

# City Environment, South Downs & The Sea Committee

Date: **19 September 2023**

Time: **4.00pm**

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

Members: **Councillors:** Rowkins (Chair), Fowler (Deputy Chair), Pickett (Opposition Spokesperson), Alexander, Burden, Galvin, Muten, Robinson, C Theobald and Winder

Contact: **John Peel**  
Democratic Services Officer  
01273 291058  
[john.peel@brighton-hove.gov.uk](mailto:john.peel@brighton-hove.gov.uk)

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# AGENDA

Part One

Page

## PROCEDURAL MATTERS

### 11 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.*

### 12 MINUTES

7 - 16

To consider the minutes of the meeting held on 20 June 2023

Contact Officer: John Peel

Tel: 01273 291058

### 13 CHAIRS COMMUNICATIONS

## 14 CALL OVER

- (a) Items 18 - 20 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.

## 15 PUBLIC INVOLVEMENT

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 13 September 2023;
- (c) **Deputations:** To receive any deputations submitted by the due date of 12 noon on the 13 September 2023.

## 16 ITEMS REFERRED FROM COUNCIL

17 - 22

To consider items referred from the last meeting of Full Council held on 20 July 2023

## 17 MEMBER INVOLVEMENT

To consider the following matters raised by Members:

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

## 18 CITY ENVIRONMENT IMPROVEMENT PROGRAMME UPDATE

23 - 42

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Rachel Chasseaud

Tel: 01273 290753

Ward Affected: All Wards

## 19 GRAFFITI TAGGING REDUCTION STRATEGY - ROUTE TO IMPROVEMENT

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Lynsay Cook

Tel: 01273 291851

## **20 WASTE REDUCTION AND RECYCLING**

**43 - 52**

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Lynsay Cook

Tel: 01273 291851

## **21 ITEMS REFERRED FOR FULL COUNCIL**

To consider items to be submitted to the 19 October 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](mailto:john.peel@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)

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**Brighton & Hove City Council**  
**City Environment, South Downs & The Sea Committee**

**4.00pm 20 June 2023**

**Council Chamber, Hove Town Hall**

**Minutes**

**Present:** Councillor Rowkins (Chair) Fowler (Deputy Chair), Pickett (Opposition Spokesperson), Alexander, Burden, Galvin, Muten, Robinson and Winder

**Part One**

**1 PROCEDURAL BUSINESS**

**1(a) Declarations of substitutes**

1.1 There were none.

**1(b) Declarations of interest**

1.2 Councillor Fowler declared a non-pecuniary interest in Item 8 as a small business owner in the city.

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

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

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

**2 CHAIRS COMMUNICATIONS**

2.1 The Chair provided the following communications:

First, I'd like to take the opportunity to sincerely thank residents across the city for their support and the trust they placed in us in this year's local elections. As a group of candidates, we knocked on thousands of doors. We spoke to different people, in different parts of the city – but the message was the same everywhere. The state of our city, our neighbourhoods, is unacceptable. Our refuse collections are unreliable, weeds grow unchecked, our public toilets are closed, litter lines the streets and our recycling is

among the worst in the country. One voter summed it up in a way that really resonated with me. She said: “I used to feel so proud of this city. Now, when people come to visit, I just feel embarrassed.”

Restoring our basic services and improving the look and feel of the city formed the core of our promise to voters, and much of that work falls within the remit of this committee. There are some complex challenges ahead, and some of them will take time to overcome. But residents rightly want to see action, and so, on the weekend of July 15th and 16th, our councillors will be out in their wards as part of our Big Clean Up Weekend, tackling notorious grot spots and cleaning up their neighbourhoods. This will be supported by our brilliant City Clean staff who will provide equipment and collect the waste, and we will of course welcome the involvement of any volunteers and community groups.

Immediately after the election, we communicated to officers that we wanted to see our public toilets open as soon as possible and asked them to redouble efforts to recruit staff. I'm pleased to report that 23 public toilets around the city are now open. In addition to improving the condition of these toilets, after years of neglect, we've provided additional facilities to make them more accessible to everyone in the city. These include ambulant toilets for those who need handrails, family rooms with baby change tables and smaller children's toilets, and Changing Places toilets that support the needs of all people with disabilities.

Another cause for great concern among residents in many parts of the city has been the growth of weeds and the impact that has on the safety and accessibility of our pavements. We are currently reviewing our available resources and liaising with external groups and other local authorities to assess what additional tools we may need and how we can best deploy them around the city to deliver the improvement residents rightly demand to see. We will be working on a new policy that will come to this committee later in the year.

We intend to be an outward-facing administration that engages with anybody who wants to work constructively to improve the lives of residents. I have personally already met with numerous campaign groups and outside bodies to benefit from their expertise and ideas and will continue to do so.

I would like to just draw attention to the name of this committee. City Environment, South Downs and The Sea. These two natural wonders, to the north and south respectively, define this city just as much as our residents and cultures, and we have a duty to protect them. With the South Downs representing half of the footprint of Brighton & Hove, we also have incredible opportunities to support biodiversity – opportunities that few other cities have. And as custodians of the coastline, we must work collectively with our neighbours to restore marine habitats and prevent waste from all elements of our activity from entering and further polluting the water.

Finally, I want to thank officers here at the council for communicating a vast amount of information to us in a short period of time and helping us to get up to speed as quickly as possible. Despite there not being a single gripe or complaint from anybody, the amount of hard work that has been done in recent weeks and months has not gone unnoticed.



This committee has a long to-do list, comprised of complex problems and I look forward to working with you all to deliver for our residents.

### **3 CALL OVER**

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

- Item 8: Environmental Enforcement Update
- Item 9: Playground Refurbishment Update

3.2 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 7: Constitutional Matters

### **4 PUBLIC INVOLVEMENT**

#### **(B) Written Questions**

##### **1) Air pollution**

4.1 Adrian Hart read the following question:

“Two years ago, at council, it was agreed that a real time, publicly accessible air pollution network was to be created. Increasing the number of air quality sensors and increasing public awareness was one of the coroner's recommendations in preventing future deaths from air pollution in Ella Kissi Debrah's inquest. Please, when this will be available?”

4.2 The Chair provided the following reply:

“Thank you for your question, Adrian.

Funding has been made available for this type of air quality sensor equipment to be purchased. This will provide an enhanced monitoring and reporting capability for the city's residents.

Part of this new approach also requires new automatic monitoring stations that are needed to ensure that the real-time data is accurate. Officers are therefore currently considering the procurement options for this project and expect that the data will be available on the council's website by the end of 2023.

I am happy to update you in writing with a more concise timeline as further progress is made”.

4.3 Adrian Hart asked the following supplementary question:

“What are your priorities in reducing air pollution?”

4.4 The Chair provided the following reply:

“I completely agree it needs to be treated as a priority. There is actually a deputation coming on the subject of air quality which illustrates the extent to which residents and external groups see this as a priority. One of my first briefings I asked for was what monitoring of air quality we currently have and I’m just in the process of getting that information”.

## **(C) Deputations**

### **(1) Fairlight improvements**

4.5 The Committee considered a deputation requesting environment improvements in the Fairlight area.

4.6 The Chair provided the following response:

“Thank you for your detailed deputation and for everything you are doing to try and improve your local area.

Your deputation covers a lot of areas for improvement so I will take these one at a time. On communal bins for recycling and glass, Cityclean has identified St Leonard’s Road, Hastings Road, Fairlight Place and Pevensey Road (plus other roads in the area) as being suitable for communal bins for recycling and glass, as well as refuse. However, due to complex operational and capacity issues, Cityclean is not currently able to extend the communal bins provision in the area. I hope this can be looked at again in the near future, and I will ask officers to keep a record of suitable locations where there is a known desire from residents for these changes. As you may already know, one of our top priorities is to significantly improve our refuse collection service, and those improvements include greater flexibility in order to respond to requests such as these. In the meantime, Cityclean could roll out black recycling wheelie bins to streets in this area. There is a need to move away from black boxes for recycling across the city. As you rightly say, these boxes cause litter and the recycling in these boxes often gets wet or contaminated, making it much harder to recycle. Recycling wheelie bins are also much easier for Cityclean operatives to empty, reducing manual handling issues.

A recycling bin can contain the recycling of many recycling boxes, which can also help reduce street clutter. If this is something you are interested in, I can request Cityclean undertakes a consultation with residents on relevant streets to get their feedback.

