we want to ask for the minimum information and evidence that is compatible with running an efficient and fair service that is closed to fraudulent misuse.

For our customers, we want to make things as easy as possible to obtain a permit; one that is instantly activated on approval, and to offer permits that are much more tailored to customers' exact needs.

For our staff, we want them to have confidence in the service they run, and to have the tools to quickly correct things for customers when problems arise – which is the key to good performance and job satisfaction.

We want our service to fully support the council's wider **Digital Strategy**, including the single point of entry that **MyAccount** provides to customers, and the **information sharing** across departments that will increasingly allow customers to '**Tell us once**' and will support efficiency and fraud reduction across the organisation.

The Parking Customer Service Centre was closed at the start of the pandemic. It remains closed because we have moved to offering digital online ways of accessing our services.

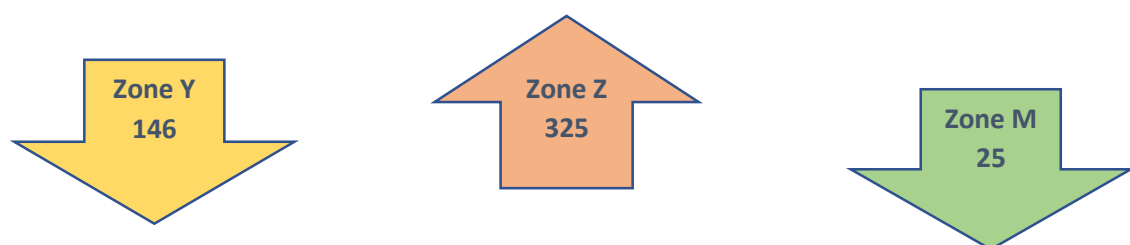
For those who cannot access the internet, we have an Accessibility Line. This is offered to support residents who may be digitally excluded, where we would process the application on their behalf or if they have access, we will assist them completing the online application.

We have dramatically improved the way customers can contact us – and as a result we are now able to respond quicker. We have worked hard to improve the customer response time for all incoming enquires including phone calls, online support enquires and postal applications.

We are responding and actioning all the enquiries within 3-5 working days and have seen a significant improvement with our call waiting times, which have now been reduced to an average waiting time of 2-3 minutes (from June stats).

Permit Type	On Issue as of 1 July 2018	On Issue as of 1 July 2019	On Issue as of 1 July 2020	On Issue as of 1 July 2021	On Issue as of 1 July 2022
Business	1,387	1,178	1,036	921	900
Car Club	108	118	111	166	-
Carer	330	325	272	301	325
Dispensation	572	573	497	755	945
Doctor	118	137	138	170	154
Resident (including match day)	37,321	37,548	36,369	37,784	40,456
Professional Carer	2,355	2,521	2,512	2,643	2,862
Schools	296	261	238	364	394
Trader	2,320	2,371	2,030	2,272	2,283

Waiting Lists



Waiting lists are now managed through MyAccount - a benefit to customers is that the new system allows us to offer a permit the day it becomes available and no longer waiting for the monthly offering out. Waiting List zones are currently applicable to parking zones M, Y and Z.

The table below compares the number of residents on the waiting list in areas, Y and Z and M parking zones over the last four years:

Resident Parking Zone	Number on Waiting List at 01/07/19	Number on Waiting List at 01/07/20	Number on Waiting List at 01/07/21	Number on Waiting List at 01/07/22
Central Brighton North - Y	208	119	299	146
Central Brighton South - Z	343	155	303	325
Central Hove - M	N/A	N/A	311	25
Total	551	274	913	496

13. Blue Badges and Concessionary Travel

System modernisation

With the pandemic speeding up system modernisation of the Blue Badge and Concessionary Travel team's systems, we have been working hard with IT to introduce a new online application for all bus pass applicants along with a new backend system for staff. This online application is clearer and more concise for customers to use meaning that they are not answering any unnecessary questions and prompts customers to provide us with the necessary information to process their application. It is also a much simpler system for staff to use and manage workloads as it keeps everything in one place.

Continuing with system modernisation we have been encouraging customers to use the new contact forms on our website rather than emailing us directly. This is again simpler for customers being able to send a message to us directly through the Council website and staff can simply see the query and respond with a answer or solution. The message can also be passed to another department if their input is needed.

All these system changes have been consistently tested by staff to ensure they are in the best working order and we welcome feedback from our customer on how they could be improved.

Team building and training

Since the start of the pandemic the Blue Badge and Concessionary Travel team have been working from home and continuing to provide the service. We are still operating in this way with some staff going into the office for necessary administration tasks, such as opening the post. We are running a full service and keeping our promise to customers with response times to emails and voicemails. Working from home can be difficult for team building but we have made sure to keep our morale high and close by keeping in contact with each other every day and having regular team training days all together. On these team days we highlight an area we would like to focus on and all work together to offer support and guidance to one another. We recently had a training day on our service processes to make sure we are all working consistently and doing what we can to provide the best service possible.

14. The Customer Journey

Customer Contact – A move to a Digital Customer Delivery

Our customer experience vision is to get things first time every time.

Providing a modern parking service means we need to understand the changing parking habits of residents and ensure the services provided reflect their needs. We have looked to implement new systems and processes to meet our aims and objectives of improving the customer experience.

The council is committed to providing comprehensive digital access to services, as this can be more convenient for customers - services can be accessed at a time of their choosing, rather than having to wait in a telephone queue or waiting for a response to an e-mail.

Many of these objectives are underpinned with digital solutions.

These included: -

- Improved Website design – this included a migration of the old parking pages to a new version which includes a navigation menu on the left-hand side of every page, therefore making it easier for our customers to glance find the information they require.
- My Account – This is a single-entry point to multiple Council services provided our customers with a simpler way to purchase permits online.
- Contact Management Forms – This is a framework where customer contact us via an online form which can be monitored and categorised. The Council can use data from the Contact Management Forms to plan service improvements where necessary.
- Customers can contact us on Twitter for parking enquires and to raise awareness for road safety campaigns, such as promoting safer route to school and to encourage sustainability within transport, for example, by encouraging local walking and cycle routes.

Reviewing and improving these services is a continuous process, based on customer and staff feedback and analysis of user journeys.

Alongside this, customer service advisors are available to help customers who need support to self-service or who are experiencing any issues or barriers in accessing any of our services with parking and transport. We also support the use of the Customer Service Centres to help customers who require face to face help to access online services.

In 2021 / 22:

- The top 20 parking webpages attracts a monthly average of 150,000 visits
- 92% Customers paid their Penalty Charge Notices (PCN) online or via automated payment line
- 88% of customers who appealed their PCN, did it online
- 99% bought their residents permit online. *This is an increase of 49% .
- 99% bought a batch of visitor permits online
- 93% business & traders permits were renewed online

- 5500 (approx. per month) used our online forms to communicate with us
- 4000 Telephoned

15. Financial Information

Income by source	2020/21	2021/22
On-Street Parking Charges	£7,108,666	£11,583,900
Parking Permit Income	£8,743,901	£11,054,778
Penalty Charge Notices (inclusive of bad debt provision)	£4,268,051	£8,416,604
Covid funding from central government	£5,136,520	£460,055
Other Income	£74,615	£149,354
Total	£25,331,753	£31,664,690
Percentage change	-7.76%	25.00%

Direct cost of Civil Parking Enforcement	2020/21	2021/22
Enforcement	£4,501,734	£5,108,365
Admin, appeals, debt recovery & maintenance	£3,258,156	£4,014,366
Scheme review / new schemes	£1,150,022	£1,239,732
Capital Charges	£1,267,822	£734,931
Total	£10,177,734	£11,097,394
Percentage change	-7.16%	9.04%

Surplus after direct Costs	£15,154,019	£20,567,296
Percentage change	-8.16%	35.72%

16. Where our income goes

Any surplus made through parking fees and charges has to be invested into transport and highways. This is a legal requirement. In 2021/22, after direct costs, there was a surplus of £20,567,296. The table below shows a year-on-year comparison of how surplus income was invested back into transport and highways.

Spending supported by civil parking enforcement income surplus	2020/21	2021/22	
Concessionary fares	£10,535,684	£10,655,014	
Capital investment borrowing costs	£1,854,964	£1,648,580	
Supported bus services and other public transport services	£1,499,372	£1,452,756	
Contribution to eligible transport related expenditure	£1,263,998	£6,810,946	Balancing
Total	£15,154,018	£20,567,296	

Use of surplus income from parking charges and penalty charges is governed by section 55 of the Road Traffic Regulation Act 1984. Once the need for provision of off-street parking facilities and to make good deficits to central funding has been met, use of surpluses is currently confined to the provision of public transport services or to road, air quality or environmental improvements.

Supported bus services

The Council supports some bus routes by subsidising the costs of running these services. The Council continued to provide funding for supported routes throughout the Covid-19 pandemic. In the financial year 2021/22 the Council spent £1,452,756 on supporting bus services.

Concessionary bus fares

A mandatory bus concession for older and disabled people has been in place since 2001. The scheme has gradually been extended since its introduction and since April 2008 has provided free off-peak local bus travel to eligible older and disabled people anywhere in England.

The majority of the surplus is spent on providing free travel for both the elderly and disabled citizens. We continued to pay bus operators at pre pandemic levels adhering to guidance from the Department for Transport.

We spent £10,655,014 on this service in financial year 2021/22 and the Council have continued to support bus services with these payments throughout the pandemic.

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 70

Subject: Elm Grove parking proposals

Date of meeting: 17th January 2022

Report of: Executive Director – Economy, Environment & Culture

Contact Officer: Name: Charles Field
Email: Charles.field@brighton-hove.gov.uk

Ward(s) affected: Hanover & Elm Grove

For general release

1. Purpose of the report and policy context

- 1.1 This report has been brought forward following an agreed amendment made to the previously presented report at the last ETS Committee on the Elm Grove pavement parking ban proposal.
- 1.2 It was requested officers explore alternative parking provisions for Elm Grove residents and report back to this committee before proceeding directly to the advertisement of a Traffic Regulation Order. This would be based on the implementation of alternative parking provisions for residents of Elm Grove, including but not limited to on-street angle/echelon parking bays which could form part of a Controlled Parking Zone.

2. Recommendations

- 2.1 That Committee agrees to option 4 which is to proceed directly to the advertisement of a Traffic Regulation Order for the Elm Grove Pavement parking ban. This would include reviewing Elm Grove further as part of the Liveable Neighbourhood proposals for the area or at a later date when and if funding is identified.

3. Context and background information

- 3.1 Councillors have continued to receive complaints about pavement parking on Elm Grove. Therefore, during Chair's communications at ETS Committee on 21st June, the Chair asked officers look to take forward proposals if no pavement parking legislation was forthcoming from Central Government.
- 3.2 At the same Committee meeting in June a deputation from residents in Elm Grove requested that "a Local Traffic Order will be put in place on Elm Grove by September if legislation on pavement parking has not been passed, making parking on Elm Grove residents only, and only in marked bays". The chair responded that "Tackling pavement parking is one of our number one priorities and despite continued lobbying of the government, we

still await a clear announcement about if or how it will give local authorities the necessary powers to effectively deal with it. Its consultation asking whether a change of existing pavement parking legislation should occur finished in November 2020, so if we don't hear anything soon, then we will need to seriously consider a separate Traffic Regulation Order to deal with the unnecessary obstruction and danger that this anti-social behaviour can cause in the local street". Many of these vehicles can only access spaces on verges by driving illegally along the pavement, and many residents have witnessed this outside their own homes. This is particularly dangerous in a street on which there's a school and parents have noted 'near misses'. As there has been no update on this legislation a report to the ETS Committee on November 15th 2022 outlined the way forward to tackle the pavement parking issue on Elm Grove.

- 3.3 At the ETS Committee meeting on 15th November an agreed amendment was made to the recommendations. It was requested officers explore alternative parking provisions for Elm Grove residents and report back to this committee before proceeding directly to the advertisement of a Traffic Regulation Order. This would be based on the implementation of alternative parking provisions for residents of Elm Grove, including but not limited to on-street angle/echelon parking bays which could form part of a Controlled Parking Zone.
- 3.4 Officers in the Transport department have been liaising on the different options available taking into consideration, funding, road safety, traffic management, Department for Transport guidance and engineering constraints. The following 4 options have been identified and analysed;

Option 1 – Do Nothing

- 3.5 This option simply means that nothing will happen in isolation and Elm Grove will continue to be reviewed as part of the Liveable Neighbourhood proposals or at a later date when and if funding can be identified for a full scale review of the area.

Option 2 – Implement Echelon parking where available on existing road space on Elm Grove between Lewes Road and Tenantry Down Road.

- 3.6 To introduce echelon parking on Elm Grove within the existing road space would result in a major change to the strategic road network as there is insufficient room to accommodate such a change without making the section of Elm Grove from Lewes Road to Queens Park Road one way. This would impact on the strategic route to urban areas such as Woodingdean as traffic would be displaced onto other routes, placing more pressure on them. Queens Park Road would be significantly impacted with increased traffic leading to congestion and a number of bus services would have to change routes, increasing journey times as a direct result of the change.
- 3.7 In terms of road safety a one way road results in increased vehicle speeds and likely to increase to risk of crashes. Elm Grove is relatively straight so a

one way flow in either direction would be placing cyclists and pedestrians at risk. The Liveable Neighbourhood proposal for the Hanover area currently being developed would have to be reconsidered as a significant change such as this would mean that the design would have to be changed due to the new routes that residents would have to take.

- 3.8 The Council have also received representations from the Bricycles team outlining their concerns with echelon parking proposals in this option (and option 3). Particularly in terms of any potential future cycling infrastructure on Elm Grove as Echelon parking proposals could compromise this.
- 3.9 It's also important to note that financial implications have not been considered at this point.
- 3.10 In conclusion introducing echelon parking within the existing road space is not recommended as it will impact on the strategic road network and there are very real concerns related to road safety.

Option 3 - Implement Echelon parking by using the existing verge / pavement on Elm Grove between Lewes Road and Tenantry Down Road.

- 3.11 To introduce echelon parking on Elm Grove by using the existing verge / pavement there are a number of things to consider particularly from a road safety, traffic management, cost and engineering perspective.
- 3.12 From a Road Safety point of view it is not recommended to reverse into a live traffic lane so all traffic would need to reverse into the bays and drive out. This manoeuvre will hold up traffic in the main running lane, including buses. Vehicles will have to drive past the space and reverse backwards into this space causing delays or inviting others to overtake into oncoming traffic. If drivers choose not to reverse into the space, which often happens, they will be forced to reverse out into the live lane against Highway Code advice. On a busy road such as Elm Grove this type of manoeuvre is not recommended and creates extra hazards for vulnerable road users such as cyclists, as well as traffic and buses.
- 3.13 Any echelon parking provided would have to be at a very shallow angle to allow for hard sided vans to be able to use their mirrors to reverse out of them. If it was deemed necessary to cut into the hardened verge it would mean that at every tree the parking would have to be stopped as this would impact on the roots. This would mean that overall there could be a net loss of parking as all parallel parking would be removed.
- 3.14 Please note these are the recommendations from an initial assessment of the area but have been endorsed by a qualified road safety auditor. Some of the road safety points above also apply to option 2.
- 3.15 In terms of air quality and public health, it would also be best practice to avoid exhaust pipes pointing at ground floor and basement residential uses as fumes can collect and linger in porches and stairwells. This risk would be

influenced to a degree by the distance of the vehicle from property frontages.

- 3.16 The estimated cost to cut into the verge / pavement and widen the parking bay areas by 0.6 metres would be around £1 million which is based on the sections right up to Tenantry Down Road. For just the section between Lewes Road and Queens Park this would be around £500,000. This is a very rough estimate and there are several considerations and constraints to this estimated cost which may increase costs further. This would include underground services, trees, lamp columns, bus shelters, drainage and telegraph poles plus any other street furniture that is in the way such as sign posts, bins, benches and cycle stands.
- 3.17 It is important to note that this Elm Grove is a main distributor road for the area, is a bus route and has a hospital and ambulance station on it yet currently has substandard running lane widths of approximately 2.7 metres where we should have 3.2 metre widths. Therefore, any changes as part of this option or a further review would need to take this into consideration.

Option 4 – Continue with Pavement Parking Ban proposal and review Elm Grove further as part of the Liveable Neighbourhood proposals for the area or at a later date when funding is identified.

- 3.18 It is proposed that the Council takes forward pavement ban proposals similar to those introduced in Portland Road, Craven Vale and Carden Avenue. This would mean zone entry signage at all entry points and repeater signage to allow Civil Enforcement Officers (CEO's) to enforce the restrictions linked to vehicles parked on the pavement. The restriction would be along the whole stretch of Elm Grove from the junction with Lewes Road to the junction with Tenantry Down Road. It may also need to include small stretches of the side roads leading into Elm Grove.
- 3.19 A parking survey (Appendix A) was also undertaken in early December 2022 with the total number of illegally parked vehicles column being the sum of the last 3 columns. Technically vehicles parked on the pavement aren't illegally parked under current legislation as the Council can't issue them with a Penalty Charge Notice. This survey demonstrates there is currently no shortage of non-pavement parking in the parking scheme Zone S. Zone V is less clear as it will depend how many of those parked on the pavement would qualify for resident permits as opposed to how many are visitors to the area taking advantage of the lack of enforcement.
- 3.20 Due to the recent Committee decision not to go ahead with a parking scheme in the Roedean area there is space in the parking scheme priority timetable to allow for staff resources to be allocated to this project. Therefore, it is proposed that the Elm Grove pavement parking ban replaces this on the timetable as highlighted in the ETS Committee report of 15th November 2022 (Appendix A of that report). The original parking scheme priority timetable was agreed at this Committee in November 2021 and will be reviewed in 2023 with an update report to this Committee in late 2023.

- 3.21 It's important to note that this would involve a large amount of signage implemented on Elm Grove. Therefore, there will be a significant signage cost to this proposal of an estimated £25,000 and the funding required for the infrastructure for this project would be from the Hanover & Tarner Liveable Neighbourhood scheme.

4. Analysis and consideration of alternative options

- 4.1 The four options are outlined above and it is recommended by officers that option 4 is taken forward.

5. Community engagement and consultation

- 5.1 The proposal would be taken forward by preparing a Traffic Regulation Order that would be advertised as soon as possible. This would be for the following statement of reasons;

- to prevent obstruction to pedestrians. Cars and other vehicles parked on footways or at pedestrian crossings can make life difficult and dangerous for pedestrians, in particular for wheelchair users, people with pushchairs and the visually impaired. Vehicles parked in front of driveways block access to and from the premises.
- to prevent damage to the footway. Unlike road surfaces, footways are not designed to take the weight of cars or other motor vehicles. Much of the damage to footways (cracked or sunken paving slabs etc) is caused by vehicles parking illegally on the footway. Repairs cost significant amounts each year, and tripping on damaged footways is the cause of many pedestrian injuries
- to maintain footways as an amenity. The presence of cars and other vehicles parked on footways, verges and other pedestrian areas is detrimental to the urban environment.
- Driving onto and off the footway is a danger to all pedestrians, especially the young, elderly and vulnerable.

- 5.2 Notices would be put up on street to allow comments to be made during the 21 day consultation period and if significant objections were received (6 or more) then the proposals would be brought to this Committee early next year to agree the way forward. Otherwise it would progress directly to the implementation stage.

6. Conclusion

- 6.1 It is recommended that option 4 is taken forward by a Traffic Regulation Order process due to the reasons outlined in this report.

7. Financial implications

- 7.1 The funding required for the infrastructure for this project would be from the Hanover & Tarner Liveable Neighbourhood scheme as the Elm Grove

pavement ban is linked to the scheme. This is estimated to be in the region of £0.025m.

- 7.2 The Traffic Regulation Order will be funded from the existing Parking Design & Implementation budget. Ongoing maintenance costs associated with the scheme will also be met from existing budgets.
- 7.3 Future Penalty Charge Notices (PCN's) issued would fund the enforcement costs associated with enforcing this restriction. Enforcement income will also need to fund any maintenance costs.
- 7.4 Use of surplus income from parking charges and penalty charges is governed by section 55 of the Road Traffic Act 1984. Once the direct costs of traffic management have been met, the use of surplus is legally ringfenced to the provision of public transport services and to road, air quality and environmental improvements.
- 7.5 Parking charges are subject to the Council's Fees and Charges Policy. As a minimum, charges will be reviewed annually as part of the budget and service planning process.
- 7.6 Funding has not been identified for options 2 & 3

Name of finance officer consulted: John Lack Date consulted: 19/12/2022

8. Legal implications

- 8.1 The Council's powers and duties under the Traffic Management Act 2004 and the Road Traffic Act 1984 must be exercised to ensure the expeditious, convenient and safe movement of all types of traffic.
- 8.2 The recommendation contained in this report demonstrate that the Council is exercising its powers in order to comply with its statutory duties.
- 8.3 Before making Traffic Orders the Council must consider all duly made unwithdrawn objections. The Council can decide to make a Traffic Order unchanged, to make it with modifications or not to proceed with it. Proposed orders can usually be modified provided any amendments do not increase the effects of the advertised order.

Name of lawyer consulted: Alice Rowland Date consulted 5/12/22

9. Equalities implications

- 9.1 The Pavement Parking Ban will help support the community by provision of unobstructed and safer access to their homes, services and premises by removing vehicles obstructing the pavement.

10. Sustainability implications

- 10.1 No sustainability implications identified.

Supporting Documentation

1. Background documents

- 1) ETS Committee Report – 15th November 2022 – Elm Grove Parking ban – Agenda Item 50

Appendix A – Elm Grove parking survey

Elm Grove (V)							
	Time of Visit	Total Number of Bays	Total Number of Empty Bays	Total Number of vehicles illegally parked or on the pavement	Vehicles on Pavement with Permits	Vehicles on Pavement without Permits	Number of vehicles in Contravention on Road (which we could issue PCN's)
4-Dec	10:41	55	11	30	2	25	3
5-Dec	13:20	55	14	31	1	27	3
6-Dec	19:00	55	9	27	2	24	1

Elm Grove (S)							
	Time of Visit	Total Number of Bays	Total Number of Empty Bays	Total Number of vehicles illegally parked or on the pavement	Vehicles on Pavement with Permits	Vehicles on Pavement without Permits	Number of vehicles in Contravention on Road (which we could issue PCN's)
4-Dec	10:41	78	35	28	7	21	0
5-Dec	13:19	78	43	34	26	6	2
6-Dec	19:00	78	42	39	26	6	7

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 71

Subject: Parking Scheme Update

Date of meeting: 17th January 2023

Report of: Executive Director, Economy, Environment & Culture

Contact Officer: Name: Anthony Patchett

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Ward(s) affected: Hangleton & Knoll, Hollingdean & Stanmer, South Portslade and Withdean.

For general release

1. Purpose of the report and policy context

- 1.1 The purpose of this report is to update the Committee on the progress of recent resident parking scheme consultations.
- 1.2 This report outlines the findings of the recent consultation with residents in Hallyburton Road, Hollingdean, South Portslade (Zone X) and Withdean Road areas.

2. Recommendations

- 2.1 That Committee having taken account of all duly made representations and comments agree that the following Traffic Regulation Orders (TRO) are approved to enable the Hallyburton Road area parking Zone 11 to proceed to the implementation stage:

Brighton & Hove Various Controlled Parking Zones Consolidation Order 2018 Amendment Order No.* 202* (TRO-33a-2022)

Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2018 Amendment Order No.* 202* (TRO-33b-2022)

- 2.2 That Committee having taken account the low percentage of responses (11%) and the mixed response to the postcard consultation, agrees that no change should be made to the Hollingdean detailed design consultation boundary.

- 2.3 That Committee having taken account of all duly made representations and comments, agrees to proceed to the next stage of advertising a Traffic Regulation Order for the Withdean Road area for a light touch parking scheme Monday to Sunday, 9am to 10am and 1pm to 2pm.
- 2.4 That the Committee having taken account of all duly made representations and comments, agrees there will be no change to the days and times of operation in Zone X (South Portslade).

3. Context and background information

- 3.1 The parking scheme consultations were undertaken in accordance with the parking scheme priority timetable programme that was agreed at this Committee following various petitions and deputations.

4. Analysis and consideration of alternative options

- 4.1 The main alternative options are doing nothing which would mean that the various parking scheme consultations/reviews would not be taken forward or consulting on a different option.
- 4.2 It is, however, recommended by officers to proceed with the recommendations for the reasons that are outlined within the report.

5 Community engagement and consultation

Hallyburton Road Area

- 5.1 Following ETS approval on 8 October 2019, a letter was sent out to households in the Hallyburton Road area in November 2021. The consultation was also advertised on the council's website, via social media and by a press-release to local media. The results outlined that 73% of respondents were in favour of a Resident's Parking Scheme in the area based on a 24% response rate.
- 5.2 Following ETS approval on 15 March 2022 it was agreed to contact residents to find out if there was support for a Light Touch Residents Parking Scheme Monday to Friday.
- 5.3 Brighton & Hove City Council Land and Property Gazetteer was used to provide 408 property address in the Hallyburton Road area. A frequently asked question sheet and the detailed design was sent to each address. Respondents were invited to complete the survey online via the council's Consultation Portal, but paper copies were available to anyone should they need it. 1 (1.4%) response was received by mail and 68 (98.6%) online. The consultation ran from 6 June to 10 July 2022. A summary of the results is shown in the table below.

Number of properties mailed	408
Consultation response rate	69 (17%)
Support for a residents parking scheme	42 (61%)
Against a parking scheme	27 (39%)
Preferred 11am-12pm & 6-7pm	38 (63%)
Requested different hours	22 (37%)

- 5.4 Following ETS approval on 20 September 2022 it was agreed to advertise a Traffic Regulation Order (TRO) to allow the implementation of the Hallyburton Road Area parking scheme. The TRO was advertised on 11 November 2022 with the closing dates for comments and objections on the 5 December 2022. The Ward Councillors for the area were consulted as were the statutory consulted such as the Emergency Services.
- 5.5 The notice was published in the Argus newspaper on the 11 November 2022. Detailed plans and the draft TRO were available to view online.
- 5.6 We received 27 items of correspondence to the proposals. This included support and objections. From residents who live within the proposed Zone there were 5 items of correspondence in support of the proposals due the parking problems, while there were 22 objections.
- 5.7 There were 15 objections regarding Isabel Crescent due to concerns over loss of parking provision.
- 5.8 Due to a petition presented to this committee on 20 September 2022, it was recommended that officers meet with residents to discuss their concerns over the proposals within Isabel Crescent. This meeting took place on 31 October 2022. A subsequent meeting took place with representatives of the East Sussex Fire and Rescue Service in November 2022 to discuss emergency access. This enabled us to consider a redesign of the parking arrangements which will lead to an overall increase in parking provision by approximately 10 spaces. A plan showing the new proposed design for Isabel Crescent is shown in Appendix A
- 5.9 The comments/objections are listed in Appendix B alongside an outline of the officer comments.
- 5.10 The Hangleton & Knoll Ward Councillors are satisfied with the consultation process that has taken place.

Hollingdean Area

- 5.11 At ETS on 20 September 2022 it was agreed take forward a detailed design consultation for a smaller area of Hollingdean. It was requested by the Ward Councillors to further consult with residents and businesses not included in the smaller boundary, to find out if there was support for a residents parking scheme. This was following concerns regarding potential additional parking pressure in the surrounding areas.

- 5.12 Brighton & Hove City Council Land and Property Gazetteer was used to provide 1279 property address in the Hollingdean area. A postcard was sent to each address. Respondents were invited to complete the survey online via the council's Consultation Portal, but paper copies were available to anyone should they need it. 5 (3.6%) response was received by mail and 135 (96.4%) online. The postcard consultation ran from 28 October to 20 November 2022. A summary of the results is shown in the table below.

Number of properties mailed	1279
Consultation response rate	140 (11%)
Support for a residents parking scheme	73 (52%)
Against a parking scheme	67 (48%)

- 5.13 Analysis undertaken of all the responses received from respondents and the full results analysis of the consultation including road-by-road results and area plan is outlined in Appendix C.
- 5.14 The Hollingdean and Stanmer Ward Councillors are satisfied with the consultation process that has taken place.

Withdean Road Area

- 5.15 Following ETS approval in October 2019 it was agreed to consult with residents and businesses in the Withdean Road area to find out if there was support for a residents parking scheme in this area. The results outlined that 88% of respondents were in favour of a Resident's Parking Scheme in the area based on a 57% response rate.
- 5.16 Following ETS approval on 20 September 2022 it was agreed to contact residents to find out if there was support for a Light Touch Residents Parking Scheme Monday to Sunday.
- 5.17 A Brighton & Hove City Council Land and Property Gazetteer was used to provide 181 property address in the Withdean Road area. A questionnaire and frequently asked question sheet was sent to each address. Respondents were invited to complete the questionnaire and return it using the pre-paid envelope provided. The consultation ran from 24 October to 27 November 2022. A summary of the results is shown in the table below.

Number of properties mailed	181
Consultation response rate	100 (55%)
Support for a residents parking scheme	89 (89%)
Against a parking scheme	11 (11%)
Preferred 9-10am and 1-2pm	75 (81%)
Requested different hours	18 (19%)

- 5.18 Analysis undertaken of all the responses received from respondents and the full results analysis of the including road-by-road results and area plan is outlined in Appendix D.

- 5.19 The Withdean Ward Councillors are satisfied with the consultation process that has taken place.

Zone X (South Portslade) Review

- 5.20 The Zone X (South Portslade) parking scheme was implemented in August 2021. It was agreed in the parking scheme priority timetable set in 2019 that the area would be reviewed a year after its implementation.
- 5.21 A consultation letter from the Council was sent to all households in Zone X. This included 853 property address with the boundary of Zone X residents parking scheme. A letter and questionnaire were sent to each address. Respondents were invited to complete the survey. 205 valid responses were received. The consultation ran from 7 October to 30 October 2022. A summary of the results is shown in the table below.

Number of properties mailed	853
Consultation response rate	205 (25%)
Satisfied or very satisfied with the scheme	143 (70%)
Happy for the scheme to remain the same	146 (72%)

- 5.22 Analysis undertaken of all the responses received from respondents and the full results analysis of the including road-by-road results and area plan is outlined in Appendix E.
- 5.23 The South Portslade Ward Councillors are satisfied with the consultation process that has taken place.

6. Conclusion

- 6.1 As set out in the body of the report and the recommendations.

7. Financial implications

- 7.1 The costs associated with the recommendations of this report will be contained within existing Parking Services budgets and/or funded from additional parking income generated.
- 7.2 Use of surplus income from parking charges and penalty charges is governed by section 55 of the Road Traffic Regulation Act 1984. Once the direct costs of traffic management have been met, the use of surpluses is legally ringfenced to the provision of public transport services and to road, air quality and environmental improvements.
- 7.3 Parking charges are subject to the Council's Corporate Fees and Charges Policy. As a minimum, charges will be reviewed annually as part of the budget and service planning process.

Name of finance officer consulted: John Lack Date consulted: 19/12/2022

8. Legal implications

- 8.1 The approval of ETS committee is required to enable the consolidation orders the subject of this report, to progress. If the correct consultation processes have been carried out (and there is no reason to think they have not) the order making process will have been duly followed and no legal implications will arise as a result.

Name of lawyer consulted :Katie Kam

Date consulted: 13/12/2022

9. Equalities implications

- 9.1 Consultation took place and the comments and wishes of the respondents were taken into account when considering what changes would best meet the needs of those local population. Engagement with a wide range of residents has been built into the process from the start including an equality monitoring form. The use and analysis of data and engagement has informed the project to ensure it meets the needs of the local population. The proposed measures will be of benefit to many road users.

10. Sustainability implications

- 10.1 Parking schemes can help to encourage less polluting travel options and reduce emissions. In addition, congestion can affect the reliability of journey times and long-term parking can reduce accessibility. Parking schemes can help to encourage alternative transport choices and higher turnover of spaces. Better accessibility through a high turnover of vehicles being parked helps to support local businesses.

Supporting Documentation



1. Appendices

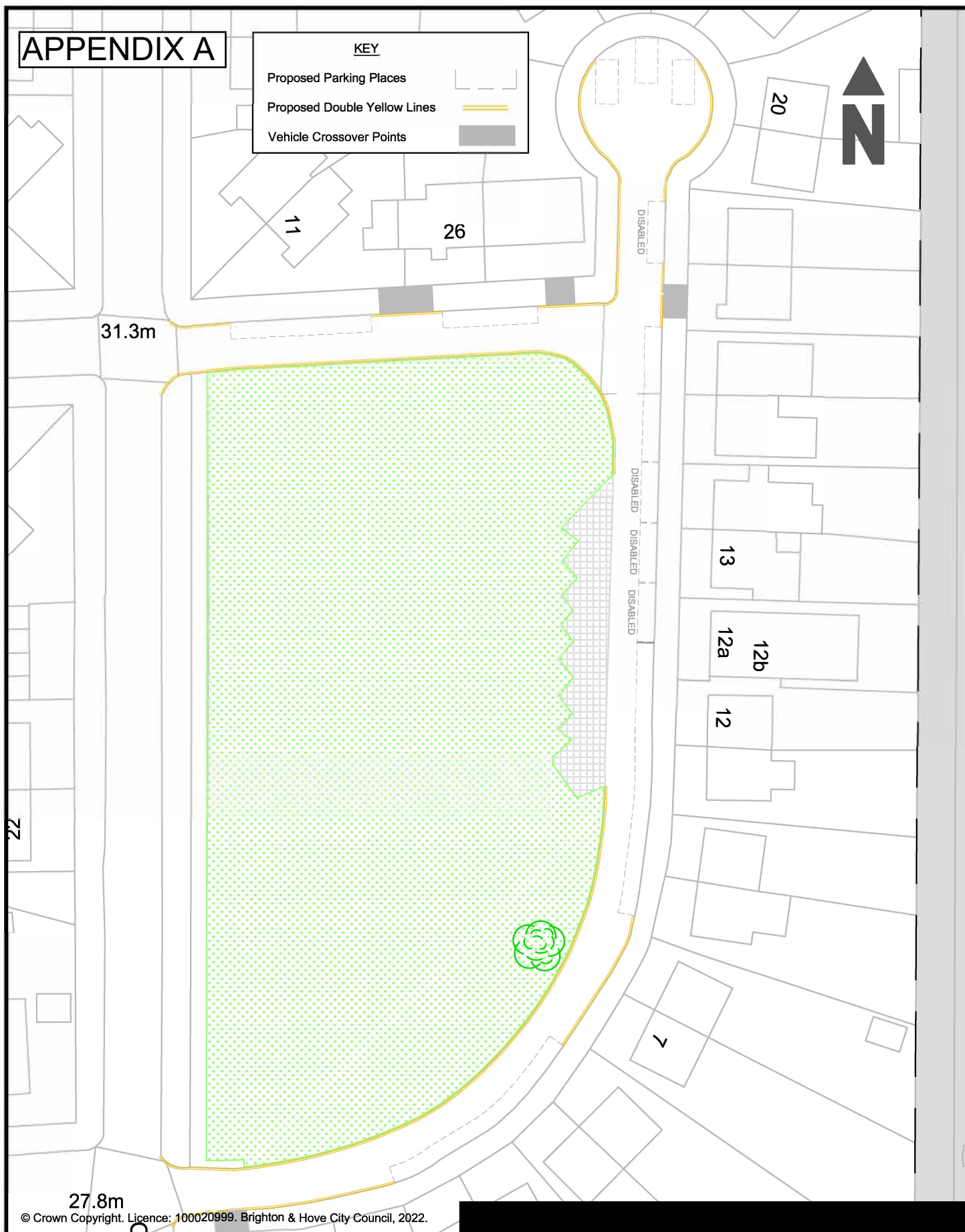
1. Appendix A – Isabel Crescent new proposal plan
2. Appendix B – Hallyburton Area plan and TRO comments
3. Appendix C – Hollingdean report, results and plan
4. Appendix D – Withdean report, results and plan
5. Appendix E – Zone X (South Portslade) report, results and plan

2. Background documents


1. Agenda Item 32 – Report to ETS Committee 8 October 2019
2. Agenda Item 57 – Report to ETS Committee 16 November 2021
3. Agenda Item 90 – Report to ETS Committee 15 March 2022
4. Agenda Item 27 – Report to ETS Committee 20 September 2022

APPENDIX A

KEY	
Proposed Parking Places	
Proposed Double Yellow Lines	
Vehicle Crossover Points	



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Title : Hallyburton Road Area Parking Consultation	Scale : NTS	 Brighton & Hove City Council
Location : Isabel Crescent, Hove	Date : NOV22	
Proposal : Revised design following site consultation with ESFR representatives in NOV 2022	Drawn : CML	
	Drawing No : B&H/IC001	
		TRO: 33 - 2022

Appendix B

No.	Who	Road	Object/Support	Comment	Officer Response
1	Resident	Whole Scheme	S	We have such an issue with parking along this road due to our proximity to the station and the fact that most other roads nearby are permitted. Therefore having permits along this road will be so beneficial.	
2	Resident	Whole Scheme	S	like everything about it	
3	Resident	Whole Scheme	S	I support the introduction of controlled parking zone 11	
4	Resident	Whole Scheme	S	Likes everything, would prefer Mon - Sun	
5	Resident	Whole Scheme	S	Like the scheme, but concerned for residents on Isabel Crescent	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
6	Resident	Isabel Crescent	O	very crowded road, double yellow lines where there are no safety issues will force residents to park along Olive Rd, Hallyburton and surrounding areas. This will be incredibly inconvenient for elderly residents and parents and cause further congestion.	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
7	non-resident	Isabel Crescent	O	that residents will be forced to park far away from their homes causing inconvenience and the necessity to constantly cross the very busy and dangerous Olive Road. There seems to be no good reason to do this as there is enough space for emergency vehicles to arrive.	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
8	Resident	Isabel Crescent	O	Reducing number of parking spaces overall, people on the Crescent won't be able to park in front of their homes, they will have to cross the polluted and extremely busy Olive Road. They will then park on Hallyburton which will mean there will in effect be less spaces than there now without a scheme.	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
9	Resident	Isabel Crescent	O	It will greatly impact the residents of Isabel Crescent many of whom have children. It will create even more congestion for residents on nearby Hallyburton, Florence, Margery and Dorothy Road.	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
10	Resident	Isabel Crescent	O	I object to unnecessary double yellow lines in Isabel Crescent. They will cause huge inconvenience to residents in that street and impact on parking in the surrounding streets.	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
11	Resident	Isabel Crescent	O	Objection to the proposal to cover the Crescent with double yellow lines, submitted petition on behalf of all the residents outlining our concerns around the safety of Olive Road and not being able to park outside our houses with small children and the elderly also being affected and potentially harmed.	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
12	Resident	Isabel Crescent	O	Concerns to cross a super dangerous road daily, likes the idea of a scheme but does not like the DYLs on Isabel Crescent	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
13	Resident	Whole Scheme	O	Severe reduction in parking for residents.	The parking consultation was requested due to concerns from residents about parking in their area. It demonstrates the need that parking in this area needs to be managed as demand exceeds supply.
14	Resident	Isabel Crescent	O	However, if there are double yellow lines throughout the whole of Isabel Crescent this is going to take away a lot of this benefit, and is also dangerous for the residents there who will frequently have to cross busy Olive Road (especially problematic for those who have children/are more elderly/have mobility issues)	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
15	Resident	Whole Scheme	O	reduction parking spaces everywhere, does not like anything about it	The parking consultation was requested due to concerns from residents about parking in their area. It demonstrates the need that parking in this area needs to be managed as demand exceeds supply.
16	Resident	Isabel Crescent	O	reduction of parking spaces, concerns crossing the road	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
17	non-resident	Isabel Crescent	O	increased risk of crossing road, difficult for visitors picking up/dropping off from school.	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
18	Resident	Whole Scheme	O	Business Owner would like people to be able to park unrestricted	On-street spaces will prioritise parking for residents during operational hours, however parking outside of the restricted hours can continue
19	Resident	Whole Scheme	O	Business Owner would like people to be able to park unrestricted	
20	Resident	Isabel Crescent	O	reduction of parking spaces, concerns crossing the road, less space in rest of zone	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
21	non-resident	Isabel Crescent	O	reduction of parking space due to DYLs, concerns crossing the road, wants zebra crossing on Olive Road	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
22	Resident	Isabel Crescent	O	doesn't like anything proposed for Isabel Crescent	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
23	Resident	Whole Scheme	O	Doesn't like anything, feels consultation was not thorough enough and wants it scrapped	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents.
24	Resident	Isabel Crescent	O	reduction of parking space due to DYLs, concerns crossing the road	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
25	Resident	Isabel Crescent	O	Does not want any double yellow lines, only permit parking	Following a site meeting between council officers and representatives from East Sussex Fire & Rescue in November, a revised plan was drawn up resulting in a reduction of double yellow lines and an increase in on-street parking provision (approximately 10 spaces).
26	Resident	Whole Scheme	O	doesn't support the scheme as crossovers will hold DYLs	The parking consultation was requested due to concerns from residents about parking in their area. It demonstrates the need that parking in this area needs to be managed as demand exceeds supply.
27	Resident	Margery Road	O	No current parking problem	The parking scheme has already been through an extensive consultation process in regard to costs and times. The options and roads taken forward is that which is preferred by the majority of respondents.

