

Place Overview & Scrutiny

Date: **24 March 2026**

Time: **4.00pm**

Venue: **Hove Town Hall Council Chamber**

Members: **Councillors:** Evans (Chair), Cattell, Oliveira, Fishleigh, Fowler, Goddard, Mackey, Meadows, Sykes and Winder

Contact: **Anthony Soyinka**
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Chief Executive
Hove Town Hall
Norton Road
Hove BN3 3BQ

Date of Publication - Monday, 16 March 2026

AGENDA

Part One

Page

65 PROCEDURAL BUSINESS

- (a) **Declaration 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 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.

66 MINUTES

7 - 34

- 66.1 To approve the draft minutes of the 19th January 2026 special Place Overview & Scrutiny Committee meeting,
- 66.2 To approve the draft minutes of the 21st January 2026 Place Overview & Scrutiny Committee meeting,
- 66.3 To approve the draft minutes of the 19th February 2026 special Place Overview & Scrutiny Committee meeting.

67 CHAIR'S COMMUNICATIONS

68 PUBLIC INVOLVEMENT

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

- (a) **Petitions:** To receive any petitions presented by members of the public to the full Council or to the meeting itself;
- (b) **Written Questions:** To receive any questions submitted by the due date of 10am on 19th March 2026
- (c) **Deputations:** To receive any deputations submitted by the due date of 10am on 13th March 2026

69 MEMBER INVOLVEMENT

To consider the following matters raised by Members:

- (a) **Petitions:** To receive any petitions submitted to the full Council or to the meeting itself.
- (b) **Written Questions:** A list of written questions submitted by Members has been included in the agenda papers.
- (c) **Letters:** To consider any letters submitted by Members.
- (d) **Notices of Motion:** To consider any Notices of Motion.

70 UPDATE ON SHORT TERM LETS REPORT RECOMMENDATIONS 35 - 46

Contact Officer: Natalie Sacks-Hammond

Ward Affected: All Wards

71 MEMORIALS POLICY 47 - 66

Contact Officer: Natalie Sacks-Hammond

Ward Affected: All Wards

72 SEAFRONT DEVELOPMENT BOARD PROSPECTUS 67 - 76

Contact Officer: Natalie Sacks-Hammond

Ward Affected: All Wards

73 DISCUSSION OF THE NEXT TASK & FINISH GROUP

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Further information

For further details and general enquiries about this meeting contact Anthony Soyinka, (email Natalie.Sacks-Hammond@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

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- Paint spray or similar items;
- Padlocks, chains and climbing gear;

- Items that make a noise (e.g. whistles, loud hailers, mega phones); and,
- Banners, placards and flags or similar items.

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In most meetings, there are no incidents and Council is not disturbed. We hope this continues so there is no need for the Mayor or any Chair of a meeting to take these actions.

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- Do not re-enter the building until told that it is safe to do so

BRIGHTON & HOVE CITY COUNCIL

PLACE OVERVIEW & SCRUTINY

5.00pm 19 JANUARY 2026

HOVE TOWN HALL COUNCIL CHAMBER

MINUTES

Present: Councillor Evans (Chair) Cattell, Fowler, Goddard, Mackey, Meadows, Pickett, Sykes and Earthey

Other Members present: Mark Strong (CVS), Mary Davies (OPC)

PART ONE

47 PROCEDURAL BUSINESS

47. Procedural Business

47a Declarations of substitutions

47.1 Apologies from Cllr Winder

47.2 Cllr Mark Earthey attended as substitute for Cllr Bridget Fishleigh.

47b Declarations of interest

47.3 There were none.

47c Exclusion of the press and public

47.4 The press and public were not excluded

48 CHAIR'S COMMUNICATIONS

48.1 The Chair gave the following communication:

Today we are holding a special Place Overview & Scrutiny meeting as part of the budget scrutiny process. The minutes of this meeting and any specific comments made by committee members will be shared with the Cabinet to inform their planning.

We will be looking at the details of the budget plans ahead of the Cabinet meeting on 12th February and budget Council on 26th February. We are joined by Cllr Jacob Taylor, Deputy Leader of the Council and cabinet member for Finance & City Regeneration, and John Hooton, Interim Director of Property and Finance, who will be talking to us about the budget and then taking questions from members. We are also joined by Cabinet members and officers who are on hand to help with any questions, and I'd like to welcome them to the meeting.