The cycle hangar programme is now under review following a request from Councillors. This review will be reported to the Transport & Sustainability Committee in July to allow Councillors to consider the programme and make appropriate recommendations for its progress.

Following this review, cycle hangars can be proposed in the areas around Fairlight Primary School, and I am happy to provide details on how to go about that. In the meantime, the nearest currently installed hangars are on Franklin Street, Hartington Road and Shanklin Road.

Residents can view a map of the currently installed hangars, and add themselves to the waiting lists for spaces by searching Brighton & Hove on the Falco website at [www.rentals.falco.co.uk](http://www.rentals.falco.co.uk)

With regard to dog waste, dog owners are breaking the law if they do not pick up after their dog, and it is of course a public health risk. Dog owners really must take responsibility for their pets, and the fact that some do not is completely unacceptable.

Cityclean does issue the maximum allowable fine to people who do not clear up after their dog, but it is difficult to be in the right place at the right time to catch an irresponsible dog owner.

The Environmental Enforcement Team can stencil areas where there is a problem with dog waste, with messages to clear it up and warning them that they may be fined. I have asked them to visit St Leonard's Road, Hastings Road, Fairlight Place and Pevensey Road to do this and I have also asked the team to increase patrols in the area.

Ideally, we would like to catch more people in the act. If residents are able to identify a pattern in terms of when dog waste appears, I would ask them to report that information using the Report a Problem link on the council's website so we can try and have an officer on location at the right time.

I also want to add that this issue came up on the doorstep regularly during our campaign, and the feeling is that the problem has got worse in recent years. As such, we will be reviewing current policy to see what further measures we can take. In the meantime, I have asked officers to develop plans for an advertising campaign aimed at reducing the amount of dog waste left on the streets.

Regarding the street lighting at the end of Hastings Road, it is extremely worrying to hear that this has become a safety concern. It is no secret that the council's finances are in a very poor state and so, sadly at this stage the council is only able to maintain the existing stock, and not invest in improvements.

I love the idea of a green wall – they were identified in our manifesto as something we'd like to see more of, at least on council-owned buildings. When it comes to privately owned buildings, it would of course need to be done with the full support and involvement of the relevant property owners and, at this stage, it would need to be maintained by the community. I am happy to ask officers from Highways and or City Parks to follow this up with you.

Finally, I am very happy to attend future community meetings to explore these ideas. All three of your ward councillors sit on this committee and we will do whatever we can to support your community in their efforts to improve the area".

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

## (2) **Air Quality**

4.8 The Committee considered a deputation that request local action on high levels of air pollution in the city.

4.9 The Chair provided the following response:

"Thank you for presenting your deputation to this committee today on behalf of your colleagues and for further emphasising the impact of poor air quality and emissions on people's lives.

Our manifesto made clear pledges to create a sustainable, healthy environment and ensure there are more sustainable ways to get around the city. You are absolutely right to highlight health inequality, and I completely agree that air quality should be a fundamental aspect of how we create a fairer and more equal society.

I strongly support the principle of preventative healthcare, and the evidence around the impacts of poor air quality on human health is both compelling and ever-growing. One of the first briefings I requested coming into this role was the extent of, and data from, our air quality monitoring stations. The Air Quality Action Plan agreed by the former

Environment, Transport & Sustainability Committee contained some commendable aspirations, but we now need to review what progress has been made towards their attainment.

As you have heard in the earlier public question, there are also plans underway to install further air quality monitoring in the city and to make the live data available to the public. The transport aspect of this issue will of course not fall within the remit of this committee. However, there is inescapable overlap between us and the new Transport & Sustainability committee and Cllr Trevor Muten and I will be working closely on future policy.

Information and awareness are critical to reducing pollution and your deputation at the first meeting of this committee today is a helpful reminder that we want public health to inform every council decision. We will be working on our policies in this area over the coming weeks and months and will be very pleased to have your input”.

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

## 5 ITEMS REFERRED FROM COUNCIL

### (A) Petitions

4.1 The Committee considered a petition, referred from Full Council, requesting a relocation of recycling bins in the Coldean area.

4.2 The Chair provided the following response:

“Thank you for your petition. This site is one of a number of points across the city that provides additional recycling capacity for residents to dispose of excess dry mixed recycling, as well as materials that are not collected in their kerbside collections. It includes cartons, small electrical equipment, textiles and shoes.

This is a good general location for a bring site as the pavement is wide enough to accommodate the containers. It is also on a popular junction and route, making it easy for residents to dispose of their recyclable waste.

Officers have reviewed suitable alternatives in the area, and one has been identified, namely the space on the pavement to the other side of the entrance to Ruby’s car park, to the left as you look at the building.

We would be grateful for Coldean Residents' Association, Coldean Community Organisation and Coldean Neighbourhood Planning Forum’s views on this location.

This has been judged to be the only suitable alternative location. If the organisations are agreeable, then we can arrange for the containers to be moved”.

4.3 **Resolved-** That the Committee note the petition.

## 6 MEMBER INVOLVEMENT

### (B) Written questions

#### 1) Public Toilet Contractor

6.1 Councillor Fishleigh read the following question:

“What penalty clauses are in the contract between BHCC and the company appointed to refurbish various toilet blocks in the city including on Saltdean undercliff, will these be applied and will you ensure that this company is never given a BHCC contract again and that the procurement departments of neighbouring authorities are made aware of BHCC’s unsatisfactory experience?”

6.2 The Chair provided the following reply:

“I share your frustration around delays to the reopening of public toilets. As you are no doubt aware, getting these vital facilities reopened is a top priority for us as an incoming administration.

We are very pleased that 23 of our city’s toilets are now open and, as you heard in my opening remarks, the newly refurbished facilities are now far more accessible, inclusive and pleasant to use.

I’d also like to add that we have received positive feedback about the quality of the refurbishments.

The council has conducted a lessons-learned exercise with the contractor and has established that both parties were optimistic about what could be delivered in the time frame. The nature of the buildings and the current constraints in the construction supply and labour markets have also played a part. The buildings the toilets are housed in are very old and have been minimally maintained and not refurbished for many years. For example, the Daltons public toilets which are housed under the promenade were built in the 19th century and there were many infrastructure issues that became apparent as the buildings were stripped for renovation.

Due to this, Extensions of Time were granted which delayed the programme. The learning from all of this will enable us to be more realistic in the future.

The decision about whether to award future contracts will be made on a case-by-case basis, with a test of confidence applied to the contractor’s performance on rectifying defects and snagging under the current contract, as well as their progress on other projects they currently have on site for the council.

The Public Contracts Regulations 2015 apply to higher value construction contracts and allow contracting authorities to exclude a contractor from a procurement only where there have been significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract which led to early termination of that prior contract, damages or other comparable sanctions.

Penalty clauses are not permitted in contracts. The contractor can be required to pay damages to cover the Councils losses but cannot be claimed in this case as the majority of the delays were beyond the contractor’s control.

The proposed next phase for the toilet refurbishment programme will be presented to committee in the early autumn and a new procurement exercise will commence for phase 2”.

6.3 Councillor Fishleigh asked the following supplementary question:

“Will you include the contract for the toilet in your financial review please?”

6.4 The Chair provided the following reply:

“That will be something that is looked at”.

## 7 CONSTITUTIONAL MATTERS: CITY ENVIRONMENT, SOUTH DOWNS & THE SEA COMMITTEE

### Resolved-

- 1) That the committee's terms of reference, as set out in Appendix 1 to this report, be noted; and
- 2) That the committee agrees to establish an Urgency Sub-Committee consisting of the Chair of the Committee and two other Members (nominated in accordance with the scheme for the allocation of seats for committees), to exercise its powers in relation to matters of urgency, on which it is necessary to make a decision before the next ordinary meeting of the Committee.