Appendix C

Hollingdean Area Residents Parking Scheme Follow up postcard question November 2022

Background

In April 2022 we wrote to residents in the Hollingdean area to ask if they would like to be considered for a residents' parking scheme in the area. The results from this consultation showed that 52.6% of respondents were in favour of a scheme.

It was agreed that the council would progress to a detailed design in a smaller area where most support was shown. It was also agreed with Ward Councillors that we would write to residents on roads outside this area to make them aware that if this scheme is agreed there may be a negative impact on their roads and to give them a further opportunity to be included in the detailed design.

Headline Findings

Support to be included in the area that will be consulted for a residents' parking scheme:

- 52.1% of respondents would like to be consulted for a residents' parking scheme in the area
- 47.9% of respondents do not want to be consulted for residents' parking scheme in the area

Methodology

Brighton & Hove City Council Land and Property Gazetteer was used to provide 1279 property addresses outside of the proposed scheme boundary for the forthcoming Hollingdean Area consultation. A postcard was sent to residents and businesses in these periphery roads to make them aware of the proposed forthcoming scheme and to offer a further chance to decide to opt in and be consulted further when a scheme is designed for the Hollingdean area.

Respondents were invited to complete the survey online via the council's Consultation Portal or given the option to request a paper copy of the questionnaire should they wish to. 135 (96.4%) responses were received online and 5 (3.6%) paper copies were returned. The consultation ran from 28 October to 20 November 2022.

Results

140 valid responses¹ were received from within the proposed scheme boundary giving a response rate of 10.9%.

¹ 25 Cases were removed: 4 with an incomplete address, 3 from outside the area and 18 duplicate responses

Q Would you like to be included in the area that will be consulted for a residents' parking scheme? (response base 140²)

Yes		No	
Number	%	Number	%
73	52.1	67	47.9

Results on a street-by-street basis were as follows:

Street	Number properties mailed	Number responses	Response rate %	Yes		No	
				Number	%	Number	%
Barrow Close	8	1	12.5	1	100	0	0
Barrow Hill	9	0	0.0	0	0	0	0
Beal Crescent	25	3	12.0	2	66.6	1	33.3
Brentwood Close	10	4	40.0	2	50.0	2	50.0
Brentwood Crescent	44	7	15.9	6	85.7	1	14.3
Brentwood Road	120	19	15.8	11	57.9	8	42.1
Burstead Close	189	14	7.4	6	42.9	8	57.1
Crespin Way	52	9	17.3	7	77.8	2	22.2
Florence Place	1	0	0.0	0	0	0	0
Fountains Close	7	0	0.0	0	0	0	0
Golf Drive	57	3	5.3	0	0	3	100
Hinton Close	5	1	20.0	0	0	1	100
Isfield Road	23	5	21.7	0	0	5	100
Lambourne Close	10	3	30.0	1	33.3	2	66.7
Lambourne Road	23	5	21.7	1	20.0	4	80.0
Liphook Close	8	0	0.0	0	0	0	0
Lynchet Close	83	2	2.4	2	100	0	0
Lynchet Down	9	0	0.0	0	0	0	0
Lynchet Walk	15	2	13.3	1	50.0	1	50.0

² Response base = number of people answering this question

Melrose Close	11	0	0.0	0	0	0	0
Merevale	48	1	2.1	1	100	0	0
Mountfields	36	8	22.2	4	50.0	4	50.0
Peace Close	2	1	50.0	1	100	0	0
Romsey Close	14	1	7.1	0	0	1	100
Salehurst Close	6	0	0.0	0	0	0	0
Shenfield Way	17	7	41.2	3	42.9	4	57.1
Stephens Road	103	12	11.7	7	58.3	5	41.7
Tavistock Down	63	3	4.8	1	33.3	2	66.7
The Crestway	109	3	2.8	2	66.7	1	33.3
Thompson Road	71	7	9.9	5	71.4	2	28.6
Uplands Road	60	8	13.3	3	37.5	5	62.5
Wolverstone Drive	41	11	26.8	6	54.5	5	45.5
TOTAL	1279	140	10.9	73	52.1	67	47.9

Demographic Information

Age	Number	%
18-24	5	4.5
25-34	6	5.4
35-44	18	16.2
45-54	28	25.2
55-64	20	18.0
65-74	19	17.1
75+	15	13.5
Total	111	100

Gender	Number	%
Male	59	42.1
Female	64	52.0
Non-Binary	0	0
Other	0	0
Total	123	100

Do you identify as the gender you were assigned at birth?	Number	%
Yes	120	100
No	0	0
Total	120	100

Disability	Number	%
Yes, a little	15	12.1
Yes, a lot	21	16.9
No	88	71.0
Total	124	100.0

Of those who answered “yes”, disabilities were as follows:

Please state the type of impairment which applies to you.	Number
Physical impairment	16
Sensory impairment	4
Learning disability/ difficulty	2
Long-standing illness	16
Mental health condition	7
Development condition	1
Autistic Spectrum	2
Other	4

Ethnic Origin		Number	%
White	White English/ Welsh/ Scottish/ Northern Irish/ British	102	85.7
	Irish	0	0
	Gypsy or Irish Traveller	1	0.8
	Any other white background	7	5.9
Asian or Asian British	Bangladeshi	0	0
	Indian	1	0.8
	Pakistani	0	0
	Chinese	1	0.8
	Any other Asian background	1	0.8
Black or Black British	African	1	0.8
	Caribbean	0	0
	Any other Black background	0	0
Mixed	Asian & White	1	0.8
	Black African & White	1	0.8
	Black Caribbean & White	0	0
	Any other mixed background	1	0.8
Any other ethnic group	Arab	0	0
	Any other ethnic group	2	1.7
Total		119	100

Sexual Orientation	Number	%
Bisexual	7	6.7
Gay Man	1	1.0
Heterosexual/ straight	93	88.6
Lesbian/ Gay Woman	1	1.0
Other	3	2.9
Total	105	100

Religious Belief	Number	%
I have no particular religion or belief	61	55.0
Buddhist	1	0.9
Christian	40	36.0
Hindu	0	0
Jain	0	0
Jewish	0	0
Muslim	2	1.8
Pagan	0	0
Sikh	0	0
Agnostic	0	0
Atheist	4	3.6
Other	2	1.8
Other philosophical belief	1	0.9
Total	111	100

Are you a carer	Number	%
Yes	25	19.8
No	101	80.2
Total	126	100

If yes, do you care for a:	Number
Parent	12
Partner or Spouse	9
Child with special needs	1
Friend	0
Other family member	4
Other	1

Armed Forces	Yes		No	
	Number	%	Number	%
Are you currently serving in the UK armed forces?	0	0	118	100
Have you ever served in the UK armed forces?	5	4.2	113	95.8
Are you a member of a current or former serviceman or woman's immediate family/ household?	3	2.6	114	97.4



Appendix D

Withdean Area Light Touch Residents Parking Scheme Consultation Report December 2022

Background

In June 2022, residents in the Withdean Area were written to in order to gauge whether there was support for a residents parking scheme.

The results from this initial consultation showed that 87.5% supported the introduction of a residents parking scheme with a preference being for a 7-day light-touch scheme (62.5% light-touch scheme, 65% Monday to Sunday). At the September 2022 Environment, Transport and Sustainability Committee a decision was made to carry out a consultation a full-consultation for a light touch scheme.

Headline Findings

The consultation received a response rate of 55.8%.

Support for a resident parking scheme:

- 89% of respondents support the implementation of a residents' parking scheme.
- 11% of respondents do not support the implementation of a residents' parking scheme

Operating hours

- 80.6% would like a scheme to operate 9am to 10am and 1pm to 2pm
- 19.4% would prefer different hours of operation

Methodology

Brighton & Hove City Council Land and Property Gazetteer was used to provide 181 property addresses in the proposed Withdean Area scheme boundary. An information leaflet and detailed map were sent to each address. The consultation ran from 7 November to 27 November 2022.

Results

101 responses were received giving a response rate of 55.8%.

Q1 Would you like a parking scheme in your area? (response base 100¹)

Yes		No		Total
Number	%	Number	%	
89	89.0	11	11.0	100

Results on a street-by-street basis were as follows:
(response base 100)

¹ Response base = number of people answering this question (some respondents didn't answer all questions)

Q1 Would you like a parking scheme in your area?

Street	Number properties mailed	Number responses	Response rate %	Yes		No	
				Number	%	Number	%
Blackthorn Close	6	5	83.3	5	100	0	0
Dyke Road Place	8	4	50.0	4	100	0	0
Wayland Avenue	67	50	74.6	43	86.0	7	14.0
Wayland Heights	6	3	50.0	3	100	0	0
Withdean Avenue	35	11	31.4	7	63.6	4	36.4
Withdean Close	5	0	0	0	0	0	0
Withdean Road	54	27	50.0	27	100	0	0
TOTAL	181	100	55.2	89	89.0	11	11.0

Q2 Would you like the scheme to operate from 9-10am and 1-2pm?

Yes		No (I would like different hours of operation)		Total
Number	%	Number	%	
75	80.6	18	19.4	93

Q2b

Those respondents who answered 'no' for Question 2 could suggest alternative timings for the scheme. A number of respondents chose not to suggest specific time slots: 8 asked for a full scheme / all day(s) scheme and two respondents asked for evenings or more hours.

Other times asked for were:

Time slot	Number of times mentioned
9-10am	2
8-10am	1
1-2pm	1
2-3pm	1
7-8pm	1

Q3 Respondents were asked whether they are a resident, a business owner or manager or work in the area. (Respondents could tick more than one option).

	Number of responses
Resident	99
Business owner or manager	5
Work in the area	4
Other	1

Q4 How many cars in your household?

No. of cars	Number of responses
0	7
1	33
2	42

3	14
4 or more	2

Q5a What type of business do you own or manage in the area?

What type of business?	Number of responses
Retail outlet	1
Office-based	3
Other includes: Landscaping, Salon, Consultancy	3
Total responses	7

Q5b How many vehicles are directly associated with your business?

No. of vehicles	Number of responses
0	1
1	3
2	0

Q7 Any further comments?

An open text box enabled respondents to add comments. These comments were grouped together and themed as follows:³ Comments mentioned more than once are listed in the following table:

Comments made	Number of times mentioned
Need scheme ASAP	6
Want traffic calming / more double yellow lines	5
Want scheme Monday to Friday only	3
In favour of scheme	3
Will stop long term / commuter parking	2
Want a full scheme	2
Want 20mph	2
Don't want double yellow lines over driveways	2
This is purely a money-making exercise	2

Unhappy about the hours proposed	2
----------------------------------	---

Demographic Information

Age	Number	%
18-24	0	0
25-34	0	0
35-44	6	9.7
45-54	10	16.1
55-64	17	27.4
65-74	9	14.5
75+	20	32.3
Total	62	100

Gender	Number	%
Male	33	51.6
Female	31	48.4
Non-Binary	0	0
Total	64	100

Do you identify as the gender you were assigned at birth?	Number	%
Yes	59	98.3
No	1	1.7
Total	60	100

Disability	Number	%
Yes, a little	8	12.7
Yes, a lot	6	9.5
No	49	77.8
Total	63	100

Of those who answered “yes”, disabilities were as follows:

Please state the type of impairment which applies to you.	Number
Physical impairment	11
Sensory impairment	0
Learning disability/ difficulty	0
Long-standing illness	5
Mental health condition	3
Development condition	0
Autistic Spectrum	0
Other	1

Ethnic Origin		Number	%
White	White English/ Welsh/ Scottish/ Northern Irish/ British	56	87.5
	Irish	0	0
	Gypsy or Irish Traveller	0	0
	Any other white background	4	6.3
Asian or Asian British	Bangladeshi	0	0
	Indian	2	3.1
	Pakistani	0	0
	Chinese	0	0
	Any other Asian background	0	0
Black or Black British	African	0	0
	Caribbean	0	0
	Any other Black background	0	0
Mixed	Asian & White	0	0
	Black African & White	0	0
	Black Caribbean & White	0	0
	Any other mixed background	0	0
Any other ethnic group	Arab	0	0
	Any other ethnic group	2	3.1
Total		64	100

Sexual Orientation	Number	%
Bisexual	0	0
Gay Man	4	6.5
Heterosexual/ straight	57	91.9
Lesbian/ Gay Woman	1	1.6
Other	0	0
Total	62	100

Religious Belief	Number	%
I have no particular religion or belief	20	33.3
Buddhist	1	1.7
Christian	29	48.3
Hindu	2	3.3
Jain	0	0
Jewish	1	1.7
Muslim	2	3.3
Pagan	0	0
Sikh	0	0
Agnostic	0	0
Atheist	4	6.7
Other	1	1.7
Other philosophical belief	0	0
Total	60	100

Are you a carer	Number	%
Yes	11	17.2
No	53	82.8
Total	64	100

If yes, do you care for a:	Number
Parent	4
Partner or Spouse	6
Child with special needs	1
Friend	0
Other family member	0
Other	0

Armed Forces	Yes		No	
	Number	%	Number	%
Are you currently serving in the UK armed forces?	0	0	58	100
Have you ever served in the UK armed forces?	3	5.1	56	94.9
Are you a member of a current or former serviceman or woman's immediate family/ household?	2	3.4	57	96.6



Appendix E

Area X South Portslade Residents Parking Scheme

Review Background

A resident parking scheme was implemented in August 2021. It was agreed in the parking priority timetable to include a review of the scheme.

Headline Findings

- 69.7% of respondents are satisfied or very satisfied with the current Area X parking scheme.
- 71.6% of respondents are happy for the scheme to remain the same.
- 28.8% of respondents want the scheme to become a full scheme.

Methodology

In October 2022, the council wrote to 853 property addresses within the boundaries of the South Portslade (Area X) residents parking scheme area with information on a review of the area. A questionnaire and a prepaid envelope were included. Respondents were also invited to complete the survey online via the council's Consultation Portal: Citizen Space. The consultation ran from 7 October to 30 October 2022.

Results

205 valid responses¹ were received from within the scheme boundary giving a response rate of 25.1%. People were asked how satisfied they are with the current Area X parking scheme?

	Number	%
Very Satisfied	64	31.2
Satisfied	79	38.5
Neither satisfied nor dissatisfied	24	11.7
Dissatisfied	18	8.8
Very dissatisfied	20	9.8
Total	205	100

People were then asked if they were happy for the scheme to remain the same:

	Number	%
Yes	146	71.6
No	58	28.4
Total	204	100

¹ 19 responses were removed from the analysis for the following reasons: 12 gave incomplete address details, 3 were from outside the area and 4 were duplicate responses.

and whether they would like the scheme to change to a full scheme (Monday to Sunday 9am to 8pm)

	Number	%
Yes	59	28.8
No	146	71.2
Total	205	100

Responses street by street are as follows:

How satisfied are you with the Area X residents parking scheme?

	Number of properties mailed	Response rate (%)	Satisfied or very satisfied		Neither satisfied nor dissatisfied		Dissatisfied or very dissatisfied	
			Number	%	Number	%	Number	%
Church Road	19	10.5	2	100	0	0	0	0
Clarendon Place	1	0	0	0	0	0	0	0
Denmark Road	40	20.0	6	75	2	25	0	0
Franklin Road	70	24.3	13	76.5	1	5.9	3	17.7
Gordon Close	41	26.8	7	63.6	0	0	4	36.4
Gordon Road	26	26.9	5	71.4	1	14.3	1	14.3
Infinity Close	12	0	0	0	0	0	0	0
Norway Street	77	39.0	26	86.7	3	10	1	3.3
Portslade Mews	21	9.5	2	100	0	0	0	0
St Andrews Road	138	39.9	37	67.3	4	7.3	14	25.4
St Aubyns Road	52	32.7	13	76.5	1	5.9	3	17.7
Station Road	152	14.5	10	45.4	6	27.3	6	27.3
Symbister Road	15	20.0	2	66.7	0	0	1	33.3
Vale Gardens	12	25.0	1	33.3	2	66.7	0	0
Vale Road	177	15.8	19	67.8	4	14.3	5	17.9
Total	853	24.0	143	69.7	24	11.7	38	18.6

People were asked if they were happy for the scheme to remain the same? Replies by street are as follows:

Street	Yes		No	
	Number	%	Number	%
Church Road	2	100.0	0	0
Clarendon Place	0	0	0	0
Denmark Road	6	75.0	2	25.0
Franklin Road	12	75.0	4	25.0
Gordon Close	7	63.6	4	36.4
Gordon Road	7	100.0	0	0
Infinity Close	0	0	0	0
Norway Street	26	83.9	5	16.1
Portslade Mews	2	100.0	0	0
St Andrews Road	35	63.6	20	36.4
St Aubyns Road	11	68.8	5	31.3
Station Road	12	54.5	10	45.5
Symbister Road	2	66.7	1	33.3
Vale Gardens	3	100.0	0	0
Vale Road	21	75.0	7	25.0
Total	146	71.6	58	28.4

Respondents were also whether they wanted the scheme to become a full residents' parking scheme (Monday to Sunday 9am to 8pm)

Street	Yes		No	
	Number	%	Number	%
Church Road	1	50.0	1	50.0
Clarendon Place	0	0	0	0
Denmark Road	4	50.0	4	50.0
Franklin Road	3	17.6	14	82.4
Gordon Close	1	9.1	10	90.9
Gordon Road	2	28.6	5	71.4
Infinity Close	0	0	0	0
Norway Street	10	32.3	21	67.7
Portslade Mews	0	0	2	100.0
St Andrews Road	21	37.5	35	62.5
St Aubyns Road	3	17.6	14	82.4
Station Road	5	23.8	16	76.2
Symbister Road	1	33.3	2	66.7
Vale Gardens	1	33.3	2	66.7
Vale Road	7	25.9	20	74.1
Total	59	28.8	146	71.2

Respondents could make comments on what is going well, what is not going well and also general comments about the scheme:

What is going well?	No. of times mentioned
Parking spaces are available/ near my house / easier to park	115
Long term/ commuter / double parking has stopped	28
Works well/ Scheme okay / doesn't need changing	21
Enforcement levels are good	8
Area is now safer	1
There's less congestion	1
Stops shoppers parking (this is a good thing)	1
TOTAL	175

What is not going so well	No. of times mentioned
Difficult to park during evenings / overnight/ weekends	45
Want different hours/ at weekends / full scheme	24
More enforcement needed / of unsafe / pavement parking	24
Nothing is going well/ don't want scheme	17
Stop Motorhome/ overflow parking on Vale Avenue / Vale Park	12
Boundary Road needs more parking / for shopping/ causes problems for residents	9
No / not enough parking for business owners / shop workers	6
Outside the area / include us in the zone	5
Has caused displacement parking	3
Carers / family carers can't park near my property	3
Want motorcycle parking / St Andrews Road (x1)	3
More car free development needed / enforce car free development	2
More EV Chargers needed / needs enforcing	2
Want P&D bays for visitors / not enough visitor spaces	2
Not enough parking / Vale Road (x1)	2
More disabled parking needed / Vale Road/ Gordon Road (x1)	1
Too much inconsiderate parking/ mark up bays	1
Dangerous parking on Vale Road	1
Not enough loading bays	1
Not enough visitor permits	1
No space to park outside my home	1
TOTAL	165

Do you have any other suggested changes or comments?	No. of times mentioned
Permits are expensive / Money making exercise / unhappy about paying more / don't want to pay for parking	24
Visitor permits: expensive/ should be free	9
Permits not sticky enough / lose their stickiness	7
Buying permits/ visitor permits/ business permits isn't easy/timely/ online system doesn't work	5
Visitor permits: shorter hours option	3
Signage not good	1
No reminder sent for permit renewal	1
Want more than one permit	1
Want cycle parking	1
TOTAL	52

Demographic Information

Age	Number	%
U18	0	0
18-24	0	0
25-34	20	12.4
35-44	35	21.7
45-54	48	29.8
55-64	28	17.4
65-74	14	8.7
75+	16	9.9
Total	161	100

What gender are you?	Number	%
Male	79	46.2
Female	92	53.8
Non-Binary	0	0
Other	0	0
Total	171	100

Do you identify as the gender you were assigned at birth?	Number	%
Yes	162	97.6
No	4	2.4
Total	166	100

Disability	Number	%
Yes, a little	16	9.6
Yes, a lot	13	7.8
No	138	82.6
Total	167	100

Of those who answered “yes”, disabilities were as follows:

Please state the type of impairment which applies to you.	Number
Physical impairment	19
Sensory impairment	1
Learning disability/ difficulty	2
Long-standing illness	9
Mental health condition	6
Development condition	0
Autistic Spectrum	2
Other	1

How would you describe your ethnic background?		Number	%
White	White English/ Welsh/ Scottish/ Northern Irish/ British	144	83.7
	Irish	3	1.7
	Gypsy or Irish Traveller	0	0
	Any other white background	13	7.6
Asian or Asian British	Bangladeshi	0	0
	Indian	0	0
	Pakistani	0	0
	Chinese	0	0
	Any other Asian background	5	2.9
Black or Black British	African	0	0
	Caribbean	0	0
	Any other Black background	0	0
Mixed	Asian & White	2	1.2
	Black African & White	0	0
	Black Caribbean & White	0	0
	Any other mixed background	2	1.2
Any other ethnic group	Arab	3	1.7
	Any other ethnic group	0	0
Total		172	100

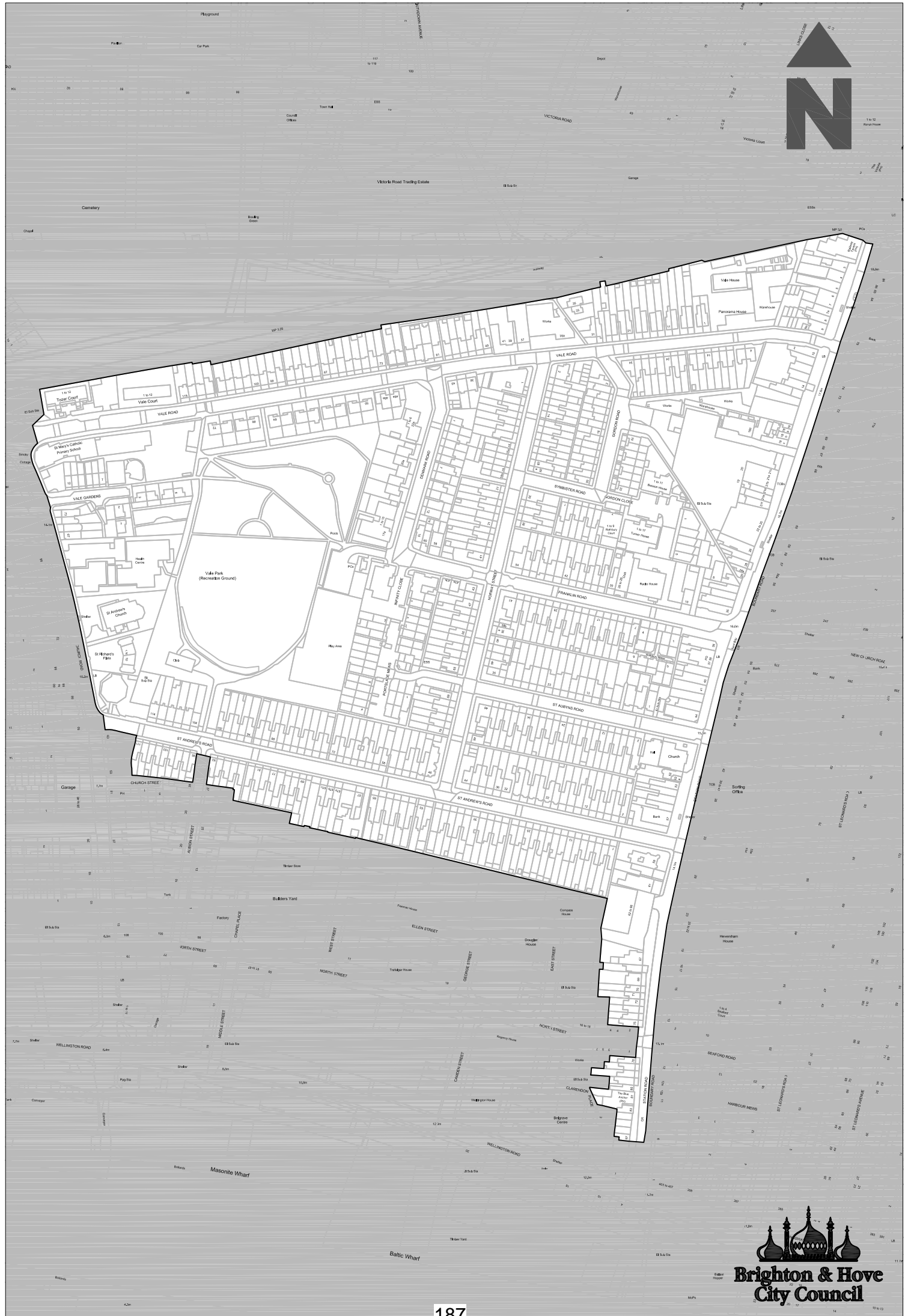
How would you describe your sexuality?	Number	%
Bisexual	4	2.6
Gay Man	6	3.9
Heterosexual/ straight	137	89.5
Lesbian/ Gay Woman	6	3.9
Other	0	0
Total	153	100

Religious Belief	Number	%
I have no particular religion or belief	96	57.5
Buddhist	1	0.6
Christian	51	30.5
Hindu	0	0
Jain	0	0
Jewish	0	0
Muslim	7	4.2
Pagan	0	0
Sikh	0	0
Agnostic	2	1.2
Atheist	8	4.8
Other	0	0
Other philosophical belief	2	1.2
Total	167	100

Are you a carer	Number	%
Yes	16	9.3
No	156	90.7
Total	172	100

If yes, do you care for a:	Number
Parent	6
Partner or Spouse	2
Child with special needs	6
Friend	0
Other family member	2
Other	0

Armed Forces	Yes		No	
	Number	%	Number	%
Are you currently serving in the UK armed forces?	165	100	0	0
Have you ever served in the UK armed forces?	3	1.8	161	98.2
Are you a member of a current or former serviceman or woman's immediate family/ household?	163	100	0	0



**Brighton & Hove
City Council**

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 72

Subject: Strategic Risk Annual Progress Update

Date of meeting: 17 January 2023

Report of: Executive Director - Economy, Environment and Culture

Contact Officer: Name: Katie Read
Email: Katie.Read@brighton-hove.gov.uk

Ward(s) affected: All

For general release

1. Purpose of the report and policy context

- 1.1 This report provides an update on progress with mitigating the risk that the Council is not taking all actions required to address climate and ecological change and transitioning our city to carbon neutral by 2030 (Strategic Risk 36).

2. Recommendations

That the Committee agrees to:

- 2.1 Note the actions taken ('Existing Controls') and actions planned to mitigate Strategic Risk 36, linked to the Environment, Transport & Sustainability Committee, as outlined in Appendix 1.
- 2.2 Provide support and challenge to the Risk Owner (Executive Director – Economy, Environment and Culture) on this risk.

3. Context and background information

- 3.1 The council has a Strategic Risk Register (SRR) to ensure strategic risks for the organisation are proactively captured and appropriate mitigating actions are in place. Audit & Standards Committee approves the Risk Management Framework and the respective committees are responsible for having an oversight of Strategic Risks linked to their areas of business.
- 3.2 The council's strategic risks are reviewed quarterly by the Executive Leadership Team (ELT) taking account of comments from quarterly risk reviews carried out by Directorate Management Teams. This process ensures the currency of the city council's SRR.
- 3.3 One of the functions which the Environment, Transport & Sustainability Committee is responsible for is coordinating the Council's role and response to cross-cutting sustainability issues such as reducing carbon emissions,

projections of a changing climate locally, improving resource efficiency and developing sustainable energy. It therefore has a role in monitoring and scrutinising this risk. It can also provide support by making policy decisions that have an effect on the overall risk likelihood or impact.

- 3.4 The initial risk score takes account of the existing controls in place to mitigate the risk (current score). The revised risk score assumes that all risk actions are successfully delivered (target score). The 'likelihood' (L) score ranges from Almost Impossible (1) to Almost Certain (5) and the 'impact' (I) score ranges from Insignificant (1) to Catastrophic (5). These scores are multiplied to give the risk score.
- 3.5 Appendix 2 provides a guide on the risk management process; guidance on how Members might want to ask questions of Risk Owners, or officers connected to the strategic risk actions; and details of opportunities for Members or officers to input on strategic risks.

4. Updates to Strategic Risk 36

- 4.1 When ELT last reviewed SR36 it was agreed to amend the current risk score from L5 (Catastrophic) x I4 (Major) to L4 (Major) x I5 (Catastrophic). The rationale for this is that the effectiveness of existing controls are uncertain, hence the impact of not taking all actions to address climate and ecological change would still be catastrophic. Mitigating actions should reduce the likelihood of this event, however, there remains a degree of uncertainty around their impact, so the likelihood is still major. The target risk score remains the same - L4 (Likely) x I4 (Major).
- 4.2 The following actions are listed as further mitigations for SR36:
- Deliver Fleet Strategy,
 - Deliver the 2030 Carbon Neutral City Programme,
 - Deliver the priorities with the Local Cycling and Walking Infrastructure Strategy,
 - Develop a new Sustainable Transport Strategy (LTP5) for the city,
 - Develop a whole Downland Estate Plan,
 - Improve rates of recycling and develop business cases to increase the range of materials collected for recycling and composting,
 - Roll out a network of electric vehicle charging points (EVCPs)
- 4.3 The latest progress on implementing these actions is contained within Appendix 1.

5. Analysis and consideration of alternative options

- 5.1 Through consultation with ELT the Risk Management process currently in operation is deemed to be suitable.

6. Community engagement and consultation

- 6.1 This is an internal risk reporting process and as such no engagement or consultation has taken place.

7. Conclusion

- 7.1 The council has a robust Risk Management Framework and approach to key strategic risks, as evidenced by this report. There are a number of well established, existing controls in place to ensure the council is taking all actions to address climate and ecological change and become carbon neutral by 2030. The impact of further mitigating actions under this strategic risk are uncertain, as a significant element of the transition to carbon neutrality relies on national and/or international policy change. It will also require transformation at scale across the city, working alongside City partners, as well as radical behaviour change amongst communities.

8. Financial implications

- 8.1 The Strategic Risk details the actions already in place ('Existing Controls') or work to be done as part of business or project plans ('Risk Actions') to address the risk. Potentially these actions may have significant financial implications for the authority either directly or indirectly. The associated financial risks are considered during the Targeted Budget Management process and development of the Medium-Term Financial Strategy.

Name of finance officer consulted: Jill Scarfield Date consulted: 07/12/22

9. Legal implications

- 9.1 Sustainability is one of the functions which is delegated to the Environment, Transport & Sustainability Committee. It is therefore appropriate for ETS to review risk SR36. The actions taken to mitigate this risk may have legal implications which are considered on a case-by-case basis.

Name of lawyer consulted: Alice Rowland Date consulted: 14/12/22

10. Equalities implications

- 10.1 Risk owners are requested to ensure that equalities implications are considered in describing strategic risks, their potential consequences and when developing mitigating actions. This will continue as part of regular ELT & DMT risk review sessions.

11. Sustainability implications

- 11.1 SR36 has a core focus on sustainability as part of working towards carbon neutrality by 2030.

12. Other Implications

Public health implications:

- 12.1 As an existing control for SR36 the measures within the Council's Air Quality Management Plan have a considerable impact on the health of the city. In

addition, the strategic risk actions include a focus on the developing Local Transport Plan 5 and implementation of the Local Cycling and Walking Infrastructure Plan, which have a significant focus on promoting cycling and walking to improve public health and overall quality of life.

Supporting Documentation

Appendices

1. Strategic Risk 36 report
2. A guide on the risk management process

Brighton & Hove City Council

Appendix 1 – Strategic Risk 36 report

Economy, Environment & Culture

Print Date: 06-Dec-2022

Risk Details

Risk Code	Risk	Responsible Officer	Risk Category	Initial Rating	Revised Rating	Eff. of Control
SR36	Not taking all actions required to address climate and ecological change and transitioning our city to carbon neutral by 2030.	Executive Director - Economy, Environment & Culture	Environment, Transport & Sustainability Committee	<div style="background-color: red; color: black; text-align: center; padding: 5px;">Red</div> L4 x I5	<div style="background-color: red; color: black; text-align: center; padding: 5px;">Red</div> L4 x I4	Revised: Uncertain

Causes

Link to Corporate Plan 2020-23 - Outcome 5 'A sustainable City', action 5.1 'Become a carbon neutral city by 2030'.

The climate is warming and studies recommend that actions must be taken to keep global warming to under 1.5 degrees to avoid negative catastrophic impacts on biodiversity and the ecology of the planet.

Potential Consequence(s)

If this is not addressed local impacts are:

- Sea-level rise affects Brighton & Hove as a coastal city.
- Coastal protection assets challenged by sea level rising which affects the seafront, city roads, and homes.
- Increases in local flooding due to extreme weather events and prolonged periods of heavy rainfall, inefficiencies in our urban infrastructure and built environment
- Water shortage
- Crop failure and food insecurity
- Depletion or threat to local species and their natural habitats
- Ocean acidification
- Disproportionate impact upon groups suffering inequality
- Impact on public health due to increased temperatures

Existing Controls

First Line of Defence - Management Actions

1. The Net Zero Carbon Strategy launched in 2021.
2. Brighton & Hove is part of the UNESCO biosphere designated area with a biodiversity plan overseen by the Biosphere Delivery Board who meet three times p.a. As at January 2020 the Board is chaired by Martin Harris CEO of Brighton & Hove Buses, the deputy chair is Sean Ashworth of Inshore Fisheries Conservation Authority (IFCA).
3. BHCC, the Brighton & Hove Economic Partnership and the Chamber of Commerce have agreed an Economic Strategy which includes creating a sustainable city and moving towards a circular economy as a core objective.

4. BHCC owns 12,000 acres of downland and agricultural farmland surrounding the city and works in partnership with Southern Water and the South Downs National Park Authority on initiatives to protect the chalk aquifer and city water supply.
5. BHCC and the Transport Partnership work together to deliver sustainable transport policies through the delivery of the Local Transport Plan (LTP).
6. Flood and Coastal Erosion risk management - Brighton Marina to River Adur coastal protection scheme undertaken in partnership with the Environment Agency (EA), BHCC, Adur District Council, Shoreham Port Authority.
7. Administering the Carbon Neutral Fund overseen through the Carbon Neutral 2030 Programme
8. Circular Economy (CE) Routemap agreed by P&R Committee in December 2020. CE Programme established and overseen by programme manager.
9. Biosphere Management Plan agreed September 2020 and being implemented and being monitored by the Biosphere Delivery Board.

Second Line of Defence - Corporate Oversight

1. BHCC's Environment, Transport & Sustainability (ETS) Committee is responsible for the council's functions in relation to coastal protection and flood defence; sustainability; parks; open spaces; sustainable transport; highways management and environmental health
2. Biosphere Delivery Board oversees delivery of biosphere management strategy
3. BHCC's Policy & Resources (PR) Committee approved the 2030 Carbon Neutral programme in Dec 19 and a Member working group to develop a high-level carbon neutral plan by June 2020
4. The Council's Corporate Plan includes a section of priority actions around the theme of 'A Sustainable City' and the target to transition to carbon neutral by 2030.
5. Air Quality Action Plan overseen by the Air Quality Programme Board.
6. Greater Brighton Economic Board's Infrastructure Panel has oversight of Energy and water plans
7. Communications & Engagement officer agreed to support carbon neutral programme.
8. A Climate Assembly (Citizens Assembly) was held as part of a deliberative engagement process to identify and prioritise actions which will support the delivery of the 2030 Carbon Neutral Programme, starting with a focus upon Transport.
9. The risk was reviewed at A&S Committee in January 2020, October 2020, September 2021.

Third Line of Defence - Independent Assurance

1. Environment Agency (EA) in respect of flooding and monthly reports made to EA on how the city council spends the monies received from EA includes schemes such as coastal protection; Property Level Protection; sustainable urban drainage SPG (policy); Strategic Flood Risk Assessment.
2. Internal Audit acts as first level controller to support three EU funded projects part of whose remit is to address some elements of this risk. These are Solar Adoption Rise In the 2 Seas (Solarise), Shaping Climate change Adaptive Places (SCAPE) and Sustainable Housing Initiatives in Excluded Neighbourhoods (SHINE). All claims during 2020/21 were certificated in accordance with EU processes.
3. Local Air Quality Management reports submitted regularly to the Department for Environment, Food and Rural Affairs (Defra)

Reason for uncertainty in effectiveness of controls - A significant element of the transition to carbon neutral requires national and/or international policy change and transformation at scale across the city in partnership with City partners, as well as significant behaviour change amongst communities.

Risk Action	Responsible Officer
<p>Deliver Fleet Strategy</p> <p>Comments:</p> <ul style="list-style-type: none"> • Delivery of six new electric vehicles in Parking Enforcement has been affected by long delays caused by external global factors - grain and fuel deliveries by boat are being prioritised over vehicles. • Ordered new electric vehicles for the Cityclean Senior Supervisors. • First two electric cage tippers for Cityclean arriving soon. • New electric vans for the Public Toilet Team are soon to be delivered, and are currently with the dealership. • Ordered the new electric Side Loaders for Communal Bin Collections. • Ordered the first electric Toploader for Cityclean. • Replaced workshop Land Rover with an electric van. • All the depot chargers installed and soon to be commissioned. <p>Last Updated: 06/12/2022</p>	<p>Assistant Director - City Environmental Management</p>
<p>Deliver the 2030 Carbon Neutral City Programme</p> <p>Comments:</p> <p>The 2030 Carbon Neutral Programme was agreed by P&R Committee in March 2021. Budget Council in February 2022, agreed to make £14m capital funding available in 2022-23 and 2023-24 to support climate action and biodiversity projects. This funding was allocated by P&R Committee in July 2022, including £8.2m to be agreed through the Carbon Neutral Fund prioritisation approach. In October 2022 P&R Committee agreed the allocation of this Fund to 29 projects addressing carbon reduction, biodiversity, adaptation, and circular economy.</p> <p>Other recent actions include:</p> <ul style="list-style-type: none"> - E-learning on climate change delivered to more than 750 Council staff and 1-day carbon literacy training delivered to over 60 senior officers - Greater Brighton Economic Board agreed to commission a Blue/Green Investment Plan in February 2022 - work now underway to revise the Infrastructure Board to drive this work. - LCWIP and Direction of travel for LTP5 approved by ETS Committee in March 2022 (<i>see other risk actions</i>) - The SOLARISE Interreg Programme final conference hosted by the Council in May 2022 – the programme funded solar PV pilots in council housing to increase access to renewable energy for tenants. - Introduced new planning policies in 21/22 on carbon emissions, circular economy, tree planting, active travel, biodiversity, sustainable drainage, renewable energy - Council officers presented at the Footprint event for construction professionals in June 2022. 	<p>Executive Director - Economy, Environment & Culture</p>

- Supported Brighton & Hove schools to launch Our City, Our World, the new sustainability, climate change and environmental education strategy
- BHCC Circular Economy Route Map published in June 2022, outlining milestones for the Council through to 2035.
- Reported on progress towards carbon neutrality to CDP (Carbon Disclosure Project) and received an A- score for 2022
- Submitted 2030 Carbon Neutral Programme Annual report 2021-22 to P&R Committee in July 2022, showing a 9.5% reduction in the city's carbon emissions between 2019 and 2020.
- Scoping and market testing for commissioning a Climate Risk and Vulnerability Assessment, which will report in 2023 and will shape a lot of how we manage this risk going forward.
- Presenting all climate-related information and media in one place on the council's website <https://www.brighton-hove.gov.uk/climate-action>

Last Updated: 01/12/2022

Deliver the priorities within the Local Cycling and Walking Infrastructure Plan (LCWIP)

Assistant Director City Transport

Comments:

The LCWIP sets out strategic ambitions for the city's active travel network covering a ten-year period and beyond. Officers are continuing to work on securing suitable funding for delivery of the LCWIP routes and areas for improvement, as well as progressing a range of live projects. Current funded improvement projects include the A259, Marine Parade, A23, Western Road, Hanover & Tarner Liveable Neighbourhood, and the Mini Holland feasibility study. Work is ongoing to embed the LCWIP into wider projects, including highway maintenance. The approved LCWIP document is available on the BHCC website at www.brighton-hove.gov.uk/lcwip. A refreshed approach to the LCWIP Member Working Group is being put in place.