We will start the meeting with a brief overview of the budget plans from Cllr Taylor. I will then ask each Cabinet Member in turn, supported by Cllr Taylor and by the relevant officers, to take questions on plans within their portfolio.

Although we only have one item on the agenda, this is an important subject for scrutiny, so I imagine there will be a lot of questions to get through. Can I therefore please request that both those asking and answering questions are as brief and to the point as possible. There will be ample opportunity for members to state their position on plans and propose alternative savings to Budget Council; the purpose of this meeting is to get more information on the budget plans, so I do want encourage members to ask questions rather than make statements.

Please note that any questions relating to a specific ward will be referred to officers outside of the meeting to ensure the committee is focussed on implications for all wards. In the interests of time and to ensure that everyone gets to contribute, I'm going to ask members to refrain from asking multiple questions and to ask one question only to each Cabinet Member. If you have more questions for the Cabinet Member, and if we have time, I will come back to you once everyone has had the opportunity to ask something. I do want to give all members the opportunity to ask everything they want to, but I need to be mindful that we have many service areas to cover and only limited time. I will move on to the next topic if I feel we need to, even if there are questions still to be asked.

We are in the process of setting up another special budget scrutiny committee in February where we will have the opportunity to scrutinise the budget at a later stage in the process which will include the HRA and any changes that has been made to the budget before it goes to Council on the 26th February for approval.

49 PUBLIC INVOLVEMENT

49.1 There were no public questions.

50 MEMBER INVOLVEMENT

50.1 There were no member questions.

51 GENERAL FUND DRAFT BUDGET AND RESOURCES UPDATE – 2026-27 TO 2029-30

51.1 The item was presented by Cllr Jacob Taylor, Deputy Leader of the Council and Cabinet Member for Finance & City Regeneration, and by John Hooton, Interim Director of Property and Finance. Cabinet Members and senior officers were also in attendance to present and answer questions on plans relating to their portfolios and services.

Overview

51.2 Cllr Taylor told the committee that a draft budget for 2026-27 had been approved by Cabinet on 11 December 2025. A revised budget would be presented to Cabinet on 12 February 2026, and subsequently to Council on 26 February 2026.

51.3 The draft budget identified a £24.9 million budget gap. This is due to service pressures of around £35 million rather than to any decrease in funding. In fact, real terms funding has increased significantly in each of the past 2 years. This is a very different situation to the early 2010s when there were substantial year-on-year reductions in cash terms to the funding the council received. Service pressures are largely concentrated in homelessness and temporary accommodation and in adult social care. This is a common picture in councils across the country, although Brighton & Hove City Council (BHCC) is not currently experiencing a high degree of service pressures in children's care, unlike many other councils. To give an example of the scale of the challenge, the homeless & temporary accommodation budget in 2025-26 was £8M. In 2026-27 demand pressures mean this has risen to £20M. The council cannot simply fund these additional pressures and urgent steps are being taken to mitigate them: for example, by building or purchasing social housing to reduce pressures on temporary accommodation.

51.4 The draft budget identifies around £12M in savings for 2026-27. These are mainly efficiencies rather than cuts to services. A budget gap of around £13M remains, and this will be addressed in the revised budget plans due to be presented to Cabinet on 12 February. Following the Cabinet meeting, there will be a further opportunity for scrutiny of these plans.

Sport & Recreation: Cllr Alan Robins (Cabinet member for Sports, Recreation & Libraries) and Alison McManamon (Corporate Director, City Operations)

51.5 Cllr Robins told the committee that his priorities included increasing income generation and improving public access to parks. There will be a review of parking charges at city parks, and also a review of the sports on offer across the city.

51.6 Cllr Sykes asked whether all the identified sports and leisure savings would be delivered in year 1 given the need to develop a commercial strategy. Ms McManamon replied that there are a number of areas for additional income being explored, including uses for Blackrock and pop-up beach concessions. Cllr Taylor added that the council needs to do much more to realise the commercial opportunities offered by its assets. There is considerable scope here.

51.7 Cllr Meadows asked whether income targets for car parking charges in parks were realistic given that many parks have not even introduced parking charges. Cllr Robins responded that parks will be assessed individually for the potential to introduce or increase parking charges. Ms McManamon added that there are a number of opportunities to increase income from parks, so there is scope to cover any shortfall in anticipated parking income. Cllr Taylor noted that some risk is inherent in all budget planning, hence the need to build reserves.