## 8 ENVIRONMENTAL ENFORCEMENT FRAMEWORK UPDATE

- 8.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that sought approval to update the Environmental Enforcement Framework and related activities.
- 8.2 Councillor Pickett moved the following motion to amend the recommendations:
  - 2.1 That the City Environment, South Downs & The Sea Committee approves the updated Environmental Enforcement Framework as detailed in Appendix 1 (which highlights the tracked changes) **subject to a further change to the table on page 25 namely that the fine for engine idling shall be £40 reduced to £20 if paid within 10 days.**
- 8.3 Councillor Alexander formally seconded the motion.
- 8.4 Councillors Pickett, Fowler and Robinson asked questions and made contributions to the debate of the report.
- 8.5 The Chair then put the motion to the vote that passed.
- 8.6 The Chair then put the recommendations as amended to the vote that were approved.
- 8.7 **Resolved-**
  - 1) That the City Environment, South Downs & The Sea Committee approves the updated Environmental Enforcement Framework as detailed in Appendix 1 (which highlights the tracked changes) subject to a further change to the table on page 25 namely that the fine for engine idling shall be £40 reduced to £20 if paid within 10 days.
  - 2) That the City Environment, South Downs & The Sea Committee agrees that the use of CPWs and CPNs to take enforcement action against small and independent (locally headquartered) businesses is paused with immediate effect and a new process adopted as set out in paragraphs 3.9 to 3.12.

- 3) That the City Environment, South Downs & The Sea Committee delegates authority to the Executive Director: Economy, Environment & Culture to take enforcement action as detailed in paragraphs 3.9 to 3.25.
- 4) That the City Environment, South Downs & The Sea Committee delegates authority to the Executive Director: Economy, Environment & Culture to determine the timing of the implementation of the offences.

## **9 PLAYGROUND REFURBISHMENT PROGRAMME**

4.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that provided an update on the delivery of the Playground Refurbishment Programme. The report also sought approval for further funding and procurement within the Programme.

4.2 Councillors Fowler and Pickett contributed to the debate of the report.

### **4.3 Resolved-**

That Committee:

- 1) approves the further funding of £0.803m and procurement for the Playground Refurbishment Programme as set out in Table 3 in Appendix 1.
- 2) approves borrowing of up to £0.468m to contribute to the refurbishment of playgrounds.
- 3) delegates authority to the Executive Director: Economy Environment & Culture to procure and award contracts for playground refurbishment over a period of up to three years.

## **10 ITEMS REFERRED FOR FULL COUNCIL**

10.1 No items were referred to Full Council for information.

The meeting concluded at 4.57pm





# Brighton & Hove City Council

## City Environment, South Downs & The Sea Committee

## Agenda Item 16a

**Subject:** Petitions referred from Full Council

**Date of meeting:** 19 September 2023

**Report of:** Executive Director for Governance, People & Resources

**Contact Officer:** Name: John Peel  
Tel: 01273 291058  
Email: [john.peel@brighton-hove.gov.uk](mailto: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 20 July 2023.

### 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) **Re-open the Pavilion Garden toilets**

We the undersigned petition Brighton & Hove Council to reopen the Royal Pavilion Gardens Toilets by 1st August 2023. The closure of these toilets is wrong on Equalities' Grounds. Older people, those with some medical conditions & many with restricted mobility are being stopped or discouraged from using the Gardens & the Pavilion Gardens Cafe. The nearest public toilets at the Jubilee Library are not easily reached by a significant number of people – however easy it is for others.

The Pavilion Gardens Cafe provides a unique outdoor attraction for local residents and tourists. With unmatched, beautiful views of the Gardens & Royal Pavilion, it makes every sense for Cafe and Garden users - and City Centre shoppers - to be able to access the existing public toilets.

A similar Petition on 'Change.org' was signed by 1,762 people in October 2022. BHCC argued in response that high levels of anti-social behaviour and drug use in the toilets can make it unsafe at times for their staff and for

members of the public. Acting to reduce public drug use & anti-social behaviour is both a Sussex Police & a Council responsibility. Ongoing closure of these public toilets on such grounds is an abdication of that responsibility by both Police & Council.

Since at least mid-2022, we have been told that 'Conversations' on this issue have been ongoing between CityClean and the Royal Pavilion & Museums Trust, Sussex Police, the Council's 'Community Safety Team' & their Culture, Tourism & Sport Team. Cafe and Garden users and shoppers need action not further 'conversations'.

We ask our Councillors to reopen and maintain these toilets – using the relevant intelligence, imagination & resources of these different teams to ensure that they are open for August & September, 2023.

Council proposals for a reorientation & rebuild of the toilets are linked to a date in 2026 at the earliest!

# Brighton & Hove City Council

## City Environment, South Downs & The Sea Committee

## Agenda Item 16b

**Subject:** Deputations referred from Full Council

**Date of meeting:** 19 September 2023

**Report of:** Executive Director for Governance, People & Resources

**Contact Officer:** Name: John Peel  
Tel: 01273 291058  
Email: [john.peel@brighton-hove.gov.uk](mailto:john.peel@brighton-hove.gov.uk)

**Ward(s) affected:** All

### **1. Purpose of the report and policy context**

1.1 To receive deputations presented at the public engagement meeting held on the 20 July 2023.

### **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:

#### **(1) Deputation concerning Flooding at Park Crescent**

Over the last few years, flash floods have repeatedly affected Park Crescent resulting in serious flood damage, with major costs to residents. House numbers 48-39 are especially vulnerable when flood water flows down Elm Grove and across Lewes Road, sometimes combining with flood water from Union Road.

With sudden heavy rainfall, current drainage arrangements are clearly insufficient. Floods are most frequent in the Autumn, but in June 2023 a major flood took place, when leaf fall was not preventing drainage. Widely shared dramatic videos of water flowing down Elm Grove and the floods in Park Crescent are available to illustrate the problem.

Residents have taken various measures to mitigate the impacts of flooding. These include: i) installing flood prevention barriers at pavement level; ii) formation of an early warning WhatsApp group; and iii) residents have purchased equipment to assist with opening storm drains and manhole covers to increase drainage. However, these are insufficient given the increasing severity of floods.

A number of factors have exacerbated the situation in recent years. These include:

- The removal of a barrier in Lewes Road during the road junction redesign in 2017, which means that water now flows from Elm Grove without getting diverted south towards the Level. This means that the full volume of water flows towards the houses in Park Crescent, with devastating consequences.
- Drains in the whole catchment area, and most notably around Park Crescent/Union Road/Lewes Road, fail to remove excess water as they become blocked with leaves during Autumn, but also are clearly insufficient given that flooding now occurs outside the high-risk season.
- The moving of car parking to the other side of the road in Park Crescent has meant that sometimes cars are parked over drain covers, reducing drainage and making leaf clearance challenging.
- We recommend that the Council undertakes a flood mitigation review for the area to explore different options to improve drainage. This should draw on wider expertise on flood management that may result in new solutions for the longer-term. More immediately, we propose the following urgent actions to complement residents' efforts:
  - Reinstating a barrier in Lewes Road to allow the water flow to be disrupted and at least be partially diverted towards the Level, with the water flow slowed and dispersed.
  - Increasing the number of storm drains along Elm Grove, Union Road, Lewes Road and Park Crescent to remove excess water into the mains drainage system.
  - Annual cleaning of the drainage system, including removing roots and other blockages to increase drainage efficiency.
  - Increasing the frequency and effectiveness of leaf clearing operations in the area from early October onwards.

Given that climate change is likely to continue to increase the likelihood of flooding, we believe that there is a need for a major review of flood management and drainage for this area of the city. This deputation requests that the Council urgently takes action across the areas outlined above. We believe that this provides an opportunity for the Council to pioneer an innovative response to climate change-induced flood impacts in Brighton, with this area as an important pilot.

**Signed by:**

Jamie Graham  
 Tim Fleming  
 Susan Garlick  
 Ian Scoones  
 Victoria Taylor/Al Taylor  
 Adrienne Bloch  
 Henrietta Dombey

**Supporting information:**

Images of the flooding June 2023 – more images and videos can be viewed [here](#)





# Brighton & Hove City Council

## City Environment, South Downs & The Sea Committee

## Agenda Item 18

**Subject:** City Environment Improvement Programme Update

**Date of meeting:** 19 September 2023

**Report of:** Executive Director: Economy, Environment & Culture

**Contact Officer:** Name: Lynsay Cook  
Tel: 07592 103604  
Email: [Lynsay.cook@brighton-hove.gov.uk](mailto:Lynsay.cook@brighton-hove.gov.uk)

**Ward(s) affected:** All

**For general release**

### **1. Purpose of the report and policy context**

1.1 The Environment, Transport & Sustainability Committee received an update on the City Environment Improvement Programme at its last meeting on 14 March 2023. This report provides a further progress update.