Last Updated: 30/11/2022

Develop a new sustainable transport strategy (LTP5) for the city

Assistant Director City Transport

Comments:

The ETS Committee approved the LTP5 'direction of travel' document in March 2022, available on the BHCC website at www.brighton-hove.gov.uk/new-transport-plan. This will inform development of the full LTP5 document, which will be subject to further consultation. The Council is currently awaiting the publication of new government guidance for the preparation of LTPs, setting out key requirements of the document. This has been delayed, and initial guidance for consultation with local authorities is now expected by the end of 2022, with the final guidance being published in early 2023, and new LTPs expected by the end of Spring 2024. In the meantime, work continues on progressing interventions included in the initial consultation document including a Liveable City Centre, Low Traffic Neighbourhoods, and Mobility Hubs.

Last Updated: 30/11/2022

Develop a whole Downland Estate plan

Assistant Director - Property & Design

06-Dec-2022

Comments:

Public and stakeholder engagement on the development and vision of the City Downland Estate Plan (CDEP), facilitated by Planning for Real, took place in 2020/21 and a vision was agreed by Members and the Asset Management Board (AMB) in July 2021. Further engagement took place with internal stakeholders, political Leaders and Groups, AMB, external stakeholders, South Downs National Park (SDNP) and the Downland Advisory Group (DAP) on the draft CDEP, and a second round of public consultation was held in May/June 2022. Feedback from this consultation informed the final CDEP which has been agreed by P&R Committee in December 2022. The aim is for the Plan to be endorsed by SDNP in early 2023. The Plan contains approx. 54 actions that will be prioritised into short, medium and long term and will then be captured in an Implementation Plan.

Last Updated: 30/11/2022

Improve rates of recycling and develop business cases to increase the range of materials collected for recycling and composting

Assistant Director - City Environmental Management

Comments:

- The 2021/22 outturn has been published by Defra. BHCC's recycling rate was 30.1% - this is an increase from 29.2% in 2020/21.
- The 2021/22 landfill rate was 0.75%. This continues the trend of reducing the volume of waste which is sent to landfill: 2020/21 = 1.2%; 2021/22 = 0.8%
- Continued to recruit Circular Economy Champions through the volunteer scheme to promote sustainable actions and educate residents on different waste streams through collection of pledges. In person engagement events held at locations such as Open Market, Seafront and Preston Park.
- Held three community pop events with a focus on textiles, food waste and electrical waste.
- Developing a digital app to encourage users to waste less, reuse, repair and recycle more
- Joint work with communications team to highlight and educate around specific issues resulting in contamination of waste streams
- Keep Britain Tidy Student Waste research project – delivery of research and recommendations for BHCC.
- Developing a trial to standardise the communal bin system in Brunswick & Adelaide and Regency wards, placing refuse, recycling and glass containers at each site
- Supporting the introduction of new community composting schemes at Lynchet Close, Princes Terrace, Adelaide Crescent, Wish Park, Hollingdean Community Centre, as well as additional bins at existing sites.
- Awaiting outcomes of government consultations on the Environment Act.
- Received draft feasibility study of the material recovery facility to inform options for accepting new materials.
- Identifying transfer station for food waste.
- CMDDB business case on project support to move forward on implementing the Environment Act.

Last Updated: 06/12/2022

Roll out a network of electric vehicle charging points (EVCP) - Directorate Plan ref. 4.38

Assistant Director City Transport

Comments:

There is a rolling programme of Traffic Regulation Orders for exclusive charging bays being advertised every 3 months with 39 having been advertised and lined and signed in this quarter.

There is a steady increase in monthly usage for all charger types as more charge points are installed and become operational.

Meetings have been held with the Director of the Racecourse and the Office for Zero Emission Vehicles who have part funded the project to build a taxi hub at the Racecourse with a solar powered canopy. It has been agreed that the original project cannot proceed as planned due to the ongoing use of the Racecourse as a vaccination centre. Instead, the funding will be used to fund three rapid chargers to be installed in streets close to the Racecourse. Two sites have been identified at the top of Elm Grove and bottom of Pankhurst Avenue. Work is underway to identify a third site before March 2023.

A successful bid for 60% funding for an additional 50 lamp post chargers has been made to the On Street Residential Charge Point Scheme. These are being installed before the end of the year. A report to November's Procurement Advisory Board about the second phase of procurement for charge points has been agreed. This will be considered at January's ETS Committee.

Last Updated: 06/12/2022

APPENDIX 2: A guide on the risk management process

including the questions Members might want to ask of Risk Owners in relation to Strategic Risks.

1. Across the council there are a number of risk registers which prioritise risks consistently by assigning risk scores 1-5 to the likelihood (denoted by 'L') of the risk occurring, and the potential impact (denoted by 'I') if it should occur. These L and I scores are multiplied; the higher the result of $L \times I$, the greater the risk.
e.g. L4xI4 which denotes a Likelihood score of 4 (Likely) x Impact score of 4 (Major), which gives a total risk score of 16.

	IMPACT				
	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
LIKELIHOOD	Almost Certain (5)	0	0	0	0
	Likely (4)	0	0	1	0
	Possible (3)	0	0	1	1
	Unlikely (2)	0	0	0	1
	Almost Impossible (1)	0	0	0	0

2. A colour coded system, similar to the traffic light system, is used to distinguish risks that require intervention. Red risks are the highest, followed by Amber risks and then Yellow, and then Green.
3. The Strategic Risk Register (SRR) mostly includes Red and Amber risks. Each strategic risk has a unique identifying number and is prefixed by 'SR' representing that it is a strategic risk.
4. Each risk is scored twice with an Initial 'Current' level of risk and a Revised 'Target' risk score:
 - a) The **Initial 'Current' Risk Score** reflects the Existing Controls already in place under the 'Three Lines of Defence' methodology. This represents good practice as it identifies the First Line – Management Controls; Second Line – Corporate Oversight; and Third Line – Independent Assurance and the currency and value of each control in managing the risk. Therefore the Initial Risk Score represents the 'as is/' 'now' position for the risk, taking account of existing controls.
 - b) The **Revised 'Target' Risk Score** focuses on the application of time and expenditure to further reduce the likelihood or impact of each risk. It assumes that any future Risk Actions, as detailed in risk registers, will have been delivered to timescale and will have the desired impact.
 - c) The Risk Owners are asked to consider the 4Ts of Risk Treatments – Treat, Tolerate, Terminate, Transfer. Risk actions should reduce the likelihood and/or impact – if neither are true, there will not be any reason to undertake the action.

Suggested questions for Members to ask Risk Owners and officers on Strategic Risks

Environment, Transport & Sustainability (ETS) Committee has a role in monitoring and scrutinising risks relating to its policy area. It can also provide support by making policy decisions that have an effect on the overall risk likelihood or impact. Strategic risks are reviewed by the Committee annually.

The Committee invite the Risk Owners of Strategic Risks to attend Committee and answer their questions based on a Strategic Risk report, which:

1. Describes the risks, the causes and potential consequences and provides an **Initial 'Current' Risk Score** which takes account of the existing controls in place to mitigate the risk.
2. Existing Controls are set out using the Three Lines of Defence model:
 - 1st line: management controls
 - 2nd line: corporate oversight
 - 3rd line: independent assurance

This is provided in order that Members can identify where the assurance comes from, and how frequently it is reviewed and in the case of the 3rd line, then whether audits or inspections have happened and if so when that did it happen and what the results were. Risk Owners ensure that existing controls continue to operate effectively.

Effectiveness of controls should be reviewed based on the certainty of how the existing controls will mitigate the risk – adequate, uncertain, inadequate

3. (Future) Risk actions then are detailed and allocated to individuals, with commentary on the current position. This provides the **Revised 'Target' Risk Score** which assumes that all the risk actions have been successfully delivered.

The Risk Owners of Strategic Risks will always be an Executive Leadership Team (ELT) officer. They may bring with them to Committee other officers who are more closely connected to the mitigating work.

Three areas of enquiry are suggested to be explored by the ETS Committee:

1. Is the Risk Description appropriately defined? Does the Committee understand the cause and potential consequences?
2. Is the Committee reassured that each (future) Risk Action either reduces the impact or the likelihood of the risk? Are members reassured that risk actions are actually being delivered?
3. In respect of the Initial 'Current' and Revised 'Target' Risk Scores, does the Committee feel comfortable with Risk Owner's assessment? This represents the risk level that the organisation is prepared to accept.

How Members and officers can input on Strategic Risks (SRs)

The risk management process benefits from input by Council Members and by staff at all levels. The opportunities to do this are:

Members to ELT leads:

- Any Members can approach an ELT lead with risks that they foresee.
- Any risk suggestion from Members will be reviewed by ELT and any actions taken will be reported back to the relevant Member(s).
- Each SR is discussed between Members and ELT leads at the regular meetings with Committee Chairs.

Officers to Line Manager, Directorate Management Team (DMT) or corporate risk management lead:

- The Behaviour Framework expects all officers to escalate risks and/or suggest mitigations to their line managers. If officers feel they do not have appropriate access to their line managers, they may escalate the risk to the corporate risk management lead
- Risks may get discussed as part of staff meetings, PDPs/121s/ team and service meetings or part of projects or programmes. Any significant risks to be escalated through to their Head of Service/ Assistant Director to raise through the management chain and discuss at quarterly DMT risk reviews.
- The ELT lead within a directorate will discuss escalated risks with the DMT at least on a fortnightly basis and will seek assistance as required. They have access to ELT and determine the way forward in consultation with the Risk Management Lead.

DMT to ELT:

- The quarterly SR review at ELT includes a summary of Directorate Risks reviewed at DMTs
- The ELT lead within a directorate will discuss escalated risks with the ELT and determine the way forward i.e. whether to amend the Strategic Risk Register

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 73

Subject: Transport for the South East – Strategic Investment Plan

Date of meeting: 17th January 2023

Report of: Executive Director Economy, Environment & Culture

Contact Officer: Name: Andrew Renaut
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Email: andrew.renaut@brighton-hove.gov.uk

Ward(s) affected: All

For general release

1. Purpose of the report and policy context

- 1.1 The Council is one of a number of local authorities, represented by councillors, that are members of the Partnership Board of Transport for The South East (TfSE), the Sub-national Transport Body established in 2017. Further to the adoption in 2020 of TfSE's 30-year Transport Strategy to develop a modern, integrated and sustainable transport network, it published its draft Strategic Investment Plan (SIP) for consultation in June 2022. The document provides a framework for investment in strategic transport infrastructure, services, and regulatory interventions across the South East up to 2050. It will also assist local authorities in seeking funds for delivery of local transport improvements across the region as part of the wider strategy.
- 1.2 In order to determine what investment is needed to deliver its strategy and transform the region's transport system to deliver sustainable economic growth, TfSE has worked with its constituent local authorities, partners and other stakeholders to develop a series of area studies. These geographic studies have investigated the issues, challenges and opportunities identified in the transport strategy in more detail. This resulted in a number of multi-modal packages of interventions to make life better for people, for businesses and for the environment. Together with other regional strategies and evidence, this work has been used to inform the SIP.
- 1.3 The formal consultation period for the draft SIP ran from 20th June 2022 to 12th September 2022. Details of this, including the proposed regional and local measures, along with the response submitted by the Council was reported to this committee on 20th September 2022. TfSE has now completed the formal consultation, analysis and revisions to produce a final draft SIP. It is now seeking decisions by its constituent authorities to approve the final draft, prior to submitting the final SIP to Government in spring 2023. To do so, TfSE will need the full support of its Board members to approve the SIP at its meeting in March 2023.

2. Recommendations

- 2.1 That Committee expresses support for Transport for the South East's final draft Strategic Investment Plan.

3. Context and background information

- 3.1 The SIP forms the final part of the TfSE Transport Strategy and sets out £45 billion worth of investment in strategic transport infrastructure over the next 30 years. It makes a strong case for investment to the Treasury and the Department for Transport (DfT) based on five years of technical work, stakeholder engagement, input from its constituent local authorities and the recent consultation. It supports the priorities and aims of the transport strategy and sets out a clear sequence and timescales for the packages of interventions identified as part of the area studies. It presents a strong overall case (strategic, economic, social, environmental) to government and other funders for the delivery of the packages of interventions identified in the SIP, and identifies the potential cost of the proposed programme of investment.
- 3.2 The SIP is aligned with and supports wider policy and government priorities at multiple levels and across different forms of transport, including Local Transport Plans, Transport Decarbonisation Plan, Bus Back Better and the Williams-Shapps Review of rail. If the £45 billion investment programme is delivered, it is forecast that the transport interventions included in the SIP have the potential to generate 25,000 new jobs and to contribute an additional £4.5 billion growth in GVA (gross value added) per year against the business as usual scenario. The plan also has the potential to reduce the amount of CO₂ emissions by 1.4 mega tonnes each year from the interventions alone and support a pathway to reach net zero. It will have an impact on daily journeys, supporting 500,000 more rail trips and 1.5 million more journeys by bus and ferry.
- 3.3 As outlined in the report to this committee in September 2022 which noted the council's response to the consultation, the draft SIP sets out the eight investment priorities aligned with the vision and strategic goals of the Transport Strategy and the wider regional, national, and international policy context with which both are aligned. These priorities include broader issues where action is needed across sectors, including transport, such as decarbonisation and the environment and adapting to a new normal, and key factors with a direct relevance to transport in the South East, such as east-west connectivity and world class urban transit systems.
- 3.4 The draft SIP details 30 packages of complementary, multi-modal interventions that have been developed through the area studies, including workshops, discussions, and careful analysis of results of the assessment of the long list of interventions. In essence, this reflects a 'top down' vision led approach and a 'bottom up' individual intervention assessment approach.
- 3.5 The packages are broadly split into two groups. There are 6 Global Interventions consisting of national regulatory and policy activity, and 24

Place-Based Interventions: presented at a sub-regional level, with many being multi-modal or thematic. The proposed packages include measures for the Brighton & Hove area that are considered to be broadly consistent with those in the Council's existing strategies/plans/policies for the city (such as the Corporate Plan, Carbon Neutral Programme, City Plan, and existing and emerging Local Transport Plans [LTPs]).

- 3.6 This combination of strategic investments will allow TfSE to achieve its objectives and, in doing so, support wider local, regional, and national policy and priorities. The main financial challenge will relate to funding (i.e. how the projects are paid for over time). This will involve making best use of funds that can be directed from government and identifying new and innovative approaches.
- 3.7 The draft SIP also focuses on delivery and governance. It sets out the proposed role that TfSE will play in the implementation of the SIP, as well as the role and responsibility of key delivery partners. It sets out proposed key performance indicators that will be taken forward for further development by the TfSE team and a summary of the delivery plan from the Area Studies, including phasing and timing of the proposed packages and interventions.

Public Consultation

- 3.8 The public consultation on the draft SIP commenced on 20th June 2022 and concluded on 12th September 2022. The main mechanism for obtaining feedback was via an online survey, accessed via a dedicated online engagement platform. The survey recorded responses about demographics, type of stakeholder, geographical area, comments on the SIP chapters and the Integrated Sustainability Assessment (ISA).
- 3.9 There were 641 responses to the consultation. A total of 422 respondents completed the questionnaire, with a further 88 submitting individual letters or emails. 131 individual campaign/petition responses were also received. The overall key findings from the consultation show:-
- Support for investment proposals to improve public transport in the South East, for example, 34% of those that participated via email/letter explicitly stated they welcomed the investment into public transport.
 - Respondents welcomed the focus on Active Travel schemes, with between 51% and 79% of respondents who participated in the survey supporting the proposed Active Travel schemes across the area.
 - Respondents welcomed the recognition of importance of the need to tackle climate change, with analysis showing that 76% of respondents to the survey stated 'Decarbonisation & Environment' is the most important investment priority for the SIP to deliver.
 - Of those respondents that participated via the survey, 49% of respondents were in agreement that the SIP makes the best case possible for investing in transport infrastructure in the South East, with 'Somewhat agreed' at 31% and 'Definitely agreed' at 18%.
- 3.10 Although 'decarbonisation and the environment' was selected as the most important overall investment priority for the SIP to deliver, qualitative

responses to the same question showed that support for other investment priorities was also considered important. This highlighted that TfSE should prioritise improvements to public transport, in turn reducing car use and tackling climate change. The support for public transport fares was further evidenced when respondents to the online survey chose this above decarbonisation, as the most important global policy intervention (78% compared to 72%) and the most frequently received comment in email and postal responses was around support for investment in public transport (34%).

- 3.11 When asked to what extent they agreed that the packages of interventions for the geographic corridors that include Brighton & Hove will deliver on the priorities of the SIP, the online survey submissions showed that:
- 60% somewhat or definitely agreed for London – Sussex Coast, with 16% definitely disagreeing; and
 - 58% somewhat or definitely agreed for Solent and Sussex Coast, with 15% definitely disagreeing.
- 3.12 Feedback from the more detailed, geographic corridor scheme specific questions demonstrated that rail, mass transit and active travel schemes were the most supported interventions for the London to Sussex Coast area, with highways schemes the least supported. Comments reflected the need for the SIP to prioritise active travel, provide more detail on proposed interventions and requests for further investment to public transport. Rail schemes were most supported interventions for the Solent and Sussex Coast area, followed by mass transit and active travel. Proposed highways schemes were the least popular. The most frequent comment for this corridor was a desire to see more sustainable forms of transport prioritised, followed by a greater focus on active travel.
- 3.13 The Council's response to the consultation survey expressed the need for more urgent action to respond to the climate and biodiversity emergency. It expressed concern around the impacts of some significant highway improvement schemes, and stated the need for more emphasis on reducing traffic, increasing public transport, and stronger and more comprehensive Active Travel packages. Appendix 1 summarises how these responses and other comments were responded to; this should be read alongside the summary prepared by TfSE, which is provided as Appendix 2 to this report.
- 3.14 The following provides a summary of the changes made to the draft SIP by TfSE following the public consultation:
- More context on the purpose of the SIP and importantly, what the SIP won't do;
 - Clarity that the financial ask of the SIP is above and beyond the funding that Local Transport Authorities already receive;
 - Asserts the need to ensure that public transport provision returns to the quality of provision prior to the Covid-19 pandemic;
 - Updates to investment priorities section to reflect feedback on the priorities;

- Strengthens the focus on decarbonisation and the environment throughout the document, including making it clearer that addressing climate change is a main aim of the SIP;
- Greater recognition of the importance of strategic active travel and mass transit;
- Clarification that highways are multi-modal assets, supporting active travel and mass transit interventions as well as freight movements;
- Amendments to the narrative for coastal areas to reflect the challenges that transport can help address and the opportunities that it can unlock;
- Strengthens the narrative around key priorities that support health and wellbeing;
- In recognition of the current financial situation, the funding and finance section has been updated to reflect that the SIP is a live document and costs will need to be updated as individual schemes are taken forward;
- Clarification that transition of freight to rail will not be of detriment to passenger services;
- Changes and clarification to information on proposed interventions to reflect comments received; and
- Updates to the delivery stages and next steps of the SIP to set out how the SIP will be implemented, delivered and monitored.

Next steps

- 3.15 Following the consultation, the TfSE Partnership Board considered and agreed proposed changes to the SIP to produce a final draft at its meeting on 14th November 2022. The TfSE Partnership Board will consider the final SIP in March 2023 and will agree the process for submitting it to the Government. To do so, requires individual local authorities to make decisions regarding the final draft version of the SIP via their formal council procedures.
- 3.16 TfSE will continue to work with constituent authorities and other delivery partners to develop and deliver the packages of interventions. Schemes within the city will be progressed locally, with decisions on delivery made by the Council. TfSE cannot mandate implementation of any of the interventions within the geography of the city, or indeed any of the other Local Transport Authority (LTA) areas, without their agreement. TfSE has no jurisdiction or legal role over any LTA, who will have sovereignty over their respective area. The vast majority of interventions included in the packages will be delivered through existing frameworks and investment cycles, in line with the government's Treasury Green Book and Department for Transport's appraisal guidance. Timing of the delivery of each intervention will need careful consideration.

4. Analysis and consideration of alternative options

- 4.1 It is considered essential that the Council continues to engage with, and participate in, the work of TfSE in order to influence its direction of travel and how it bridges the gap between national and local government. It is recognised that the SIP supports TfSE's overall transport strategy which the

council supports and is based on a significant amount of evidence, technical work, studies and stakeholder engagement.

- 4.2 The TfSE Transport Strategy published in July 2020 supports and complements the work of the local authorities and LEPs. The Strategic Investment Plan will further this and will offer a key route to influence the investment decisions by the Government in a way that has not been possible in the past. The SIP marks a change in the position of TfSE in moving from strategy into delivery, and therefore it requires the full support of its constituent authorities to enable the body to continue its work.

5. Community engagement and consultation

- 5.1 The public consultation on the draft SIP commenced on 20th June 2022 and concluded on 12th September 2022. The consultation was extensively promoted across the TfSE region and beyond its boundaries through various channels including social media.
- 5.2 The background to the SIP has been discussed locally at the city's Transport Partnership (July 2022), in connection with the Council's Carbon Neutral Programme. The Transport Partnership has also received a presentation from TfSE officers on the SIP following the consultation. More formal debate and discussion has taken place at TfSE Partnership Board meetings.

6. Conclusion

- 6.1 The draft SIP sets out the case for investing in transport infrastructure in the South East over the next three decades, which will assist in seeking funds for delivery of local transport improvements across the city. It includes several priorities and interventions included in the council's Bus Service Improvement Plan, Local Cycling and Walking Infrastructure Plan and interventions that form part of the City Plan and initial work on developing the Council's fifth Local Transport Plan (LTP5).
- 6.2 Proposed measures in the Brighton & Hove area will help support the city's recovery from Covid-19, wider planned economic growth, the visitor economy, and social cohesiveness. They reflect proposals within a number of local strategies and plans and will also contribute to some of the aims and priorities of the Greater Brighton City Region area.

7. Financial implications

- 7.1 TfSE has established an annual subscription of £30,000 per unitary authority, contained within the current revenue budget. The DfT has awarded grant funding to TfSE of over £3 million the last two financial years, which has been used to support the development of the technical programme and, more recently, for staffing costs. DfT has provided an indicative funding allocation for the next two financial years, which will support the implementation of the SIP.

- 7.2 There are no financial implications for the Council in supporting the final draft SIP, other than officer time.

Name of finance officer consulted: Jill Scarfield Date consulted: (07/12/22)

8. Legal implications

- 8.1 The decision to approve the SIP and submit it to Government will ultimately be taken by TfSE's board on which the Council is represented.

Name of lawyer consulted: Alice Rowland Date consulted: (8/12/22)

9. Equalities implications

- 9.1 Consideration has been given to the potential for any adverse equalities impacts arising from the recommendations of this report. It is the view of officers that the recommendations included in this report do not have an adverse impact on any of the protected characteristics identified in the Equalities Act 2010.

- 9.2 An Equalities Impact Assessment has been undertaken as part of the Integrated Sustainability Appraisal prepared during the development of the area studies that inform the draft SIP. An appropriate level of Equalities Impact Assessments would be carried out during the development of each intervention included in the plan.

10. Sustainability implications

- 10.1 A Strategic Environmental Assessment and Habitats Regulations Assessment have been undertaken as part of the Integrated Sustainability Appraisal prepared during the development of the area studies that inform the SIP. These have assessed the potential impacts the SIP could have on a range of indicators, including natural capital, ecosystem services and biodiversity; the historic environment; landscape and townscape; soil and resources; water; air quality; and climate change and greenhouse gases. An appropriate level of environmental assessment would be carried out during the development of each intervention included in the plan.
- 10.2 TfSE understands that a number of its constituent Local Authorities, including Brighton & Hove, have trajectories to become carbon neutral by 2030 and this is reflected within its Transport Strategy and the SIP.

11. Other Implications

Social Value and procurement implications

- 11.1 There are no procurement requirement implications associated with supporting the SIP.

Crime & disorder implications:

- 11.2 There are no direct implications arising from the development of the SIP. Some proposed interventions (in active travel, mass transit and highways packages) would contribute to improving road safety and personal security and thereby seek to support the aims and priorities of the Council's Community Safety and Crime Reduction Strategy, especially in helping to deliver measures that improve the physical environment, ensure communities are stronger, and help people feel safer.

Public health implications:

- 11.3 Transport and travel are critical to delivering the city's public health objectives as they contribute significantly to some of today's greatest challenges to public health, including road traffic injuries, physical inactivity, the adverse effect of traffic on social cohesiveness and the impact on outdoor air and noise pollution. A Health Impact Assessment been undertaken as part of the Integrated Sustainability Appraisal prepared during the development of the area studies that inform the SIP. An appropriate level of assessment would be carried out during the development of each intervention included in the plan.

Supporting Documentation

1. Appendices

1. Summary of amendments to the SIP in response to the Council's consultation feedback to the draft SIP document
2. Summary of changes to the Strategic Investment Plan document (November 2022) - TfSE

2. Background documents

1. TfSE – A Strategic Investment Plan for the South East: Consultation draft (June 2022)
2. TfSE – A Strategic Investment Plan for the South East: Final draft (November 2022)
3. BHCC Report and minutes – ETS Committee : 20th September 2022 (Agenda Item 30)

Transport for the South East – Strategic Investment Plan [SIP]

Appendix 1 - Summary of amendments to the SIP in response to the Council's consultation feedback to the draft SIP document

Includes references to Appendix 2 - Summary of changes to the Strategic Investment Plan (SIP), TfSE

Comment	How addressed in draft final SIP
<i>Investment Priorities</i>	
1. Does not reflect the need for urgent action to respond to the climate emergency	See Appendix 2 - TfSE response to key themes - Decarbonisation & environment
2. The 'adapting to a new normal' priority should emphasise the need for a significant reduction in car use and a major increase in active travel/public transport	The 'Decarbonisation and environment' priority has been strengthened in the SIP to include reference to these (including a reference to reduction in the need to travel rather than reduced car use) (page 6)
3. EVs will not reduce road danger, congestion or depletion of nature, and continue to present demands for power	See Appendix 2 - TfSE response to key themes - Decarbonisation & environment The following has been added to the Packages of interventions text in the SIP: ' <i>While emissions will improve with time as more vehicles are electric or hydrogen, the need to manage congestion and facilitate freight and bus movements will remain a particular focus within the SIP.</i> ' (page 12)
4. More prominence must be given to reducing traffic in the investment priorities in order to reduce road danger	See above response to comment 2.
5. Priorities should focus more on reducing the need to own a private vehicle and have a much greater emphasis on active travel and public transport.	The Global Package of Interventions introduction has been amended in the SIP to state: ' <i>...opportunities such as new mobility technologies providing an increasing variety of ways to travel and access transport opportunities beyond traditional hire or ownership.</i> ' (page 12)
6. The focus on new road building and a lack of emphasis on increasing active travel is a significant concern.	See Appendix 2 - TfSE response to key themes - Highways

	The 'Decarbonisation and environment' priority has been strengthened in the SIP to include reference to delivery of a transport network with greater use of active travel, as well as behaviour change measures and reduction in the need to travel (page 6)
<i>Solent and Sussex Coast Package</i>	
7. Does not consider the magnitude of the climate emergency and the need for rapid transition to active and public transport systems throughout the region.	See Appendix 2 - TfSE response to key themes - Decarbonisation & environment The 'Decarbonisation and environment' investment priority has been amended in the SIP to reference greater use of public transport and active travel (page 6)
8. The attention to detail on active travel measures is less developed than on highway interventions.	See Appendix 2 - TfSE response to key themes – Active travel The SIP does not focus on local transport schemes that would not have a wider strategic impact.
9. There are major concerns that some of the more significant, proposed highway improvement schemes (e.g. new road construction and capacity improvements) will increase traffic levels around the city, and affect local transport initiatives and other priorities for the city. These schemes could also have a detrimental impact on the South Downs National Park.	See Appendix 2 - TfSE response to key themes - Highways
10. The Active Travel package should be stronger; the SIP should include NCN2 and all other strategic cycle routes as interventions.	See Appendix 2 - TfSE response to key themes – Active travel
11. Reference to smaller, local mobility hubs to improve sustainable travel options should also be included.	The SIP does not focus on local transport schemes that would not have a wider strategic impact
12. There is a contradiction between section 2.9 on highways referring to 'modest improvements to the SRN' rather than 'materially lifting capacity' and the capacity	See Appendix 2 - TfSE response to key themes - Highways

enhancements referred to in some highway interventions (e.g. I9).	
<i>London - Sussex Coast package</i>	
13. There are major concerns that some of the more significant, proposed highway improvement schemes (e.g. new road construction and capacity improvements) proposed for the A23/M23 Corridor will increase traffic levels around the city, and affect local transport initiatives and other priorities for the city. These schemes could also have a detrimental impact on the South Downs National Park.	See above response to comment 9.
14. The Active Travel package should be stronger; the SIP should include strategic NCN cycle routes as interventions.	See above response to comment 10.
15. Reference to smaller, local mobility hubs to improve sustainable travel options should also be included.	See above response to comment 11.
<i>Global Interventions</i>	
16. Decarbonisation should focus much more on the climate emergency and reducing the need to travel, increasing active travel and public transport use.	The 'Decarbonisation and environment' priority has been strengthened in the SIP to include reference to delivery of a transport network with greater use of active travel, as well as behaviour change measures and reduction in the need to travel (page 6)
17. Electric Vehicles (EVs) - continued vehicle use will not reduce road danger, congestion or depletion of nature, and continue to present demands for power. EVs also have a significant carbon footprint, including embedded carbon.	<p>The Packages of interventions text in the SIP now states <i>'While emissions will improve with time as more vehicles are electric or hydrogen, the need to manage congestion and facilitate freight and bus movements will remain a particular focus within the SIP.'</i> (page 12)</p> <p>The Global Policy Interventions will promote and enable the uptake of electric and hydrogen powered vehicles and green generation of these energy sources.</p>

18. The phrase “new mobility” (1.3) needs to be made stronger, as the topic is an important point and needs expanding.	More detail has been added in the SIP to cover technology and access opportunities including Mobility as a Service (page 12)
19. Emphasis should also be given to encourage local authorities to investigate a workplace parking levy in their areas (1.4).	The SIP text has been amended to state ‘ <i>Local authorities also have the opportunity to investigate workplace parking levies and Low Emission Zones in their areas where appropriate.</i> ’ (page 12)
20. An Active Travel Commissioner should be an ambition for the South East.	Not included in the SIP but noted by TfSE.

Summary of changes to the Strategic Investment Plan (SIP)

Following the consultation on the draft strategic investment plan and discussion with the Transport for the South East (TfSE) Partnership Board, a number of drafting changes have been made to the final draft of the SIP. In summary, these changes:

- go further to demonstrate the purpose of the SIP as the framework for investment in strategic transport infrastructure and importantly, what the SIP won't do. It does not:
 - detail or prioritise a list of specific scheme options;
 - duplicate or detract from the established roles of our Local Transport Authorities and other partners;
 - focus on local transport schemes without wider strategic impact; nor
 - ask Treasury to fund the entire infrastructure requirement for the South East;
- provide clarity that the financial ask of the SIP is above and beyond the funding (both revenue and capital) required to steady our networks and address the substantial challenge of maintaining and bolstering local transport services and maintaining our highways and related assets, as a priority;
- assert the need to ensure that public transport provision returns to the quality of provision prior to the covid pandemic;
- update the investment priorities section to reflect feedback on the priorities, the updated priorities can be found in Executive Summary of the SIP;
- strengthen the focus on decarbonisation and the environment throughout the document, including making it clear that addressing climate change is a main aim of the SIP as we aspire to deliver a faster trajectory towards net-zero than current trends;
- provide greater recognition of the importance of strategic active travel and mass transit as highlighted in greater detail within the Strategic Active Travel and Micromobility Thematic Plan*;
- clarify that highways are multi-modal assets, supporting active travel and mass transit interventions as well as freight movements;
- make amends to the narrative for coastal areas to reflect the challenges that transport can help address and the opportunities that it can unlock through greater connectivity and by levelling up left-behind communities;
- strengthen the narrative around key priorities that support health and wellbeing, improving health, safety, wellbeing, quality of life, and access to opportunities for everyone;
- recognise the current financial situation, the funding and finance section has been updated to reflect that the SIP is a live document and costs will need to be updated as individual schemes are taken forward;
- clarify that transition of freight to rail will not be of detriment to passenger services as it will utilise capacity released from a decline in five-day commuting;

**The strategies, area studies and thematic plans that support the SIP can all be found on the TfSE website: [DRAFT Strategic Investment Plan - evidence base - Transport for the South East](#)*

- clarify information on proposed interventions as a reflection of comments received (detailed responses can be found in the document titled 'You said We did SIP Nov 22'; and
- update the delivery stages and next steps of the SIP to set out how the SIP will be implemented, delivered and monitored – you can find this detail towards the end of the SIP document.

TfSE response to key themes

Through the consultation a number of key themes have arisen to which we have written responses, these are detailed below.

Decarbonisation & environment

TfSE is committed to reducing emissions and achieving net zero carbon from travel in the region by 2050 at the latest, recognising that some of our local authorities have committed to net zero as early as 2030. The SIP identifies a material contribution towards net zero carbon. It recognises that technology solutions alone will a) not get us to net zero transport quickly enough, and b) will still result in other negative impacts (e.g. congestion). As such, the plan supports a reduction in the need to travel through integrated planning and increased use of digital technology; a generational shift to more sustainable modes of travel for both passengers and freight; as well as support for the accelerated roll out of zero emission technologies and vehicles. Furthermore, TfSE recognises the need to advocate for reducing the carbon emissions of energy generation; reducing the capital carbon of vehicles, infrastructure and maintenance; and reducing the emissions from international travel.

As the SIP moves towards delivery, each intervention will be subject to the due diligence required to assess, mitigate and seek opportunities for reducing emissions. Consideration will also be given to local environmental enhancement, building on the priorities of the SIP and the supporting Integrated Sustainability Assessment

TfSE's decarbonisation thematic plan* identifies the areas of intervention required to align to a budget-based approach to net zero carbon in line with the Paris Agreement.

Public transport

TfSE recognises the importance of accessible, affordable, integrated, reliable and attractive public transport. Our ambition is for public transport levels of service and patronage to return to and far surpass the levels seen before the pandemic. This is with the understanding that travel and work patterns have and may continue to change and that demand for some services was already at peak capacity or may be better accommodated through more flexible models of provision.

We will work with local authorities and operators to provide better-connected and accessible multi-modal journeys with users easily able to walk, wheel or cycle for the first and last miles of the journeys. We will continue to work with government and key stakeholders such as Network Rail to secure additional funding to support the capital and operational enhancements within the SIP.

The SIP will help us work together to enable a generational change in providing integrated and sustainable alternatives to private car dependency across the region.

**The strategies, area studies and thematic plans that support the SIP can all be found on the TfSE website: [DRAFT Strategic Investment Plan - evidence base - Transport for the South East](#)*

Active travel

TfSE recognises the important role active travel (walking and cycling – wheeling, micro-transit (e.g. e-bikes, e-scooters), as well as horse riding and carriage-driving) must have in both local and regional connectivity. The SIP identifies several enhancements to the National Cycle Network while also supporting and helping better connect local infrastructure improvement schemes such as those contained in local authority Local Cycling and Walking Infrastructure Plans (LCWIPs).

Individual interventions tend to have more localised impacts, but however long, all journeys start and finish on foot or by wheeling. Investment in the right local, first-mile / last-mile connectivity is critical for allowing journeys to be integrated and seamless, whether in an urban, sub-urban, peri-urban or rural setting. We recognise that all active modes (including new forms of e-mobility such as electric bikes and scooters) have immediate benefits for supporting our pathway to net zero carbon.

More detail can be found in the Strategic Active Travel and Micromobility Thematic Plan*

Highways

The highways within the SIP are multi-modal corridors, accommodating active travel, bus and other mass transit, freight and service vehicles, as well as private car. With 90% of trips being taken on highways, it is infrastructure which will continue to be vital for the connectivity of people and in particular goods.

Highways interventions are included in the SIP where they:

- improve safety for all users;
- support sustainable modes and de-conflict private and mass transit vehicle flows on longer routes; and
- de-conflict strategic and local traffic around built-up areas, freeing up road space for active travel and public transport improvements and public realm enhancements.

The vast majority make best use of existing infrastructure through enhancements along the corridor. They are a step-change away from traditional “predict and provide” capacity enhancements of previous decades. They support our vision and support not only strategic movement of vehicles but our places and communities.

We recognise the need to manage demand and to reduce transport related carbon emissions. All of the highways interventions within the SIP have been refined to minimise increases in carbon emissions and the impact of these interventions on the wider environment, but all highway packages do result in small increases. We accept that further mitigation will be needed as these packages and interventions are developed and as such will carry out further assessment as part of scheme development.

Global Policy Interventions will, promote demand management and digital technology to reduce the number of trips made by vehicles, accelerate the decarbonisation of road vehicles, and promote sustainable travel as well promoting and enabling the uptake of electric and hydrogen powered vehicles and green generation of these energy sources. All of the interventions within the SIP consider the best route to net zero and work to provide the infrastructure and interventions to accommodate the mode shift that is required.

Additional information is available within the technical supporting documents of the evidence base and assessments that have been conducted, including a highways thematic plan*.

**The strategies, area studies and thematic plans that support the SIP can all be found on the TfSE website: [DRAFT Strategic Investment Plan - evidence base - Transport for the South East](#)*

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 74

Subject: Highway Asset Management Policy and Strategy 2023 - 2025

Date of meeting: 17th January 2023

Report of: Executive Director Economy, Environment & Culture

Contact Officer: Name: Stacey Hollingworth
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Ward(s) affected: All

For general release

1. Purpose of the report and policy context

- 1.1 This report presents the updated Highway Asset Management Policy and Strategy for Brighton & Hove City Council, in line with the funding requirements of the Department for Transport (DfT). This document updates the previous Highway Asset Management Policy and Strategy which was approved by committee in November 2016 and further supports the 'Strategy for Well-Managed Highway Infrastructure Strategy' which was approved by committee in March 2021.
- 1.2 The purpose of this document is to enable the Council to manage and maintain the City's highway network in a way that best meets the needs of the present without passing on unaffordable costs and environmental impacts to future generations. The city's highway is an important asset for all residents because it enables movement by multiple means.
- 1.3 The Council is required to have an updated and approved Highways Asset Management Policy and Strategy every two years to avoid financial grant funding reductions from Government that are worth £1.092m over the next 3 years (to 2025/26).
- 1.4 Brighton & Hove City Council's Highway Asset Management Policy and Strategy reflects the national context for local roads and other highway assets. Funding for all local highway authorities has reduced over several years with a subsequent impact on the condition of these assets and the cost and environmental impact to repair them. The updated strategy also reflects the changing priorities for the City as set out in the City Council Plan, the Circular Economy Action Plan and the City's ambition to become Carbon Neutral by 2030.

2. Recommendations

- 2.1 That Committee approve the updated Highway Asset Management Policy and Strategy 2023-2025 which will enable the Council to maintain its DfT Incentive Fund banding and associated Local Transport Plan funding.
- 2.2 That Committee notes the need for further investment, including capital funding for preventative maintenance programmes, across all asset groups in order to support active, accessible and sustainable travel throughout the city and to reduce the future burden on the revenue and carbon cost of reactive maintenance including pothole repairs.
- 2.3 That Committee agrees that officers should identify an annual capital sum from within existing capital budgets to fund preventative maintenance for footways, carriageways and street lighting over the next 10 years to manage the rising revenue cost of providing highway safety maintenance.