51.8 Mark Strong asked about the risk of increasing charges pricing some communities out of using sports and leisure services. Cllr Robins replied that this is not the intention and any impacts will be closely monitored. Mr Hooton added that the council provides a very comprehensive sports and leisure offer, for example, free swimming for young people, and that there are no plans to undermine this work. Ms McManamon noted that it is already the case that profitable elements of the leisure contract are used to subsidise access and this will continue. Ms McManamon offered to provide additional information in writing on the community benefits in the leisure contract, such as free swimming, schools using facilities and other benefits offered, and information on how we are protecting community activities in the new contract.

51.9 Cllr Goddard noted that the council has been historically poor at commercialising its assets. It is very important that we protect the vulnerable, but we must do much more to take advantage of commercial opportunities. For example, there is a growing demand for padel courts which would generate income, but which will not be addressed by existing modest expansion plans. Cllr Taylor responded that he partly agreed. However, it is important to note that the council does elements of commercial activity really well: for example, in terms of the annual events programme and in terms of the commercial property portfolio. Ms McManamon offered to provide additional written information on plans to increase revenue by offering additional leisure opportunities such as padel, and on the council's position on paid-for murals.

51.10 Cllr Pickett asked whether increasing outdoor event income would mean an increase in events in parks. Ms McManamon replied that a new Events Strategy will be presented to Cabinet in March. However, increasing revenue from events is not necessarily about running more major events – it is also about encouraging more community events, improving the offer for weddings and similar measures. Cllr Robins added that the council is very conscious that some residents feel strongly about access to their park being restricted by major events.

51.11 Mary Davies noted that the Equality Impact Assessment (EIA) on parking charges in parks states that the impact of changes will be low. However, the Older People's Council (OPC) contests this – there will be a significant impact on older people and people with disabilities who need to use their cars to access open spaces and who may struggle to pay charges or will be unable to pay because they do not have smart phones. The OPC would like to see the EIA re-examined. Ms McManamon agreed that the EIA for car parking charges in parks will be reviewed.

51.12 Cllr Earthey asked about short-term borrowing costs for the King Alfred development. Cllr Taylor replied that there are inevitably short term costs for this type of project as the new King Alfred will not generate income while works are in progress.

51.13 Mr Strong asked whether plans to develop a VIP offer at the Brighton Centre could include offering opportunities for young people or excluded communities to benefit from new facilities. Ms McManamon agreed to take this idea away.

Central Services & Public Realm: Cllr Jacob Allen (Cabinet Member for Customer Services and Public Realm), Alison McManamon (Corporate Director, City Operations), Elizabeth Culbert (Director Governance & Law).

51.14 Cllr Allen outlined plans relating to his portfolio, including establishing a sovereign Brighton & Hove IT function, moving away from Orbis partnership arrangements.

51.15 Cllr Meadows asked about recovery of money owed by the owners of the Albion Hotel. Cllr Taylor responded that £1.2M has now been recovered and negotiations for the residue are ongoing.

51.16 Cllr Sykes asked about costs relating to work with Orbis. Cllr Allen explained that savings have been identified in terms of procurement spend, but there are cost pressures in relation to ICT, particularly in terms of cyber security. Ms McManamon agreed to provide additional information in writing on the council's actions on cyber security.

51.17 Cllr Goddard asked about the Innovation Fund. Ms McManamon replied that the council is looking to learn from pioneering councils across the country, particularly in terms of digital innovation. Mr Hooton added that the Innovation Fund will also focus on reducing costs in high-cost statutory services, for example by using reablement to reduce burdens on adult social care or by targeted work to help people avoid being made homeless.

51.18 Cllr Earthey asked about savings on subscriptions. Ms Culbert responded that the council will retain some key subscriptions (for example to the Local Government Association). Those being terminated are not considered key to council efficiency.

51.19 Cllr Mackey asked why the council had seen a rise in Freedom of Information and Subject Access requests. Cllr Taylor replied that this is likely to be because the council has made lots of significant policy changes recently. Ms McManamon added that it is clear from officer feedback that there is a need to streamline the process of responding to these requests. She also offered to provide more information in writing on this issue.

51.20 Cllr Pickett asked about risks to legal services income generation. Ms Culbert explained that there is a potential risk to income from East Sussex Fire & Rescue Service arising from changes to fire services that form an element of local government reorganisation. However, this is only part of legal services external income.