### **2. Recommendations**

2.1 That Committee notes the report and the Programme Update in Appendix 1.

### **3. Context and background information**

3.1 The City Environment Modernisation Programme was established in 2018 to deliver improvements to the service in the context of reducing council budgets, increasing customer demand and an expanding service offer. Towards the end of 2022, the programme of work was reviewed and led to the creation of the City Environment Improvement Programme. This was to reflect:

- The growing number of projects across City Parks, including projects to address ash die back and elm disease; the £3.400m capital investment in the service and the need for new IT systems in allotments and arboriculture.
- The increasingly varying nature of projects within the Programme – some are modernisation, some are to ensure compliance, some are to deliver carbon neutral activities, and many are designed to improve services across City Environment.

3.2 The depth, breadth and complexity of the issues that are being addressed across City Environment cannot be underestimated. The improvements and modernisation required is a long-term programme that will deliver change over time. The cuts to the service over the previous 10 years have led to risks relating to non-compliance and health and safety, as well as a deterioration in service levels. The pace of change is slow due to the extent

and depth of the problems caused by a decade of dis-investment. A significant proportion of management time and effort continues to be used to address these issues and build a strong foundation which is required to ensure visible and sustainable improvements in service delivery for the future. Furthermore, the challenges posed by two serious tree diseases have required significant council investment and pose widespread health and safety risks for the city if not managed effectively. Replanting is essential to contribute to the council's carbon neutral 2030 commitments.

### **Highlights from the Improvement Programme Update**

- 3.3 Appendix 1 contains an update on each of the key Cityclean projects within the Programme. A green RAG rating means the project is on track, an amber rating means the project is slightly off track and red means the project is off track.
- 3.4 Some key milestones achieved over the last few months include:
- Bringing the number of electric vehicles in operation across the council to 61 and ordering the first electric side-lifting communal waste vehicle
  - Appointing a Public Toilet Programme Manager
  - Appointing a new project lead to deliver the Bin Infrastructure Action Plan
  - Responding to 95% of City Environmental Management Stage 1 Complaints within 10 days (100% for City Clean)
  - Starting the implementation of the integrated waste management system
  - Completing the consultation process for extending the Flyering licence area
  - Completing Phase 1 of the Public Toilet Refurbishment Programme
  - Implementing the 2023 Weeding Plan, including a new traffic light system
  - Receiving permission from Policy & Resources Committee to demolish the old Hollingdean Depot offices and replace with new building, and to receive associated funding
- 3.5 In addition, two further appointments have been made to take forward key areas of work. A Food Waste Project Manager will lead on preparing for the Environment Act reforms in line with the latest information available. This will include developing costed options for a new food waste collection service. A Waste Minimisation Officer has been appointed to lead the work on a messaging campaign to reduce the volume of waste produced across Brighton & Hove, to increase the levels of reuse, to increase the levels of recycling and reduce contamination of recycling bins. Further information on this is available in the Waste Reduction and Recycling Report on today's agenda.

## **4. Analysis and consideration of alternative options**

- 4.1 The Improvement Programme is developing a sustainable future for the service in Brighton & Hove in the context of reducing council budgets, increasing customer demand, serious tree diseases and forthcoming legislative changes through the Environment Act. Within this, work is taking place to improve performance on refuse, recycling, garden and trade waste



collections and street cleansing, as well as adopting a more commercial approach to income generating services. The Programme has recently been expanded to take account the need for improvement and modernisation within City Parks. Without the continuation of the Programme, there is a risk that improvements will not be delivered.

## **5. Community engagement and consultation**

- 5.1 No direct community engagement or consultation has taken place in relation to this report. Previous community engagement and consultation activities in relation to the Programme are detailed in the committee reports listed as Background Documents below.

## **6. Conclusion**

- 6.1 This report provides City Environment, South Downs & The Sea Committee with an update on the delivery of City Environment Improvement Programme. Committee is asked to note the report and Appendix 1.

## **7. Financial implications**

- 7.1 There are no direct financial implications arising from the recommendation of this report which is for noting.
- 7.2 This report, ~~however~~, is an update report on progress on existing initiatives which are funded from existing resources.

Name of finance officer consulted: John Lack    Date consulted: 17/08/2023

## **8. Legal implications**

- 8.1 There are no legal implications arising directly from this report which is for noting.

Name of lawyer consulted: Alice Rowland    Date consulted: 15/08/2023

## **9. Equalities implications**

- 9.1 There are no direct equalities implications arising from the report's recommendations.

## **10. Sustainability implications**

- 10.1 There are no direct sustainability implications arising from the report's recommendations. Many of the projects within the City Environment Improvement Programme have sustainability implications.

## **Supporting Documentation**

## Appendices

1. Appendix 1: City Environment Improvement Programme Update

### Background documents

1. Waste Prevention Programme available at <https://www.gov.uk/government/publications/waste-prevention-programme-for-england-maximising-resources-minimising-waste>
2. [City Environment Improvement Programme Update Report](#) to Environment, Transport & Sustainability Committee on 14 March 2023 (item 88)
3. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 15 November 2022 (item 46)
4. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 22 June 2022 (item 8)
5. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 21 September 2021 (item 41)
6. [National Resources and Waste Strategy – Responses to Government consultations](#) to Environment, Transport & Sustainability Committee on 21 June 2021 (item 8)
7. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 16 March 2021 (item 80)
8. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 29 September 2020 (item 29)
9. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 21 January 2020 (item 66)
10. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 8 October 2019 (item 36)
11. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 25 June 2019 (item 10)
12. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 22 January 2019 (item 57)
13. [City Environmental Management – Modernisation Programme Report](#) to Environment, Transport & Sustainability Committee on 9 October 2018 (item 29)

## Appendix 1: Programme Update

Assisted Collections						
Project objectives	Redesigning the Assisted Collection service to deliver improvements to residents and crews			Overall RAG status (including explanation)	Previous report	This report
Project start date	January 2022	Project end date	November 2023		Green	Green
Reporting period	March to September 2023			Key planned activities	Complete mop-up for kerbside refuse rounds Complete mailout for communal assisted collections	
Key achievements since the last update	Completed kerbside recycling rounds Removed approximately 1300 assisted collections from the data as no longer required (the final figure will be calculated once the project is complete)					
Key dependencies	Customer experience Digital Cityclean Health & Safety			Key risks and issues	Resources to deliver project	

Bin infrastructure and litter reduction						
Project objectives	Reducing litter and improving the cleanliness of the city			Overall RAG status (including explanation)	Previous report	This report
Project start date	June 2021	Project end date	June 2026		Amber	Amber
Reporting period	March to September 2023					

Key achievements since the last update	Appointed new Project Officer to lead the work Reviewed action plan to recommence work	Key planned activities	Continue the roll out of on-the-go recycling bins in parks and across the city Launch consultation for Phase 2 of managing commercial bins on the highway Continue the audit of street bins, types, conditions and locations in the city Review locations and types of seafront bins Launch enforcement measures for residential bins and boxes
Key dependencies	Fleet Replacement Carbon Neutral Fund	Key risks and issues	Limited resources to carry out projects. Competing priorities Budget restrictions

### Commercial bins on the highway

Project objectives	Creating and implementing a model to manage commercial bins on the highway across Brighton & Hove			Overall RAG status (including explanation)	Previous report	This report
	Project start date	September 2019	Project end date		December 2023	Green
Reporting period	March to September 2023			Key planned activities	Continue to provide further advice and guidance Launch consultation for Phase 2 of managing commercial bins on the highway	
Key achievements since the last update	Continued to meet with local businesses on individual and group basis to offer further advice and guidance Continued to reduce the number of commercial bins on the highway across the T-Zone area Reduced complaints about commercial bins on the highway Prepared consultation documents for Phase 2 of managing commercial bins on the highway					
Key dependencies	Customer experience			Key risks and issues	Capacity of businesses and other stakeholders to follow new model	