3. Context and background information

- 3.1 Brighton & Hove City Council is responsible for maintaining 624km of highway road network with 1026km of pavements. This document covers the following infrastructure assets associated with the highway network:
 - Carriageway and footway surfaces
 - Surface water drainage infrastructure associated with highways
 - Bridges, coast defense structures, cliffs and other highway retaining walls and subways
 - Street lighting and illuminated highway signs
 - Traffic Control and Intelligent Transport Systems (ITS)
 - Vehicle Restraint Systems (VRS)
 - Bus stops and shelters
 - Parking infrastructure including signs, lines and pay and display machines
 - Cycle parking and covered cycle parking
 - EV Charging points
 - Non-illuminated highway signs and posts
 - Line markings and road studs
 - Public Rights of Way
 - other street furniture
- 3.2 The total Asset Value is estimated to be £4billion¹. The biggest and most expensive assets are carriageways (£951m); structures (£478m); footways and cycleways (£176m).
- 3.3 According to the Annual Local Authority Road Maintenance Survey 2022 (ALARM), the total maintenance backlog for England and Wales is £12.6billion. This equates to an average maintenance backlog for carriageways in England in 2021/22 of £99million per local authority

¹ Figure is taken from the last Whole Government Accounts return for Brighton and Hove City Council in 2020 plus a 20% allowance for the increase in material costs since this time.

(excluding London). This figure has risen by 23% in the past year as a direct result of inflation and increased construction costs throughout the industry. The same survey also showed an average budget shortfall each year of £7.4m per local authority in England which indicates that the backlogs will only increase with time without significant financial investment.

- 3.4 Brighton & Hove is a busy, compact city with an extensive bus network as well as the highest bus usage per head of population outside of London. This means that some B and C roads are as heavily trafficked as our A roads. It also means that many of our local roads carry heavier bus traffic than equivalent roads in other Local Authority areas.

Sustainable Travel

- 3.5 Brighton and Hove has a 150km network of aging concrete roads. Whilst this network has served the city well over the last 70 years, it is now reaching the end of its serviceable life which is impacting on the viability of bus services in areas such as Bevendean, Coldean and Moulsecoomb. These areas have particularly high bus usage levels, which is demonstrated by the fact that bus usage in these areas has returned to pre-covid levels, unlike other areas of the City and across the UK. If we are to support sustainable mass travel in these areas, then further long-term investment in roads is needed.

Active and Accessible Travel

- 3.6 The Council has committed to supporting active and accessible travel through improved infrastructure as part of the City Council Plan, the Local Cycling and Walking Infrastructure Plan (LCWIP) and as part of the emerging Local Transport Plan 5 and emerging Accessibility Strategy.
- 3.7 Key barriers to accessible movement on foot and on wheels include the condition of the footway as well as the choice of materials. Slabs can be easily damaged by pavement parking, heavy loading activities, weeds and tree roots which all increase the cost of reactive maintenance and increase the whole life carbon costs of the assets. Slabs also increase risks to users on the footway, particularly for those with restricted mobility or sight. Whilst this risk is managed by our extensive Highway Inspection regime, reactive maintenance is not a long-term solution to underfunding as it is both carbon and cost intensive. Appendix 2 includes an Equalities Impact Assessment which provides further details.

Carbon Reduction

- 3.8 European standards for Carbon Management in Infrastructure (PAS 2080:2016) provides a common framework for all infrastructure sectors on how to manage whole life carbon reduction when delivering infrastructure assets and programmes of work. This framework sets out a hierarchy for tackling carbon emissions which identifies prevention as the biggest opportunity for the radical reduction in carbon emissions within an infrastructure context. In Highway asset management terms, this means that we must either not build in the first place, or once we have, find ways to

increase resilience/longevity and drive down the need for maintenance activities.

- 3.9 For carriageways this means developing a preventative maintenance programme that includes surface extension treatments such as Reclamite and Rhinophalt. These products are relatively inexpensive compared to resurfacing and are quick and easy to implement with minimal disruption to road users. There is real life evidence to show that applying these types of treatments every 5 years on a new surface could extend the life of the assets by 5 years for every application and reduce the whole life cost of the asset by 40%. By managing the assets in this way we can potentially reduce the carbon cost by 90% over the whole life of the asset i.e. removing a surface renewal from the lifecycle.
- 3.10 For footways we need to ensure that we are using products that will last and that will be resilient and suitable for their environment. For example, paving slabs are affected by ground movement and may only last 10 years before requiring regular maintenance. This life span can be reduced further by the impact of weeds, tree roots and footway parking. By comparison, tarmac may last 35 years. The lifecycle of a tarmac footway can also be extended by a further 10-15 years if a slurry seal is applied as a surface extension treatment.
- 3.11 For street lighting, cast iron assets are expensive to install but have potential lifecycles of up to 75 years if well maintained. However, if we do not regularly paint and preserve these assets then the lifecycle dramatically reduces. There are 4600 cast iron lamp columns and 3800 cast iron brackets in the City. Reinstating a cyclical painting programme could extend the life of these assets by up to 10 years (less on the seafront) and avoid expensive replacements or the need to replace them with cheaper products with shorter lifecycles and higher carbon footprints.
- 3.12 In recent years, the available capital fund for the maintenance of carriageways and footways have been prioritised for surface renewals on the resilient network. This is in keeping with the Council's risk-based approach to asset management as agreed in our 'Strategy for Well-Managed Highway Infrastructure' (approved by ETS in 2021). However underfunding over a number of decades has resulted in a maintenance backlog of £75million² for carriageways alone. If the Council continues to invest in carriageways at the current rate then the latest Horizons modelling indicates that this backlog could increase to £150million within the next 7 years.
- 3.13 To support the Council's ambition to be Carbon Neutral by 2030 we need a renewed focus on extending the life of all our highway assets. This requires further capital investment to reduce the maintenance backlog and to support a preventative maintenance programme for footways, carriageways and street lighting. Further work and future funding will be needed to develop similar programmes across all the highway asset groups.

² Figures generated from Horizon condition modelling software that has been developed in partnership with a third party to verify the inputs and outputs.

- 3.14 In the short-term, funding has been secured from the Carbon Neutral Fund to explore asset lifecycle extension for our concrete road network, heritage lighting columns and traffic signals. However, going forward these programmes will require annual investment if we are to maximise the lifecycle of our key assets and therefore reduce carbon and costs in the long-term.

Highway Asset Management Policy

- 3.15 The City Council's Highway Asset Management Policy sets out the high-level principles by which the City Council will maintain the Highway network to ensure this approach aligns with the City Council Plan.

Highway Asset Management Strategy

- 3.16 This Highway Asset Management Strategy sets out how the Highway Asset Management Policy will be delivered within the City. The Strategy has been informed by the asset management framework promoted by the Highway Maintenance Efficiency Programme.

Funding

- 3.17 For local authorities there are several different ways that the Highway service is funded.

Capital funding

- 3.18 Capital funding can be used for maintenance operations that either restore the performance of an asset or prolong the life in its current state. Capital Funding can come from several sources including allocation of the Council's capital resources by the authority or central government grants.

Revenue Funding

- 3.19 Revenue spending for Highways services covers reactive and emergency repairs to Highway infrastructure as well as street lighting energy costs, premises and depot costs, staff and salaries, repayments on borrowing and payments against third party claims. More specifically, revenue budgets also cover safety inspections which are vital to the Council's management of risk and defence against third party claims.

Local Growth Funding

- 3.20 The Local Growth Fund is government funding awarded to Local Enterprise Partnerships (LEPs) for projects that benefit the local area and economy. The City Council has received funding for several projects within transport which include:

- Upgrade and enhance existing Intelligent Transport Systems infrastructure
 - Valley Gardens Development
 - Sustainable Transport Package – Brighton Bike Share
- 3.21 All these projects will play a vital role to the local growth of the economy, will enhance the local area and offer the City's residents an improved journey throughout the city.

Department for Transport Funding

- 3.22 In October 2021, the Government announced a further £2.7 billion was being made available between 2022/23 to 2025/26 for local highways maintenance capital funding. This includes the remainder of the pothole funding package announced in the 2020 budget.
- **Local Highways Maintenance Funding – Needs Element**
This funding is allocated based on a formula using data provided by the local authority. The Council currently receives £1.455m/year from this fund.
 - **Local Highways Maintenance Incentive/Efficiency Element Funding**
This scheme aims to reward councils who demonstrate, through self-assessment, that they are delivering value for money across their Highway service by implementing asset management principles. The Council currently receives £364k/year from this fund.
 - **Pothole Action Fund**
This programme funds the repair of potholes as well as the prevention of potholes through surface renewals within the local authority. This is again allocated based on a formula shared by local authorities. The Council currently receives £1.455m/year from this fund.
 - **Local Highways Maintenance Challenge Fund**
This fund enables local authorities to bid for major maintenance projects that are otherwise difficult to fund through the normal budgets they receive. In recent years the Council has received £8.9m towards the restoration of Shelter Hall and £1.5m towards the upcoming improvements to Western Road.

4. Analysis and consideration of alternative options

- 4.1 The council could decide not to endorse a Highway Asset Management Policy and Strategy. However, this would mean that there was no long-term planning for highway infrastructure, making it harder to obtain best value within available budgets as well as losing capital funds year on year from the Department for Transport.

5. Community engagement and consultation

- 5.1 The Council participates in the annual National Highway and Transportation (NHT) survey. In comparison with other Unitary Authorities the Council fares well with good levels of satisfaction for the condition of carriageway surfaces and speed/quality of repair. In particular, the survey revealed that residents in Brighton & Hove believe that maintenance of roads and pavements should be the top priority when protecting Council budgets within transport and highways services. Table 1 summarises some of the key outcomes of the survey and how this compares to last year's results and the national average.

Question topic	% Satisfied	Comparison with previous year	Comparison with national average
Condition of Highway (Overall)	40%	4% higher	6% higher
Condition of road surface	30%	1% higher	6% higher
Speed of repair of damaged roads	33%	3% higher	5% higher
Condition of pavements and footways (overall)	44%	2% lower	8% lower
Speed of repair of damaged pavements	33%	2% lower	4% lower
Weeds removal on footways	31%	3% lower	9% lower

Table 1 – NHT Survey Summary 2022

6. Conclusion

- 6.1 If the Council is to support active, accessible and sustainable travel and the movement towards being carbon neutral by 2030 then significant capital investment in the key highway assets is required. Without this investment the deterioration of these assets will impact on the economic, social and environmental wellbeing of the city. It would also result in an environmental and financial burden on future generations.
- 6.2 The case for adopting a positive approach to Highway Asset Management has been identified by DfT as the most efficient means of work planning over the longer term. DfT have provided an inducement to adopt asset management practices by introducing an Incentive Fund to be awarded to Councils following this approach.
- 6.3 It is proposed that the Council aims to manage the deterioration in the current condition of its key assets by continuing with the existing risk-based approach. However, in parallel, it actively seeks opportunities to secure additional funding to reduce the maintenance backlog and to establish preventative maintenance programmes to extend the life its footways, carriageways and street lighting networks.

7. Financial implications

- 7.1 The report identifies that the Council has a highways asset worth approximately £4bn. And, in common with many highways authorities, a highways maintenance backlog estimated to be on average £99m per authority, following a prolonged period of underfunding. The Highways Team estimates that this backlog will increase if no positive action is taken. The highways network supports the delivery of Council priorities such as active travel and carbon neutral goals.
- 7.2 The report proposes establishing a Highways Asset Management Policy and Strategy, as required by the Department for Transport, in order to avoid losing government financial contributions to the value of £ 1.092m over the next three years. It also requests the identification of further investment into highways maintenance.
- 7.3 The Council's challenging financial position both this year and next, as reported to Policy and Resources Committee on 1st December, means that there are limited resources available for capital investment. The timing and cost of funding the capital programme has a significant impact on our revenue account, through the cashflows and investment returns, the amount the Council needs to set aside to cover repayment of debt and the cost of new borrowing required. The existing capital investment programme is being reviewed to identify slippage, reprofiling options and possibilities for releasing capital budgets, for redeployment to higher priority capital schemes. The recommendation, that officers should identify an annual capital sum from within existing budgets to fund preventative and capital maintenance for footways, carriageways and street lighting over the next 10 years to manage the rising revenue cost of providing highway safety maintenance aligns with the capital programme review. Any recommendation to reallocate existing capital budgets to Highways Maintenance would be subject to approval by the Policy and Resources Committee.

Name of finance officer consulted: Jill Scarfield Date consulted (15/12/22):

8. Legal implications

- 8.1 This policy will support the Council as a Highway Authority to deliver its statutory duties to maintain its highways and traffic signals.

Name of lawyer consulted: Alice Rowland Date consulted: (6/12/22)

9. Equalities implications

- 9.1 An equalities impact assessment has been carried out and is attached in Appendix 2. This process has been used to inform the development of the policy and strategy and the document will be finalised and published through the usual channels once the policy and strategy have been approved.

10. Sustainability implications

10.1 A well-maintained Highway network offers a wide range of benefits for the environment. This includes:

- Energy savings from replacing old incandescent bulbs with LEDS in 20,000 lamp columns as part of the Spend to Save programme and upcoming energy savings of 87% by applying the same approach to Traffic Signal heads across the City as part of the Carbon Neutral Fund programme.
- Supporting active and accessible travel through the provision of well-maintained footways that are free from trips and hazards.
- Supporting sustainable travel through the provision of well-maintained carriageways that provide smooth surfaces that are suitable for cycling and provide a quality ride for bus passengers.
- Support for sustainable fuel alternatives through the maintenance of 350 EV charging points throughout the City.
- Supporting carbon reduction using innovative materials and construction methods via a recently procured NEC Highways Contract Framework. The framework has embedded Key Performance Indicators relating to Carbon Reduction, Innovation, Social Value and Collaboration. These KPIs will be monitored monthly and offer financial incentives for compliance.
- Supporting carbon reduction by introducing preventative maintenance programmes that will maximise the lifecycle of our key assets and therefore reduce the use of new materials and heavy construction.
- Supporting collaboration with other local authorities, contractors and suppliers to explore new innovations in sustainable materials and methods for maintaining our key assets whilst reducing carbon.

11. Social Value and procurement implications

11.1 Not applicable.

12. Crime & disorder implications

12.1 Well maintained lighting assets add to a sense of safety for residents travelling at night. Well-maintained carriageways support bus services and ensure that they remain accessible to all. They also ensure good access for emergency services around the City for the safety and security of the whole community.

13. Public health implications

13.1 Adopting the Highways Asset Management Policy and Strategy will help the Council to support active and accessible movement throughout the City for all residents and visitors. Well maintained footways provide surfaces that are free from trips and hazards and therefore suitable for walking and wheeling (where appropriate).

- 13.2 Well maintained carriageways support active travel by cycle and all forms of wheeling. They also support sustainable travel by bus by providing a smooth ride that is comfortable and safe for all passengers and drivers. They also prevent damage to buses that that would otherwise increase maintenance costs and reduce safety.
- 13.3 Well maintained street lighting ensures everyone can move around the City at night safely and with a reduced fear of crime. Well-maintained structures keep us safe and ensure everyone can continue to access all parts of the City.

Supporting Documentation

1. Appendices

1. Highway Asset Management Policy and Strategy 2023 - 2025
2. Equality Impact Assessment

2. Background documents

None

Highway Asset Management Policy and Strategy 2023 - 2025



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1. Foreword

The Highway network in Brighton and Hove is the City's single most valuable publicly owned asset. With the Highway network being used daily by residents, businesses, visitors and tourists it provides an ongoing and vital contribution in creating a city of growth and opportunity whilst meeting the economic, social and environment needs of our community.

The Policy and Strategy that are presented below highlights how the City Council will deliver the Highway service to support the delivery of the Brighton and Hove City Council Plan and ensure our purpose and values are supported.

The importance of asset management has been reinforced by central government who have asked authorities to assess their progress to the implementation of good practice asset management and have linked this performance to funding incentives. This is a driver for continual improvements to asset management within the City as this approach over the long term leads to the delivery of better services for our residents.

The City Council is committed to following an asset management approach with regards to the Highway service to ensure that not only are we getting the best value for money possible, but also to ensure that public money is used in the most efficient and effective way possible.

2. Introduction

2.1 The Importance of Highway Infrastructure to Brighton and Hove

The Highway infrastructure within Brighton and Hove City Council is critically important to the ongoing economic growth and development of the City. The Highway network is the most valuable publicly owned asset managed by Brighton and Hove City Council. Its total replacement cost is estimated at over £4 billion and therefore an asset managed approach is essential.

2.2 Why a Highway Asset Management Approach?

Asset Management is a strategic approach taken by an organisation to realise the value from its assets. The City Council recognises that in taking an asset management approach to our Highway maintenance, we will not only maximise value for money, but this also supports informed and robust decision making. This approach will also support the City's ambition to become Carbon Neutral by 2030.

2.3 Scope

Brighton & Hove City Council is responsible for maintaining 624km of highway road network with 1026km of pavements. This document covers the following infrastructure assets associated with the highway network:

- Carriageway and footway surfaces
- Surface water drainage infrastructure associated with highways
- Bridges, coast defence structures, cliffs and other highway retaining walls and subways
- Street lighting and illuminated highway signs
- Traffic Control and Intelligent Transport Systems (ITS)
- Vehicle Restraint Systems (VRS)
- Bus stops and shelters
- Parking infrastructure including signs, lines and pay and display machines
- Cycle parking and covered cycle parking
- EV Charging points
- Non-illuminated highway signs and posts
- Line markings and road studs
- Public Rights of Way
- other street furniture

2.4 Highway Asset Management Policy

The City Councils Highway Asset Management Policy sets out the high-level principles by which the City Council will maintain the Highway network to ensure this approach aligns with the City Council Plan 2020 - 2023.

2.5 Highway Asset Management Strategy

This Highway Asset Management Strategy sets out how the Highway Asset Management Policy will be delivered within the City. The Strategy has been informed by the asset management framework promoted by the Highway Maintenance Efficiency Programme.

2.6 Legislative Requirements

The Council as a Highway Authority has a duty to maintain its highways under Section 41 of the Highways Act 1980. The same Act, in Section 58, grants a 'special defence against a highway authority for damages for non-repair of the highway' if it can demonstrate that it has taken reasonable care to ensure that the highway was not dangerous having regard to:

- The character of the highway and the traffic which was reasonably expected to use it;
- The standard of maintenance appropriate for a highway of that character and used by such traffic;
- The state of repair in which a reasonable person would have expected to find the highway; Whether the Authority knew or could reasonably have been expected to know that the condition of the highway was likely to cause danger to users; and
- Whether warning notices were displayed when immediate repair could not reasonably be expected.

This duty has been further clarified by case law. The law does not require a highway authority to maintain the highway as new and free from any defects, because this is not possible both practically and in terms of affordability. However, case law has set out certain expectations about maintenance and repair, particularly for roads, pavements and cycleways.

3. Highway Asset Management Policy

3.1 Policy Statement

Effective asset management will be at the heart of the Council's approach to maintaining Brighton & Hove's highway infrastructure and will reflect the core principles within the City Council Plan, namely:

A fairer City, a sustainable future

- **city to call home:** By focusing on improving the real-world outcomes of our services and the condition of our highways for the people who use them and those who live and work in them.
- **city working for all:** By considering how the overall condition of our highways and our approach to maintenance affects people with different personal circumstances and by recognising the important role that our highways play in enabling people to live happy and independent lives.
- **stronger city:** By using quality data to plan so that we meet the needs of the present without passing on unaffordable costs and environmental impacts to future generations.
- **growing and learning city:** By using the best evidence locally and nationally to drive our decisions on investment in our highway infrastructure and demonstrate value for money and carbon reduction. In doing so we will encourage creativity and alternative approaches to find solutions to the challenges that we face.
- **sustainable city:** By applying a whole lifecycle approach to asset management we can ensure that we maximise the life of our assets and therefore reduce the need for carbon intensive reactive maintenance and reduce the need for new materials.
- **healthy and caring city:** By supporting active travel through the provision of well-maintained infrastructure that is safe to use and accessible to all.

We will also continue to fulfil our obligations set out in legislation and have regard to national guidance and Codes of Practice in determining our approach to highway asset management.

3.2 Policy Principles

1. Our priority is to minimise risks to the safety of people using Brighton and Hove's highway network or who live and work nearby.
2. We recognise that our aspirations for the economy, community safety and resilience, health and well-being and environmental sustainability are dependent on the maintenance of a highway network that is resilient to major risks such as extreme weather events. We will prioritise routine and preventative maintenance operations on key routes (the 'Resilient Network') that enable us to reduce these risks over the long term.
3. Highway assets have long service lives and decisions that we make now about how we maintain these will affect the economic, environment and social well-being of future generations. We will adopt the principle that decisions on budgets for highway maintenance must not result in unaffordable costs or environmental impacts being passed on to future generations. This principle will reflect our UN Biosphere Reserve status.
4. We recognise that a well-maintained public realm can underpin our aspirations to attract inward investment, quality housing and sustainable transport. We will adopt a holistic approach to planning for highway maintenance alongside new infrastructure proposals to ensure budgets are targeted to achieve the greatest benefit for residents, businesses and visitors to Brighton and Hove.
5. We will support our objective for a sustainable economy by adopting a long-term approach to maintenance planning in order to minimise disruption to traffic, residents and businesses over the whole life of our highway infrastructure. We will also develop medium term (3-5 year) programmes of work that enable us to co-ordinate works in a way that will minimise disruption to traffic.
6. We will select long term maintenance investment options on the basis of evidence that they will deliver high value for money and carbon reduction for the Council and residents and businesses in Brighton and Hove. We will maintain accountability in developing our programmes of work by regularly reviewing and publishing the criteria for prioritising and selecting scheme proposals.

7. We will monitor maintenance backlogs and shortfalls in long term budgets for maintenance and manage the risks arising through the corporate risk management framework.
8. We will listen to the views of our residents and businesses when considering the allocation of transport budgets for maintenance and provide feedback to demonstrate how we have responded to those views.
9. We will continue to develop relations with our local contractors and the SE7 Highways Alliance to draw on their expertise and Research & Development in identifying new solutions that will reduce whole life costs, consumption of primary raw materials and other environmental impacts of our highway assets. We will also disseminate our own innovation and best practice through other Local Authority alliances.
10. We will regularly review our approach to asset management for each of our asset groups to ensure it aligns with the latest priorities and actions set out in other key documents including the City Council Plan, the Circular Economy Action Plan, the Local Cycling and Walking Implementation Plan, the emerging Local Transport Plan 5, the emerging Accessibility Strategy and the 2030 Carbon Neutral Programme.
11. We will apply the reduce, reuse, recycle principal to each of our asset groups with a focus on assessing whole life cost, exploring innovation and will focus on extending the life of our existing assets by reinstating our preventative maintenance programme for footways, carriageways and other street furniture, subject to available funding.
12. We will work in collaboration with other teams and organisations to maximise value for money through shared resources to maximise opportunities to support safe active and accessible travel around our City.
13. We will establish all necessary protocols to ensure that our asset information and systems are fit for the purposes of supporting the principles listed above.

3.3 Roles and Responsibilities

Highway Asset Management principles and methodologies will only be successful if key decision makers, such as Elected Members and those making use of the service/network, are on board and are able to visualise the long-term benefits and savings to be made from this approach.

Role	Responsibility
Elected Members	Ensure their behaviour is consistent with the principles of this policy and have a central role to play in ensuring that they are integral to the local authority's aims for Highway Asset Management
Corporate Directors	to be proactive in the promotion of Highway Asset Management
Service Directors	to maintain an overview to ensure effective integration of the principles of Highway Asset Management within their service plans
Managers	to identify appropriate training needs and provide training opportunities
All Staff	to take responsibility and be accountable for their own behaviour

4. Asset Management Framework

The City Council have developed our own asset management framework based on the recommendations within the Highways Maintenance Efficiency Programme (HMEP) Infrastructure Asset Management Guidance. The framework includes all asset management activities and processes that are necessary to develop, document, implement and continually improve.

4.1 Context

This highlights the context for Highways asset management within the City Council. The context includes a variety of factors that need to be considered when understanding the City Council's approach for our Highway service. This includes both national and local transport policies, expectation from stakeholders and legal or financial constraints.

4.1.1 Sustainable Travel

Brighton and Hove has a 150km network of aging concrete roads. Whilst this network has served the city well over the last 70 years, it is now reaching the end of its serviceable life which is impacting on the viability of bus services in areas such as Bevendean, Coldean and Moulsecoomb. These areas have particularly high bus usage levels, which is demonstrated by the fact that bus usage in these areas has returned to pre-covid levels, unlike other areas of the City and across the UK. If we are to support sustainable travel in these areas then further long-term investment is needed.

4.1.2 Active and Accessible Travel

The Council has committed to supporting active and accessible travel through improved infrastructure as part of the City Council Plan, Local Cycling and Walking Infrastructure Plan and as part of the emerging Local Transport Plan 5 and emerging Accessibility Strategy. Key barriers to accessible movement on foot and on wheels include the condition of the footway as well as the choice of material. Slabs can be easily damaged by pavement parking, heavy loading activities and tree roots which increases the cost of reactive maintenance and increases the whole life carbon costs of the assets. It also increases the risk to users on the footway, particularly those with restricted mobility or sight. Whilst this risk is managed by our extensive Highway Inspection regime, reactive maintenance is not a long-term solution to underfunding.

4.1.3 Carbon Reduction

European standards for Carbon Management in Infrastructure (PAS 2080:2016) provides a common framework for all infrastructure sectors on how to manage whole life carbon management when delivering infrastructure assets and programmes of work. This framework sets out a hierarchy for tackling carbon emissions which identifies prevention as the biggest opportunity for radical reduction in carbon emissions within an infrastructure context. In Highway asset management terms, this means that we must either not build in the first place, or once we have, find ways to increase resilience/longevity and drive down the need for maintenance activities.

In recent years, available capital funds for the maintenance of carriageways and footways have been prioritised for surface renewals on the resilient network. This is in keeping with the Council's risk-based approach to asset management as agreed in our 'Strategy for Well-Managed Highway Infrastructure' (approved by ETS in 2021). However, to support the Council's ambition to be Carbon Neutral by 2030 we need a renewed focus on extending the life of all our highway assets. This requires further capital investment to support a

preventative maintenance programme for footways, carriageways and street lighting and further work to develop similar programmes across all our asset groups.

4.2 Planning

The key activities to be delivered by the City Council as part of our Highway asset management planning process include:

Policy	The City Council's published commitment to Highway Asset Management.
Strategy	The City Council's published statement as to how we will deliver against the policy which includes implementation of the framework, the strategy for each of the major assets and the council's commitment to continuous improvement.
Performance	The levels of service to be provided by the City Council and how performance will be measured and reported.
Data	The City Council's approach to Highway asset data and information management.
Lifecycle Planning	The City Council's lifecycle plans for all major Highway asset groups, including expected future performance based on different investment scenarios and desired levels of service which will be used to inform decisions.
Works Programme	The City Council's rolling programme of Highway work to meet the asset management approach set out.

4.3 Enablers

Enablers are a series of supporting activities that support the implementation of the Highway Asset Management Framework.

Leadership & Organisation	The commitment from senior decision makers in adopting the asset management principals throughout their organisation and culture.
Risk Management	Establish an approach to risk, identify risks, evaluate risks and manage risks to mitigate the impact.
Asset Management Systems	The strategy for the use of different asset systems to support the data and information to enable asset management.

**Performance
Monitoring**

Benchmarking and collaborating with other authorities and establishing a culture that thrives for continuous improvement.

4.4 Programme and Service Delivery

The delivery of effective and efficient work programmes for individual asset groups following the asset management approach.

5. Funding

For local authorities there are several different ways that the Highway service is funded.

5.1 Capital Funding

Capital funding can be used for maintenance operations that either restore the performance of an asset or prolong the life in its current state. Capital Funding can come from several sources including allocation of the Council's capital resources by the authority or central government grants.

5.2 Revenue Funding

Revenue spending for Highways services covers reactive and emergency repairs to Highway infrastructure as well as street lighting energy costs, premises and depot costs, staff and salaries, repayments on borrowing and payments against third party claims. More

specifically, revenue budgets also cover safety inspections which are vital to the Council's management of risk and defence against third party claims.

5.3 Local Growth Funding

The Local Growth Fund is government funding awarded to Local Enterprise Partnerships (LEPs) for projects that benefit the local area and economy. The City Council has received funding for several projects within transport which include:

- Upgrade and enhance existing Intelligent Transport Systems infrastructure
- Valley Gardens Development
- Sustainable Transport Package – Brighton Bike Share

All these projects will play a vital role to the local growth of the economy, will enhance the local area and offer the City's residents an improved journey throughout the city.

5.4 Department for Transport Funding

In October 2021, the Government announced a further £2.7 billion was being made available between 2022/23 to 2025/26 for local highways maintenance capital funding. This includes the remainder of the pothole funding package announced in the 2020 budget.

1. Local Highways Maintenance Funding – Needs Element

This funding is allocated based on a formula using data provided by the local authority. The Council currently receives £1.455m/year from this fund.

2. Local Highways Maintenance Incentive/Efficiency Element Funding

This scheme aims to reward councils who demonstrate, through self-assessment, that they are delivering value for money across their Highway service by implement asset management principles. The Council currently receives £364k/year from this fund.

3. Pothole Action Fund

This programme funds the repair of potholes as well as the prevention of potholes through surface renewals within the local authority. This is again allocated based on a formula shared by local authorities. The Council currently receives £1.455m/year from this fund.

4. Local Highways Maintenance Challenge Fund

This fund enables local authorities to bid for major maintenance projects that are otherwise difficult to fund through the normal budgets they receive. In recent years the Council has received £8.9m towards the restoration of Shelter Hall and £1.5m towards the upcoming improvements to Western Road.

6. Strategy for Main Highway Asset Groups

6.1 Introduction

This section summaries the existing Highway assets maintained by the City Council, with its condition and a summary of the strategy that is be used for each asset type in the future. It is critical to understand the current state of the asset and the level of service required to plan for successful delivery of each asset strategy.

6.2 Highway Asset

Table 1 shows a summary of the Highway assets together with a summary of its current condition.

Item	Detail	Condition
Carriageway	614km	The current need for maintenance is: 9% - Principal Network 4% - Non-Principal Network 16% - Unclassified Network
Footways and Cycleways	976km Footway 49km Cycleway	
Structures	66 Bridges 93 Retaining Wall	At present the Bridge Condition Stock Indicator rates the average condition of Brighton bridge stock at 87 and the average for retaining walls is 83.
Drainage	22,782 gullies 4971 soakaways	During the last inspection 88% of the gullies were defect free.
Street Lighting	20,000 street lights 6,000 lit signs and bollards	The current condition of the street lighting stock is as follows: 54% Green (Good condition) 39% Amber (Fair condition) 7% Red (urgent upgrade or replacement)

Item	Detail	Condition
Traffic Signals	1,734 Traffic Signal poles 1,635 Traffic Signal lanterns 1,572 Ped crossing lanterns 71 cycle signal lanterns 113 CCTV cameras	By the end of the 2022/23 refurbishment programme, 6% of stock will be functional but beyond its useful economic life (20yrs) and a further 4% will require urgent upgrade (25yrs+)
EV Charging	230 lamp post chargers 101 fast charger bays 18 rapid charger bays	These assets are relatively new and therefore are in good condition.
Road markings, signs and street furniture	752km of road markings 33,113 Signs 184 Real-time information signs 1,499 Bus stops/shelters 6,240 Street name plates 15,859 Safety bollards 1445 Directional bollards 2,023 Cycle parking stands 71 Bike hangers 11,886m of pedestrian guard rail 4,524m of vehicle safety barriers 750 pay and display machines	Condition is not currently measured for all of these assets however pedestrian guard rails, bollards, vehicle safety barriers, road markings and signs are maintained to the safety standard set out in the Highway Maintenance Safety Policy.

Table 1 – Highway Assets and Condition Summary

6.2 Highway Asset Hierarchy

As per the Well-managed Highways Code of Practice, a network hierarchy should be defined for all elements of the Highway network. Table 2 highlights the hierarchy for the carriageway and footway which has been reviewed in 2022. This hierarchy is the foundation of a risk-based maintenance strategy and reflects the whole Highway network and its needs, priorities and the use of infrastructure.

Carriageway Category	Category Description	BHCC Description
2	<i>Major Urban and Inter-Primary Links</i>	<i>Routes linking urban centres to the strategic network with limited frontage access.</i>
3a	<i>Most classified B and C roads and unclassified bus route</i>	<i>Include all bus routes, have 20/30 mph speed limits and high/ medium levels of pedestrian activity with some crossing facilities.</i>
4a	<i>Link roads with frequent junctions</i>	<i>Residential Link Roads</i>
4b	<i>Local access roads</i>	<i>Local Access Traffic</i>

Footway Category	Category Description	BHCC Description
1	<i>Primary Walking Route</i>	<i>Busy urban shopping and business areas and main pedestrian routes.</i>
2	<i>Secondary Walking Route</i>	<i>Medium usage routes through local areas feeding into primary routes, local shopping areas.</i>
3	<i>Link Footway</i>	<i>Linking local access footways through urban areas.</i>
4	<i>Local Access Footway</i>	<i>Footways associated with low usage, short estate roads to link routes and cul-de-sacs.</i>

Table 2 – Highway Hierarchy

7. Carriageway

Brighton & Hove is a busy, compact city with the highest number of bus users outside of London. In terms of quantity, carriageway surfaces are the largest physical asset managed by the Council, and therefore have the highest value. For this reason, changes in the condition of carriageway surfaces across the network can lead to significant and long-term financial and environmental consequences for the Council.

The Council maintains 624km of carriageway across the City made up mostly of unclassified local roads. This network also includes 150km of aging concrete roads that are reaching the end of their serviceable life and therefore will require considerable investment within the next 5 years.

The condition of the carriageway is measured on an annual basis using condition surveys that are then reported to the Department for Transport. In 2021, 16% of the unclassified network was identified as requiring maintenance compared to the 9% for the principal network and just 4% for the non-principal network.

Our annual condition data is used to predict maintenance backlogs as well as future funding requirements. It is also used to generate our forward works programmes. Alongside this data we also consider condition reports generated by our Highway Inspectors as well as feedback from internal teams, the public and elected members.

The latest modelling indicates that reduced funding over decades has resulted in a carriageway maintenance backlog of approximately £75m. If budgets remain unchanged going forward then it is predicted that this could double to £150m within the next 7 years.

To support the Council's ambition to be Carbon Neutral by 2030 we need a renewed focus on extending the life of all our highway assets. This requires further capital investment to reduce the maintenance backlog and to support a preventative maintenance programme for carriageways.

Short-term desired outcomes (current year):

To develop a long-term funded programme that includes both preventative and planned maintenance. This will ensure we maximise the lifespan of all our carriageway assets, reduce our carbon footprint and provide value for money.

Medium-term desired outcomes (2-5 years):

To secure the required capital funding to maintain the carriageway to a steady state condition across the city.

Long-term desired outcomes (5-10 years):

To maintain the carriageway to a steady state condition level through delivering an effective asset management approach to highway maintenance.

8. Footways and Cycleways

Footways and cycleways are key assets that support access and mobility for people in the City. By ensuring that the footways and cycleways are in a safe and serviceable condition it encourages a method of transport alternative to a car, especially as much of the City is a dense, urban area.

The City Council is responsible for maintaining 976km of footway and 49km of cycleways. Like the carriageway, footways and cycleways are assessed by condition surveys from which the annual programmes of maintenance are developed. These surveys are supplemented with condition reports that are generated by our Highway Inspectors as part of their routine inspections of the highway.

The City Council has historically followed a worst first approach to footways, concentrating on those with high footfall in the urban area. This is aligned with the Council's risk-based

approach however with the damage being caused by pavement parking, tree roots, and more recently the increase in weeds, our footways are deteriorating faster than anticipated.

By working in collaboration with other teams across the Council and externally we will look for opportunities to share resources to deliver additional schemes beyond the principal footway network to align with priority areas set out within the Local Cycling and Walking Implementation Plan. This will make our footways more accessible for all road users and support active and accessible travel within local areas as well as the city centre.

Further investment will be required to support an enhanced planned and preventative maintenance programme going forward. We will take a full lifecycle approach to the management of our footway and cycleway assets to ensure that we use products that will be resilient and long-lasting thereby lengthening the renewal cycle and reducing the carbon and financial cost of on-going reactive maintenance.

Short-term desired outcomes (current year):

To develop a comprehensive inventory of both footways and cycleways and review the on-going approach to the collection of condition data. From this we will identify priority walking and cycling routes and areas for planned maintenance and align with these the priorities identified within the Local Cycling and Walking Implementation Plan. We will also seek additional funding to support this enhanced programme.

Medium-term desired outcomes (2-5 years):

Prioritise maintenance on the priority footway network and improve the condition of the identified formal and informal cycle network by developing a long-term funded programme that includes both preventative and planned maintenance.

Long-term desired outcomes (5-10 years):

Improve the condition of the priority footway and cycleway network while maintaining a steady state on the secondary network.

9. Structures

There are 159 Highway structures in the City Council's ownership. These include road bridges, seafront arches and many Highways retaining walls, particularly on the seafront.

The City Council's overall approach to management of Highway structures is set out in the Highway Inspection Procedure (2013). This details the types and frequencies of inspection and monitoring that the City Council carries out on different types of structure.

Many of the Highway structures within the city date back to Victoria times and require regular and continued maintenance. Some of these structures have long passed their design life and will require significant investment over the next decade to either replace or substantially repair. The seafront arches, due to the historical and economical importance to the City, have been the focus of significant investment over the last decade. The continued improvements to the arches that are yet to be repaired is required in the short to medium term.

Work on Highway structures requires extensive planning in the medium and long term to minimise disruption to traffic, residents and businesses. For this reason, the City Council has developed a risk-based programme to extend the Sea Front structures with works required over the coming 5-10 years. Programmes are constantly reviewed based on the outcome of inspections and surveys to ensure reactive urgent works are prioritised as required to ensure public safety. A 20-year programme is required more broadly across the City requiring funding of approximately £150-200 million.

The City's coast protection structures defend the Highway network from erosion and encroachment by the sea. Two approved life cycle plans are in place for their long-term management. These are periodically updated in line with Environment Agency guidance.

The City Council has recently completed a major project on the seafront to redevelop former West Street Shelter Hall. This commenced with a £9 million investment award from the Department of Transport's Highways Maintenance Challenge Fund, with a total of approximately £25 million for the project. More recently the Council has secured £4m grant funding from the Environment Agency to deliver the first phase of a 10-year project to improve sea defences along Hove seafront up to Shoreham Port. Improvements will include groyne replacements, sea wall strengthening and shingle recycling.

Short-term desired outcomes (current year):

To improve the asset inventory across all structures including the digitisation of all hard copy information.

Medium-term desired outcomes (2-5 years):

Continue to win external bids for funding.

Long-term desired outcomes (5-10 years):

Continue to win external bids for funding and with this additional funding, see an improvement in structural condition.

10. Drainage

With the growing risk of extreme rainfall events as a result of climate change, the City Council faces growing challenges to mitigate the risk of flooding from surface water run-off from Highways.

We currently have 22,782 gullies and 4971 soakaways that drain surface water from the highway. Most of our gully's discharge into a combined sewer system managed by Southern Water and at times the sewer system is unable cope with the extreme weather events we are experiencing more often due to global warming.

To avoid further overloading this system Brighton and Hove City Council cannot connect additional gullies to it, nor replace existing gullies with bigger capacity gullies, as doing so further increases the risk of sewage discharging on to the public highway at times of exceptional rainfall.

Since there is limited action that can be taken to improve the existing highway drainage system to a point where it will cater for extreme rain fall, the current priority is therefore to supplement cleansing of our existing assets with additional sustainable urban drainage schemes. These schemes, where appropriate, will redirect water away from roads into a series of natural basins from where it can be gradually absorbed into the ground.

To deliver a serviceable and sustainable drainage service into the future the two elements of efficiency and effectiveness must be balanced appropriately to ensure the effective use of limited budgets.

Historically, BHCC's approach to cleansing, repairing and improving highway drainage assets has been predominantly reactive however by improving the quality of the asset data we will move to a risk-based approach across all our drainage assets.