Finance & City Regeneration

51.21 Cllr Taylor told members that much of his portfolio related to capital rather than the General Fund budget, so was not germane to this discussion. However, members should note that the council's rationalisation of properties, including its main office buildings, was having a positive impact in terms of reduced buildings maintenance costs.

51.22 Cllr Meadows asked about risks of the council borrowing too much to fund developments including Withdean swimming pool and the King Alfred. Cllr Taylor replied that it is necessary to borrow to fund the overdue redevelopment of leisure facilities. BHCC is not a heavily indebted local authority and this borrowing is manageable.

51.23 Cllr Sykes asked for details of dialogue with Government over the council's settlement. Cllr Taylor responded that the council made a formal response to the Government's Fair Funding review. However, it should be noted that the fair funding formula adopted does not result in lower funding for the city, albeit funding will increase less than would have been the case using the previous formula. The council is actively talking to Government around homelessness. This is not about asking for more funding, rather the council is seeking greater flexibility to buy property to use as temporary or social housing. A number of private landlords are currently seeking to exit the rental market, and this represents a real opportunity for councils if they are able to purchase properties.

51.24 The Chair stated she was disappointed that the Government's new funding formula does not fully include housing costs when calculating deprivation. Cllr Taylor agreed, noting that the issue of local housing affordability has been raised with the relevant minister. The Government recognises that this is an issue. John Hooton added that the funding formula does now include some elements of housing costs, but does not fully reflect the cost of housing.

51.25 Cllr Earthey expressed concern about any moves to reduce the council's risk reserves. Cllr Taylor agreed that it is important to maintain and build reserves and more needs to be done in this space. Mr Hooton added that steps have been taken to build up the general reserve, which is now around £8M, up from £6M a couple of years ago. The measures in this year's budget plans are not to reduce reserves but to transfer some money from earmarked reserves to the general reserve which will enhance the council's ability to manage risk.

Net Zero and Environmental Services. Cllr Tim Rowkins (Deputy Leader of the Council and Cabinet Member for Net Zero and Environmental Services), Max Woodford (Director, Place).

51.26 Cllr Rowkins told the committee that priorities include protecting frontline services, particular those supporting net zero and the look and the feel of the city. There are opportunities to generate savings by exploring options for commercialisation, for example by offering graffiti removal services to local businesses, adopting a more commercial approach to the collection of garden waste and recovering full costs of cleaning up after events from the organisers. It should also be noted that public toilets are a priority: there are no plans to close any toilets and there is an aspiration to extend opening hours at some toilets where this is possible.

51.27 Cllr Mackey asked about the impacts on older or disabled people of charging for some public toilets. Cllr Rowkins replied that the council does not want to impact these groups. However, it is important to note that the high volume of visitors to central parts of the city imposes considerable burdens on the council and targeting toilets in high footfall areas of the city for charging will help with recovering some of the costs associated with being a popular tourist destination.

51.28 Mark Strong asked about community & voluntary sector (CVS) groups that want to recycle but are unable either to use domestic services or to buy commercial recycling which is not available. He also asked whether it might be possible to exempt small CVS groups from waste charges which they may struggle to pay. Cllr Rowkins responded that the recycling issue was being examined. He was sympathetic to the financial burden placed on small CVS groups, but it needs to be recognised that the council's financial situation makes it tricky to apply exemptions. Ms McManamon added that exploiting opportunities to trade waste services might provide more headroom to offer exemptions. Ms McManamon offered to provide further information on the council's policy regarding charging 3rd sector organisations for waste services.

51.29 Cllr Earthey asked about metering of council assets and suggested that local environmental groups may be willing to assist this project. Cllr Rowkins replied that metering is ongoing and is delivering cost savings. The idea of involving local environmental groups is a good one. Mr Woodford added that the council has many hundreds of assets to convert to meters and this is a major change project.

51.30 Cllr Sykes asked about community composting, noting that it would be a shame to end this just because food collections are being rolled out. He also declared an interest as he is on the board of the Food Partnership. Cllr Rowkins responded that he recognises the value of community composting, but there has to be consideration of whether this is something the council can support financially. He would be happy to explore non-financial support measures.

51.31 Cllr Pickett asked about the council's fleet and whether there would be disadvantages in measures to rationalise the storage of parts. Ms McManamon replied that elements of the current supply chain are ineffective and the plans are to develop a new stock control system which will address this and make the fleet more reliable.