## Communal bin system

Project objectives	Implementing an improved communal bin service for recycling and refuse as appropriate across the city			Overall RAG status (including explanation)	Previous report	This report
					Amber	Amber
Project start date	June 2020	Project end date	March 2024			
Reporting period	March to September 2023			Key planned activities	Trial side loading mixed recycling and glass bins Draft specification document after agreeing all bin types Continue resident engagement Identify bin assembly location Draft implementation plan and schedule	
Key achievements since the last update	Carried out initial engagement with resident groups Prepared Traffic Regulation Orders for each proposed bin bay location Finalised bin types for refuse and mixed recycling					
Key dependencies	Traffic Regulation Orders Round structures Procurement			Key risks and issues	Traffic Regulation Orders Glass bins Funding	

## Customer Experience

Project objectives	Improving the customer experience and providing a consistent service to everyone who contacts Cityclean			Overall RAG status (including explanation)	Previous report	This report
					Green	Green
Project start date	April 2019	Project end date	Ongoing			
Reporting period	March to September 2023			Key planned activities	Provide training for more ESAs on Contact Management System for Councillor Enquiries to ensure cover when required Review TROs to address issues of persistent missed collection due to access issues Continue to develop Standard Operating Procedures to support the above and provide consistent service	
Key achievements since the last update	Responded to 95% of City Environmental Management Stage 1 Complaints within 10 days (100% for City Clean) Responded to 99% of all Stage 1 Complaints within 20 working days					

	Started Stage 1 Complaints training to another ESA to enhance resources available to provide responses to complaints Continued to respond to emails within 24 to 48 hours on average (working days)		Continue to train and develop team
Key dependencies	Assisted Collections Digital Cityclean Graffiti reduction Increasing material for recycling Management Framework	Key risks and issues	Loss of support for project Industrial action

## Digital Cityclean

Project objectives	Modernising the service and supporting the wider programme of change through technology		Overall RAG status (including explanation)	Previous report	This report
Project start date	June 2020	Project end date		February 2025	Amber
Reporting period	March to September 2023		Key planned activities	Scope further processes in Trade Waste Continue to document procedures post-implementation for new way of working Continue to scope weighbridge integration requirements Populate system with full Trade Waste datasets – rounds, events, attributes and accounts Organise installation of nine mounting kits Continue gathering assisted collections information	
Key achievements since the last update	Started implementation of Phase 1 – Trade Waste Finalised finance integration with Bartec Identified nine vehicles for the mounting kit installations			IT&D resources & capacity Implementation timescales Existing poor data Withdrawal of support from workforce or trade unions	
Key dependencies	Assisted Collections Communal bin system Customer experience		Key risks and issues		

Fleet Strategy						
Project objectives	Delivering of a 10-year strategy and green procurement plan, providing cost and savings projections. The strategy includes the migration to new technology as it develops, such as hydrogen fuel cells, to reduce maintenance and carbon emissions			Overall RAG status (including explanation)	Previous report	This report
					Green	Green
Project start date	March 2022	Project end date	March 2030			
Reporting period	March to September 2023					
Key achievements since the last update	61 electric vehicles in Operation Four electric HGVs working daily Seven additional electric HGVs on order			Key planned activities	Receive delivery of first electric communal waste truck Implement new CPC training Start work on Accident Reduction Policy	
Key dependencies	Communal bin system Customer experience Digital Cityclean Food waste Health & Safety Hollingdean Depot Operator's Licence Procurement review			Key risks and issues	Resources – both time and finance Power infrastructure implemented and available Competing priorities e.g. service delivery and modernisation and improvement work Brexit – vehicles purchased from Europe National Resources & Waste Strategy Delays with contracts Support for electric vehicles	

Flyering						
Project objectives	Improving the flyering service by reviewing the flyering framework and extending the current flyering zones			Overall RAG status (including explanation)	Previous report	This report
					Amber	Amber
Project start date	March 2022	Project end date	March 2024			
Reporting period	March to September 2023			Print notices		

Key achievements since the last update	Notices finalised and published 28-day consultation completed Finalised terms and conditions Reviewed application form Partnered with the Events team on licence requirements	Key planned activities	Review consultation responses and take objections to Committee Implement online payment system Review and update current webpage
Key dependencies	Environmental Enforcement Communications Print & Sign	Key risks and issues	Objections to Notices Decrease in flying licences Resources - staff, and possibly budget

## Food waste collections

Project objectives	Complete analysis of food waste options		Overall RAG status (including explanation)	Previous report	This report
Project start date	June 2021	Project end date		March 2024	Amber
Reporting period	March to September 2023		Key planned activities	Await further announcements from government on implementation and new burdens funding	
Key achievements since the last update	Continued attending DEFRA waste reforms forum to understand requirements of food waste implementation and receive updates Recruited Project Manager for food waste collections; to start in September 2023			Review food waste collections study completed in 2021 Develop costed options for a new food waste collection service	
Key dependencies	Communal bin system Fleet strategy Customer experience Procurement review		Key risks and issues	Consistency announcements on other materials Data availability Space availability at the depot, to accommodate the required number of vehicles in accordance with the operators' licence. IVC capacity only seasonal, identification of an alternative Workforce resistance to change	



## Graffiti Reduction Strategy

Project objectives	Delivering the aims of Graffiti Reduction Strategy, reducing the amount of graffiti vandalism around Brighton & Hove		Overall RAG status (including explanation)	Previous report	This report
Project start date	November 2018	Project end date	December 2023	Amber	Amber
Reporting period	March to September 2023		Key planned activities	Hold a public consultation and a series of engagement events to refresh Graffiti Tagging Reduction Strategy and Action Pan	
Key achievements since the last update	<p>Continued community engagement activities, meeting with various LATs and Resident Associations to discuss partnership work</p> <p>Continued working with Sussex Police and ongoing Joint Action Group</p> <p>Regular meetings with Sussex Police at the Level Hub intel sharing on prolific taggers</p> <p>Furthered enforcement action and investigation regarding two prolific taggers</p> <p>Installed two CCTV cameras at the Level for reduction and prevention of graffiti</p> <p>Ceased issuing of Community Protection Warning and Notices to small, localised businesses following a decision by Committee</p> <p>Continued work with Statutory Undertakers for graffiti removal</p> <p>Removed graffiti on bridge along Dyke Road Drive and wall along Highcroft Villas</p>				
Key dependencies	<p>Customer experience</p> <p>Environmental enforcement</p> <p>Digital Cityclean</p>		Key risks and issues	<p>Commercial property owners and Statutory Undertakers do not comply with Community Protection Warnings</p> <p>Challenges to identify and catch taggers</p> <p>Murals getting tagged and lack of ongoing maintenance</p>	

Health & Safety						
Project objectives	Improving health & safety compliance and performance across City Environmental Management			Overall RAG status (including explanation)	Previous report	This report
	Project start date	January 2021	Project end date		Ongoing	Amber
Reporting period	March to September 2023			Key planned activities	Complete training matrix for City Parks Introduce maintenance regime for City Parks work equipment to help manage HAV (Hand Arm Vibration) risk Update noise action plans Review City Clean Risk Assessments Update City Parks Fire Risk Assessments Provide back of truck safety training at Hollingdean Depot Undertake further priority audits on a risk basis	
Key achievements since the last update	Issued new radios the Public Toilet Team to manage lone working risk Appointed new City Parks H&S Officer to support further improvements in health and safety performance management Delivered City Parks manual handling training for staff Updated hand-arm-vibration action plans including purchasing accelerometer for measuring equipment vibration levels					
Key dependencies	Assisted Collections Fleet Strategy Hollingdean Depot Management Framework Operator's Licence Workstyles			Key risks and issues	Constantly emerging new priorities and risks e.g. incident investigation, union raised issues Ongoing need for modernisation of the service including health and safety performance management, with suitable and sufficient risk assessments backed up by a working, evidencable training matrix Health & Safety Executive interventions and recommendations Resources to deliver priorities	

Increasing material for recycling						
Project objectives	Completing a feasibility study into the costs of introducing a wider range of materials into the recycling stream at Hollingdean Materials Recovery Facility Preparing for the implementation of the Environment Act			Overall RAG status (including explanation)	Previous report	This report
					Green	Amber (due to continuing delays on announcements)