This risk-based approach also follows the Well-managed Highway Infrastructure Code of Practice 2016 and allows the Council to focus maintenance on the high priority assets which may pose a greater risk of flooding and disruption to road users.

Short-term desired outcomes (current year):

To improve the quality of the existing inventory and condition data so that a long-term risk-based programme can be developed across all drainage assets. Deliver an Efficient & Effective Highway Drainage Cleansing Service based on the risk of flooding. Explore innovations in the industry to support the risk-based maintenance of the network of soakaways.

Medium-term desired outcomes (2-5 years):

Continue to build a closer working relationship with key stakeholders and in particular Southern Water with the common aim of reducing the amount of surface water that discharges into their combined sewer. Continue to review and deliver the long-term risk-based programme whilst seeking external funding to deliver more.

Long-term desired outcomes (5-10 years):

To continue to deliver the long-term risk-based approach across all drainage assets.

11. Street Lighting

Street lighting is a critical Highway asset which contributes to public amenity, safety and the night-time economy. The City Council currently maintain approximately:

- 20,000 street lights
- 6,000 lit signs and bollards

*includes 4,750 cast iron columns including 250 columns identified as being of historic and architectural significance.

The overall condition of the City Council's street lighting asset is monitored in accordance with guidance from the ILP Institute of Lighting Professionals and a well-designed risk based cyclical maintenance programme prevents the performance falling below the designed level. Collecting visual data on all assets to map degradation following GN22 guidance from the ILP informing future maintenance strategies and anticipate required funding.

The City Council has borrowed £6.8 million from the Public Works Loan Board to replace older technology with LED lanterns. This investment into our Street Lighting asset has

substantially reduced the Councils energy costs and carbon emissions while providing service improvements for all service users.

The City Council has allocated £1.4million from the Carbon Neutral Fund to support the delivery of a Seafront Heritage Lighting Restoration Project. Working with Historic England this project will restore the historic grade II listed cast iron street lighting columns along Brighton's Seafront to preserve the cities heritage and expedite the replacement of existing lanterns with new LED variants.

Short-term desired outcomes (current year).

To complete the installation of LED lanterns across the city and realise the energy and carbon savings. To begin work on the restoration of the historic seafront columns working with Historic England. Adoption of a new asset management system.

Medium-term desired outcomes (2-5 years).

To see reduced energy savings and continue to investigate all opportunities to make additional energy and carbon efficiencies. Undertake and complete the restoration of historic seafront columns.

Long-term desired outcomes (5-10 years).

Utilise information gathered to develop a long-term strategy for the maintenance of all street lighting assets.

12. Traffic Signals

Where deemed necessary under section 122 of the Road Traffic Regulation Act 1984 and Part 2 of the Traffic Management Act 2004, the traffic signals need to be maintained to operate safely and correctly. Additionally, signals can be a useful tool in the promotion of walking, cycling and bus usage.

The city council currently maintain and operate 78 signal junctions and 101 stand-alone signal crossings. In combination there are a total of 1,734 signal poles holding 1,635 vehicle lanterns, 1,572 pedestrian lanterns and 71 cycle lanterns. All the junctions can operate at a minimum level of VA with many having MOVA and/or SCOOT control.

The city's traffic signal sites are remotely monitored for faults, inspected at least twice annually and subject to routine maintenance and running repairs. Generally the useful expected life of a traffic signal site is around 20 years, and they are considered to be at risk after 25 years. Ideally sites will be refurbished before they reach 'at risk' and a

refurbishment programme is in place that prioritises sites based on a combination of age, number of reported faults and the result of the annual periodic inspection. When possible refurbishments are carried out in coordination with other schemes underway in the city.

Short-term desired outcomes (current year):

Complete this years maintenance refurbishment programme (9 sites). Move 16 sites currently on RMS/Stratos to UTC monitoring and control. Reduce carbon emissions by use of LED lanterns. Complete the annual inspection and validation regime.

Medium-term desired outcomes (2-5 years):

Complete the replacement of final incandescent lamps with LED's preferably in conjunction with ELV. Continue to trial the use of Plus+. Replace existing high level cycle phase lanterns with low level RAG's. Consolidate site communications onto UTC for monitoring and control. Investigate methods of more reliable (non-loop) detection for all traffic and in particular the detection of cyclists in amongst other traffic. Continue validation program for MOVA/SCOOT/UTC control.

Long-term desired outcomes (5-10 years):

Achieve a balance in the maintenance programme where signal equipment is used for the expected life period but where no more sites reach the 'at risk' category than can be refurbished in the annual programme (currently would need to be 8-10 sites/year).

13. Road Markings, Signs and Street Furniture

Road markings, signs and street furniture are important assets to a local area, not only ensuring road safety, but also offering a pleasant public realm environment. The City Council's overall Public Realm Strategy objective is to ensure the City's streets and public spaces are designed to bring maximum benefit to all residents.

The City Council has invested to gain a greater understanding of the inventory across the Highway network for all road markings, signs and street furniture. This needs to be explored further to ensure that our asset data accurately reflects all assets and that the records are expanded to include new assets such as Cycle Hangers and EV charging points as this new infrastructure is rolled out. Asset data from other services such as Street

Trees is also being explored in order to create a one stop shop for all asset data associated with the public highway.

In line with the Well-Managed Highway Infrastructure Code of Practice the City Council are taking the opportunity during schemes and projects to declutter the Highway network of street furniture where it is redundant. With accurate data, this approach could be accelerated by identifying redundant assets for removal as part of specific decluttering projects, subject to suitable funding being identified.

Short-term desired outcomes (current year):

To continue to maintain signing and lining regimes which are required for enforcement, safety and efficiency purposes. To carry out a gap analysis of missing asset and condition data and to seek funding to address missing data. To carry out a lifecycle review of key street furniture, subject to funding, with a view to establishing a cyclical preventative maintenance programme for key assets e.g. cyclical painting of cast iron assets on a priority basis.

Medium-term desired outcomes (2-5 year):

Continue to declutter the network in line with the Code of Practice whilst maintaining those that are critical to the network. Deliver a cyclical programme of preventative maintenance for key street furniture, subject to funding.

Long-term desired outcomes (5-10 years):

To have a network with no redundant items cluttering the Highway network and a reduced palette of approved sustainable materials with known lifecycles.

14. Highway Asset Data and Information

14.1 Highway Data and Information Strategy

The City Council understands that the data we hold is as important an asset as any other and therefore having good quality data allows us to make informed robust strategic decisions for Highway asset maintenance. Our Data and Information Management Strategy therefore forms an important part of our Asset Management Framework and is currently being reviewed and updated to reflect the contents of this document.

14.2 Highway Data and Information Systems

Asset management systems within the City Council should be sustainable and able to support the information required to enable asset management to take place. Improved

asset management systems feature strongly in the City Council's Asset Management Framework.

Short-term desired outcomes (current year):

To implement a new map-based Asset Management System that manages highway and street lighting works ordering as well as to manage our asset inventory. This will improve the quality of our asset data so that we can make informed future funding decisions across all asset groups.

Medium-term desired outcomes (2-5 years):

To update our data and information management strategy to reflect the new system to ensure that our asset data is both accurate and maintained to a high quality. To share this data via our corporate GIS with other teams as required to improve coordination and transparency across the Council.

Long-term desired outcomes (5-10 years):

To use asset management systems to support continued carbon reduction across our service and to provide value for money across all our asset groups.

15. Best Practice and Performance Monitoring

The City Council is committed to the ongoing development of good practice and continuous improvement. Some examples of activities that demonstrate this include:

- Membership of the Southeast 7 Alliance
- Membership of the CIPFA HAMP Network
- Attendance at a variety of local and regional events
- Membership to NHT Survey
- Membership of LCRIG

15.1 Performance Monitoring

It is critical as the City Council continues our asset management journey that we measure our performance, not only to ensure what that we are doing is working but to also continuously seek improvement. Performance objectives have been identified in the performance management framework. These objectives will ensure the City Council continues to maintain our Highway asset in the most efficient manner.

In addition, the City Council recently procured a new NEC Highways Framework Contract for the provision of highway construction services. The framework has embedded Key

Performance Indicators relating to Carbon Reduction, Innovation, Social Value and Collaboration. These KPIs will be monitored monthly and offer financial incentives for compliance.

15.2 Strategy Review

The Highway Asset Management Policy and Strategy will be reviewed annually, updated and re-published every 2 years.

Equality Impact and Outcome Assessment (EIA) Template - 2019

EIAs make services better for everyone and support value for money by getting services right first time.

EIAs enable us to consider all the information about a service, policy or strategy from an equalities perspective and then action plan to get the best outcomes for staff and service-users¹. They analyse how all our work as a council might impact differently on different groups². They help us make good decisions and evidence how we have reached these decisions³.

See end notes for full guidance. Either hover the mouse over the end note link (eg: Age¹³) or use the hyperlinks ('Ctrl' key and left click).

For further support or advice please contact:

- BHCC: Communities, Equality and Third Sector Team on ext 2301
- CCG: Engagement and Equalities team (Jane Lodge/Debbie Ludlam)

1. Equality Impact and Outcomes Assessment (EIA) Template

First, consider whether you need to complete an EIA, or if there is another way to evidence assessment of impacts, or that an EIA is not needed⁴.

Title of EIA⁵	Highway Asset Management Policy and Strategy 2023-25	ID No.⁶	
Team/Department⁷	EEC – City Transport		
Focus of EIA⁸	<p>The estimated value of our Highway Assets is £4 billion. Our approach to asset management is therefore important as it enables the Council to manage and maintain the City's highway network in a way that best meets the needs of the present without passing on unaffordable costs and environmental impacts to future generations. Our highway is an important asset for all residents because it enables movement by multiple means.</p> <p>Whilst budgets to manage our Highways assets are limited, the focus of this EIA is to identify how the limited funds available can be prioritised to directly benefit those within the community who have protected characteristics.</p>		

2. Update on previous EIA and outcomes of previous actions⁹

What actions did you plan last time? (List them from the previous EIA)	What improved as a result? What outcomes have these actions achieved?	What <u>further</u> actions do you need to take? (add these to the Action plan below)
N/A	N/A	N/A

3. Review of information, equality analysis and potential actions

Groups to assess	What do you know ¹⁰ ? Summary of data about your service-users and/or staff	What do people tell you ¹¹ ? Summary of service-user and/or staff feedback	What does this mean ¹² ? Impacts identified from data and feedback (actual and potential)	What can you do ¹³ ? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Age ¹⁴	<ul style="list-style-type: none"> • The city's population is ageing – between 2011 and 2021 there was an increase of 9.5% in people aged 65 years and over, an increase of 1.7% in people aged 15 to 64 years, and a decrease of 6.8% in children aged under 15 years • COVID-19 led to high rates of unemployment, particularly amongst young people – at the peak there was a 180% increase in unemployment for 18-24 year olds. 	<ul style="list-style-type: none"> • Older people are more likely to be impacted by uneven footways and the impact of tree roots and weeds that create potential trip hazards. • Older people who travel by bus are more likely to be impacted by uneven road surfaces that cause buses to jolt that may lead to falls and injuries to passengers. 	<ul style="list-style-type: none"> • Investing in the condition of our footways would improve access to local facilities within the community and support independent living. • Investing in the condition of our carriageways, particularly in areas with a concrete road network, would ensure continued access to safe public transport that supports independent living and quality of life. 	<ul style="list-style-type: none"> • The annual budget for footway renewals needs to be increased and partially targeted in areas within the community and not just the strategic corridors. The strategy proposes linking investment to community areas identified within the Local Cycling and Walking Implementation Plan to address this concern. • Funding from the CNF has been allocated to help rejuvenate the concrete road network but further annual investment in preventative maintenance to maximise the life of these assets is needed to manage this in the long-term

Groups to assess	What do you know¹⁰? Summary of data about your service-users and/or staff	What do people tell you¹¹? Summary of service-user and/or staff feedback	What does this mean¹²? Impacts identified from data and feedback (actual and potential)	What can you do¹³? All potential actions to: • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Disability¹⁵	<ul style="list-style-type: none"> • 51,000 (22%) of adults in the city have two or more long term health conditions • 19,000 (8%) of adults in the city have mental and physical disabilities • 63% of people who responded to the National Highways and Transportation Survey 2022 said that ease of access for people with disabilities was good in BHCC. This is a 2% decrease in satisfaction levels compared to 2021 but still 3% higher than the national average. 	<ul style="list-style-type: none"> • People with some physical disabilities are adversely impacted by uneven footway and carriageway surfaces that create potential trip hazards and poor ride quality for all forms of wheeling and motorised travel. • Partially-sighted and blind people are adversely impacted when lining and supportive technology is not maintained e.g. tactile cones and paving at crossings. 	<ul style="list-style-type: none"> • Partially-sighted and blind people will not necessarily be aware of changed road layouts during the construction of maintenance schemes. • The maintenance of key supportive infrastructure should be prioritised and materials choices should be reviewed to ensure they are robust and long lasting. 	<ul style="list-style-type: none"> • Ensure temporary barriers and signs during works do not cause obstructions on the pavement. • Maintain access to existing blue badge bays during works whenever possible. • Share information about works with local representative groups for wider dissemination • Explore material options to maximise the life cycles of key infrastructure such as tactile paving that is often damaged by over running vehicles e.g. trialling products such as Tac-Grid • The annual budget for footway renewals needs to be increased and partially targeted in areas within the community and not just the strategic corridors. The strategy proposes linking investment to community areas identified within the Local Cycling and Walking Implementation Plan to address this concern. • Preventative maintenance programmes should be established to maximise the life

Groups to assess	What do you know¹⁰? Summary of data about your service-users and/or staff	What do people tell you¹¹? Summary of service-user and/or staff feedback	What does this mean¹²? Impacts identified from data and feedback (actual and potential)	What can you do¹³? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
				<p>of our existing infrastructure so that it remains fit for purpose and able to support travel for all users without creating barriers or discomfort when travelling.</p> <ul style="list-style-type: none"> • Joint working with other teams within City Transport could enable more dropped kerbs and tactile paving to be installed throughout the City through shared resources. E.g. footway renewal schemes could include a review of dropped kerbs and tactile paving to ensure it meets current design standards and pool resources with the relevant team if not to rectify it.
Gender reassignment¹⁶	There are at least 2,760 transgender adults living in Brighton & Hove and many more visit, study or work in the city		No specific impacts of the Action Plan identified for this group.	
Pregnancy and maternity¹⁷	25% of households in the city have dependent children	<ul style="list-style-type: none"> • Young children on foot and on scooters as well as pregnant women and those pushing pushchairs may 	<ul style="list-style-type: none"> • A significant number of people may need / choose to travel as part of a family unit. If surfaces are uneven or basic infrastructure such 	<ul style="list-style-type: none"> • The annual budget for footway renewals needs to be increased and partially targeted in areas within the community and not just the strategic corridors. The strategy proposes linking investment to community areas

Groups to assess	What do you know¹⁰? Summary of data about your service-users and/or staff	What do people tell you¹¹? Summary of service-user and/or staff feedback	What does this mean¹²? Impacts identified from data and feedback (actual and potential)	What can you do¹³? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
		<p>be adversely impacted by uneven footways and the impact of tree roots and weeds that create potential trip hazards.</p> <ul style="list-style-type: none"> • Missing dropped kerbs at junctions also pose significant difficulties for those traveling on foot as part of a family unit. 	<p>as dropped kerbs are missing or not fit for purpose then this increases the difficulty in travelling actively and may reduce travel options for families.</p>	<p>identified within the Local Cycling and Walking Implementation Plan to address this concern.</p> <ul style="list-style-type: none"> • Joint working with other teams within City Transport could enable more dropped kerbs and tactile paving to be installed throughout the City through shared resources. E.g. footway renewal schemes could include a review of dropped kerbs and tactile paving to ensure it meets current design standards and pool resources with the relevant team if not to rectify it.
Race/ethnicity¹⁸ Including migrants, refugees and asylum seekers	<ul style="list-style-type: none"> • The proportion of people in the city from Black, Asian, mixed ethnic groups has increased from 9.4% in 2011 to 11.5% in 2021. The White British population has decreased from 80.5% to 73.9% • BME communities are not only more likely to have underlying health 	<ul style="list-style-type: none"> • BAME people are more likely to be in roles where travel to work is unavoidable and therefore will benefit from well-maintained infrastructure that provides a safe and smooth journey by whichever mode 	<ul style="list-style-type: none"> • People who do not speak / have poor English may struggle to access information about upcoming construction work that may impact their day-to-day routine. 	<ul style="list-style-type: none"> • The annual budget for footway renewals needs to be increased and partially targeted in areas within the community including green spaces and healthcare facilities and not just the strategic corridors. The strategy proposes linking investment to community areas identified within the Local Cycling and Walking Implementation Plan to address this concern.

Groups to assess	What do you know¹⁰? Summary of data about your service-users and/or staff	What do people tell you¹¹? Summary of service-user and/or staff feedback	What does this mean¹²? Impacts identified from data and feedback (actual and potential)	What can you do¹³? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
	<p>conditions because of their disadvantaged backgrounds but are also more likely to have shorter life expectancy as a result of their socioeconomic status, particularly those in deprived areas.</p> <ul style="list-style-type: none"> • BME people 4 times as likely to have no outdoor space at home 	<p>they choose to travel.</p> <ul style="list-style-type: none"> • BAME people are less likely to have access to outdoor space at home and therefore access to well-maintained footways and cycleways as well as access to green spaces are important for both health and mental wellbeing. 		<ul style="list-style-type: none"> • Preventative maintenance programmes should be established to maximise the life of our existing infrastructure so that it remains fit for purpose and able to support travel for all users without creating barriers or discomfort when travelling. • Share information about works with local representative groups for wider dissemination
Religion or belief¹⁹	<ul style="list-style-type: none"> • 49% of the city's population have a religion. 	People travel by all modes to access places of worship.	<ul style="list-style-type: none"> • Our Highway infrastructure needs to be well maintained and fit for purpose to ensure safe travel by all modes of travel for residents visiting places of worship. • Works need to be programmed where possible to limit the impact on times of worship within local areas. 	<ul style="list-style-type: none"> • The annual budget for footway renewals needs to be increased and partially targeted in areas within the community including green spaces and healthcare facilities and not just the strategic corridors. The strategy proposes linking investment to community areas identified within the Local Cycling and Walking Implementation Plan to address this concern. • Preventative maintenance programmes for footways, carriageways and street lighting

Groups to assess	What do you know¹⁰? Summary of data about your service-users and/or staff	What do people tell you¹¹? Summary of service-user and/or staff feedback	What does this mean¹²? Impacts identified from data and feedback (actual and potential)	What can you do¹³? All potential actions to: • advance equality of opportunity, • eliminate discrimination, and • foster good relations
				<p>should be established to maximise the life of our existing infrastructure so that it remains fit for purpose and able to support safe travel for all users without creating barriers or discomfort when travelling.</p> <ul style="list-style-type: none"> • Working closely with the Network Management Team to plan works to reduce the impact on places of worship at key times.
Sex/Gender²⁰	<ul style="list-style-type: none"> • The gender split of Brighton & Hove's population is even (50/50) • 46% of City Transport are female, 54% are male (Q4, 2019-20) • Women tend to be the primary carer at home and are less likely to be in full-time employment • A majority of the Council's care workforce is female. • In the city, 58% of carers are women rising to 62% of those providing care for 50 hours or more a week. The majority of 	<ul style="list-style-type: none"> • Women are more likely to be in roles where travel to work is unavoidable and therefore will benefit from well-maintained infrastructure that provides a safe and smooth journey by whichever mode they choose to travel. • Women are more likely to be travelling on the network with family members, as primary carers. 	<ul style="list-style-type: none"> • A significant number of people may need / choose to travel as part of a family unit. If surfaces are uneven or basic infrastructure such as dropped kerbs are missing or not fit for purpose then this increases the difficulty in travelling actively and may reduce travel options for those caring for young children. • Key workers may be more likely to need to travel at night and therefore a well-maintained street 	<ul style="list-style-type: none"> • The annual budget for footway renewals needs to be increased and partially targeted in areas within the community including green spaces and healthcare facilities and not just the strategic corridors. The strategy proposes linking investment to community areas identified within the Local Cycling and Walking Implementation Plan to address this concern. • Preventative maintenance programmes for footways, carriageways and street lighting should be established to maximise the life of our existing infrastructure so that it remains fit for purpose and able to

Groups to assess	What do you know¹⁰? Summary of data about your service-users and/or staff	What do people tell you¹¹? Summary of service-user and/or staff feedback	What does this mean¹²? Impacts identified from data and feedback (actual and potential)	What can you do¹³? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
	caregivers, at home and in our communities, are also women.		lighting network is essential to support safe travel.	support safe travel for all users without creating barriers or discomfort when travelling.
Sexual orientation²¹	<ul style="list-style-type: none"> • 11-15% of the city's population is estimated to be lesbian, gay or bisexual. • The city is known for being a welcoming place for LGBTQ+ people and hosts large-scale annual events such as Pride • The 2021 Census is predicted to show a significant increase in the city's LGBTQ+ residents. • The Covid-19 lockdown restrictions closed many public spaces, including LGBTQ+ pubs, clubs, cafes, shops (some permanently because of the financial impacts) and cancelled major annual events, providing no opportunity for members of the community to come 	<ul style="list-style-type: none"> • As the city reopens post-covid it is likely that many mass gatherings / events / festivals will be reinstated that would affect traffic in the city and increase visitor numbers 	<ul style="list-style-type: none"> • Our Highway infrastructure needs to be well maintained and fit for purpose to ensure safe travel by all modes of travel for visitors and residents to large events/gatherings/festivals throughout the City. • Works need to be programmed to limit the impact on key events throughout the year 	<ul style="list-style-type: none"> • The annual budget for footway renewals needs to be increased and partially targeted in areas within the community including green spaces and healthcare facilities and not just the strategic corridors. The strategy proposes linking investment to community areas identified within the Local Cycling and Walking Implementation Plan to address this concern. • Preventative maintenance programmes for footways, carriageways and street lighting should be established to maximise the life of our existing infrastructure so that it remains fit for purpose and able to support safe travel for all users without creating barriers or discomfort when travelling. • Working closely with the Network Management Team to plan works to reduce the impact on planned events throughout

Groups to assess	What do you know¹⁰? Summary of data about your service-users and/or staff	What do people tell you¹¹? Summary of service-user and/or staff feedback	What does this mean¹²? Impacts identified from data and feedback (actual and potential)	What can you do¹³? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
	together			the year.
Marriage and civil partnership²²	<ul style="list-style-type: none"> • There are 8,635 lone parent families in the city – lone parents, in particular, experience problems coordinating work time with childcare and education. 	<ul style="list-style-type: none"> • Lone parents are more likely to be travelling on the network with family members, as primary carers. • Lone parents are time poor and therefore need a reliable Highway network that can get them where they need without delay. 	<ul style="list-style-type: none"> • A significant number of people may need / choose to travel as part of a family unit. If surfaces are uneven or basic infrastructure such as dropped kerbs are missing or not fit for purpose then this increases the difficulty in travelling actively and may reduce travel options for those caring for young children. • Disruption to the network needs to be planned to avoid school pick up/drop off times around schools and nurseries and works information needs to be clearly communicated to allow forward planning 	<ul style="list-style-type: none"> • The annual budget for footway renewals needs to be increased and partially targeted in areas within the community including green spaces and healthcare facilities and not just the strategic corridors. The strategy proposes linking investment to community areas identified within the Local Cycling and Walking Implementation Plan to address this concern. • Preventative maintenance programmes for footways, carriageways and street lighting should be established to maximise the life of our existing infrastructure so that it remains fit for purpose and able to support safe travel for all users without creating barriers or discomfort when travelling. • Share information about works with local representative groups for wider dissemination

Groups to assess	What do you know¹⁰? Summary of data about your service-users and/or staff	What do people tell you¹¹? Summary of service-user and/or staff feedback	What does this mean¹²? Impacts identified from data and feedback (actual and potential)	What can you do¹³? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Community Cohesion²³	<ul style="list-style-type: none"> • COVID-19 lockdown and social restrictions had disproportionate financial and economic impacts, both short-term and long-term community groups reliant on income from community venues and events • Nationally – adults living alone are over 50% more likely to experience loneliness during lockdown. 	<ul style="list-style-type: none"> • There may be an increased desire for communities to gather, particularly to provide support to each other during difficult financial times • There have already been public gatherings for mass protests in the city. 	<ul style="list-style-type: none"> • Our Highway infrastructure needs to be well maintained and fit for purpose to ensure safe travel by all modes of travel for residents taking part in planned community events. 	<ul style="list-style-type: none"> • The annual budget for footway renewals needs to be increased and partially targeted in areas within the community including green spaces and healthcare facilities and not just the strategic corridors. The strategy proposes linking investment to community areas identified within the Local Cycling and Walking Implementation Plan to address this concern. • Preventative maintenance programmes for footways, carriageways and street lighting should be established to maximise the life of our existing infrastructure so that it remains fit for purpose and able to support safe travel for all users without creating barriers or discomfort when travelling. • Share information about works with local representative groups for wider dissemination
Other relevant groups²⁴	<ul style="list-style-type: none"> • Poverty in the city is considerably worse than before the pandemic with evidence of fuel poverty 	<ul style="list-style-type: none"> • With the rising cost of living, some residents will become more 	<ul style="list-style-type: none"> • Access to employment, health services, schools, places of worship, shops and 	<ul style="list-style-type: none"> • Preventative maintenance programmes should be established to maximise the life of our existing infrastructure so

Groups to assess	What do you know¹⁰? Summary of data about your service-users and/or staff	What do people tell you¹¹? Summary of service-user and/or staff feedback	What does this mean¹²? Impacts identified from data and feedback (actual and potential)	What can you do¹³? All potential actions to: • advance equality of opportunity, • eliminate discrimination, and • foster good relations
	<p>rising and the number of pupils receiving free school meals rising. One in five of the 6,000 people needing emergency food in Brighton & Hove are children.</p> <ul style="list-style-type: none"> • Before the Autumn energy price cap increase food insecurity had risen to the highest level ever – higher even than the first wave of COVID-19. • Rising costs and the recession are expected to have significant impacts on local employment opportunities and increasing the number of Universal Credit claimants. • The largest employment sector in Brighton & Hove is retail (14% of employees), Health and social care (13%), and Education (12%) are the next largest sectors 	<p>reliant on active forms of travel as a cheaper way to travel. Well maintained footway, cycle lanes and carriageways are essential to support these modes of travel.</p>	<p>other community infrastructure are all essential to supporting happy, healthy and independent living. If someone chooses to travel actively for either health or financial reasons then the infrastructure within the City should be maintained at a suitable level to support this choice.</p>	<p>that it remains fit for purpose and able to support travel for all users without creating barriers or discomfort when travelling.</p>

Groups to assess	What do you know¹⁰? Summary of data about your service-users and/or staff	What do people tell you¹¹? Summary of service-user and/or staff feedback	What does this mean¹²? Impacts identified from data and feedback (actual and potential)	What can you do¹³? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Cumulative impact²⁵	<ul style="list-style-type: none"> • There is a strong link between deprivation and people living with disabilities in the city. • 49,833 (17.2%) of Brighton & Hove residents live in one of the most deprived 20% of areas in England. 	<ul style="list-style-type: none"> • Disabled people may be more likely to struggle to travel for access to work 	<ul style="list-style-type: none"> • The maintenance of key supportive infrastructure should be prioritised and materials choices should be reviewed to ensure they are robust and long lasting. 	<ul style="list-style-type: none"> • Joint working with other teams within City Transport could enable more dropped kerbs and tactile paving to be installed throughout the City through shared resources. E.g. footway renewal schemes could include a review of dropped kerbs and tactile paving to ensure it meets current design standards and pool resources with the relevant team if not to rectify it.
Assessment of overall impacts and any further recommendations²⁶				
<p><i>The objective of the Highway Asset Management Policy and Strategy is to maximise the lifecycle of all Highway infrastructure to ensure safe travel and to provide value for money and carbon reduction over the long-term. The impact of the approach will be directly affected by the available funds available to deliver it. The more funding that can be secured, the better the outcome for all road users. The Equality Impact Assessment however highlights how existing funding can be prioritised in a way that directly benefits people with protected characteristics and therefore these approaches have been incorporated into the updated Highway Asset Management Policy and Strategy.</i></p>				

4. List detailed data and/or community feedback that informed your EIA

Title (of data, research or engagement)	Date	Gaps in data	Actions to fill these gaps: who else do you need to engage with? (add these to the Action Plan below, with a timeframe)
National Highways & Transport Network Annual Survey 2022 Surveys were sent to 6000 properties within BHCC and there was a 23.9% response rate.	Published 2022		
Census	2011 and 2021 (data released before January 2023)		
Brighton & Hove Joint Strategic Needs Assessment	2019		
Equalities and Access Workstream Report: Community impacts of COVID-19 lockdown on women, BAME, faith, LGBTQ and disabled communities in Brighton & Hove	August 2020		
Healthwatch Brighton & Hove Annual Report	2020-21		
Brighton & Hove City Plan 2020-23	2020-23		

Brighton & Hove Circular Economy Routemap and Action Plan	2020-35		
Brighton & Hove City Employment and Skills Recovery Plan	2021-23		
Food Impacts from the Cost of Living Increase	April 2022		
Brighton & Hove Economic Strategy	2018		

5. Prioritised Action Plan²⁷

Impact identified and group(s) affected	Action planned	Expected outcome	Measure of success	Timeframe
NB: These actions must now be transferred to service or business plans and monitored to ensure they achieve the outcomes identified.				
All groups will benefit from this action	The annual budget for footway renewals needs to be increased and partially targeted in areas within the community and not just the strategic corridors. The strategy proposes linking investment to community areas identified within the Local Cycling and Walking Implementation Plan to address this concern.	This has been identified within the report as an additional funding requirement.	Fewer insurance claims, fewer complaints, improved condition survey outputs	On-going and subject to suitable additional funding being secured on an annual basis.
Age & Disability	Funding from the CNF has been allocated to help rejuvenate the concrete road network but further annual investment in preventative maintenance to maximise the life of these assets is needed to manage this in the long-term	This has been identified within the report as an additional funding requirement.	Fewer insurance claims, fewer complaints, improved condition survey outputs	On-going and subject to suitable additional funding being secured on an annual basis.

Impact identified and group(s) affected	Action planned	Expected outcome	Measure of success	Timeframe
Primarily Disability but all groups would benefit from this action	Ensure temporary barriers and signs during works do not cause obstructions on the pavement.	This has been included within the daily site checks carried out by our maintenance engineers. Site safety is also being monitored through the KPIS within our new NEC Framework Contract.	Fewer insurance claims & fewer complaints	On-going and under constant review
Disability	Maintain access to existing blue badge bays during works whenever possible.	This has been included within the project process for all maintenance scheme delivery and is identified and explored at the start of every scheme.	Fewer complaints and feedback via the Active and Accessible Travel Forum.	On-going
Disability, Pregnancy and Maternity and Cumulative Impact	Joint working with other teams within City Transport could enable more dropped kerbs and tactile paving to be installed throughout the City through shared resources. E.g. footway renewal schemes could include a review of dropped kerbs and tactile paving to ensure it meets current design standards and pool resources with the relevant team if not to rectify it.	This has been included within the project process for all maintenance scheme delivery and is identified and explored at the start of every scheme.	Increased volume of dropped kerb installations will demonstrate value for money being delivered through joint working.	On-going

Impact identified and group(s) affected	Action planned	Expected outcome	Measure of success	Timeframe
All groups will benefit from this action	Preventative maintenance programmes should be established to maximise the life of our existing infrastructure so that it remains fit for purpose and able to support travel for all users without creating barriers or discomfort when travelling.	This has been identified within the report as an additional funding requirement.	Fewer insurance claims, fewer complaints, improved condition survey outputs	On-going and subject to suitable additional funding being secured on an annual basis.
Disability	Explore material options to maximise the life cycles of key infrastructure such as tactile paving that is often damaged by over running vehicles e.g. trialling products such as Tac-Grid	We are members of LCRIG and work in partnership with other local authorities across the country to share innovations and the outcome of trials. A trial for an alternative product for tactile paving is planned for the new year and other trials are being planned all the time. There are also KPIS within the new NEC Highways Framework contract to support shared innovation and development of new approaches.	Cost savings and reduced reactive maintenance through the installation of long-lasting products that are fit for purpose.	On-going and under constant review

Impact identified and group(s) affected	Action planned	Expected outcome	Measure of success	Timeframe
Disability, Race/ethnicity, Community cohesion & Marriage/Civil partnerships	Share information about works with local representative groups for wider dissemination	Forward programmes to be shared with groups such as the Active and Accessible Travel Forum	Fewer complaints	To commence from April 2023 once the budgets and forward programme has been finalised
Race/ethnicity & Sexual orientation	Working closely with the Network Management Team to plan works to reduce the impact on planned events throughout the year.	This is on-going and forms part of our project process for all maintenance schemes	Fewer complaints	On-going

EIA sign-off: (for the EIA to be final an email must sent from the relevant people agreeing it or this section must be signed)

Staff member completing Equality Impact Assessment: Stacey Hollingworth

Date: 20/12/2022

Directorate Management Team rep or Head of Service/Commissioning: Andrew Westwood

Date: 20/12/2022

CCG or BHCC Equality lead:

Date:

Guidance end-notes

¹ The following principles, drawn from case law, explain what we must do to fulfil our duties under the Equality Act:

- **Knowledge:** everyone working for the council must be aware of our equality duties and apply them appropriately in their work.
- **Timeliness:** the duty applies at the time of considering policy options and/or before a final decision is taken – not afterwards.
- **Real Consideration:** the duty must be an integral and rigorous part of your decision-making and influence the process.
- **Sufficient Information:** you must assess what information you have and what is needed to give proper consideration.
- **No delegation:** the council is responsible for ensuring that any contracted services which provide services on our behalf can comply with the duty, are required in contracts to comply with it, and do comply in practice. It is a duty that cannot be delegated.
- **Review:** the equality duty is a continuing duty. It applies when a policy is developed/agreed, and when it is implemented/reviewed.
- **Proper Record Keeping:** to show that we have fulfilled our duties we must keep records of the process and the impacts identified.

NB: Filling out this EIA in itself does not meet the requirements of the equality duty. All the requirements above must be fulfilled or the EIA (and any decision based on it) may be open to challenge. Properly used, an EIA can be a tool to help us comply with our equality duty and as a record that to demonstrate that we have done so.

² Our duties in the Equality Act 2010

As a public sector organisation, we have a legal duty (under the Equality Act 2010) to show that we have identified and considered the impact and potential impact of our activities on all people in relation to their 'protected characteristics' (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation, and marriage and civil partnership).

This applies to policies, services (including commissioned services), and our employees. The level of detail of this consideration will depend on what you are assessing, who it might affect, those groups' vulnerability, and how serious any potential impacts might be. We use this EIA template to complete this process and evidence our consideration.

The following are the duties in the Act. You must give 'due regard' (pay conscious attention) to the need to:

- **avoid, reduce or minimise negative impact** (if you identify unlawful discrimination, including victimisation and harassment, you must stop the action and take advice immediately).
- **advance equality of opportunity.** This means the need to:
 - Remove or minimise disadvantages suffered by people due to their protected characteristics
 - Taking steps to meet the needs of people from protected groups where these are different from the needs of other people
 - Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low
 - Consider if there is a need to treat disabled people differently, including more favourable treatment where necessary
- **foster good relations between people who share a protected characteristic and those who do not.** This means:
 - Tackle prejudice
 - Promote understanding

³ EIAs are always proportionate to:

- The size of the service or scope of the policy/strategy
- The resources involved
- The numbers of people affected
- The size of the likely impact
- The vulnerability of the people affected within the context

The greater the impacts, the more thorough and demanding the process required by the Act will be.

⁴ **When to complete an EIA:**

- When planning or developing a new service, policy or strategy
- When reviewing an existing service, policy or strategy
- When ending or substantially changing a service, policy or strategy
- When there is an important change in the service, policy or strategy, or in the city (eg: a change in population), or at a national level (eg: a change of legislation)

Assessment of equality impact can be evidenced as part of the process of reviewing or needs assessment or strategy development or consultation or planning. It does not have to be on this template, but must be documented. Wherever possible, build the EIA into your usual planning/review processes.

Do you need to complete an EIA? Consider:

- Is the policy, decision or service likely to be relevant to a specific group or groups (eg: older people)?
- How many people is it likely to affect?
- How significant are its impacts?
- Does it relate to an area where there are known inequalities?
- How vulnerable are the people (potentially) affected?

If there are potential impacts on people but you decide not to complete an EIA it is usually sensible to document why.

⁵ **Title of EIA:** This should clearly explain what service / policy / strategy / change you are assessing

⁶ **ID no:** The unique reference for this EIA. If in doubt contact your CCG or BHCC equality lead (see page 1)

⁷ **Team/Department:** Main team responsible for the policy, practice, service or function being assessed

⁸ **Focus of EIA:** A member of the public should have a good understanding of the policy or service and any proposals after reading this section. Please use plain English and write any acronyms in full first time - eg: 'Equality Impact Assessment (EIA)'

This section should explain what you are assessing:

- What are the main aims or purpose of the policy, practice, service or function?
- Who implements, carries out or delivers the policy, practice, service or function? Please state where this is more than one person/team/body and where other organisations deliver under procurement or partnership arrangements.
- How does it fit with other services?
- Who is affected by the policy, practice, service or function, or by how it is delivered? Who are the external and internal service-users, groups, or communities?
- What outcomes do you want to achieve, why and for whom? Eg: what do you want to provide, what changes or improvements, and what should the benefits be?
- What do existing or previous inspections of the policy, practice, service or function tell you?
- What is the reason for the proposal or change (financial, service, legal etc)? The Act requires us to make these clear.

⁹ **Previous actions:** If there is no previous EIA or this assessment is of a new service, then simply write 'not applicable'.

¹⁰ **Data:** Make sure you have enough data to inform your EIA.

- What data relevant to the impact on specific groups of the policy/decision/service is available?¹⁰
- What further evidence is needed and how can you get it? (Eg: further research or engagement with the affected groups).
- What do you already know about needs, access and outcomes? Focus on each of the groups identified above in turn. Eg: who uses the service? Who doesn't and why? Are there differences in outcomes? Why?
- Have there been any important demographic changes or trends locally? What might they mean for the service or function?
- Does data/monitoring show that any policies or practices create particular problems or difficulties for any groups?
- Do any equality objectives already exist? What is current performance like against them?
- Is the service having a positive or negative effect on particular people in the community, or particular groups or communities?
- Use local sources of data (eg: JSNA: <http://www.bhconnected.org.uk/content/needs-assessments> and Community Insight: <http://brighton-hove.communityinsight.org/#>) and national ones where they are relevant.

¹¹ **Engagement:** You must engage appropriately with those likely to be affected to fulfil the equality duty.

- What do people tell you about the services?
- Are there patterns or differences in what people from different groups tell you?
- What information or data will you need from communities?
- How should people be consulted? Consider:
 - (a) consult when proposals are still at a formative stage;
 - (b) explain what is proposed and why, to allow intelligent consideration and response;
 - (c) allow enough time for consultation;
 - (d) make sure what people tell you is properly considered in the final decision.

-
- Try to consult in ways that ensure all perspectives can be considered.
 - Identify any gaps in who has been consulted and identify ways to address this.

¹² Your EIA must get to grips fully and properly with actual and potential impacts.

- The equality duty does not stop decisions or changes, but means we must conscientiously and deliberately confront the anticipated impacts on people.
- Be realistic: don't exaggerate speculative risks and negative impacts.
- Be detailed and specific so decision-makers have a concrete sense of potential effects. Instead of "the policy is likely to disadvantage older women", say how many or what percentage are likely to be affected, how, and to what extent.
- Questions to ask when assessing impacts depend on the context. Examples:
 - Are one or more groups affected differently and/or disadvantaged? How, and to what extent?
 - Is there evidence of higher/lower uptake among different groups? Which, and to what extent?
 - If there are likely to be different impacts on different groups, is that consistent with the overall objective?
 - If there is negative differential impact, how can you minimise that while taking into account your overall aims
 - Do the effects amount to unlawful discrimination? If so the plan must be modified.
 - Does the proposal advance equality of opportunity and/or foster good relations? If not, could it?

¹³ Consider all three aims of the Act: removing barriers, and also identifying positive actions we can take.