51.32 Cllr Meadows asked whether the plan to charge for replacements for broken bins would be worth the administration costs. Cllr Rowkins replied that most of the required admin is already in place. It needs to be recognised that residents are responsible for the upkeep of their bins. However, bins damaged by the council will be replaced for free, and there will be no charge for replacement bins when residents have requested to up or downsize.

51.33 Mary Davies stated that the Older People's Council is opposed to the proposal to charge for some toilets, challenging the low impact score in the Equality Impact Assessment, and would prefer that funds were raised via a tourist tax. Cllr Taylor responded that local areas do not currently have the ability to impose tourist tax. This is a power that may, in time, be granted to the Mayoral Authority. Ms McManamon added that the EIA on toilet charging plans would be reviewed.

51.34 Cllr Fowler asked about plans to charge for Christmas tree disposal and the impact on residents who already pay for garden refuse disposal. Cllr Rowkins replied that residents with brown bins will still be able to use these for disposal of Christmas trees at no extra charge; the plan is to introduce charged disposal as an offer for those without brown bins. Mark Strong noted that Rotary already offer collection and disposal for a small charge.

51.35 Mark Strong asked whether the council would continue to remove offensive graffiti. Cllr Rowkins confirmed this is the case. The plans to offer a charged service to business with graffiti do not mean that the council will start charging to clean offensive graffiti.

Culture. Cllr Birgit Miller (Cabinet Member for Culture, Heritage and Tourism)

51.36 Cllr Miller told the committee that her priorities include a focus on greater efficiencies and on commercialisation, for example in terms of introducing a VIP offer for Brighton Centre events and on making the city a more attractive venue for filming.

51.37 Mark Strong asked about the potential negative impact on local residents from increasing the number of city events. Cllr Miller replied that she recognised the issue. The new events strategy will include a reduction in the hours of some events and there will be limits placed on some event locations, for example, the north of Valley Gardens will only be offered for daytime events, minimising disruption to local people. It should also be recognised that the main focus for increasing revenue is on weddings and filming rather than on outdoor events. Ms McManamon added that feedback from Place Committee informed, and is embedded in, the events strategy. Cllr Taylor noted that many residents enjoy city events and are happy to accept a degree of inconvenience.

51.38 Cllr Earthey asked about opportunities to increase revenue on the Volks railway, potentially including extending it either to the east or the west. Cllr Miller replied that she would love to look at extending the Volks, but this is not a realistic opportunity in the short term. More pertinent measures include developing Blackrock so that the Volks terminates at a destination that people will want to travel to, and increasing use of the Volks by holding themed events.

Cllr Taylor added that developing Brighton's Eastern seafront is the biggest commercial opportunity in the city and something that the council is focused on.

Transport. Cllr Trevor Muten (Cabinet Member for Transport)

51.39 Cllr Muten told the committee that his priorities are to deliver a well-run service that meets the needs of residents whilst generating income. Measures planned include the charging of 'lane rental' to utilities companies and a rationalisation of resident parking.

51.40 Mark Strong noted his concern that additional roadside advertising would risk the safety of cyclists. Cllr Muten replied that public safety will be of paramount concern when considering any additional use of advertising.

51.41 Cllr Earthey asked about plans to address potholes. Cllr Muten replied that this would be detailed in a Cabinet paper expected in March. The council is anticipating a 4 year settlement from Government to help fund this work.

51.42 Committee members discussed whether they wished to make any specific recommendations in addition to sharing a draft minute of the meeting with Cabinet for information ahead of its consideration of budget plans. Members agreed to make 2 recommendations, around the equality impact assessment of plans to introduce parking charges in some parks, and around the council's reserves where committee members did not wish to see the Council adopting any policies that would increase risk.

51.43 RESOLVED – (i) that Place Overview & Scrutiny Committee recommends that the Equalities Assessments relating to parking at parks, and charging for toilets, are urgently revised to accurately reflect the Impact of proposals to groups with protected characteristics, particularly older people and the many which intersect e.g. those with disabilities and socio-economic deprivation.

(ii) that Place Overview & Scrutiny Committee recommends that Cabinet looks closely at the plans to move sums from earmarked to general reserves.