Project start date	January 2022	Project end date	2027			regarding the Environment Act)
Reporting period	March to September 2023			Key planned activities	Continue preparations for the Environment Act and refine plans to be in a position to make a bid to the government for burdens funding	
Key achievements since the last update	<p>Recruited a Project Manager for food waste collections</p> <p>Recruited a Waste Minimisation Officer</p> <p>Continued to prepare for the Environment Act reforms in line with the latest information available</p> <p>Continued to progress the trial of a new communal bin system in Brunswick &amp; Adelaide and Regency wards, placing refuse, recycling and glass containers at each site to make it easier for residents to dispose of their waste</p> <p>Continued attending DEFRA LA forum to receive policy updates</p>					
Key dependencies	<p>Customer experience</p> <p>Digital Cityclean</p> <p>Fleet Strategy</p> <p>Food waste</p> <p>Operator's Licence</p>			Key risks and issues	<p>Outcomes from National Resources &amp; Waste Strategy consultation currently unknown</p> <p>Resources – both time and finance</p>	

35

<b>Management Framework</b>						
Project objectives	Improving management processes at Cityclean to ensure BHCC policies and processes are followed			Overall RAG status (including explanation)	Previous report	This report
	Project start date	July 2022	Project end date		Ongoing	Amber
Reporting period	March to September 2023			Key planned activities	<p>Manage the outcome of the Whistleblowing Report</p> <p>Continue performance management of crews</p> <p>Invest management resource on continuing to carefully manage collection of missed work</p> <p>Complete Annual Performance Review for all front-line operational staff; share and discuss key</p>	
Key achievements since the last update	<p>Agreed key Standard Operating Procedures (SOPs), though progress has been slower than expected due to vacancy for Operations Project Manager</p> <p>Started to address restrictive work practices at Cityclean by meeting with crews and instructing them</p>					

	<p>to collect their own missed work when there is capacity within their working week to do so</p> <p>Improved recruitment process e.g. Public Toilets seasonal staff, short film produced, drop in to support office staff with literacy or digital skills. Individual coaching on interview skills provided</p> <p>Completed Mid-Year Reviews for majority of staff</p>		<p>performance data, as well as delivery against job description with key objectives set</p> <p>Move Communal Recycling to a 4-on-4-off-rota to improve reliability of collections</p> <p>Deliver 'back of vehicle' refresher training for all Refuse &amp; Recycling manual staff</p> <p>Review key service plans e.g. Weeds, Public Toilets and Beach</p> <p>Commence procurement for traffic management to enable twice yearly A27 litter pick</p> <p>Commence engagement with Trade Unions and staff regarding start and finish at the Depot for 41 hours per week</p>
Key dependencies	<p>Political support</p> <p>Customer Experience</p> <p>Hollingdean Depot</p> <p>Operator's Licence</p>	Key risks and issues	<p>Unofficial actions such a 'go slow' resulting in increased missed work</p> <p>Withdrawal of support from workforce or trade unions and industrial action</p> <p>HSE (Health &amp; Safety Executive) interventions and recommendations</p> <p>National Resources &amp; Waste Strategy</p>

## Operator's Licence

Project objectives	Maintaining the current standing of the BHCC Operator's Licence			Overall RAG status (including explanation)	Previous report	This report
Project start date	September 2019	Project end date	Ongoing		Green	Green
Reporting period	March to September 2023			Key planned activities	<p>Continue with new Brake Testing Equipment</p> <p>Continue with new Tacho calibration Machine</p> <p>Create accident reduction programme</p>	
Key achievements since the last update	<p>Maintained good standing with Traffic Commissioner</p> <p>All Fleet records now digital</p> <p>New contingency site at Hangleton Bottom approved</p> <p>All drivers recording hours digitally</p>					

Key dependencies	Fleet Strategy Health & Safety Hollingdean Depot Management Framework	Key risks and issues	Withdrawal of support from workforce or trade unions HSE (Health & Safety Executive) interventions and recommendations National Resources & Waste Strategy
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## Procurement Review

Project objectives	Improving the procurement and contract management in Cityclean to deliver value for money and comply with council policies and procedures		Overall RAG status (including explanation)	Previous report	This report
Project start date	June 2022	Project end date	Ongoing	Amber	Amber
Reporting period	March to September 2023		Key planned activities	Begin review of textile recycling contract Support management and implementation of new integrated waste management software contract Support communal bin procurement project Support Fleet with future compliant procurement of spare vehicle parts and maintenance Support procurement of new fuel supply contact for depot Further refine and deliver programme of compliance across service Continue contract management of PPE contract, external recycling providers and toilet consumables suppliers	
Key achievements since the last update	Maintained regular contract management of key external suppliers, including clinical waste, carton recycling, textile recycling, PPE and uniform supply, public toilet consumables (ongoing regular contract meetings) Assisted delivery of new two-way radio contract Identified further areas of non-compliance in City Environment (ongoing) Supported communal bin procurement process (ongoing) Extended PPE and uniform supply contract by extra year Maintained Cityclean contract register Supported City Parks with procurement of equipment and street furniture Supported delivery of Allotment software project Supported Fleet with procurement projects (ongoing)				
Key dependencies	Communal bin system Fleet Strategy Food waste		Key risks and issues	Competing and varying priorities	

## Public toilets: service options

Project objectives	Identifying opportunities and delivering actions to sustain public toilet provision			Overall RAG status (including explanation)	Previous report	This report
Project start date	January 2022	Project end date	June 2025		Amber	Amber
Reporting period	March 2023 to September 2023			Key planned activities	<p>Finalise sites for Phase 2 of the Refurbishment Programme</p> <p>Finalise revised sites for Changing Places locations and seek sign off from DLUHC</p> <p>Publish tender documents for Phase 2 of the Refurbishment Programme</p> <p>Publish tender documents for new Changing Places Toilets</p> <p>Continue to recruit to vacant posts / hours</p> <p>Continue to manage resources dynamically to provide as much provision as possible</p> <p>Continue options appraisal work</p>	
Key achievements since the last update	<p>Appointed a Public Toilet Programme Manager</p> <p>Reopened the four Phase 1 Refurbishment Programme sites (Daltons, Kings Esplanade, Station Road Portslade, and Saltdean Undercliff)</p> <p>Reopened Park Road, Rottingdean which was majority-funded by Rottingdean Parish Council</p> <p>Completed lessons learned for Phase 1 to inform Phase 2</p> <p>Started scoping Phase 2 Refurbishment Programme sites</p> <p>Reviewed the locations for the government's Changing Places funding to be spent as some original locations now not suitable</p> <p>Completed procurement for the Stanmer Park Changing Places Toilet; work will start on site in September</p> <p>Continued with recruitment to the Public Toilet Team; not all hours have been filled and so some sites remain on winter hours; staff are being used dynamically to provide as much provision as possible</p> <p>Started options appraisal work to determine the most viable option to sustain toilet provision; this may include transfer to businesses or communities, whilst remaining as publicly accessible toilets</p> <p>Reviewed governance arrangements for various Public Toilet projects and created a Public Toilet</p>					

	Programme Board in July 2023 which is being overseen by the Public Toilets Programme Manager		
Key dependencies	Customer Experience	Key risks and issues	<p>Staffing levels</p> <p>Resources – both finance and time</p> <p>Unbudgeted costs (such as utilities &amp; unexpected maintenance costs) putting public toilets budget at risk of overspend</p> <p>Supply chain issues</p> <p>Cost of refurbishment exceeds agreed budget due to cost inflation</p> <p>Closure of sites for refurbishment may lead to complaints</p> <p>Refurbishment contractor unable to maintain/recruit sufficient staffing levels</p> <p>Contractor not delivering on the agreed specification and/or timescales</p> <p>Unforeseen work issues may exceed agreed budget</p>

## Recycling point audit

Project objectives	Reviewing existing recycling point locations		Overall RAG status (including explanation)	Previous report	This report
Project start date	June 2022	Project end date		June 2023	Green
Reporting period	March to September 2023		Key planned activities	<p>Explore options for containment and collection method for WEEE</p> <p>Monitor and measure impact of recently increased capacity for carton recycling at recycling points</p> <p>Work with Waste Minimisation Officer on raising awareness of fire risk from batteries and disposable vapes</p>	
Key achievements since the last update	<p>Carton recycling capacity increased at six hotspots across the city</p> <p>Irreparable Waste Electrical and Electronic Equipment (WEEE) banks removed from four recycling points</p> <p>Website information and maps for WEEE and carton recycling updated</p>				
Key dependencies	Improving the communal bin system		Key risks and issues	Budget restrictions	