- Where you have identified impacts you must state what actions will be taken to remove, reduce or avoid any negative impacts and maximise any positive impacts or advance equality of opportunity.
- Be specific and detailed and explain how far these actions are expected to improve the negative impacts.
- If mitigating measures are contemplated, explain clearly what the measures are, and the extent to which they can be expected to reduce / remove the adverse effects identified.
- An EIA which has attempted to airbrush the facts is an EIA that is vulnerable to challenge.

¹⁴ **Age:** People of all ages

¹⁵ **Disability:** A person is disabled if they have a physical or mental impairment which has a substantial and long-term adverse effect on their ability to carry out normal day-to-day activities. The definition includes: sensory impairments, impairments with fluctuating or recurring effects, progressive, organ specific, developmental, learning difficulties, mental health conditions and mental illnesses, produced by injury to the body or brain. Persons with cancer, multiple sclerosis or HIV infection are all now deemed to be disabled persons from the point of diagnosis.

¹⁶ **Gender Reassignment:** A transgender person is someone who proposes to, starts or has completed a process to change their gender. A person does not need to be under medical supervision to be protected

¹⁷ **Pregnancy and Maternity:** Protection is during pregnancy and any statutory maternity leave to which the woman is entitled.

¹⁸ **Race/Ethnicity:** This includes ethnic or national origins, colour or nationality, and includes refugees and migrants, and Gypsies and Travellers. Refugees and migrants means people whose intention is to stay in the UK for at least twelve months (excluding visitors, short term students or tourists). This definition includes asylum seekers; voluntary and involuntary migrants; people who are undocumented; and the children of migrants, even if they were born in the UK.

¹⁹ **Religion and Belief:** Religion includes any religion with a clear structure and belief system. Belief means any religious or philosophical belief. The Act also covers lack of religion or belief.

²⁰ **Sex/Gender:** Both men and women are covered under the Act.

²¹ **Sexual Orientation:** The Act protects bisexual, gay, heterosexual and lesbian people

²² **Marriage and Civil Partnership:** Only in relation to due regard to the need to eliminate discrimination.

²³ **Community Cohesion:** What must happen in all communities to enable different groups of people to get on well together.

²⁴ **Other relevant groups:** e.g.: Carers, people experiencing domestic and/or sexual violence, substance misusers, homeless people, looked after children, ex-armed forces personnel, people on the Autistic spectrum etc

²⁵ **Cumulative Impact:** This is an impact that appears when you consider services or activities together. A change or activity in one area may create an impact somewhere else

²⁶ **Assessment of overall impacts and any further recommendations**

- Make a frank and realistic assessment of the overall extent to which the negative impacts can be reduced or avoided by the mitigating measures. Explain what positive impacts will result from the actions and how you can make the most of these.
- Countervailing considerations: These may include the reasons behind the formulation of the policy, the benefits it is expected to deliver, budget reductions, the need to avert a graver crisis by introducing a policy now and not later, and so on. The weight of these factors in favour of implementing the policy must then be measured against the weight of any evidence as to the potential negative equality impacts of the policy.
- Are there any further recommendations? Is further engagement needed? Is more research or monitoring needed? Does there need to be a change in the proposal itself?

²⁷ **Action Planning:** The Equality Duty is an ongoing duty: policies must be kept under review, continuing to give 'due regard' to the duty. If an assessment of a broad proposal leads to more specific proposals, then further equality assessment and consultation are needed.

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 75

Subject: Car Parking in the City Parks

Date of meeting: 17th January 2023

Report of: Executive Director: Economy, Environment & Culture

Contact Officer: Name: Paul Campbell
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Ward(s) affected: All

1. Purpose of the report and policy context

- 1.1 Brighton & Hove City Council declared a Climate and Biodiversity Emergency in December 2018 alongside an ambition for the city to be carbon neutral by 2030. The council's corporate plan, "Our plan 2020 to 2023 – a fairer city, a sustainable future" sets out a series of priorities, including to take all action required to make our city carbon neutral by 2030. Therefore, to assist this programme, City Parks are encouraging residents and visitors to seek more sustainable, and often healthier, modes of transport to parks.
- 1.2 This report sets out proposals to implement parking charges in car parks located within open spaces across the city.
- 1.3 Currently only Stanmer Park, Preston Park and East Brighton Park have controlled parking. The income from parking at these sites is ringfenced for investment in those specific parks which means that the additional income is not evenly distributed across the council portfolio of parks.

2. Recommendations

- 2.1 That the Committee approves proposals to control parking at the weekends in East Brighton Park and Preston Park, subject to the statutory consultation process for Traffic Regulation Orders.
- 2.2 That the Committee approves the removal of the ringfence relating to income from controlled parking in East Brighton Park and Preston Park, to allow that funding to be spent across all parks in the city.
- 2.3 That the Committee approves the introduction of parking charges and controlled parking at the addition of 15 locations in 13 parks listed in paragraph 3.17 below, subject to the statutory consultation process for Traffic Regulation Orders.

- 2.4 That the Committee approves the advertising of the associated Traffic Regulation Orders.

3. Context and background information

- 3.1 City Parks car parking spaces need to be considered as part of a wider network of traffic management arrangements in the city. This has been difficult in the past, as the roads and car parks within open spaces are often not adopted highways, which the City Transport department would manage, and so do not fall under the same administrative arrangements. Therefore, City Parks are now seeking to align itself closer to City Transport's parking standards.
- 3.2 City Parks are seeking to assist with the council's ambitions to encourage more people to use sustainable transport modes, whilst also ensuring that vulnerable users, such as Blue Badge holders, are still catered for.
- 3.3 Due to the financial challenges facing local authorities across the country, the council is seeking to identify sources of income investment to help offset reductions in budgets. City Parks ability to continue the current standard of service, and to deliver the budget reductions required, is contingent upon being able to generate revenue from assets going forward. And additional £0.100m needs to be generated from income for this reason.
- 3.4 Controlled parking will also address the additional challenge of vehicles are occupying spaces long term to take advantage of free parking. This prevents park users from being able to leave their vehicles in designated spaces when visiting a park. This is especially problematic at the weekends when large numbers of people gather for sporting activities. Controlled parking will enable the council to address this issue through parking enforcement.
- 3.5 The search by some members of the public to find cheap or free parking has resulted in designated spaces for vehicles in the city's parks being put under pressure by residents, visitors and van dwellers. This has been exacerbated as the city has increased parking controls, making cheaper car spaces in parks, an obvious location to avoid on-street parking charges and to leave vans for longer periods.
- 3.6 In some instances, such as at Vale Park, a number of complaints have occurred as residents and visitors have been prevented from visiting the park due to non-parks users occupying spaces. If these sites remain uncontrolled, they are likely to face ongoing pressure and a growing level of complaints by park users.
- 3.7 In addition, on-street parking charges have increased considerably in recent years whilst charges in places like Preston Park, have not increased. Unsurprisingly, these locations are now favoured by residents, visitors and park users alike to reduce their parking cost. City Parks are now seeking to redress this situation.

- 3.8 However, the majority of new sites being proposed in the city's parks are not bordered by a Controlled Parking Zone with on-street-parking. Therefore, all of the new sites being added to the programme would start at the lower tariff rate.

Car Park Charging

- 3.9 The proposed increases to existing car parking charges are contained in the Fees and Charges report, also on today's agenda.
- 3.10 For car parks with existing controls and charges, it is proposed the charges are extended to seven days a week, to address the avoidance of on-street parking charges and the utilisation of spaces by non-park users. The charge will apply from 8am to 8pm and there will be no overnight parking allowed at any site. Each of the sites will require an individual consultation which forms part of the statutory process for making a Traffic Regulation Order (TRO).
- 3.11 In addition, all car parking spaces need to pay business rates back to the council. Over £0.025 is currently paid to the council from the existing three locations, and in excess of £0.030 in anticipated in 23/24.

Removal of Ring-fenced Income for Parks

- 3.12 It is recommended that the current ring-fence for car parking income is removed from Preston Park, East Brighton Park and all new sites to allow greater flexibility with this income. Separating income from specific sites provides the opportunity to invest money into areas which have not been allocated Section 106 money.
- 3.13 Currently, income from the three existing car parks contributes towards their maintenance. Stanmer Park annual income is around £0.330m and is locked into a Heritage Lottery Fund agreement for ten years to pay for staff and the upkeep of the park and ongoing restoration.
- 3.14 Preston Park annual income is in the region of £0.060m which assist with maintenance of the wider park and contributed the refurbishment of the playground. East Brighton Park annual income is around £0.006m.
- 3.15 City Parks already has an income target from parking income of £0.050m per annum.
- 3.16 It is anticipated that the combined 13 new sites and existing two sites mentioned above which will not be ring fenced and should generate a surplus income. This can then be applied to support parks across the city in which currently have limited income. Guided by the Open Spaces Strategy, City Parks is to create park visions for each open space and will be looking to develop associated investment plans for each park over time.

Additional Parks to Charge for Car Parking

- 3.17 City Parks have identified 15 new sites in 13 locations to introduce car parking charges. The new sites are: Wild Park, Happy Valley, Woodingdean; Saunders Park, Hollingdean; Waterhall Recreation Ground; Greenleas; Easthill Park; Hangleton Park; Vale Park; Victoria Recreation Ground; Dyke Railway Trail; and Rottingdean Recreation Ground. The proposed charges for these parks are listed in 3.19.
- 3.18 The 15 new sites will provide an estimated 185 controlled spaces across the city. Most of the new sites will contain between 3 and 40 car parking spaces. If approved, each site will need to be measured individually to attain an accurate number of spaces for blue badge holders and regular vehicles.
- 3.19 The charges at the new sites have been set out below. The options of one hour visits are retained. This is on the basis that a large number of park users, and in particular dog walkers, will only want to visit for up to one hour and this will help keep such visits affordable. Furthermore, a two-hour charge might reduce park users' desire to visit parks.
- Up to one hour: £1.10
 - Up to two hours: £1.70
 - Up to four hours: £2.80
 - Up to six hours: £5.50

4. Analysis and consideration of alternative options

- 4.1 The option of not charging for new sites would in some cases sustain the current problems of use by non-park users at the detriment of park goers. If City Parks didn't align themselves where possible to the citywide pricing system then users would again locate themselves where the cheapest prices can be found.
- 4.2 The council will have to reduce the City Parks budget by £0.100m leading to a reduction in the maintenance and investment in parks.
- 4.3 The council would continue to lose revenue from on-street parking as people avoid charges by using open spaces to park their car.

5. Community engagement and consultation

- 5.1 City Parks has identified through the Opens Spaces Strategy consultation that the public supports the council seeking to secure new funding streams and agrees with the need to maximise assets.
- 5.2 Each car parking scheme will be subject to a statutory TRO consultation.

6. Conclusion

- 6.1 The expansion of the car parking programme in City Parks is a natural evolution of a process started a decade ago (2012) with Preston Park.

- 4.4 The initiative supports the ambition of 'modal shift' to more sustainable transport by residents and visitors thus assisting both health and Carbon neutral objectives.
- 4.5 The continued budgetary challenges and uneven spread of section 106 money across the city reflects the need to expand the programme and centralise the funding. Moreover, the council would continue to lose revenue from on-street parking as people avoid charges by using open spaces to park their car.

7. Financial implications

- 7.1 City Parks have proposed £0.100m savings in the Draft General Fund Budget 2023/24 to Policy & Resources Committee on 1st December 2022. The recommendations in this report all contribute to achieving the proposed savings. Should the recommendation not be agreed, £0.100m of savings would need to be identified elsewhere within the authority in order to present a balanced budget at Budget Council in February 2023.
- 7.2 Assuming the recommendations are agreed, and savings proposals are approved at Budget Council an income target above costs will be applied to City Parks parking in order to achieve the £0.100m savings. Costs associated with implementing parking schemes and any enforcement required will be funded from City Parks Parking incomes and any significant variation to budget will be reported as part of the council's monthly budget monitoring process.
- 7.3 City Parks already has an income target from parking income of £0.050m per annum that was agreed as part of budget setting for the 2022/23 Financial Year. This income target was to deliver savings through new sites identified for parking in City Parks. Without new sites identified, this saving that was agreed during the budget setting process will not be achieved and result in a pressure within City Parks Budgets

Name of finance officer consulted: John Lack Date consulted: 15/12/2022

8. Legal implications

- 8.1 Traffic Regulation Orders are made under the provisions of the Road Traffic Regulation Act 1984 ("the Act"). The Council's powers and duties under the Act must be exercised to secure the expeditious, convenient and safe movement of all types of traffic and the provision of suitable and adequate parking facilities on and off the highway.
- 8.2 Before making Traffic Orders, the Council must consider all duly made, unwithdrawn objections. Under sections 32 and 35 of the Act there is power to provide off-street parking places and to regulate their use for the purpose of relieving or preventing congestion. The powers include a power to charge for use.

Name of lawyer consulted: Alice Rowland Date consulted: 16/12/22

9. Equalities implications

- 9.1 Investment in car parking could improve equalities as parts of the city which currently doesn't attract section 106 investment would benefit. Parking charges should also ensure spaces are not being clogged up by people not using the park, avoiding higher on street parking fees, therefore allowing more local people spaces to access the city's parks.
- 9.2 Furthermore, the improved car parking space would ensure better facilitates for blue badge holders and provide more accessible surface for all.
- 9.3 An Equality impact Assessment to consider the impact of charging is at Appendix 2.

10. Sustainability implications

- 10.1 Parking charges should encourage greater use of public transport and other sustainable transport such as walking and cycling.
- 10.2 Reduce car use will directly decrease the amount of fossil use combusted in the city further reduction pollution, noise and toxic particulates on the road.

11. Other Implications

Social Value and procurement implications

- 11.1 City Parks works with the Parking Team regarding car park charging.

Crime & disorder implications

- 11.2 It is anticipated that the increased regulation of car parks in open spaces will result in a reduction in antisocial behaviour. This is expected due to increased surveillance from enforcing vehicles and charges reducing casual parking.

Supporting Documentation

Appendices

- 1. Proposed New Parking Sites and Charges
- 2. Equality Impact Assessment

Background documents

- 1. Open Spaces Strategy available at <https://www.brighton-hove.gov.uk/sites/default/files/migrated/article/inline/2017%20FINAL%20Approved.pdf>

Appendix 1: New Car Parking Charges

Proposed New Sites

Park	Proposal	Estimated number of spaces
Wild Park (Café)	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm • No overnight parking 	8
Wild Park (Front car park)	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm • No overnight parking 	10
Vale Park	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm • No overnight parking 	20
Victoria Recreation Ground (Victoria Road)	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm • No overnight parking 	5
Victoria Recreation Ground (Beaconsfield Road)	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm • No overnight parking 	25
Saunders Park	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm • No overnight parking 	3

Park	Proposal	Estimated number of spaces
Hollingdean Park	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm No overnight parking	20
Happy Valley	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm No overnight parking	11
East Hill Park	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm No overnight parking	12
Waterhall Recreation Ground	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm No overnight parking	40
Woodingdean Park	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.65 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm No overnight parking	5
Dyke Railway Trail Car Park opposite 182 Hangleton Way	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm No overnight parking	5
Hangleton Park	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 	7

Park	Proposal	Estimated number of spaces
	<ul style="list-style-type: none"> • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm No overnight parking	
Greenleas Park	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm No overnight parking	8
Rottingdean Recreation Ground	Introduce charges: <ul style="list-style-type: none"> • up to 1 hour - £1.10 • up to 2 hours - £1.70 • up to 4 hours - £2.80 • up to 6 hours - £5.50 • Monday to Sunday • 8am to 8pm No overnight parking	6

Budget Equality Impact Assessment Template 2023/24 – Service-Users

Note: for guidance see the end notes in this document or the accompanying document

For further help please contact Emma McDermott, Head of Communities, Equality and Third Sector (E: emma.mcdermott@brighton-hove.gov.uk)

1. Service Areaⁱ	City Environment – City Parks – Parking at Parks	2. Proposal No.ⁱⁱ
3. Head of Serviceⁱⁱⁱ	Rachel Chasseaud, Assistant Director – City Environment	
4. Budget Proposal^{iv}	What is the proposal? Use the savings proposal wording and more detail if needed	
	<p>Increase existing parking charges in some car parks in parks and introduce parking charges in parks' car parks across the city. This will save £100k.</p> <p>The proposal is to:</p> <ul style="list-style-type: none"> • Increase the fees relating to the Preston Park car park to mirror those of on-street parking. (It is currently free at weekends causing displacement of parking, making it difficult for park users to use the car park) • Introduce car parking fees in other parks' car parks across the city <p>The proposal to introduce costs to generate a surplus to reinvest in services.</p>	
5. Summary of impacts^v	Highlight the most significant disproportionate impacts on groups	
	<p>There will likely be impacts on all Groups of people. The most disproportionately impacted groups will be:</p> <ul style="list-style-type: none"> • Age • Disability • People on lower incomes 	

6. Assess level of impact ^{vi}	It is difficult to determine the level of impact as it is not known how many park users travel to the city’s parks by car, nor how long they park for.		
7. Key actions to reduce negative impacts ^{vii}	What actions are planned to reduce/avoid negative impacts and increase positive impacts?		
	There is good coverage of the city by our public transport network, so there are alternatives for people wanting to access parks where car parking charges will be introduced. Active modes of travel to and from the city’s parks will also be encouraged.		
8. Identify disproportionate impacts ^{viii}			
Different Groups to be included in assessment	Possible disproportionate impact on group/s? YES/NO	Describe potential impact (positive effects and negative impacts or potential barriers)	Action/s (including details of a full EIA to be completed if required/relevant) <u>Note:</u> Actions should directly relate to the potential impacts identified.
Age (people of all ages)	Yes	People of all ages on low incomes may be disproportionately impacted by the proposals, particularly the elderly and young, working families who might be on lower incomes and not able to afford the parking charges.	Promote active modes of travel to the city’s parks and use of public transport
Disability (a physical or mental impairment which has a substantial and long-term adverse effect on ability to carry out normal day-to-day activities)	Yes	Disabled people may have a lower income than other working age adults and so be disadvantaged in terms of the charges for parking. Disabled people are significantly more likely to be unemployed or in low-waged work than non-disabled people ¹ .	Promote active modes of travel to the city’s parks and use of public transport

¹ www.gov.uk/government/publications/disability-facts-and-figures/disability-facts-and-figures

Different Groups to be included in assessment	Possible disproportionate impact on group/s? YES/NO	Describe potential impact (positive effects and negative impacts or potential barriers)	Action/s (including details of a full EIA to be completed if required/relevant) <u>Note:</u> Actions should directly relate to the potential impacts identified.
Ethnicity/Race (ethnic or national origins, colour or nationality, including refugees & migrants; and Gypsies & Travellers)	No		
Gender (men and women, girls and boys)	No		
Gender reassignment (a person who proposes to, starts or has completed a process to change gender.)	No		
Religion or Belief (any religion or philosophical belief with a clear structure and belief system, or lack of religion or belief.)	No		

Different Groups to be included in assessment	Possible disproportionate impact on group/s? YES/NO	Describe potential impact (positive effects and negative impacts or potential barriers)	Action/s (including details of a full EIA to be completed if required/relevant) <u>Note:</u> Actions should directly relate to the potential impacts identified.
Sexual Orientation (bisexual, gay, heterosexual and lesbian people)	No		
Child Poverty (Children and young people in families living on less than 60% of national median income before housing costs. In B&H around 22% of all children.)	No		
Other groups relevant to this proposal (Specific and relevant to the service, including but not only: carers, people experiencing domestic or sexual violence, looked after children, homeless people...)	Yes	People on low incomes may be disproportionately impacted by the proposals. They may not be able to afford car parking charges.	Promote active modes of travel to the city's parks and use of public transport

9. Full EIA? ^{ix}	No
10. Monitoring and Evaluation	How will you monitor the impact of this proposal and the success of your mitigating actions on these groups over the coming year (or more)?
	<p>Budgets will be monitored.</p> <p>The number of complaints about charging for parking in the city's parks will be monitored along with the demographic of complainants.</p> <p>Where possible, data will be collected on park visitors' length of stay in the car park, the number of visitors using the car park and their demographic to ascertain if there is under usage by any particular groups.</p>
11. Cumulative impacts^x (proposed changes elsewhere which might worsen impacts identified above)	Might related proposals from other service areas (or other changes) worsen or mitigate impacts from your proposal? Please explain these impacts.
	N/A

The Budget EIA process is a legal duty supporting good financial decision-making. It assesses how proposals may impact on specific groups differently (and whether/how negative impacts can be reduced or avoided) so that these consequences are explicitly considered. Decisions must be informed by accurate, well-informed assessment of likely impacts so that they are fair, transparent and accountable. Budget EIAs provide a record of this assessment and consideration.

End notes:

ⁱ **Service Area** – Give the Directorate and Division/Team/Service

ⁱⁱ **Proposal No.** – Each budget proposal will be allocated a number by Finance and the EIA uses the same one.

ⁱⁱⁱ **Head of Service** – Name of the senior officer responsible for the service.

^{iv} **Budget Proposal** – Use the savings proposal wording. Add more detail so that a member of the public can understand it. You might summarise proposed budget changes ('a 10% reduction'), a change in venue ('from X building to Y'), or a change in the way that a service is delivered ('instead of X universal sessions a week, we propose to offer Y').

^v **Summary of impacts** – Fill in this section after you have completed all parts of section 7 and 8. Explain the most significant impacts (largest numbers or biggest impacts) and barriers identified during the EIA, including which group(s) they will affect specifically.

^{vi} **Assess level of impact** - consider the impacts overall and on specific groups and rate these between 1 and 5: 1 = minimal impacts on small numbers of people – 5 = significant impacts on large numbers of people or on very vulnerable people

^{vii} **Key actions to reduce negative impacts** – Fill in this section after you have completed all parts of section 7 and 8. The actions should directly respond to the negative impacts identified and be possible and realistic. Also highlight positive opportunities to increase benefits for groups and say if no mitigation is possible. Details of actions will be defined after Budget decisions.

^{viii} **Identify disproportionate impacts** - In the first column indicate whether or not there is likely to be a disproportionate impact. If so, complete the other two columns.

- **Potential impact:** how will the proposed change affect people in the group identified? Also consider differences within groups (eg: different impacts on different ethnic groups); and multiple identities (eg: women of different ages may be impacted differently).
- **Actions:** what do you propose to do to remove, avoid or reduce the negative impact? The actions should relate directly to the identified impact. If unlawful discrimination is identified then that must be removed or the proposal withdrawn.

If there will not be an impact for a group, briefly explain why. Absence of data does not mean there will not be an impact. Briefly state where data is from (with a link to it, if appropriate) and what it tells you (eg: 'Service-user monitoring shows that XX% are...' or 'BME groups said...') Highlight gaps in engagement so you can gather views before final EIAs are due (in January). Focus on what is proportionate: big impacts on small numbers of people and/or impacts on a large number of people are important.

^{ix} **Full EIA** – Given the proposal and its likely effects on service-users, please note whether a full EIA will be completed in addition to this work, whether one is planned or whether further assessment is not needed.

^x **Cumulative impacts** - Describe the impacts of other proposals in your service area and, where known, of proposals elsewhere which might worsen impacts identified in section 7. Explain what joint actions are needed to remove, reduce or minimise negative impacts.

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 76

Subject: Playground Refurbishment Programme

Date of meeting: 17th January 2023

Report of: Executive Director: Economy, Environment & Culture

Contact Officer: **Name:** Paul Campbell
 Tel: 07816753581
 Email: paul.campbell@brighton-hove.gov.uk

Ward(s) affected: All

For general release

1. Purpose of the report and policy context

- 1.1 This report is to update the Committee on the Playground Refurbishment Programme which was agreed in January 2021.

2. Recommendations

- 2.1 That the Committee notes the progress of the Playground Refurbishment Programme.

3. Context and background information

- 3.1 The council has 55 playgrounds in the city, 38 of which are owned and maintained by City Parks, 15 are held by the Housing Revenue Account but are managed and maintained by City Parks. The Seafront Team maintain and manage two playgrounds and they are these are not included in the Playground Refurbishment Programme.
- 3.2 Playgrounds are a well-used resource for families and important for health, wellbeing, and childhood development. The consultation completed as part of the 2017 Open Spaces Strategy made it clear that the provision of playgrounds is a high priority for residents. The consultation found that playgrounds: ranked second highest for future investment for parks and open spaces, were voted as one of the top three features in parks and were one of the most visited open spaces with more than 56% of respondents visiting once a month or more.
- 3.3 Public Health Advice is that Active play is one of the best ways for children to achieve the recommendation of at least 60 minutes of physical activity every day. Physical activity is good for physical and mental wellbeing, reducing the chances of ill health and supports a healthy weight. Playing in a playground provides social and development benefits for children of all ages. Spending time in green spaces in our parks, and close to where our

residents live is good for physical and mental wellbeing for children, their parents, family members and care givers

- 3.4 During the first COVID lockdown playgrounds were closed from March to July 2020. When they reopened, the use by the public was substantially higher, due to other facilities normally open not being available for children and their families and restrictions on flying. This led to a significant amount of additional wear and tear on equipment and shortened the life of some apparatus by several years. This factor in combination with the age of some equipment, led to over 100 play apparatus needing to be removed by March 2021.
- 3.5 It was the removal of so many items in one go, that became the catalyst for the Playground Refurbishment Programme. Following on from this, the primary driver was to a) identify funding to procure new playground equipment and b) replace the equipment as fast as possible recognising that a playground with significant items missing for several years, could have a detrimental effect on local children's development.
- 3.6 There has been some very positive feedback from residents but there has also been some criticism of the programme. The criticism has largely related to residents who feel that additional play equipment for certain age groups or children with specific needs have been missed, or where residents would like to see more equipment in a playground. Unfortunately it has not been possible to comprehensively replace every piece of equipment in each park and/or to provide additional equipment in every park as this is a refurbishment programme with limited resources. We have also sought to deliver the programme as quickly as possible so that children within a particular geographical area are not left without reasonable access to outdoor play equipment for an extended period of time. We are seeking to replace equipment that has had to be removed and provide a good distribution of play equipment across the city within a reasonable distance for most families. Play equipment for all ages and for a wide range of needs cannot be provided in every playground but has been put in place so that it is in reach in a range of geographical localities.

Implementation update

- 3.7 City Parks completed 24 sites in the first phase during 2021-2022, valued at £2.190m. By winter 2023, another £0.820m will have been awarded and implemented for eight further sites. The sites completed and in progress can be viewed in Appendix 1.
- 3.8 The expenditure on Carden Park play area increased from a projected £0.100m to £0.440m to include a new Multi-Use Games Area and Outdoor Gym. This was because additional S106 funding for outdoor sports became available, so the project was delivered as one scheme. Carden Park also includes an area with sensory play equipment for children who particularly benefit from this kind of play.

- 3.9 In addition to the programme a Muti-Use Games Area and Outdoor Gym have also been installed and added into the programme in Wild Park using £0.300m of S106 funding transforming an abandoned tennis court at one corner of the park.
- 3.10 Officers are currently reviewing S106 allocations and other sources of funding for the next phase of the Playground refurbishment programme. This will be the subject of a further report in Spring 2023.
- 3.11 It is hoped that in the future the programme can be expanded to enable refurbishment of Multi - Use, Games Areas, Skate Parks and Outdoor Gyms. This will be dependent on future sources of funding which will primarily be from S106 and Community Infrastructure Levy.
- 3.12 It is important to ensure that the council has future financial capacity to maintain and replace play equipment installed. It is for this reason that only one completely outdoor facility has been installed in Wild Park and a considered approach needs to be taken to extending play facilities or introducing new areas even if funding becomes available.

Special Educational Needs and Disability Forum

- 3.13 At Environment, Transport & Sustainability Committee on 19th January 2021, an additional recommendation was agreed that: the Playground Refurbishment Programme is informed by consultation with disability groups in order to improve disability access to local playgrounds. It was arranged that the forum would meet at least every six months.
- 3.14 Prior to this group being formed, City Parks had achieved an Inclusive Play Area accreditation (known as [PiPA](#)), for the accessibility and inclusivity play standards at the Level Park. This site also includes a 'changing places' toilet that contains a hoist to move people with limited mobility.
- 3.15 City Parks also worked closely with the SEND community during the first COVID phase. They were able to identify three outdoor spaces across the city for children, which could be demarcated as quiet/safe spaces during certain times of the day.
- 3.16 The industry standard for playgrounds typically seeks to create spaces for all ages and all abilities. However, City Parks were encouraged to work with this new SEND group to go beyond the current best practice to achieve something higher. Following the committee approval, the first SEND meeting was set up on the 8th March 2021. In attendance were representatives from inclusion groups including: Amaze Sussex, Extratime, PaCC Brighton and the Council's SEND Assistant Director. Furthermore, representatives from the community with related SEND experiences were also present, alongside the council's Play Development Officer and the Head of the Parks Projects and Strategy Team.
- 3.17 Through discussion, the group identified the following opportunities to improve playgrounds for SEND children and their families:

- Design considerations for older children/young adults.
- Sensory play equipment being increase in proposals.
- Swings for wheelchairs to be considered noting the cost and maintenance limitations that would apply.
- Surfaces providing a sensory experience.
- Climbing facilities for all abilities and ages.
- Changing places toilets to be considered.
- Accessible wheelchair ramps to access more play equipment.

3.18 The steer provided from this forum influenced future briefs for the refurbishment programme. Many of these actions were progressed or implemented in playgrounds within the next 12 months. Consultants and contractors on the council's Play Framework (ESPO), were made aware of the greater accessibility aspirations and as a result, the following additional activities and outcomes have taken place:

- A more inclusive and accessible play site at Blakers Park, with the city's first wheelchair accessible jeep.
- A new wheelchair accessible large play unit at Blakers Park.
- The first wheelchair accessible seesaw in the UK at St Nicholas playground, which was installed in March 2022.
- Universal design principles used in all new tenders.
- Inclusion and accessibility placed higher in the scores on all tenders.
- 'Making space for girls' included as a high score question on tenders.

3.19 Furthermore, the following supporting activities occurred:

- Directing feedback from the SEND group to play equipment suppliers and challenging them to create more inclusive apparatus.
- City Parks agreed to additional meetings online and on site to discuss concerns of any SEND forum members.
- City Parks officers visited other sites and local authorities to widen their SEND knowledge, e.g. (Tower Hamlets – Weavers Field).
- Application sent to the government to fund seven 'changing places' toilets for the city of which three are to be located in parks.

4. Analysis and consideration of alternative options

4.1 The alternative to this Programme would be to not replace the play apparatus when it fails. This would save the council significant capital funding and future maintenance costs. The impact of this would be a negative impact on a number of children who would not benefit from outdoor play developmentally and in terms of health and wellbeing.

4.2 A variation to the above alternative would be to consolidate playgrounds and close sites. This would result in fewer locations but more transformative play spaces. This would also ensure that a high-quality number of sites would be maintained but further away from a percentage of children. This option does not reduce the amount of money spent but it would create an inequality pertaining to the distribution of playgrounds.

5. Community engagement and consultation

- 5.1 The Playground Refurbishment Programme has been a huge achievement given it was formed during the pandemic and initially had no obvious funding pots to finance its realisation. Delivering so much infrastructure during a pandemic has had additional pressures that officers and contractors could not have foreseen, such as staff and material shortages. Most other options to change this programme would have caused delays. It is important to remember that the initiative was borne out of a critical loss of playground equipment, during a pandemic when play was essential to many children and their families.
- 5.2 When City Parks secured £2.000m from the Playbuilder programme ten years ago, more comprehensive consultations took place as there was no impending emergency. However, what is also apparent that more communication with the public is advisable to maximise support of future initiatives.
- 5.3 Following the deputation and petition, City Parks are now implementing consistent online consultations for all the remaining playgrounds. Furthermore, the Parks Projects Team has identified that greater communications are needed to proactively make the public aware of their past, present and future work programs. Therefore, the team will be partnering with the Green Spaces Forum to host periodical events every four months speaking Friends of Parks Groups all over the city and other related organisations.

6. Conclusion

- 6.1 The scale of the City Parks' Playground Refurbishment Programme should be considered in terms of its national context, i.e. the largest local authority play refurbishment programme in the country. The programme was borne out of a desperate pandemic situation when over 100 items of apparatus were removed, and officers worked diligently to find and deliver a solution.
- 6.2 The officers and industry in question were already experienced at delivering accessible playgrounds and supported the creation of a focus group for Special Education Needs and Disabled children as part of the initiative. A group was created, and evidence has been provided that much of the guidance from this forum was taken on board and implemented. The petition and deputation sought that more consistent consultation took place and ideally children should be involved. In response to this, City Parks have been offering online consultation to all remaining sites which can be utilised by a wide range of audiences, as a minimum standard.
- 6.3 The initiative is now in the fortuitous position to have identified additional section 106 investment to increase the Refurbishment Programmes profile, without needing to borrow more money.

7. Financial implications

- 7.1 This report is an update report on the progress of the Playground Refurbishment Programme which is funded from existing resources. There are no direct financial implications arising from the recommendation of this report.
- 7.2 The Playground investment programme had agreed funding of £3.000m up to 2023/24 made up of Section 106 funding, corporate borrowing, City Parks Car Parking net income, other City Parks funding and Housing Revenue Account (HRA) funding relating to HRA playgrounds as set out in a report to this committee on 19th January 2021.
- 7.3 Any new Section 106 funding identified will be used to support the programme further or potentially be used as alternative funding to earmarked revenue resources for the programme in order to better support the current financial position. Any significant variation to budget will be reported as part of the council's monthly budget monitoring process.

Name of finance officer consulted: John Lack Date consulted: 04/01/2023

8. Legal implications

- 8.1 Works contracts required to implement the Programme will need to be tendered in compliance with the Council's Contract Standing Orders.

Name of lawyer consulted: Alice Rowland Date consulted: 05/12/2022

9. Equalities implications

- 9.1 Equalities issues are addressed in the main body of the report.

10. Sustainability implications

- 10.1 This report relates to activity which will have limited impact on sustainability. However, the refurbishment programme has sought to undertake the following to uphold best practice:
- Select companies which have the longest warranties
 - Score tenders on companies sustainability credentials.
 - Ensure components are easy to replace so equipment can be repaired
 - Specify for quality so that items such as slides are stainless steels rather than plastic or fibre glass.
 - Request that no wooden post enter the ground but ensure they are shoed or sleeved with metal to prevent them rotting.

11. Other Implications

Social Value and procurement implications

- 11.1 The procurement process for the Refurbishment Programme has, and will continue to, comply with Contract Standing Orders and the council's procurement policies.

Public health implications

- 11.2 Improvement of play facilities that are accessible to all children will contribute to achieving the strategic objectives of the Brighton & Hove Health and Wellbeing Strategy, including
- Starting Well: The health and wellbeing of children and young people in Brighton & Hove will be improved, and
 - Brighton & Hove will be a place which helps people to be healthy: green & open spaces and sports & leisure facilities will be used effectively to improve wellbeing

Supporting Documentation

Appendices

1. Appendix 1: Playground Refurbishment Programme spending profile and locations

Background documents

Open Spaces Strategy 2017 available at <https://www.brighton-hove.gov.uk/sites/default/files/migrated/article/inline/2017%20FINAL%20Approved.pdf>

Playground Refurbishment Programme Report presented to Policy & Resources Committee on 15th March 2021 available at <https://democracy.brighton-hove.gov.uk/ieListDocuments.aspx?CId=1020&MId=10410> (item 172)

RED Amber Green	2020/2021 Cityparks	Estimated Budget	Actual Spend	Tender Lots & Stand Alone Sites	Status	Supplier
	Middle Park (stand alone site)	£ 130,000	£130,000	A	Completed and playground open	Eibe
	Barn Rise (stand alone site)	£ 60,000	£60,000	B	Completed and playground open	Kompan
	Blakers Park	£ 80,000	£ 100,000	C	Completed and playground open	Proludic
	Chalk Pit	£ 60,000	£ 60,000	Lot 1	Completed and playground open	Kompan
	East Hill	£ 80,000	£ 80,000			
	St Anne's Well	£ 50,000	£ 50,000			
	Mackie Park	£ 80,000	£ 80,000			
	Saunders Park	£ 50,000	£ 50,000	Lot 2	Completed and playground open	Kompan
	Victoria Rec Road	£ 45,000	£ 45,000			
	East Brighton	£ 45,000	£ 45,000			
	Dyke Road	£ 50,000	£ 50,000			
	Greenleas Park	£ 50,000	£ 50,000	Lot 3 A	Completed and playground open	Kompan
	Hangleton Park	£ 80,000	£ 80,000			
	Wish Park	£ 80,000	£ 100,000			
	Vale Park	£ 45,000	£ 45,000	Lot 3 B	Completed and playground open	Proludic
	St Nicholas	£ 105,000	£ 120,000		Completed and playground open	
	Turner Park	£ 60,000	£ 60,000	D	Completed and playground open	Kompan
	Preston Park (stand alone site)	£ 100,000	£ 100,000		Completed and playground open	
	Carden Park & MUGA/Fitness	£140,000	£440,000	F	Completed and playground open	TBC
	Hodshrove Road Phase 1 & 2	£130,000	£130,000	H	Completed and playground open	HAGS
	Bexhill Road	£78,000	£78,000	I	Completed and playground open	Proludic
	Haig Avenue	£ 50,000	£ 50,000	J	Completed and playground open	HAGS
	Stoneham Park	£45,000	£45,000	K	Completed and playground open	Proludic
	Hove Park (Stand alone site)	£ 127,000	£ 142,000	L	Completed and playground open	Kompan
		£ 1,820,000	£2,190,000			

	2022/2023 Cityparks					
	Hollingdean Park	£ 288,000	3 Site Tender	M	Tender underway - Installation spring 2023	
	Whitehawk Way	£ 65,000				
	Woodingdean Central	£ 120,000				
	Rottingdean	£ 30,000	5 Site Tender	N	Tender underway - Installation spring 2023	
	Saltdean Oval	£ 50,000				
	Knoll Park	£ 60,000				
	Woollards Field	£ 65,000				
	Queens Park	£ 142,000				
		£ 820,000				

Brighton & Hove City Council

Environment, Transport & Sustainability Committee

Agenda Item 77

Subject: Public Toilets

Date of meeting: 17 January 2022

Report of: Executive Director: Economy, Environment & Culture

Contact Officer: Name: Lynsay Cook
Tel: 07592 103604
Email: Lynsay.cook@brighton-hove.gov.uk

Ward(s) affected: All

For general release

1. Purpose of the report and policy context

- 1.1 The Public Toilet Team within City Environment is responsible for 36 public toilets sites across the city. This report provides committee with:
- An update on current service provision in light of the decision to close some public toilets across the city in response to an increasing budget pressure in-year
 - The service provision from 1 April 2023 in light of the budget pressures experienced in 2022/23 and the proposed £0.300m saving proposed as part of the 2023/24 draft budget savings
 - An update on the Public Toilet Refurbishment Programme.
- 1.2 The report is also seeking approval for the introduction of charging at some sites in the city to sustain as much public toilet provision as possible and reduce the likelihood of further closures.
- 1.3 The report also addresses the Public Toilet Notice of Motion agreed, as amended, at this committee on 15 November 2022.

2. Recommendations

- 2.1 That Committee notes the contents of the report.
- 2.2 That Committee agrees to the introduction of charging at public toilet sites in line with the principles set out in paragraph 3.27.

3. Context and background information

Public toilets

- 3.1 Under the Public Health Act 1936, local authorities in England and Wales have a power, not a duty, to provide toilets for use by the public. Therefore, public toilets are not a statutory service.

- 3.2 For 2022/23, the public toilet budget was £0.905m. As reported to Policy & Resources Committee (P&R) on 1 December 2022, the overspend at TBM07 was forecast to be £0.137m. At P&R Committee on 1 December 2022, committee noted the Draft Budget Strategies and first draft of savings for 2023/24 which included a £0.300m saving on the public toilet budget. It is important to note that, in light of the recently announced Local Government Finance Settlement, additional savings are likely to be required, which may include further savings from the public toilet budget. This could mean more toilets have to close or remain closed, until self-financing models can be implemented.
- 3.3 Since 2015/16, the public toilet budget has reduced by £0.351m. In 2016/17, a £0.040m budget saving resulted in the permanent closure of two public toilets, four toilet sites closing for the winter months and a further site having a reduction in attendant time. For 2022/23, £0.100m was added to the public toilet budget to mitigate the increased maintenance costs due to the age and condition of many of the public toilets.