The meeting concluded at 7.31pm

Signed

Chair

Dated this

day of

BRIGHTON & HOVE CITY COUNCIL

PLACE OVERVIEW & SCRUTINY

4.00pm 21 JANUARY 2026

HOVE TOWN HALL COUNCIL CHAMBER

MINUTES

Present: Councillor Evans (Chair) Cattell, Fishleigh, Fowler, Mackey, Meadows, Pickett, Sykes and Winder

Other Members present: Councillors

PART ONE

52 PROCEDURAL BUSINESS

52. Procedural Business

52a Declarations of substitutions

52.1 Apologies were received from Cllr Goddard
Bernadette Kent (OPC) was invited to the meeting to represent the Older Peoples' Council as Mary Davies was unable to attend.

52b Declarations of interest:

52.2 There were none.

52c Exclusion of the press and public

52.3 There were no Part Two items so the press and public were not excluded.

53 MINUTES

53.1 **RESOLVED**– that the minutes of the Place Overview & Scrutiny Meeting on 14th October 2025 were approved with one amendment from Cllr Sykes.

54 CHAIR'S COMMUNICATIONS

54.1 The Chair gave the following communication:

We are slightly changing the order of the agenda today to accommodate Cllr Muten who has a meeting clash and will be joining us later. So, we will start off with an update on waste management in the city and a potential new collection model, which you are being asked to consider and comment on. This paper will be going to Cabinet tomorrow and any comments from today's meeting will be shared in advance.

Next, we will be looking at the Infrastructure Development Plan and the Community Infrastructure Levy, which forms part of the budget setting process. We are being asked to note the plan for future years.

Our last presentation is on the Highways permitting scheme for street works. The slides provide an overview of how it all works at the moment with suggestions of improvements including a lane rental scheme.

In the interests of time, can I please request that both those asking and answering questions are as brief and to the point as possible, as we want everyone who wishes to contribute to have the opportunity to do so. We also don't want the meeting to overrun too much into the evening. Please note that any questions relating to a specific ward will be referred to officers outside of the meeting to ensure the committee is focussed on implications for all wards. In the interests of time and to ensure that everyone gets to contribute, I'm going to ask those presenting to keep their introductions to 5 minutes to allow as much time as we can for questions. Thank you.

55 PUBLIC INVOLVEMENT

55.1 There were no public engagement items.

56 MEMBER INVOLVEMENT

56.1 There were no member questions.

57 MORE RECYCLING, LESS WASTE - A NEW COLLECTION MODEL

57. More recycling, less waste – a new collection model

57.1 Cllr Rowkins gave a brief introduction to the item; that improving recycling rates is a priority and that plastic tubs and trays have been added to the list of items that can now be recycled and there has been a roll out of weekly food waste collections. 38% of the composition of general waste is food waste; this combined with plastics, cartons and foil means that a large amount of waste has been removed from general waste bins leaving them half empty. This raises the question of whether it makes sense to continue to drive around the city collecting half empty bins. Other councils including Lewes District Council have switched to fortnightly collections, others are doing 3 or 4 weekly. They are looking into what a fortnightly model would look like and no decisions have yet been made. There will be a consultation with residents and a decision would be made later in the year. This would only affect kerbside waste collections, not communal bins. The service has had some wobbles recently, but they continue to work on improvements.

57.2 Cllr Fowler said that this is a good idea as she has found that her bin is now half empty, however, she asked about people who don't recycle properly who may end up with overflowing bins and how to encourage them to recycle. Cllr Rowkins agreed that in his household the general waste bin is much emptier due to the additional items that can now be recycled. There is an issue of contamination for those people who do not recycle

correctly and it is a change of habit that is needed. Once the additional items for recycling have been introduced, the team will increase messaging and signage and do a big communications campaign on it.