	Recycling Quality Assurance report for textile and cartons recycling Procurement of WEEE bins Food waste options Bin Infrastructure		Bin vandalism and waste theft (WEEE) Increased fly-tipping Graffiti and bin tagging
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## Weed management

Project objectives	Implementing sustainable and cost-effective ways of managing weeds without the use of pesticides			Overall RAG status (including explanation)	Previous report	This report
					Amber	Amber
Project start date	July 2019	Project end date	March 2023			
Reporting period	March to September 2023					
Key achievements since the last update	Implemented 2023 Weeding Plan, including traffic light system Doubled the number of roads cleared of weeds on the previous year Continued to assess alternative methods of weed removal. Released communications relating to weeding and new machinery			Key planned activities	Continue to deliver 2023 Weeding Plan Review and measure impact of the Plan to provide feedback and options for future committee report Continue to assess alternative methods of weed removal Deliver proactive Communication plan. Continue joint working with City Transport	
Key dependencies	Customer experience			Key risks and issues	Competing priorities Lack of resources if staff leave and there is a lag with recruitment Musculo Skeletal injuries as staff have increased the time they spend weeding	

## Workstyles

Project objectives	Creating new office space at Hollingdean Depot, incorporating Workstyles principles			Overall RAG status (including explanation)	Previous report	This report
					Amber	Amber



Project start date	November 2019	Project end date	TBC		
Reporting period	March to September 2023			Key planned activities	Prepare for demolition of old building Reroute of electrics from old building Assess current concrete base Redevelop wash-bay area Refurbish of depot heating and hot water system
Key achievements since the last update	Received permission from Policy & Resources Committee to demolish old offices and replace with new building, and for associated funding Completed relocation of server room Installed new ISDN lines Refurbished canteen				
Key dependencies	Health & Safety Hollingdean Depot Planning permission			Key risks and issues	Staff working in portacabins which are coming to end of life and do not provide sufficient space, exacerbated since the pandemic Resources – both time and finance



# Brighton & Hove City Council

## City Environment, South Downs & The Sea Committee

## Agenda Item 20

**Subject:** Waste Reduction and Recycling

**Date of meeting:** 19 September 2023

**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 One of the priorities in the recently published Council Plan 2023 to 2027 is to minimise waste. This report sets out the council's plan for achieving this through a newly appointed Waste Minimisation Officer and the start of campaign to improve messaging and education relating to waste and recycling in Brighton & Hove. The report also provides an update on introduction of the government's Environment Act and Waste Prevention Programme.

1.2 The report also highlights recent changes to recycling services in the city, including the ability to recycle metal lids and an increase in the number of carton recycling bins. Further information is also provided on common contaminants in recycling bins.

### **2. Recommendations**

2.1 That Committee notes the report and Appendix 1.

2.2 That Committee approves the introduction of metal lids from glass bottles and jars into glass recycling collections and further notes that this will be communicated to residents at set out at paragraph 3.15 of the report.

2.3 That Committee approves the start of a concerted Council information and behaviour change campaign to reduce the volume of waste produced across Brighton & Hove, to increase the levels of reuse, to increase the levels of recycling and reduce contamination of recycling bins as described in paragraphs 3.20 and 3.21 of the report.

### **3. Context and background information**

**Environment Act update**

- 3.1 On 28 July 2023, the council received a letter from the Resources & Waste Director at Defra which set out the government's next steps in relation to its resources and waste reforms. The letter stated:
- The packaging payments relating to Extended Producer Responsibility have been deferred from October 2024 to October 2025. This deferral relates to the point at which producers will begin to pay for the cost of recycling their products.
  - The delivery of the Deposit Return Scheme for drinks containers will proceed to current timelines and be introduced from 1 October 2025.
  - The Consistency in Household and Business Recycling will come in after the implementation of the Extended Producer Responsibility Scheme, with more details to be set out in due course.
- 3.2 The implications for the council are:
- An inability to plan for and introduce new recycling materials.
  - Uncertainty over new burdens funding for the introduction of food waste and the March 2025 implementation timeline.
  - Uncertainty of budget implications for other proposed policy changes such as free garden waste collections.
  - Having to manage significant change across the service due to the 2025 timeline.
- 3.3 A Project Manager has recently been appointed to lead on preparing for the Environment Act reforms in line with the latest information available. This appointment provides additional resource to prepare for the Environment Act to enable the council to be in a good position when implementation and burdens funding announcements are made. This will include developing costed options for a new food waste collection service.
- 3.4 The letter from Defra also referred to the new Waste Prevention Programme, which was published at the end of July 2023. Following a quick review of the Programme to inform this report, the proposed changes in summary are to:
- Ensure the waste hierarchy is more stringently applied in how companies and other bodies manage their waste. The waste hierarchy guidance will be updated by 2024, setting clear expectations for how decisions on waste treatment routes should be made. Considerations will be given to changes to waste legislation to support a more circular economy.
  - Develop best practice guidance on reuse for local authorities, including consideration of how reuse is reported, to help ensure that more Household Waste Recycling Centres and bulky waste collections are performing an effective role in waste prevention as well as enhancing local communities', businesses and the voluntary sector's roles in achieving more reuse, including case studies of successful reuse hubs.
  - Reduce the burden on local authorities and ensure it is as easy as possible for households to return unwanted old items for reuse or recycling. This will be informed by a consultation on proposals to remove fees for consumers to have bulky domestic furniture collected from their homes by 2025.
- 3.5 There will be seven key sectors for action:

- Construction
- Textiles
- Furniture
- Electronics
- Vehicles
- Plastic and packaging
- Food and drink

- 3.6 There are likely to be implications for the council in relation to:
- A consultation in 2024 on reusable and recyclable textiles being presented for separate collection and for the collecting organisation to separately collect and store until treating in accordance with the waste hierarchy, by sorting for reuse and recycling.
  - A consultation in 2024 on businesses over a certain size to provide customer take back systems for used textiles.
  - A consultation in 2025 on proposals to remove fees for bulky waste collections.
  - A consultation in 2023 on reforms to Waste Electrical and Electronic Equipment (WEEE) Regulations to explore ways to increase collections of waste electricals in 2023.
- 3.7 City Environment will review the Waste Prevention Programme in more detail and await the consultations.

### Minimising waste

- 3.8 The waste hierarchy, as pictured below, ranks the options for treatment of waste from the least harmful to the environment, which is to reduce consumption or prevent the generation of waste, to the most harmful, which is landfill. To reduce carbon emissions and the other harmful environmental impacts of waste, such as methane production, individuals, organisations and local authorities should be seeking to push activity and treatment of waste up the waste hierarchy.



- 3.9 City Environment already has one of the lowest landfill rates, with 0.96% of waste sent to landfill in 2022/23. The 2022/23 recycling rate was 28.3%, with the remainder of waste sent for recovery at the Energy Recovery Facility and generating electricity for 20,000 homes. The recycling rate can be improved by reducing the overall volume of waste produced, as well as focusing efforts on reduce and reuse.
- 3.10 The average volume of waste produced by each household each year in Brighton and Hove is detailed in the table below.

Table 1: Average Waste per Household in Brighton and Hove

Financial year	Residual waste per household (kg)
2022/23	552.05
2021/22	544.45
2020/21	569.51
2019/20	552.32
2018/19	561.28
2017/18	575.14
2016/17	601.87
2015/16	620.95

- 3.11 Whilst there has been an increase from 2021/22 to 2022/23, there has been a significant decrease over the last eight years. It is considered that with dedicated officer resource, the council can further reduce the volume of waste produced across the city.

### **Increasing recycling**

- 3.12 Following conversations with Veolia, metal lids from glass bottles and jars can now be recycled with the glass container as part of the separate glass collections – either in a glass recycling box or a communal glass bin.
- 3.13 Residents should wash the bottle and reattach the lid and place the item in their glass recycling box or take to a communal glass bin. This includes lids that can be screwed back on, such as sauce bottles and jam jars, as well as bottle caps, such as those attached to beer bottles.
- 3.14 The lid will get recycled at the glass processor, where over-band magnets will pull out the lids. Residents are asked not to put the lids in their “normal” recycling container as the lids are small and sometimes get confused with other small, flat items such as paper and cardboard, and can get missed in amongst other material at the Materials Recovery Facility.
- 3.15 The Council’s website and recycling communications will be updated with this information and further communication on this will take place as part of the concerted and ongoing messaging campaign as detailed in paragraph 3.21 below.
- 3.16 In recognition of the demand for carton and Tetrapak recycling, six additional carton bins have been installed across the city. The containers have been added to recycling points at:

- Western Road, at the corner of St John's Road
- King's Esplanade, at the south end of the King Alfred car park
- Lewes Road, near the corner with St. Martin's Place
- Portland Road, outside number 189
- Queen's Park Terrace, on the corner of Queen's Park Road by the Pepperpot
- White Cross Street, outside the entrance to the Trafalgar Street car park

3.17 Options are being reviewed for rolling out further carton and Tetrapak recycling bins at other recycling points across the city, as well as options for expanding recycling collections to other materials.