Service provision 2022/23

- 3.4 On 1 July 2021, a decision was made to insource the cleaning and maintenance of public toilets from a private contractor. This was because the contractor delivery model was not as effective as anticipated, partly due to the contractual arrangements and partly due to the age and condition of many of the public toilets. A review of delivery options was completed, and the staff were transferred to Brighton & Hove City Council from 1 February 2022.
- 3.5 Upon the transfer of the staff, some issues were identified within the service relating to health & safety and lone working. Some opening and closing times were changed to mitigate the risk of anti-social behaviour. A detailed service review was undertaken to fully understand how the service operated with a view to making positive change.
- 3.6 The outcomes sought from the service review were to:
- Ensure staff work in a safe environment
 - Review shift patterns and contracts to ensure they comply with the Working Time Directive and that zero-hour contracts are replaced with regular hours contracts
 - Ensure that resources are maximised to guarantee the best use of staff, vehicles and equipment
 - Ensure that toilets are well maintained through a responsive cleaning and maintenance team
 - Provide a clear management structure
 - Provide clear policies and Standard Operating Procedures
 - Provide a service that operates within the budget.
- 3.7 Through the redesign and TBM process over the course of 2022, it was identified that the portfolio of 36 sites could not be opened and maintained within budget and satisfy all the outcomes listed in paragraph 3.6. This was due to:

- Staffing costs rising substantially and unexpectedly since the insourcing was planned due to the harmonisation to Brighton & Hove terms and conditions which saw some staff move from low-cost split shifts to normal working patterns and included the corporate pay increases for the lowest paid staff
 - Increasing utilities costs
 - Increasing reactive maintenance costs, due to the lack of investment in public toilets over several years.
- 3.8 Consequently, and to manage the budget pressure, 11 sites were closed. Four sites were closed pending refurbishment. Four sites are usually closed in the winter months. 17 public toilet sites remain open across the city, and this is an important financial commitment from the council, considering the points in paragraph 3.7.
- 3.9 The decision to close some public toilets was not taken lightly. The decision was made to manage a forecasted £0.400m pressure at TBM06. At that time, the council's financial position was forecasting an overspend of £13 million. Furthermore, high levels of long-term staff absence meant there were insufficient staff to maintain the facilities usually open in the winter to a standard which was safe or acceptable for public use. Employing agency staff to cover them would have increased the overspend and, in any event, the agency was unable to supply any suitable candidates. The closure of toilets was designed to help reduce the overspend and reduce the potential impact on other council services should the overspend grow. The forecasted overspend has reduced to £0.137m at TBM07.

Service provision from 1 April 2023

- 3.10 A significant amount of work has been completed to consider the impact of the proposed £0.300m saving to the public toilet budget. This has been completed alongside the service redesign work which identified the 36 sites could not be opened and maintained within the £0.905m budget. Appendix 1 sets out the results of this work, detailing sites will be open with a £0.605m budget and which ones will be open with a £0.905m budget. If further savings are required, it may be necessary to close all sites until a self-financing model, facilitated through the introduction of charging, has been implemented, or by transferring facilities. Appendix 2 contains a map of the sites across Brighton & Hove.
- 3.11 With a £0.605m budget:
- 16 sites will remain open, with seven of these sites closed in the winter
 - 18 sites will be closed from 1 April 2023
 - Two sites are under further discussion: Royal Pavilion Gardens and The Level.
- 3.12 With a £0.905m budget:
- 24 sites will remain open, with seven of these sites closed in the winter
 - 10 sites will be closed from 1 April 2023
 - Two sites are under further discussion: Royal Pavilion Gardens and The Level.

- 3.13 City Environment is looking at the alternative options to enable public toilets to stay open without council funds. This includes handing over sites to third parties, where it is appropriate to do so. This is a medium-to-long term piece of work and involves working with other council teams and stakeholders. Further work is also required to determine what the options are for the buildings that are unlikely to be handed over, as some may have opportunities as commercial lets. The first stage is to ensure the public toilet service functions within its budget.
- 3.14 Other toilet facilities are available across the city. This includes those available in shopping centres, shops, cafes, bars and restaurants.
- 3.15 Library toilets are available for use by library users. Libraries are open to anyone in the city, provided they abide by the Library Byelaws. There are some people who are banned for specific lengths of time, and so there may be an impact on some members of the street community, if some public toilets are closed. Library toilets do not have space or facilities for the street community to use toilets to wash (other than hands) and this is not allowed.
- 3.16 It is also important to note that as part of the Draft Budget Strategies and first draft of savings for 2023/24, community libraries across the city will be unstaffed for five days a week or more. If this saving is approved, only people with a Libraries Extra card access the libraries and use the toilets. Most members of the street community people will not be Libraries Extra members as there is a requirement for an address and other contact details to use a library that is unstaffed. However, in the city centre, the Jubilee Library would remain fully staffed under current savings proposals.
- 3.17 The facilities available to rough sleepers include:
- First Base on Montpelier Place on weekday mornings
 - Antifreeze on Portland Road
 - Clocktower Sanctuary on North Street for young people.
- 3.18 An Equality Impact Assessment (EIA) to consider the impacts of toilet closures is at Appendix 3. The closure of some public toilet sites will have a disproportionate impact on some protected characteristics, as well as a negative impact on the general public. This will be mitigated, to some extent, by the actions detailed within the EIA. The purpose of closing some sites is to ensure the service can operate within budget and not impact on other council services. Public toilets are a non-statutory service and statutory services are having to be prioritised with the limited council budget available.

Refurbishment Programme

- 3.19 The refurbishment of the Phase 1 sites started on Monday 28 November 2022¹. It is anticipated these sites will open in the spring. If the recommendation to introduce charging is approved by this committee, further building work is required to accommodate the installation of charging

¹ Phase 1 sites are: Daltons, Kings Esplanade, Saltdean Undercliff and Station Road

mechanisms, which will slightly extend the programme of work. It is not known at this stage how long this will take and is dependent on the decision from this committee.

- 3.20 Consideration is now being given to Phase 2 sites in light of the proposed budget reduction from 1 April 2023 and of the potential of some sites to generate income, subject to committee approval.

Royal Pavilion Gardens and The Level toilets

- 3.21 It is acknowledged that the public toilets on Princes Place near the Royal Pavilion Gardens are in a central location and need refurbishment. The Royal Pavilion Garden toilets are unlikely to be refurbished in the next phase of the Refurbishment Programme. There are very high levels of anti-social behaviour and drug use in these toilets which makes it unsafe for members of the public and our staff. These problems also make it much harder to maintain and keep the toilets clean.
- 3.22 The site has been reviewed alongside a [Public Conveniences Problem Reduction Guide](#) produced by Hertfordshire Constabulary. This document highlights the best crime prevention practice in toilet design, such as ensuring the entrance is visible and in areas of high passing footfall. Based on this guide, there are concerns about whether the location of the building is suitable for a public toilet. Discussions have also taken place with the council's Head of Architecture & Design and Community Safety Teams, as well as Sussex Police, to identify options to reduce the risk to the site, staff and members of the public and the options are limited. The orientation and location of this site needs to be carefully considered prior to any investment, which could end up being wasted if the behavioural issues and vandalism are not resolved first. Therefore, before the money is spent on refurbishing the facility as-is, it is now preferable to close these toilets while works continues to address the behavioural issues and vandalism.
- 3.23 The Level Toilets are currently closed due to significant issues with the building they are housed in, The Velo Café, which require substantial remedial work and investment to bring the building and toilets back into use. Further to this, these toilets are the focus of anti-social behaviour and drug dealing. The location and orientation may also be a factor that needs to be considered. The Level café and toilets are subject to an options appraisal at present and the options will be presented to committee for a decision in Spring/Summer 2023.
- 3.24 Officers are working with stakeholders to develop practical options and a further report will be brought to this committee on the future of these toilets.
- 3.25 There is alternative provision in the area, including Jubilee Library, the museum, Churchill Square and bars and restaurants.

Charging

- 3.26 The council has a significant budget shortfall for 2023/24. To help reduce the shortfall and to supplement the current public toilet budget, it is proposed that charging is introduced at some sites across the city.
- 3.27 The principles of the charging model are:
- Charging is introduced at sites after they have been refurbished. After completion of Phase 1 of the Refurbishment Programme, this will include Daltons, Kings Esplanade, Saltdean Undercliff and Station Road
 - Charging will be reintroduced at Shelter Hall and West Pier Arches, which already have permission to charge
 - The charge will be between 75p at seafront sites
 - The charge will be 50p at other sites
 - Payment will be by card only
 - Access to accessible facilities and Changing Places Toilets will be free of charge to those with a RADAR key
- 3.28 Research is being completed to identify whether pre-paid cards are an option for those without a credit or debit card. This will be incorporated into the principles of the model, if feasible.
- 3.29 Payment will be by card only due to the costs involved in cash collection and the risk of anti-social behaviour if cash was contained in the paddle gates. When charging was previously approved, the cost of cash collection was analysed and meant that charging at some sites was financially unviable, with some sites resulting in a net cost to introduce charging. Payment by card only provides a more financially sustainable and safe model.
- 3.30 It is not proposed to introduce charging at Park Road, Rottingdean, even though the site is currently undergoing a refurbishment. There are two reasons for this: 1) the refurbishment is being funded by Rottingdean Parish Council, not Brighton & Hove City Council, and 2) based on the estimated footfall, it is anticipated the cost of charging will exceed the income generated.
- 3.31 It is complex to determine the income to be generated without current footfall data or knowing what the impact on footfall will be following the introduction of charging. Income will be reviewed following implementation and will inform whether additional sites can be refurbished to introduce further chargeable sites and maintained within budget.
- 3.32 [Published research from Healthmatic](#) details the impact charging can have on footfall:
- For residents, the impact of imposing a charge will depend on the quality of the toilets. In research carried out by local authorities, people say they would pay for toilets if they were clean, tidy and safe.
 - A 20p charge will halve the usage for a quality toilet. At 50p this will rise to a 75% reduction.
 - Tourists are less price sensitive to toilet charging than local people for two reasons:
 - Little knowledge of the alternative provision
 - An acceptance of charging while away from home

- The introduction of charging will therefore have less effect in those areas that are more tourist orientated. In addition, visitors are less price elastic meaning they are less sensitive to the actual level of the charge.
 - The combination of low impact on volumes and low sensitivity to charging in more visitor orientated areas, means that charging will earn revenue without dramatically affecting the number of people seeking and using the toilet.
- 3.33 Most chargeable sites will be on the seafront and therefore, based on the research, less affected by the introduction of a charge, in terms of usage. Some other considerations are that some of the sites proposed for charging will have free sites nearby, both other council-run toilets, plus restaurants, café and bars. This may mean people choose to use the free toilets, rather than the chargeable ones. Conversely, some people may choose not to use public toilets at present due to their current poor condition. Once they are refurbished and more pleasant to use, people may then choose to use them, despite the charge. Together, these all lead to the complexity in forecasting income.
- 3.34 Research has been completed into the costs of introducing charging: both the capital investment required for the installation of paddle gates, and the ongoing revenue costs in terms of maintenance of a pay-by-card system and transaction charges. The average charge is around 3% per transaction. There are also costs associated with SIM cards and the maintenance of the paddle gates. Taking these costs into account, a very rough estimate is that £0.120m could be generated from the introduction of charging at Daltons, Kings Esplanade, Saltdean Undercliff, Shelter Hall, Station Road and West Pier Arches. This is not sufficient to prevent at least 10 toilet sites from closing from 1 April 2023, even if the £0.300m proposed saving is not approved by Budget Council. It is likely that income generated will be used to support the maintenance and staffing of remaining toilet sites in future years.
- 3.35 This income has not been modelled into the service provision from 1 April 2023. It will not be possible to generate any income until later in the year due to the time needed to make the necessary changes at each site to install paddle gates and the procurement of a pay-by-card provider. Furthermore, because of the complexities of forecasting income, it is not fiscally prudent to rely on this income to fund the service yet. Approval is being sought now on the introduction of charging to allow for the infrastructure to be put in place and for procurement to start, rather than at a later date.
- 3.36 Permission was previously given in October 2018 to introduce charging at some public toilet sites. This was for 30p and was to fund the Refurbishment Programme. This is now being funded corporately so there is no need to cover these costs.
- 3.37 An EIA to consider the impacts of charging at public toilets is at Appendix 4. The introduction of charging at some public toilet sites will have a disproportionate impact on some protected characteristics, as well as a

negative impact on the general public. This will be mitigated, to some extent, by the actions detailed in the EIA. The purpose of introducing charging is to sustain as much public toilet provision as possible and reduce the likelihood of further closures, which would have a further negative impact on members of the public.

Notice of Motion

- 3.38 A Notice of Motion concerning public toilets was agreed, as amended, by this committee on 15 November 2022.
- 3.39 Point 1 of the Notice of Motion *notes concerns from across the community about the sudden closure of 17 public toilet sites in the city.*
- 3.40 As mentioned above, City Environment is responsible for 36 sites across the city. This does not include toilets in libraries, leisure centres or museums. 11 sites were closed to manage the overspend. Four sites were closed for refurbishment. Four sites are usually closed in the winter months. 17 sites remain open.
- 3.41 Point 2 of the Notice of Motion *expresses concern that a report was not brought to committee before decisions were made about closures with regard to toilets not closed temporarily for refurbishments.*
- 3.42 The budget overspend was identified at TBM06. There was not time available to bring a report to committee to make a decision on closing sites, without allowing the overspend to increase.
- 3.43 Point 3 of the Notice of Motion *recognises that genuine consultation with ward councillors, local residents associations and stakeholders is required before any closures are implemented.*
- 3.44 Where there is a long lead in time for proposed changes, consultation can be planned, and feedback considered before any decisions are made. However, in an urgent situation, where there is not sufficient budget to provide a non-statutory service, in-depth consultation is not possible because of time constraints and available resources.
- 3.45 Point 4 of the Notice of Motion *restates the request at Full Council in July for alternative provision to be made available whilst refurbishment work is undertaken in locations that continue to be heavily used during the winter months, such as Hove Promenade, and requests officers consider interim measures including, but not limited to, the provision of portaloos.*
- 3.46 A budget would need to be allocated to fund alternative provision, including portaloos. There is no identified budget for this purpose. If the toilet refurbishment budget is used for this purpose, less funding will be available to refurbish other toilets across the city. The refurbishments have been programmed for the lower footfall months to avoid their busiest usage times.

- 3.47 Point 5 of the Notice of Motion *requests officers engage with local businesses to see if their toilets can be made available for public use.*
- 3.48 Research has been completed into Community Toilet Schemes (CTS) operated by other local authorities. This is detailed in Appendix 5. Based on the research, CTS take various forms and vary in size. All have at least one member of staff facilitating the scheme and the majority pay a fee to each business partaking in the scheme. This ranges from £300 to £1560 per annum.
- 3.49 If the council wanted to introduce a CTS, a budget would need to be allocated. This would be to fund a dedicated officer to administer the scheme and pay businesses to participate. At present, there is no identified budget for this purpose. An alternative is for the CTS to be funded from the public toilet budget, which would reduce the number of sites that could be opened. Therefore, at this time, it is not recommended at a CTS is introduced. As an alternative, if a business wishes to open their toilets to non-customers, they can notify the council and the details can be added to the public toilet pages on council website.
- 3.50 Point 5 also *requests officers to ensure adequate signposting to these alternative facilities is provided.*
- 3.51 As detailed in paragraph 3.49, a CTS is not recommended at this stage due to the costs involved. Where toilets are closed from 1 April 2023, signage will be placed on the toilets notifying the public of where the nearest alternatives are.
- 3.52 Point 6 *calls for an urgent report that considers all options to re-open public toilets at the earliest opportunity.*
- 3.53 With the budget available and the expenditure needed, it is not possible to reopen all public toilets. Appendix 1 sets out the sites to be open with a £0.605m budget and which ones will be open with a £0.905m budget. Work is being completed to consider the alternative options to enable more public toilets to stay open without council funds. This includes handing over sites to third parties, where it is appropriate to do so. This is a medium-to-long term piece of work and involves working with other council teams and stakeholders.

Toilet provision across the UK

- 3.54 A July 2022 report from the [Association for Public Service Excellence](#) (APSE) presents the results of a survey conducted with APSE member councils on public toilet provision, income generation and other public toilet matters. It provides a useful insight into public toilet provision by other local authorities and some of the changes they have had to make in recent years.
- 3.55 Some of the pertinent points to note are:
- 58.03% of the respondents stated the provision provided by the council has decreased or significantly decreased since 2012.

- 47.06% report that they had ceased providing the provision more than three years ago, with a further 29.41% advising that it was more than two years ago.
- A quarter of respondent's report that lack of resources is one of the main reasons for not providing the facilities.
- 40.91% of respondents stated budgetary pressures were the driver for a review of public toilet provision and 30.30% cite the cost of providing the provision as a driver to undertake a review.
- 70.00% of respondents stated that vandalism and anti-social behaviour is the greatest challenge in providing public toilets, closely followed by budgetary pressures with 67.50%.
- 59.46% reported that they did not charge, 31.08% charge for some of the provision and only 9.46% advise that a charge is made for all or the majority of their toilets.
- The amount charged by authorities ranged from 10p or less up to £1. The most common amount respondents stated that they charged for the provision was 20p with 34.21% reporting this was the case.
- 46.15% report that the charge is levied to cover the cost of running the provision. In the comments associated with the question, respondents advised they made a charge to deter vandalism and antisocial behaviour.

4. Analysis and consideration of alternative options

- 4.1 This report primarily provides an update on activities within the public toilet service.
- 4.2 There are limited options available given the two budget scenarios and the costs of providing public toilets. A significant amount of work has gone into determining which public toilets remain open. This was driven by several factors, including: the opportunity to generate income (subject to committee approval), the refurbishment status, the availability of other facilities in the vicinity and likely users. Travel time between sites and the time required for cleaning was also considered.
- 4.3 Public toilets are not a statutory service. It is important to note that, in light of the recently announced Local Government Finance Settlement, additional savings are likely to be required, which may include further savings from the public toilet budget.
- 4.4 To open all toilets, a minimum of £0.400m would need to be added to the 2022/23 budget. More may be required depending on the future cost of utilities.
- 4.5 A decision is sought on the introduction of charging at some public toilet sites. An alternative is to not introduce charging which will place further pressure on the core public toilet budget, and the council's budget as a whole.

5. Community engagement and consultation

- 5.1 Feedback has been received following the October 2022 closures via the public toilet mailbox, which is maintained as one means of stakeholders' providing their views on provision. The sites to be opened from 1 April 2023 were considered alongside this feedback, as well as the points highlighted in 4.2. That feedback was also included in the EIAs in Appendix 3 and Appendix 4. These were completed to ensure the council applies its discretion fairly and in accordance with the Public Sector Equality Duty. The EIAs provide reassurance regarding the consideration given to the potential impact of the proposals on protected and vulnerable groups.

6. Conclusion

- 6.1 This report sets out the current service provision, service provision from 1 April 2023 in light of the budget pressures experienced in 2022/23 and the proposed 2023/24 budget saving and an update on the Public Toilet Refurbishment Programme. The report also addresses the Public Toilet Notice of Motion agreed, as amended, at this committee on 15 November 2022. The report is also seeking approval for the introduction of charging at some sites in the city.
- 6.2 Public toilets are a non-statutory service and therefore the council is under no obligation to provide them. The budget challenges mean difficult decisions need to be taken as to what sites remain open with the budget available. Appendix 1 details which sites will remain open under the two potential budget scenarios, and the rationale for choosing which sites remain open and which ones will, sadly, have to close. For the sites that will close, officers will continue to look at what the alternative options are to enable more public toilets to stay open without council funds. This includes handing over sites to third parties, where it is appropriate to do so.

7. Financial implications

- 7.1 There are no direct financial implications from recommendation 2.1 as the report is for noting.
- 7.2 Agreeing to the recommendation 2.2 of the introduction of charging at public toilet sites, in line with the principles set out in section 3.27, supports the draft budget savings proposals reported to P&R Committee on 1 December 2022. The savings proposal includes keeping toilets open where possible with introduction of charging or handover to a third party to mitigate costs; or close permanently. The savings will be achieved through reductions in maintenance, energy and consumable costs, potentially staffing reductions and with income generation from charging users. Without the option for income generation to support this savings proposal, further closures may be required to achieve the savings proposal and to ensure the service operates within budget.
- 7.3 Costs associated with the installation of pay barriers as part of toilets refurbishment works will be contained within existing Public Toilet Refurbishment Programme Capital scheme but will impact on the number of sites refurbished overall. Any spend above the agreed programme will

require additional funding potentially through charging once widely established in later years of the programme.

Name of finance officer consulted: John Lack Date consulted: 22/12/2022

8. Legal implications

- 8.1 The Council is not under a legal duty to provide public conveniences. It does however have the discretionary power to provide them pursuant to section 87 of the Public Health Act 1936 (as amended). These proposals include the proposal to apply its discretion 'to charge such fees for the use of any such conveniences as they think fit' in a limited way.
- 8.2 Notwithstanding the absence of an express statutory duty to carry out a formal consultation process on the proposals outlined here, the Council is nonetheless required to exercise its discretion fairly and in accordance with the Public Sector Equalities Duty (Section 149 of the Equality Act 2010). The proposals outlined here reflect the investment made in considering the potential impact of changes to discretionary facilities provision on vulnerable people and the due regard given to its impact on protected groups. The detailed Equalities Impact Assessment attached at Appendix 3 reflects the best available information regarding the possible impact of the proposals, as well as the steps available to mitigate any adverse impact. It evidences the attention given to ensuring that the Council's overriding duty to act fairly in the exercise of discretionary functions has been discharged.

Name of lawyer consulted: Victoria Simpson Date consulted: 04/01/2023

9. Equalities implications

- 9.1 The council has no statutory obligation to provide public toilets and Appendix 1 of this paper details which sites will remain open in the two budget scenarios. This is still a significant number of public toilets across the city and includes sites with accessible facilities. It is considered that a reduction in the number of public toilets across the city and/or the introduction of charging may result in the following implications:
- A negative impact on equalities and accessibility in the city
 - A negative impact on those with health issues being able to leave home and go out in the community
- 9.2 An Equalities Impact Assessment to understand the impacts of closures is at Appendix 3 and charging at Appendix 4.

10. Sustainability implications

- 10.1 Closing toilets will reduce energy consumption and costs, as well as the use of consumables.
- 10.2 The Public Toilet Refurbishment Programme is introducing motion sensor lighting, taps and hand driers, reducing electricity and water consumption.

11. Other Implications

Social Value and procurement implications

- 11.1 Procurement of paddle gates and a pay-by-card provider are required and will follow appropriate procurement policies and procedures.

Crime & disorder implications

- 11.2 Anecdotal evidence has indicated that the introduction of charging for toilet usage may lead to lower levels of anti-social behaviour, resulting in less vandalism and drug taking in toilets. So far this year, over 900 pieces of drug and anti-social behaviour paraphernalia have been removed from public toilets, including needles, condoms, tin foil and razors. This is only the paraphernalia that is reported. It is likely that much goes unreported and some paraphernalia goes down the toilet, in the sanitary bins and elsewhere. Therefore, the actual usage of such items is probably much higher.
- 11.3 There could be an increase in public defecation and urination through the introduction of charging.

Public health implications

- 11.4 It is recognised that toilet closures and toilet charges will have public health implications, particularly with regards to physical activities and sports. Unfortunately, with the budget available, some of the sites in parks and open spaces will have to close. The work to look at the alternative options to enable public toilets to stay open without council funds, will, hopefully, result in some of these facilities being reopened and sustained.

Supporting Documentation

Appendices

1. Public toilet provision from 1 April 2023
2. Map of public toilets by ward
3. Equality Impact Assessment – public toilet closures
4. Equality Impact Assessment – public toilet charging
5. Community Toilet Scheme research

Background documents

1. [Public Toilet Cleaning and Maintenance Contract](#) presented to Policy & Resources Committee on 1 July 2021 (item 19)
2. Public Conveniences Problem Reduction Guide available at <http://www.btaloos.co.uk/wp-content/uploads/2014/01/PubliclyAvailableToiletsProblemReductionGuide.pdf>
3. [Public Toilets – Notice of Motion](#) presented to Environment, Transport & Sustainability Committee on 15 November 2022

4. Charging and Access Control to Public Toilets available at https://www.healthmatic.com/wp-content/uploads/2019/06/Healthmatic_Charging_and_Access.pdf
5. APSE Local Authority Public Conveniences Survey 2022 available at <https://www.apse.org.uk/index.cfm/apse/members-area/briefings/2022/22-25-local-authority-public-conveniences/>

Appendix 1: public toilet provision from 1 April 2023







This appendix sets out the public toilet provision from 1 April 2023 using two scenarios:

- The service operating with a £0.605m budget
- The service operating with a £0.905m budget







Points to note:

- A different staffing model is required for the summer, compared to the winter due to higher usage of public toilets. The summer staffing model increases costs considerably.
- The modelling has incorporated the running costs of each site (utilities, maintenance, consumables, sanitaryware collections), staffing, vehicles and provision of agency staff to provide cover for annual leave and sickness.







Key

						Winter: 1 October to Good Friday Summer: Good Friday to 30 September
Changing Places Toilet	Accessible toilet	Women's toilet	Men's toilet	Gender neutral toilet	Baby change facilities	







£0.605m budget: sites to be open from 1 April 2023

Toilet site	Facilities						Number of cubicles	Winter	Summer	Comments
										
Daltons Brighton seafront BN2 1TW	✓	✓	✓	✓		✓	1: women's Changing Places Toilet 1: women's accessible toilet 11: women's cubicles 1: women's family room 1: men's Changing Places Toilet 1: men's accessible toilet 6: men's cubicles + 5 single urinals 1: men's family room (post-refurbishment)	Closed	Open	<ul style="list-style-type: none"> • Currently being refurbished • Opportunity for income generation, subject to committee approval • Central seafront location • Range of facilities available • Usually closed in winter due to location on lower promenade and businesses around it being closed







£0.605m budget: sites to be open from 1 April 2023

Toilet site	Facilities						Number of cubicles	Winter	Summer	Comments
										
Goldstone Villas Hove BN3 3RU		✓	✓	✓		✓	1: gender neutral accessible toilet 4: women's cubicles 3: men's cubicles + urinal trough	Closed	Open	<ul style="list-style-type: none"> Close to popular shopping area in central Hove Unable to open in winter due to insufficient budget
Hove Cemetery North / South BN3 7HB		✓					1: gender neutral accessible toilet	Open	Open	<ul style="list-style-type: none"> No other facilities nearby Required for funeral attendees
Hove Lagoon Hove seafront BN3 4LX		✓	✓	✓		✓	1: gender neutral accessible toilet 3: women's cubicles 2: men's cubicles + urinal trough	Open	Open	<ul style="list-style-type: none"> Popular high footfall, seafront location Multiple facilities in high use in the area
Hove Park Hove BN3 6AD		✓	✓	✓		✓	1: gender neutral accessible toilet 2: women's cubicles 2: men's cubicles + urinal trough	Closed	Open	<ul style="list-style-type: none"> Unable to open in winter due to insufficient budget Risk in winter as park used for tennis, football and Park Run and no other facilities available
Kings Esplanade Hove seafront BN3 4GP		✓	✓	✓		✓	1: gender neutral accessible toilet 5: women's cubicles 1: women's family room 1: men's cubicle (which is a family room) + 3 single urinals (post-refurbishment)	Open	Open	<ul style="list-style-type: none"> Currently being refurbished Opportunity for income generation, subject to committee approval Central seafront location Range of facilities available
Kings Road Playpark Brighton seafront BN1 2LN		✓				✓	2: gender neutral accessible toilets 2: gender neutral toilets 4: gender neutral baby changing facilities	Closed	Open	<ul style="list-style-type: none"> Unable to open in winter due to insufficient budget Risk in winter as popular playground
Lawn Memorial Cemetery Brighton BN2 6DA		✓				✓	1: gender neutral accessible toilet	Open	Open	<ul style="list-style-type: none"> No other facilities nearby Busy cemetery Required for funeral attendees
Park Road Rottingdean		✓				✓	1: gender neutral accessible toilet 2: gender neutral toilets	Open	Open	<ul style="list-style-type: none"> Currently being refurbished, funded by Parish Council







£0.605m budget: sites to be open from 1 April 2023

Toilet site	Facilities						Number of cubicles	Winter	Summer	Comments
										
BN2 7HL							(post-refurbishment)			<ul style="list-style-type: none"> Close to popular shopping area in Rottingdean
Peter Pans Play Area Brighton seafront BN2 1PS		✓	✓	✓		✓	1: gender neutral accessible toilet 3: women's cubicles 3: men's cubicles 1: gender neutral baby changing facility	Closed	Open	<ul style="list-style-type: none"> Unable to open in winter due to insufficient budget Risk in winter as popular playground
Preston Park Rotunda Brighton BN1 6HU		✓	✓	✓		✓	1: gender neutral accessible toilet 2: women's cubicles 1: men's cubicle + 2 single urinals	Closed	Open	<ul style="list-style-type: none"> Popular park with many sports users Unable to open in winter due to insufficient budget Risk in winter as park used for tennis and Park Run and no other facilities available Football clubs can book changing rooms which have toilets
Saltdean Undercliff Seafront BN2 7BP		✓	✓	✓		✓	1: gender neutral accessible toilet 7: women's cubicles 1: women's family room 3: men's cubicles + 6 single urinals 1: men's family room (post-refurbishment)	Open	Open	<ul style="list-style-type: none"> Currently being refurbished High Footfall area Opportunity for income generation, subject to committee approval
Shelter Hall Brighton seafront BN1 1NB	✓	✓	✓	✓		✓	1: gender neutral Changing Places Toilet 1: gender neutral accessible toilet 11: women's cubicles 1: women's family room 6: men's cubicles + 6 single urinals 1: men's family room	Open	Open	<ul style="list-style-type: none"> Relatively new facility Opportunity for income generation, subject to committee approval Central seafront location with high footfall Range of facilities available







£0.605m budget: sites to be open from 1 April 2023

Toilet site	Facilities						Number of cubicles	Winter	Summer	Comments
										
Station Road Portslade BN41 1GA		✓	✓	✓		✓	1: gender neutral accessible toilet 4: women's cubicles; 1 with baby changing facilities 2: men's cubicles (1 with baby changing facilities) + 2 single urinals (post-refurbishment)	Open	Open	<ul style="list-style-type: none"> Currently being refurbished Opportunity for income generation, subject to committee approval Close to popular shopping area in Portslade
The Colonnade Brighton seafront BN2 1EN	✓	✓	✓	✓		✓	1: gender neutral Changing Places Toilet 1: women's accessible toilet 7: women's cubicles 1: men's accessible toilet 4: men's cubicles + 4 single urinals	Open	Open	<ul style="list-style-type: none"> Central seafront location Range of facilities available
West Pier Arches Brighton seafront BN1 2JF		✓	✓	✓		✓	1: gender neutral accessible toilet 4: women's cubicles 3: men's cubicles + 4 single urinals	Closed	Open	<ul style="list-style-type: none"> Relatively new facility Opportunity for income generation, subject to committee approval Range of facilities available Closed in winter as alternative facilities nearby







£0.605m budget: sites to be closed from 1 April 2023

Toilet site	Facilities						Number of cubicles	Comments regarding closure
								
Black Rock Brighton seafront BN2 1EN		✓	✓	✓			1: gender neutral accessible toilet 1: women's cubicle 1: men's cubicle + 2 single urinals	<ul style="list-style-type: none"> Unable to open due to insufficient budget Usually closed in winter
Blakers Park Brighton BN1 6FF		✓			✓	✓	1: gender neutral accessible toilet 1: gender neutral toilet	<ul style="list-style-type: none"> Unable to open due to insufficient budget Users likely to be local residents Risk as park used for tennis and no other facilities available







£0.605m budget: sites to be closed from 1 April 2023

Toilet site	Facilities						Number of cubicles	Comments regarding closure
								
Easthill Park Portslade BN41 2GA		✓	✓	✓		✓	1: gender neutral accessible toilet 1: women's cubicle 1: men's cubicle + 2 single urinals	<ul style="list-style-type: none"> • Unable to open due to insufficient budget • Users likely to be local residents • Risk as community café does not have own facilities
Greenleas Hove BN3 8AD			✓	✓			1: women's cubicle 1: men's cubicle + 3 single urinals	<ul style="list-style-type: none"> • Unable to open due to insufficient budget • Users likely to be local residents • Football clubs can book changing rooms which have toilets
Hollingbury Park Brighton BN1 7HS		✓				✓	1: gender neutral accessible toilet	<ul style="list-style-type: none"> • Unable to open due to insufficient budget • Users likely to be local residents • Bowls club have own toilet • Risk as park used for tennis and no other facilities available
King Alfred Hove seafront BN3 2BT		✓	✓	✓		✓	1: gender neutral accessible toilet 3: women's cubicles 2: men's cubicles + urinal trough	<ul style="list-style-type: none"> • Unable to open due to insufficient budget • Refurbished facility available at Kings Esplanade, with additional capacity, is a seven-minute walk
Norton Road Hove BN3 3BE		✓	✓	✓		✓	1: gender neutral accessible toilet 4: women's cubicles 4: men's cubicles + 4 single urinals	<ul style="list-style-type: none"> • Unable to open due to insufficient budget • Only open on weekends and bank holidays • Has been closed since April 2022 due to significant repairs being required. No complaints have been received
Ovingdean Undercliff Seafront BN2 5UF		✓	✓	✓		✓	1: gender neutral accessible toilet 4: women's cubicles 4: men's cubicles + urinal trough	<ul style="list-style-type: none"> • Unable to open due to insufficient budget
Preston Park Chalet Brighton BN1 6HN		✓	✓	✓		✓	1: gender neutral accessible toilet 2: women's cubicles 1: men's cubicle + 4 single urinals	<ul style="list-style-type: none"> • Unable to open due to insufficient budget • Preston Park Rotunda will be open in the summer
Queens Park Play Area Brighton BN2 0PB		✓				✓	2: gender neutral accessible toilets	<ul style="list-style-type: none"> • Unable to open due to insufficient budget • Users likely to be local residents • Risk as well used and popular park







£0.605m budget: sites to be closed from 1 April 2023

Toilet site	Facilities						Number of cubicles	Comments regarding closure
								
Rottingdean Recreation Ground BN2 7EG		✓					2: gender neutral accessible toilets	<ul style="list-style-type: none"> Unable to open due to insufficient budget Alternative facilities available at the newly refurbished Park Road, Rottingdean Risk as used for football and no other facilities available
Rottingdean Undercliff Seafront BN2 7HR		✓			✓	✓	1: gender neutral accessible toilet 3: gender neutral toilets	<ul style="list-style-type: none"> Unable to open due to insufficient budget Alternative facilities available at the newly refurbished Park Road, Rottingdean
Saltdean Oval Brighton BN2 8SJ			✓	✓		✓	1: women's cubicle 1: men's cubicle + 1 single urinal	<ul style="list-style-type: none"> Unable to open due to insufficient budget Alternative facilities available at the newly refurbished Saltdean Undercliff Tennis and bowls have access to toilet in the pavilion
St Ann's Well Gardens Hove BN3 1PA		✓	✓	✓		✓	1: gender neutral accessible toilet 3: women's cubicles 2: men's cubicle + 3 single urinals	<ul style="list-style-type: none"> Unable to open due to insufficient budget Risk as well used and popular park
Stanmer Village Brighton BN1 9PZ		✓	✓	✓		✓	1: gender neutral accessible toilet 2: women's cubicles 1: men's cubicle + 2 single urinals	<ul style="list-style-type: none"> Unable to open due to insufficient budget Other toilet facilities available nearby
Vale Park Portslade BN41 1AF			✓	✓		✓	2: women's cubicles 1: men's cubicle + urinal trough	<ul style="list-style-type: none"> Unable to open due to insufficient budget Users likely to be local residents Alternative facility nearby at the newly refurbished Station Road
Western Esplanade Hove seafront BN3 4GP		✓	✓	✓		✓	1: gender neutral accessible toilet 5: women's cubicles 3: men's cubicles + 2 urinal troughs	<ul style="list-style-type: none"> Unable to open due to insufficient budget Alternative facilities available at the newly refurbished Kings Esplanade and at Hove Lagoon
Wild Park Brighton BN1 9HT		✓				✓	1: gender neutral accessible toilet	<ul style="list-style-type: none"> Unable to open due to insufficient budget Risk as used for football and no other facilities available







£0.905m budget: sites to be open from 1 April 2023

Toilet site	Facilities						Number of cubicles	Winter	Summer	Comments
										
Black Rock Brighton seafront BN2 1EN		✓	✓	✓			1: gender neutral accessible toilet 1: women's cubicle 1: men's cubicle + 2 single urinals	Closed	Open	<ul style="list-style-type: none"> Usually closed in the winter
Blakers Park Brighton BN1 6FF		✓				✓	1: gender neutral accessible toilet 1: gender neutral cubicle	Closed	Open	<ul style="list-style-type: none"> Unable to open in the winter due to insufficient budget Users likely to be local residents Risk as park used for tennis and no other facilities available
Daltons Brighton seafront BN2 1TW	✓	✓	✓	✓		✓	1: women's Changing Places Toilet 1: women's accessible toilet 11: women's cubicles 1: women's family room 1: men's Changing Places Toilet 1: men's accessible toilet 6: men's cubicles + 5 single urinals 1: men's family room (post-refurbishment)	Closed	Open	<ul style="list-style-type: none"> Currently being refurbished Opportunity for income generation, subject to committee approval Central seafront location Range of facilities available Usually closed in winter due to location on lower promenade and businesses around it being closed
Goldstone Villas Hove BN3 3RU		✓	✓	✓		✓	1: gender neutral accessible toilet 4: women's cubicles 3: men's cubicles + urinal trough	Open	Open	<ul style="list-style-type: none"> Close to popular shopping area in central Hove
Hove Cemetery North / South BN3 7HB		✓					1: gender neutral accessible toilet	Open	Open	<ul style="list-style-type: none"> No other facilities nearby Required for funeral attendees
Hove Lagoon Hove seafront BN3 4LX		✓	✓	✓		✓	1: gender neutral accessible toilet 3: women's cubicles 2: men's cubicles + urinal trough	Open	Open	<ul style="list-style-type: none"> Popular high footfall, seafront location Multiple facilities in high use in the area







£0.905m budget: sites to be open from 1 April 2023







Toilet site	Facilities						Number of cubicles	Winter	Summer	Comments
										
Hove Park Hove BN3 6AD		✓	✓	✓		✓	1: gender neutral accessible toilet 2: women's cubicles 2: men's cubicles + urinal trough	Open	Open	<ul style="list-style-type: none"> Popular park with many sports users
Kings Esplanade Hove seafront BN3 4GP		✓	✓	✓		✓	1: gender neutral accessible toilet 5: women's cubicles 1: women's family room 1: men's cubicle (which is a family room) + 3 single urinals (post-refurbishment)	Open	Open	<ul style="list-style-type: none"> Currently being refurbished Opportunity for income generation, subject to committee approval Central seafront location Range of facilities available
Kings Road Playpark Brighton seafront BN1 2LN		✓			✓	✓	2: gender neutral accessible toilets 2: gender neutral toilets 4: gender neutral baby changing facilities	Open	Open	<ul style="list-style-type: none"> For playground users
Lawn Memorial Cemetery Brighton BN2 6DA		✓				✓	1: gender neutral accessible toilet	Open	Open	<ul style="list-style-type: none"> No other facilities nearby Busy cemetery Required for funeral attendees
Ovingdean Undercliff Seafront BN2 5UF		✓	✓	✓		✓	1: gender neutral accessible toilet 4: women's cubicles 4: men's cubicles + urinal trough	Closed	Open	<ul style="list-style-type: none"> Unable to open in winter due to insufficient budget
Park Road Rottingdean BN2 7HL		✓			✓	✓	1: gender neutral accessible toilet 2: gender neutral toilets (post-refurbishment)	Open	Open	<ul style="list-style-type: none"> Currently being refurbished, funded by the Parish Council Close to popular shopping area in Rottingdean
Peter Pans Play Area Brighton seafront		✓	✓	✓		✓	1: gender neutral accessible toilet 3: women's cubicles 3: men's cubicles	Open	Open	<ul style="list-style-type: none"> For playground users