### **Reducing contamination**

3.18 Reducing contamination within recycling bins can also help increase the recycling rate. Contamination is when waste materials are put in the wrong recycling bin. For example, if a drinks carton is placed into a recycling bin. The average level of contamination within recycling bins across Brighton & Hove between January and July 2023 was 13.55%. When recycling bins are contaminated, it presents a risk that the material may have to be disposed of as refuse, rather than as recycling.

3.19 Common contaminants are listed in Appendix 1. These cannot be placed in either grey recycling wheelie bins or in communal recycling bins. How they can be disposed of correctly is detailed in Appendix 1.

### **Waste Minimisation Officer**

3.20 To deliver the priority to minimise waste, a Waste Minimisation Officer has been appointed for a two-year period. A work plan is under development and will include:

- Engaging with and promoting the multitude of reuse organisations in the city to encourage greater participation and behaviour change
- Improving the resources on the council website to educate residents on reducing, reusing and recycling to encourage behaviour change and reduce levels of contamination in recycling collections
- Creating and implementing a communications campaign to increase levels of reducing, reusing and recycling
- Closer working with universities and university students to encourage reuse initiatives

3.21 This new appointment provides additional resource in the service to begin a concerted information and behaviour change campaign to reduce the volume of waste produced across Brighton & Hove, to increase the levels of reuse, to increase the levels of recycling and reduce contamination of recycling bins, as well as preparing for the newly published Waste Prevention Programme. Not only will this help improve Brighton & Hove's waste performance, but it will also help encourage further circular economy practices and principles, which contributes to the city becoming carbon neutral by 2030.

#### **4. Analysis and consideration of alternative options**

- 4.1 The appointment of the Waste Minimisation Officer presents an opportunity to begin a concerted effort to reduce the volume of waste in the city. This dedicated resource has not been available before and means the effectiveness of having a dedicated officer over a long time period can be tested.

#### **5. Community engagement and consultation**

- 5.1 No direct community engagement or consultation has taken place in relation to this report.
- 5.2 The new appointed Waste Minimisation Officer will be working closely with the council's Circular Economy team and with community organisations across the city. They will improve information and education about optimal waste management for carbon reduction and foster behaviour change.

#### **6. Conclusion**

- 6.1 This report provides City Environment, South Downs & The Sea Committee with an overview of how the council will minimise the waste produced by the city, as well as an update on the Environment Act and Waste Prevention Programme. The report also sets out two recent changes to recycling services in the city to increase the recycling rate.
- 6.2 A Waste Minimisation Officer has recently been appointed and will take forward the work on waste minimisation, starting a concerted programme of work to reduce the volume of waste produced across Brighton & Hove, to increase the levels of reuse, to increase the levels of recycling and reduce contamination of recycling bins.

#### **7. Financial implications**

- 7.1 There are no direct financial implications arising from the recommendation of this report which is for noting.
- 7.2 The report highlights pending legislative changes to waste collection and disposal and the accompanying uncertainty of financial implications in future years until clarity and guidance is received from the government.
- 7.3 This report, however, is an update report on progress on existing initiatives which are funded from existing resources.

Name of finance officer consulted: John Lack    Date consulted: 31/08/2023

#### **8. Legal implications**

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

Name of lawyer consulted: Elizabeth Culbert    Date consulted: 31/08/2023



## 9. Equalities implications

- 9.1 There are no direct equalities implications arising from the report's recommendations.

## 10. Sustainability implications

- 10.1 Reducing waste contributes to the council's objective to be carbon neutral by 2030. This means focusing efforts on increasing reuse, increasing recycling and reducing contamination can all have a positive impact on the environment.

## Supporting Documentation

### Appendices

1. Appendix 1: common contaminants and how to dispose of them correctly

### Background documents

1. Waste Prevention Programme available at <https://www.gov.uk/government/publications/waste-prevention-programme-for-england-maximising-resources-minimising-waste>
2. [City Environment Improvement Programme Update Report](#) to Environment, Transport & Sustainability Committee on 14 March 2023 (item 88)
3. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 15 November 2022 (item 46)
4. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 22 June 2022 (item 8)
5. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 21 September 2021 (item 41)
6. [National Resources and Waste Strategy – Responses to Government consultations](#) to Environment, Transport & Sustainability Committee on 21 June 2021 (item 8)
7. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 16 March 2021 (item 80)
8. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 29 September 2020 (item 29)
9. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 21 January 2020 (item 66)
10. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 8 October 2019 (item 36)
11. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 25 June 2019 (item 10)
12. [City Environment Modernisation Update Report](#) to Environment, Transport & Sustainability Committee on 22 January 2019 (item 57)
13. [City Environmental Management – Modernisation Programme Report](#) to Environment, Transport & Sustainability Committee on 9 October 2018 (item 29)



## Appendix 1: common contaminants and how to dispose of them correctly

Material	How to dispose
Batteries	Take to the <a href="#">Household Waste Recycling Sites</a> Take to a shop or supermarket that sells batteries as most will have a battery recycling bin Visit the <a href="#">recycle your electricals website</a> and enter your postcode for information about recycling points near you
Cartons and TetraPaks	Wash, squash and take to one of the <a href="#">recycling points across the city</a> Wash, squash and take to a one of the <a href="#">Household Waste Recycling Sites</a>
Electrical equipment	Sell or donate locally to a charity shop, or online using <a href="#">Freecycle</a> Take to <a href="#">Tech-Takeback</a> ; goods that are working or can be refurbished or upgraded will be donated to charity Take to a <a href="#">small electrical recycling point</a> Take to the <a href="#">Household Waste Recycling Sites</a> Visit the <a href="#">recycle your electricals website</a> and enter your postcode for information about recycling points near you
Food waste	Place in your household rubbish
Garden waste	Compost at home in your garden using <a href="#">a subsidised composter</a> Subscribe to the <a href="#">council's fortnightly garden waste collection service</a> Take to one of the <a href="#">Household Waste Recycling Sites</a>
Glass	Wash and place in your glass recycling box or a communal glass recycling bin; glass must be kept separate to your other recycling
Other paper & card	This includes items such as wrapping paper that contains plastic, foil or glitter (the type that doesn't tear easily) and greetings cards heavily decorated with glitter Place in your household rubbish
Other plastics	This includes hard plastics such as children's toys and outdoor furniture Take to one of the <a href="#">Household Waste Recycling Sites</a>
Other prohibited items	This includes nitrogen oxide bottles, gas cannisters and other flammable items To dispose of correctly, seek further advice depending on the item
Other types of metal	This includes items such as saucepans, frying pans and cutlery Take to one of the <a href="#">Household Waste Recycling Sites</a>
Plastic bags	Take to a supermarket
Plastic films	Take to a supermarket
Plastic pots, tubs and trays	Place in your household rubbish
Rubble	Sell, or donate locally using <a href="#">Freecycle</a> and other online platforms Take to the <a href="#">Household Waste Recycling Sites</a> (you can take six small builder's bags for each household each month)

Material	How to dispose
Sanitary ware	This includes items such as nappies and feminine hygiene products Place in your household rubbish
Soil	Sell, or donate locally using <a href="#">Freegle</a> and other online platforms Take to the <a href="#">Household Waste Recycling Sites</a> (you can take six small builder's bags for each household each month)
Textiles	Sell or donate locally to a charity shop, or online using <a href="#">Freegle</a> Take to one of the many <a href="#">textiles recycling points</a> across the city
Tissues	Place in your household rubbish
Wood	Sell, or donate locally using <a href="#">Freegle</a> and other online platforms Take to the <a href="#">Household Waste Recycling Sites</a> (you can take six small builder's bags for each household each month)