£0.905m budget: sites to be open from 1 April 2023

Toilet site	Facilities						Number of cubicles	Winter	Summer	Comments
										
BN2 1PS							1: gender neutral baby changing facility			
Preston Park Rotunda Brighton BN1 6HU		✓	✓	✓		✓	1: gender neutral accessible toilet 2: women's cubicles 1: men's cubicle + 2 single urinals	Open	Open	<ul style="list-style-type: none"> Popular park with many sports users
Queens Park Play Area Brighton BN2 0PB		✓				✓	2: gender neutral accessible toilets	Open	Open	<ul style="list-style-type: none"> Users likely to be local residents Well used and popular park
Rottingdean Recreation Ground BN2 7EG		✓					2: gender neutral accessible toilets	Closed	Open	<ul style="list-style-type: none"> Alternative facilities available at the newly refurbished Park Road Unable to open in winter due to insufficient budget Risk in winter as used for football and no other facilities available
Rottingdean Undercliff Seafront BN2 7HR		✓			✓	✓	1: gender neutral accessible toilet 3: gender neutral toilets	Closed	Open	<ul style="list-style-type: none"> Unable to open in winter due to insufficient budget
Saltdean Undercliff Seafront BN2 7BP		✓	✓	✓		✓	1: gender neutral accessible toilet 7: women's cubicles 1: women's family room 3: men's cubicles + 6 single urinals 1: men's family room (post-refurbishment)	Open	Open	<ul style="list-style-type: none"> Currently being refurbished Opportunity for income generation, subject to committee approval







£0.905m budget: sites to be open from 1 April 2023

Toilet site	Facilities						Number of cubicles	Winter	Summer	Comments
										
Shelter Hall Brighton seafront BN1 1NB	✓	✓	✓	✓		✓	1: gender neutral Changing Places Toilet 1: gender neutral accessible toilet 11: women's cubicles 6: men's cubicles + 6 single urinals	Open	Open	<ul style="list-style-type: none"> Relatively new facility Opportunity for income generation, subject to committee approval Central seafront location Range of facilities available
St Ann's Well Gardens Hove BN3 1PA		✓	✓	✓		✓	1: gender neutral accessible toilet 3: women's cubicles 2: men's cubicles + 3 single urinals	Open	Open	<ul style="list-style-type: none"> Well used and popular park
Station Road Portslade BN41 1GA		✓	✓	✓		✓	1: gender neutral accessible toilet 4: women's cubicles; 1 with baby changing facilities 2: men's cubicles (1 with baby changing facilities) + 2 single urinals (post-refurbishment)	Open	Open	<ul style="list-style-type: none"> Currently being refurbished Opportunity for income generation, subject to committee approval Close to popular shopping area in Portslade
The Colonnade Brighton seafront BN2 1EN	✓	✓	✓	✓		✓	1: gender neutral Changing Places Toilet 1: women's accessible toilet 7: women's cubicles 1: men's accessible toilet 4: men's cubicles + 4 single urinals	Open	Open	<ul style="list-style-type: none"> Central seafront location Range of facilities available
Western Esplanade Hove seafront BN3 4GP		✓	✓	✓		✓	1: gender neutral accessible toilet 5: women's cubicles 3: men's cubicles + 2 urinal troughs	Open	Open	<ul style="list-style-type: none"> High footfall seafront location
West Pier Arches Brighton seafront		✓	✓	✓		✓	1: gender neutral accessible toilet 4: women's cubicles	Closed	Open	<ul style="list-style-type: none"> Relatively new facility







£0.905m budget: sites to be open from 1 April 2023										
Toilet site	Facilities						Number of cubicles	Winter	Summer	Comments
										
BN1 2JF							3: men's cubicles + 4 single urinals			<ul style="list-style-type: none">• Opportunity for income generation, subject to committee approval• Range of facilities available• Closed in winter as alternative facilities nearby

£0.905m budget: sites to be closed from 1 April 2023									
Toilet site	Facilities						Number of cubicles	Comments on closure	
									
Easthill Park Portslade BN41 2GA		✓	✓	✓		✓	1: gender neutral accessible toilet 1: women's cubicle 1: men's cubicle + 2 single urinals	<ul style="list-style-type: none"> Unable to open due to insufficient budget Users likely to be local residents Risk as community café does not have own facilities 	
Greenleas Hove BN3 8AD			✓	✓			1: women's cubicle 1: men's cubicle + 3 single urinals	<ul style="list-style-type: none"> Unable to open due to insufficient budget Users likely to be local residents Football clubs can book changing rooms which have toilets 	
Hollingbury Park Brighton BN1 7HS		✓				✓	1: gender neutral accessible toilet	<ul style="list-style-type: none"> Unable to open due to insufficient budget Users likely to be local residents Bowls club have own toilet Risk as park used for tennis and no other facilities available 	
King Alfred Hove seafront BN3 2BT		✓	✓	✓		✓	1: gender neutral accessible toilet 3: women's cubicles 2: men's cubicles + urinal trough	<ul style="list-style-type: none"> Unable to open due to insufficient budget Refurbished facility available at Kings Esplanade, with additional capacity, is a seven-minute walk 	
Norton Road Hove BN3 3BE		✓	✓	✓		✓	1: gender neutral accessible toilet 4: women's cubicles 4: men's cubicles + 4 single urinals	<ul style="list-style-type: none"> Unable to open due to insufficient budget Only open on weekends and bank holidays Has been closed since April 2022 due to significant repairs being required. No complaints have been received 	







£0.905m budget: sites to be closed from 1 April 2023

Toilet site	Facilities						Number of cubicles	Comments on closure
								
Preston Park Chalet Brighton BN1 6HN		✓	✓	✓		✓	1: gender neutral accessible toilet 2: women's cubicles 1: men's cubicle + 4 single urinals	<ul style="list-style-type: none"> Unable to open due to insufficient budget Preston Park Rotunda will be open in the summer
Saltdean Oval Brighton BN2 8SJ			✓	✓			1: women's cubicle 1: men's cubicle + 1 single urinal	<ul style="list-style-type: none"> Unable to open due to insufficient budget Alternative facilities available at the newly refurbished Saltdean Undercliff
Stanmer Village Brighton BN1 9PZ		✓	✓	✓		✓	1: gender neutral accessible toilet 2: women's cubicles 1: men's cubicle + 2 single urinals	<ul style="list-style-type: none"> Unable to open due to insufficient budget Other toilet facilities available nearby
Vale Park Portslade BN41 1AF			✓	✓		✓	2: women's cubicles 1: men's cubicle + urinal trough	<ul style="list-style-type: none"> Unable to open due to insufficient budget Users likely to be local residents Alternative facility nearby at the newly refurbished Station Road
Wild Park Brighton BN1 9HT		✓				✓	1: gender neutral accessible toilet	<ul style="list-style-type: none"> Unable to open due to insufficient budget Risk as used for football and no other facilities available

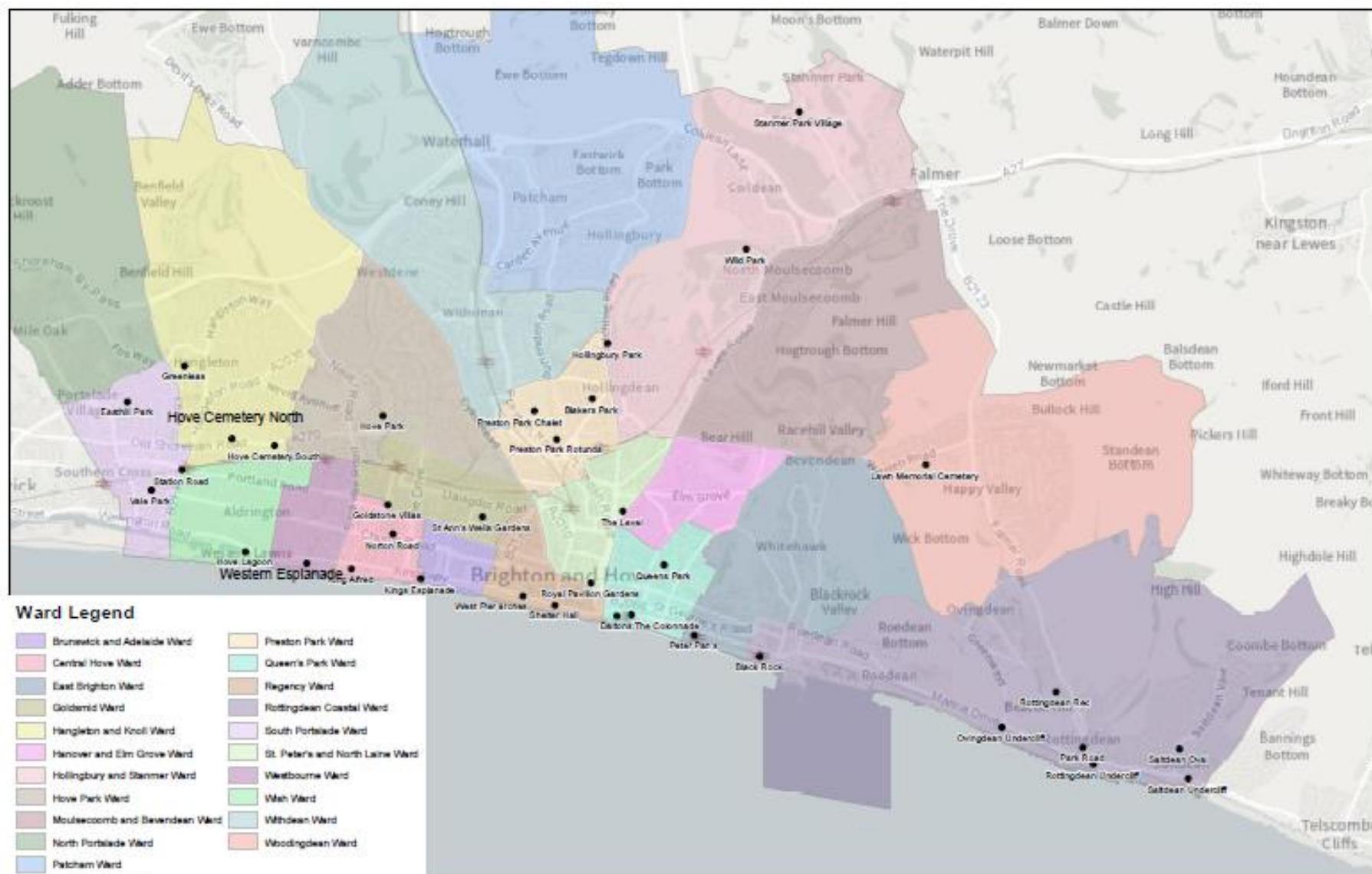
Conversations are ongoing regarding the Royal Pavilion Garden and The Level toilets

Toilet site	Facilities						Number of cubicles	Comments
								
Royal Pavilion Gardens Brighton BN1 1EE		✓	✓	✓		✓	1: women's accessible toilet 5: women's cubicles 1: men's accessible toilet 3: men's cubicles + 6 single urinals	<ul style="list-style-type: none"> Difficult site to maintain due to anti-social behaviour Conversations ongoing about the future of this site
The Level Brighton BN1 4SB	✓	✓			✓		1: gender neutral Changing Places Toilet 2: gender neutral accessible toilets	<ul style="list-style-type: none"> The toilets, along with café and mess room, currently closed due to issues with the building Conversations ongoing about the future of this site

Conversations are ongoing regarding the Royal Pavilion Garden and The Level toilets

Toilet site	Facilities						Number of cubicles	Comments
								
							3: gender neutral toilets	

Appendix 2: map of public toilet facilities by ward



Equality Impact and Outcome Assessment (EIA) Template - 2019

EIAs make services better for everyone and support value for money by getting services right first time.

1. Equality Impact and Outcomes Assessment (EIA) Template

First, consider whether you need to complete an EIA, or if there is another way to evidence assessment of impacts, or that an EIA is not needed.

Title of EIA	Public toilet closures	ID No.	
Team/Department	City Environment		
Focus of EIA	<p>The Public Toilet Team within City Environment is responsible for 36 public toilets sites across the city.</p> <p>Under the Public Health Act 1936, local authorities in England and Wales have a power, not a duty, to provide toilets for use by the public. Therefore, public toilets are not a statutory service.</p> <p>As part of the 2023/24 budget setting process, a £0.300m saving has been proposed for the public toilet budget. This Equality Impact Assessment assesses the impact proposed closures will have on the protected characteristics below.</p> <p>This document should be read in conjunction with the Public Toilet Report presented to Environment, Transport & Sustainability Committee on 17 January 2023.</p> <p>Within the report to Environment, Transport & Sustainability Committee there is also a proposal to introduce a charge to use some public toilets. This may have a cumulative impact on some protected characteristics.</p>		

2. Update on previous EIA and outcomes of previous actions

What actions did you plan last time? (List them from the previous EIA)	What improved as a result? What outcomes have these actions achieved?	What <u>further</u> actions do you need to take? (add these to the Action plan below)
An Equality Impact Assessment was not completed for the previous budget savings relating to public toilets.		

3. Review of information, equality analysis and potential actions

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Age	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. The population in Brighton & Hove in November 2022 ¹ : <ul style="list-style-type: none"> • 0-15 years: 44,750 • 16-64 years: 207,971 • 65+ years: 39,017 	In October 2022, emergency closures were made to manage a forecasted £0.400m pressure within the public toilet budget at that time. Since then, four complaints have been received where the age of users was cited as a reason for the complaint, three for children and one for 65+ years.	Older people may be disproportionately impacted if some public toilets are closed. Older people may have mobility issues which limit access to other toilets. They may need to use the toilet more often. Parents and carers may need more frequent access to public toilets for baby changing facilities. Small children have less control over their bladders and outings can be abruptly shortened if a child needs to use a toilet.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Place signage on the closed toilets, directing people to the nearest alternative and to the council website for more information. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.
Disability	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. There are 44,569 people (16.3% of the population) in Brighton & Hove whose daily activities are limited in some degree by a long-term health problem or disability ² .	In October 2022, emergency closures were made to manage a forecasted £0.400m pressure within the public toilet budget at that time. Since then, three complaints have been received where a disability was cited as a reason for the complaint.	Some people with certain disabilities may be disproportionately impacted if some public toilets are closed. People with certain disabilities may have mobility issues which limit access to other toilets. They may need to use the toilet more often.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Place signage on the closed toilets, directing people to the nearest alternative and to the council website for more information. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites

¹ [Local Insight \(communityinsight.org\)](https://communityinsight.org)

² [Equalities in Brighton & Hove: Data snapshot for equalities groups across the city \(bhconnected.org.uk\)](https://bhconnected.org.uk)

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: • advance equality of opportunity, • eliminate discrimination, and • foster good relations over to third parties.
Gender reassignment	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. It is estimated that at least 2,760 trans adults live in Brighton & Hove ¹ .	In October 2022, emergency closures were made to manage a forecasted £0.400m pressure within the public toilet budget at that time. No complaints have been received where gender reassignment was cited as a reason for the complaint.	Those undergoing or who have completed gender reassignment may be disproportionately impacted if some public toilets are closed. Transgender people may face discrimination due to people's perception about their gender.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Place signage on the closed toilets, directing people to the nearest alternative and to the council website for more information. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.
Pregnancy and maternity	Public toilets are available to those that live and visit the city. As such, data is not held on all service users.	In October 2022, emergency closures were made to manage a forecasted £0.400m pressure within the public toilet budget at that time. No complaints have been received where pregnancy or maternity were cited as a reason for the complaint.	Pregnant people may be disproportionately impact if some public toilets are closed. Pregnant people may need to use the toilet more often.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Place signage on the closed toilets, directing people to the nearest alternative and to the council website for more information. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites

¹ [Equalities in Brighton & Hove: Data snapshot for equalities groups across the city \(bhconnected.org.uk\)](https://www.bhconnected.org.uk/equalities-in-brighton-hove-data-snapshot-for-equalities-groups-across-the-city)

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: • advance equality of opportunity, • eliminate discrimination, and • foster good relations over to third parties.
Race/ethnicity Including migrants, refugees and asylum seekers	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all races/ethnicities will be affected by the closure of some public toilets.	No feedback received from this group regarding closure of public toilets.	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all races/ethnicities will be affected by the closure of some public toilets.	Whilst there is unlikely to be a disproportionate impact on this characteristic, the actions detailed for the other characteristics will apply here.
Religion or belief	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all religions and beliefs will be affected by the closure of some public toilets.	No feedback received from this group regarding closure of public toilets.	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all religions and beliefs will be affected by the closure of some public toilets.	Whilst there is unlikely to be a disproportionate impact on this characteristic, the actions detailed for the other characteristics will apply here.
Sex/Gender	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. In Brighton & Hove in November 2022 ¹ : • 147,035 males • 144,702 females	In October 2022, emergency closures were made to manage a forecasted £0.400m pressure within the public toilet budget at that time. No complaints have been received where sex/gender was cited as a reason for the complaint.	Women and girls may be disproportionately impacted if some public toilets are closed. Women and girls may need to use the toilet more often due to being on their period or going through the menopause.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Place signage on the closed toilets, directing people to the nearest alternative and to the council website for more information. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.

¹ [Local Insight \(communityinsight.org\)](https://communityinsight.org)

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Sexual orientation	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all members of the public will be affected by the closure of some public toilets.	No feedback received from this group regarding closure of public toilets.	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all members of the public will be affected by the closure of some public toilets.	Whilst there is unlikely to be a disproportionate impact on this characteristic, the actions detailed for the other characteristics will apply here.
Marriage and civil partnership	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all members of the public will be affected by the closure of some public toilets.	No feedback received from this group regarding closure of public toilets.	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all members of the public will be affected by the closure of some public toilets.	Whilst there is unlikely to be a disproportionate impact on this characteristic, the actions detailed for the other characteristics will apply here.
Community Cohesion	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all communities will be affected by the closure of some public toilets.	No feedback received from this group regarding closure of public toilets.	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all communities will be affected by the closure of some public toilets.	Whilst there is unlikely to be a disproportionate impact on this characteristic, the actions detailed for the other characteristics will apply here.
Other relevant groups Those on lower incomes	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. From January to December 2021 there were 8,300 workless households in Brighton & Hove (8.6% of households). No data is available on the number of children within these households ¹ .	In October 2022, emergency closures were made to manage a forecasted £0.400m pressure within the public toilet budget at that time. One complaint has been received which stated the user was able to buy a cup of coffee and use the facilities in a local café instead, but not everyone	Those on lower incomes may be disproportionately affected if some public toilets are closed.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Place signage on the closed toilets, directing people to the nearest alternative and to the council website for more information. Explore the alternative options for public toilets to

¹ [Labour Market Profile - Nomis - Official Census and Labour Market Statistics \(nomisweb.co.uk\)](https://nomisweb.co.uk/)

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
	In November 2022, there were 7,860 (3.8% of the population) out-of-work benefit claimants ¹ .	can afford to do this.		remain open without council funds e.g. handing sites over to third parties.
Other relevant groups Parents and carers	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. In Brighton & Hove in November 2022 ² : <ul style="list-style-type: none"> • 0-15 years: 44,750 	As above, since the emergency closures were made three complaints have been received where the young age of users was cited as a reason for the complaint.	Parents and carers of young children may be disproportionately affected if some public toilets are closed. They may need more frequent access to public toilets for baby changing facilities. Small children have less control over their bladders and outings can be abruptly shortened if a child needs to use a toilet.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Place signage on the closed toilets, directing people to the nearest alternative and to the council website for more information. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.
Other relevant groups Rough sleepers	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. In December 2021, the number of people sleeping on the streets on a given night in Brighton & Hove was 27 ³ .	In October 2022, emergency closures were made to manage a forecasted £0.400m pressure within the public toilet budget at that time. No complaints have been received where facilities for rough sleepers was cited as a reason for the complaint.	Rough sleepers may be disproportionately impacted if some public toilets are closed. They may feel a greater stigma when using other facilities and may not feel welcome.	Publicise other toilets available, such as museums, shopping centres etc. Place signage on the closed toilets, directing people to the nearest alternative and to the council website for more information. Explore the alternative options for public toilets to

¹ [Labour Market Profile - Nomis - Official Census and Labour Market Statistics \(nomisweb.co.uk\)](https://nomisweb.co.uk)

² [Local Insight \(communityinsight.org\)](https://communityinsight.org)

³ [274,000 people in England are homeless, with thousands more likely to lose their homes - Shelter England](https://www.shelter.org.uk)

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: <ul style="list-style-type: none">• advance equality of opportunity,• eliminate discrimination, and• foster good relations
				remain open without council funds e.g. handing sites over to third parties. Provide information on the facilities available to rough sleepers, including First Base, Antifreeze and the Clocktower Sanctuary.
Whilst not protected characteristics: other relevant groups	Public toilets are available to those that live and visit the city. As such, data is not held on all service users.	In October 2022, emergency closures were made to manage a forecasted £0.400m pressure within the public toilet budget at that time. Three complaints have been received about the impact this has on people partaking in exercise across the city. One complaint was received above the impact this has on people working outside across the city.	Those partaking in exercise across the city and those working outside may be disproportionately affected if some public toilets are closed. They may have nowhere else to go nearby.	Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties. Place signage on the closed toilets, directing people to the nearest alternative and to the council website for more information. Explore options for a Community Toilet Scheme whereby businesses allow non-customers to use their toilets.
Cumulative impact	There is also a proposal to charge for some public toilets in the city. An EIA for this is contained in Appendix 3 of the report to Environment, Transport & Sustainability Committee. This includes actions to reduce the impact on members of the public. The two proposals together may have a cumulative impact on some Groups.			
Assessment of overall impacts and any further recommendations				

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
<p>The closure of some public toilet sites will have a disproportionate impact on some protected characteristics. This will be mitigated, to some extent, by the actions detailed in section 5. The purpose of closing some sites is to ensure the service can operate within budget and not impact on other council services. Public toilets are a non-statutory service and statutory services have to be prioritised with the limited council budget available. In addition to the actions detailed in section 3 against relevant Groups, City Environment will also look at what the alternative options are to enable more public toilets to stay open without council funds. This includes handing over sites to third parties, where it is appropriate to do so.</p>				

4. List detailed data and/or community feedback that informed your EIA

Title (of data, research or engagement)	Date	Gaps in data	Actions to fill these gaps: who else do you need to engage with? (add these to the Action Plan below, with a timeframe)
As per footnotes in section 3			

5. Prioritised Action Plan

Impact identified and group(s) affected	Action planned	Expected outcome	Measure of success	Timeframe
NB: These actions must now be transferred to service or business plans and monitored to ensure they achieve the outcomes identified.				
For all groups	Publicise other toilets available, such as libraries, museums, shopping centres etc.	Improved website content Residents and visitors are aware of the toilet facilities across the city	Members of the public informed of the toilet facilities across the city	The content on the website will be updated in February 2023
	Place signage on the closed toilets, directing people to the nearest alternative and to the	Improved website content Residents and visitors are aware of the toilet facilities across the city	Members of the public informed of the toilet facilities across the city	The content on the website will be updated in February 2023

	council website for more information.			
	Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.	Toilets currently planned for closure will be reopened, with other businesses and organisations taking on responsibility for them	The number of toilets currently planned for closure that have been reopened	12 to 36 months
Rough sleepers	Provide information on the facilities available to rough sleepers, including First Base, Antifreeze and the Clocktower Sanctuary	Rough sleepers are aware of the toilet facilities across the city	Rough sleepers informed of the toilet facilities across the city	Once a decision has been made at Budget Council on 23 February 2023, communications will take place

EIA sign-off: (for the EIA to be final an email must sent from the relevant people agreeing it or this section must be signed)

Staff member completing Equality Impact Assessment:

Date:

Directorate Management Team rep or Head of Service/Commissioning:

Date:

CCG or BHCC Equality lead:

Date:

Equality Impact and Outcome Assessment (EIA) Template - 2019

EIAs make services better for everyone and support value for money by getting services right first time.

1. Equality Impact and Outcomes Assessment (EIA) Template

First, consider whether you need to complete an EIA, or if there is another way to evidence assessment of impacts, or that an EIA is not needed.

Title of EIA	Public toilet charging	ID No.	
Team/Department	City Environment		
Focus of EIA	<p>The Public Toilet Team within City Environment is responsible for 36 public toilets sites across the city.</p> <p>Under the Public Health Act 1936, local authorities in England and Wales have a power, not a duty, to provide toilets for use by the public. Therefore, public toilets are not a statutory service.</p> <p>To supplement the current public toilet budget and reduce the council's overall budget gap, it is proposed that charging is introduced at sites across the city.</p> <p>This Equality Impact Assessment assesses the impact charging will have on the protected characteristics below.</p> <p>This document should be read in conjunction with the Public Toilet Report presented to Environment, Transport & Sustainability Committee on 17 January 2023.</p> <p>As part of the 2023/24 budget setting process, a £0.300m saving has been proposed for the public toilet budget. This may have a cumulative impact on some protected characteristics.</p>		

2. Update on previous EIA and outcomes of previous actions

What actions did you plan last time? (List them from the previous EIA)	What improved as a result? What outcomes have these actions achieved?	What <u>further</u> actions do you need to take? (add these to the Action plan below)
An Equality Impact Assessment has not completed before on the introduction of charging at public toilets.		

3. Review of information, equality analysis and potential actions

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Age	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. The population in Brighton & Hove in November 2022 ¹ : <ul style="list-style-type: none"> • 0-15 years: 44,750 • 16-64 years: 207,971 • 65+ years: 39,017 	No feedback received from this group regarding charging at public toilets.	Older people may be disproportionately impacted if charging is introduced. Older people may need to use the toilet more often.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.
Disability	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. There are 44,569 people (16.3% of the population) in Brighton & Hove whose daily activities are limited in some degree by a long-term health problem or disability ² .	No feedback received from this group regarding charging at public toilets.	Some people with certain disabilities may be disproportionately impacted if charging is introduced. People with certain disabilities may need to use the toilet more often.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.
Gender reassignment	Public toilets are available to those that live and visit the city. As such, data is not	No feedback received from this group regarding charging at public toilets.	Those undergoing or who have completed gender reassignment may be disproportionately impacted	Publicise other toilets available, such as libraries, museums, shopping

¹ [Local Insight \(communityinsight.org\)](https://communityinsight.org/)

² [Equalities in Brighton & Hove: Data snapshot for equalities groups across the city \(bhconnected.org.uk\)](https://bhconnected.org.uk/)

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
	held on all service users. It is estimated that at least 2,760 trans adults live in Brighton & Hove ¹ .		if charging is introduced. Transgender people may face discrimination due to people's perception about their gender.	centres etc. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.
Pregnancy and maternity	Public toilets are available to those that live and visit the city. As such, data is not held on all service users.	No feedback received from this group regarding charging at public toilets.	Pregnant people may be disproportionately impact if charging is introduced. Pregnant people may need to use the toilet more often.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.
Race/ethnicity Including migrants, refugees and asylum seekers	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all races/ethnicities will be affected by charging at public toilets.	No feedback received from this group regarding charging at public toilets.	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all races/ethnicities will be affected by charging at public toilets.	Whilst there is unlikely to be a disproportionate impact on this characteristic, the actions detailed for the other characteristics will apply here.
Religion or belief	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all religions and beliefs will be affected by charging at public toilets.	No feedback received from this group regarding charging at public toilets.	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all religions and beliefs will be affected by charging at public toilets.	Whilst there is unlikely to be a disproportionate impact on this characteristic, the actions detailed for the other characteristics will apply here.

¹ [Equalities in Brighton & Hove: Data snapshot for equalities groups across the city \(bhconnected.org.uk\)](https://www.bhconnected.org.uk/equalities-in-brighton-hove)

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
Sex/Gender	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. The population in Brighton & Hove in November 2022 ¹ : <ul style="list-style-type: none"> • 147,035 males • 144,702 females 	No feedback received from this group regarding charging at public toilets.	Women and girls may be disproportionately impacted if charging is introduced. Women and girls may need to use the toilet more often due to being on their period or going through the menopause.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.
Sexual orientation	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all members of the public will be affected by charging at public toilets.	No feedback received from this group regarding charging at public toilets.	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all members of the public will be affected by charging at public toilets.	Whilst there is unlikely to be a disproportionate impact on this characteristic, the actions detailed for the other characteristics will apply here.
Marriage and civil partnership	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all members of the public will be affected by charging at public toilets.	No feedback received from this group regarding charging at public toilets.	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all members of the public will be affected by charging at public toilets.	Whilst there is unlikely to be a disproportionate impact on this characteristic, the actions detailed for the other characteristics will apply here.
Community Cohesion	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all communities will be affected by charging at public toilets.	No feedback received from this group regarding charging at public toilets.	Whilst there is unlikely to be a disproportionate impact on this specific characteristic, all communities will be affected by charging at public toilets.	Whilst there is unlikely to be a disproportionate impact on this characteristic, the actions detailed for the other characteristics will apply here.
Other relevant groups	Public toilets are available to those that live and visit the city. As such, data is not	In October 2022, emergency closures were made to manage a	Lower income families and individuals may be disproportionately impacted	Publicise other toilets available, such as libraries, museums, shopping

¹ [Local Insight \(communityinsight.org\)](https://communityinsight.org)

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: <ul style="list-style-type: none"> • advance equality of opportunity, • eliminate discrimination, and • foster good relations
	held on all service users. From January to December 2021 there were 8,300 workless households in Brighton & Hove (8.6% of households). No data is available on the number of children within these households ¹ . In November 2022, there were 7,860 (3.8% of the population) out-of-work benefit claimants ² .	forecasted £0.400m pressure within the public toilet budget at that time. One complaint has been received which stated the user was able to buy a cup of coffee and use the facilities in a local café instead, but not everyone can afford to do this.	if charging is introduced.	centres etc. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.
Other relevant groups Parents and carers	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. In Brighton & Hove in November 2022 ³ : <ul style="list-style-type: none"> • 0-15 years: 44,750 	No feedback received from this group regarding charging at public toilets.	Parents and carers of young children may be disproportionately impacted if charging is introduced. Parents and carers of young children may need more frequent access to public toilets for baby changing facilities and for young children to use the facilities.	Publicise other toilets available, such as libraries, museums, shopping centres etc. Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.
Other relevant groups Rough sleepers	Public toilets are available to those that live and visit the city. As such, data is not held on all service users. In December 2021, the	No feedback received from this group regarding charging at public toilets.	Rough sleepers may be disproportionately impacted if charging is introduced. They may not be able to afford the charge to access	Publicise other toilets available, such as libraries, museums, shopping centres etc. Explore the alternative

¹ [Labour Market Profile - Nomis - Official Census and Labour Market Statistics \(nomisweb.co.uk\)](https://nomisweb.co.uk)

² [Labour Market Profile - Nomis - Official Census and Labour Market Statistics \(nomisweb.co.uk\)](https://nomisweb.co.uk)

³ [Local Insight \(communityinsight.org\)](https://communityinsight.org)

Groups to assess	What do you know? Summary of data about your service-users and/or staff	What do people tell you? Summary of service-user and/or staff feedback	What does this mean? Impacts identified from data and feedback (actual and potential)	What can you do? All potential actions to: <ul style="list-style-type: none">• advance equality of opportunity,• eliminate discrimination, and• foster good relations
	number of people sleeping on the streets on a given night in Brighton & Hove was 27 ¹ .		the toilet facilities or to wash. They may feel a greater stigma when using other facilities and may not feel welcome.	options for public toilets to remain open without council funds e.g. handing sites over to third parties. Provide information on the facilities available to rough sleepers, including First Base, Antifreeze and the Clocktower Sanctuary.
Cumulative impact	There is also a proposal to close some public toilets in the city. An EIA for this is contained in Appendix 2 of the report to Environment, Transport & Sustainability Committee. This includes actions to reduce the impact on members of the public. The two proposals together may have a cumulative impact on some Groups.			
Assessment of overall impacts and any further recommendations				
The introduction of charging at some public toilet sites will have a disproportionate impact on some protected characteristics. This will be mitigated, to some extent, by the actions detailed in section 5. The purpose of introducing charging is to sustain as much public toilet provision as possible and reduce the likelihood of further closures, which would have a further negative impact on some Groups. In addition to the actions detailed in section 3 against relevant Groups, City Environment will also look at what the alternative options are to enable more public toilets to stay open without council funds. This includes handing over sites to third parties, where it is appropriate to do so.				

4. List detailed data and/or community feedback that informed your EIA

Title (of data, research or engagement)	Date	Gaps in data	Actions to fill these gaps: who else do you need to engage with? (add these to the Action Plan below, with a timeframe)
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¹ [274,000 people in England are homeless, with thousands more likely to lose their homes - Shelter England](#)

5. Prioritised Action Plan

Impact identified and group(s) affected	Action planned	Expected outcome	Measure of success	Timeframe
NB: These actions must now be transferred to service or business plans and monitored to ensure they achieve the outcomes identified.				
For all groups	Publicise other toilets available, such as libraries, museums, shopping centres etc.	Improved website content Residents and visitors are aware of the toilet facilities across the city		The content on the website will be updated in February 2023
	Explore the alternative options for public toilets to remain open without council funds e.g. handing sites over to third parties.	Toilets currently planned for closure will be reopened, with other businesses and organisations taking on responsibility for them	The number of toilets currently planned for closure that have been reopened	12 to 36 months
Rough sleepers	Provide information on the facilities available to rough sleepers, including First Base, Antifreeze and the Clocktower Sanctuary	Rough sleepers are aware of the toilet facilities across the city	Rough sleepers informed of the toilet facilities across the city	Once a decision has been made at Budget Council on 23 February 2023, communications will take place

EIA sign-off: (for the EIA to be final an email must sent from the relevant people agreeing it or this section must be signed)

Staff member completing Equality Impact Assessment:

Date:

Directorate Management Team rep or Head of Service/Commissioning:

Date:

CCG or BHCC Equality lead:

Date:

Appendix 5: Community Toilet Scheme Research

Background

Brighton & Hove City Council previously participated in a Community Toilet Scheme (CTS) called 'Use Our Loo'. *It started in 2000 as the 'You're Welcome' scheme and was designed to encourage businesses to open up their toilets to the public. They are asked to display a sticker and their details are displayed in tourist information, the city map and online.*

As reported in 2012¹, uptake was limited, with 19 businesses involved. The concerns that businesses had in participating in the scheme related to:

- *Anti-social behaviour*
- *Opening up their premises to 'all and sundry'*
- *Costs incurred such as water metering, cleaning and supplies*
- *Insurance implications*

Feedback was also that smaller businesses found it difficult to participate in the scheme due to:

- *Less likely to be accessible toilets*
- *Lack of supervision of facilities*
- *Location of toilets within small businesses can be inaccessible and present security issues*
- *Less resources for cleaners*
- *The rate at which these businesses were going under, there was no guarantee that they would still be there in 6 months*
- *Impact on insurance.*

At the time, no financial incentives were offered by the council to participate in the scheme.

Because of the relatively poor uptake owing to local business concerns above, the council decided to alter the nature of the CTS by not keeping participant's facilities open to the general public. Instead, there were plans in 2012 to adapt the Use Our Loos Scheme for use from the general public to only those with specific medical needs. There were plans to issue 'Can't Wait Cards' to those eligible. Since this time, the limited officer resource has focused on the public toilet cleaning and maintenance contract, when it was delivered by a contractor and, more recently, the insourcing of the service and now direct cleaning and maintenance.

Desktop research

Desktop research has been completed into the CTS run by other local authorities:

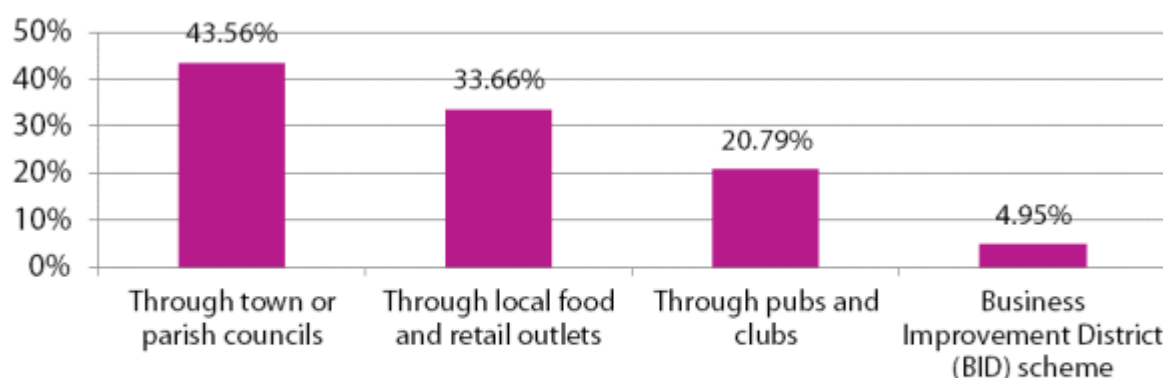
Authority	How many toilets does your local authority provide?	How long has the CTS been in place?	Is a fee paid to those businesses participating in the CTS?
Bristol City Council	<ul style="list-style-type: none">• 18: council maintained public toilet sites in parks throughout the city• 9: council buildings• 21: open access sites e.g. shopping centres• 83: businesses / organisations participating in a CTS	Since 2018	No
Cardiff	<ul style="list-style-type: none">• 36: council maintained public toilet sites, of which 35 are council buildings	Since 2019	No

¹ Publicly Accessible Toilets Scrutiny Panel Report, July 2013 available at <https://www.brighton-hove.gov.uk/sites/default/files/migrated/article/inline/final%20publicly%20accessible%20report%20for%20OSC.pdf>

Authority	How many toilets does your local authority provide?	How long has the CTS been in place?	Is a fee paid to those businesses participating in the CTS?
	<ul style="list-style-type: none"> 2: in open access sites e.g. shopping centres / train stations 3: businesses / organisations participating in a CTS 		
City of London	<ul style="list-style-type: none"> 2: council maintained public toilet sites 2: council buildings 12: open access sites e.g. shopping centres 60: businesses / organisations participating in a CTS 4: other (Urilifts) 	Since 2010	Yes - £600 per year regardless of facilities offered
London Borough of Richmond Upon Thames	<ul style="list-style-type: none"> Unknown: council maintained public toilet sites – the council still maintain toilets in parks, libraries, and cemeteries 8: council buildings (libraries) Unknown: open access sites e.g. shopping centres 49: businesses / organisations participating in a CTS 	Started in late 1990s and officially launched in 2003	Yes – £1000 per year if open seven days a week, and £800 if not (payments made six months in arrears and six months in advance)
Poole	<ul style="list-style-type: none"> 19: council maintained public toilet sites 3: council buildings 1: open access sites e.g. shopping centres 17: businesses / organisations participating in a CTS 	Since 2016 – shut all toilets in the town centre (4) when introducing the CTS	Yes – criteria are used to score the facilities available and a payment made accordingly; this ranges from £300 to £1000
Wealden District Council	<ul style="list-style-type: none"> 4: council maintained public toilet sites 4: council buildings 0: open access sites e.g. shopping centres 17: businesses / organisations participating in a CTS 	Since 2009	Yes – dependent on opening hours and facilities available; ranges from £500 to £1560

A July 2022 report from the [Association for Public Service Excellence](#) (APSE) presents the results of a survey conducted with APSE member councils on public toilet provision, including alternative arrangements for public toilet provision. This includes:

Has the council developed alternative arrangements for public toilet provision?



The responding councils have several different approaches to alternative arrangements for public toilet provision, with the most popular two being through town and parish councils (43.56%) and through local food and retail outlets (33.66%) via community comfort schemes. Several others also have alternative solutions through things like privately run toilets or use other council owned facilities such as sports centres, libraries and customer centres.

Considerations for Brighton & Hove City Council

In determining whether to introduce a CTS in Brighton & Hove, the following needs to be considered:

Item	Necessary?	Cost
Fee paid to participants	Optional	£300-£1560 per site per annum based on other council examples
Signage costs	Mandatory	Unknown
Administration costs i.e. staff and associated costs relating to: <ul style="list-style-type: none"> • Liaising with and supporting participants • Inspecting sites to ensure compliance 	Mandatory	Based on other council examples, at least 1 FTE
Initial advertising costs	Optional	Unknown

If the council wanted to introduce a CTS, a budget would need to be allocated. This would be to fund a dedicated officer to administer the scheme and pay businesses to participate. At present, there is no identified budget for this purpose. An alternative is for the CTS to be funded from the public toilet budget, which would reduce the number of sites that could be opened. Therefore, at this time, it is not recommended that a CTS is introduced.