- 57.3 Cllr Meadows said that there is an issue with student HMOs who do not recycle properly; that updating people with information on new recycling regimes on the website is not good enough as people don't check it regularly; that the report mentions missed collections due to illegally parked cars and asked how the new law on pavement parking might affect this; that the Cabinet paper talks about consultation and asked if this will come back to scrutiny; that the 99% rubbish collection statistic has been queried by residents on social media; that the impact of the expansion of materials that can be recycled has not yet been proven; and they need to use social media better to let residents know about their plans. Cllr Rowkins agreed that students HMOs are a key area for messaging and they will work with the universities and letting agents on this, that they acknowledge they will need to use physical leaflets for messaging to ensure all residents have the information they need, that the pavement parking ban may have an impact but they have smaller waste vehicles that can access the more narrower roads, the outcome to the consultation will likely come back to scrutiny and that the 99% figure is correct although it has dropped since the issues experienced at Christmas. Ali Mcmanamon added that they have bid for a fully funded intern from the University of Sussex to take on the social media campaign for this.
- 57.4 Cllr Sykes asked whether sanctions would be introduced for incorrect use of recycling bins, and whether they have any figures on the financial impact of changing to a fortnightly collection model. Cllr Rowkins said they are not considering sanctions and that the financial savings would come from running fewer vehicles. There was a significant investment in introducing the food waste service and making it efficient and this isn't a cost saving exercise. They introduced the 2pm crews to scoop up missed collections from that morning but that there have been staffing issues and two new crews are currently being trained to take this on.
- 57.5 Cllr Cattell said that residents were unhappy that the reporting missed collections website doesn't always work and is it important to ensure the technology is doing what it needs to. Cllr Cattell also said that paper communications is important and people need to know what they can do, such as larger families can request a larger bin. Cllr Rowkins said that the whole service is digital now; they launched a real time information service online, that missed collections can be reported by residents which is more efficient, as they used to have to wait until the crew returned to the depot with scraps of paper; now they know which bins have been missed straight away and can rectify this. The website may seem to not work but this is because once a missed collection has been reported once it has been logged and residents can't report multiple times.
- 57.6 Cllr Winder said that the strength of the process is the careful approach to allow people to get used to things; what is the next phase and expectations of ongoing change? Cllr Winder also asked how the workforce feel about these changes. Cllr Rowkins said they purposefully sequenced the changes for this reason but it needs to be clear to everyone what can and what can't be recycled, which bin to put what in and acknowledged that communal bins now have incorrect signage which needs to be rectified. Residents need to have confidence that what is put in recycling bins are actually recycled, which helps

with behaviour change. There is a conspiracy theory that everything ends up at the incinerator which is a myth and not helpful in instilling confidence from residents. The workforce have a different attitude now; Cllr Rowkins spoke to the Food Waste Drivers who said it's the best job in the world, they have brand new vehicles and enjoy being part of a new service to residents. They leave the depot at 3am and the job is hard work. Unfortunately, some collections were missed around Christmas due to ice and some workers slipped and were injured. The managers deemed it unsafe and suspended the service. Ali Mcmanamon added that there is a positive energy at the depot with a lot of changes being made including greater investment in vehicles, systems and technology. Managers are going out with the crews and fully understand the service and engaging with people face to face.

- 57.7 Bernadete Kent (OPC) asked about the equality implications as the elderly are an increasing demographic in the city; that any research or feedback needs to include the Older Peoples' Council and they need to bear in mind that the elderly are not so digitally minded and can get confused as to what goes in what bin. They need to think about how to get these messages across, possibly in libraries or GP surgeries. She also asked about the communal bins in the city centre that get full very quickly and how a fortnightly collection would affect that. Mark Strong (CVS) added that people with learning difficulties, especially those living alone, also find it confusing. Cllr Rowkins said a full EIA will be undertaken and the consultation will involve focus groups to understand how the changes affect people and so mitigations can be put in place. They don't want to rely too much on digital communications but physical paper is expensive but they recognise this needs to be done. Communal bins will not be affected by any changes in collection. The future aim is to have sensors on these bins to judge how full they are.
- 57.8 Mark Strong (CVS) said that the local groups he represents can help with cascading this information through local newsletters and other means, that they need to be mindful not to create more waste with physical leaflets and targeted communications would be effective. Cllr Rowkins welcomed help from local groups and was happy to attend any meetings.
- 57.9 Cllr Fishleigh asked about the problems encountered during the Christmas period and said that East Saltdean had no missed collections. Cllr Fishleigh said leaflets were promised to residents in her ward but never appeared and questioned why £500k was being spent on a report when she would prefer that money to be spent on a new lorry, more staff and better IT systems. Cllr Rowkins explained that the conditions were unsafe so the decision was made to suspend the service as people moving heavy bins in black ice is a different situation to the bus service that still ran. Managers couldn't conduct a risk assessment in the dark so the service started late and at the time the 2pm crews were not available. They are investing in new vehicles and drivers but the fleet was 15+ years old and the number of new vehicles is limited as it takes a while for them to be delivered once requested. In relation to the costs, this would also be used to distribute the physical leaflets although they are looking into cheaper ways to do this but acknowledged that Saltdean did not get them. Lewes District Council did have missed collections over Christmas. Ali Mcmanamon added that the money is also going towards fleet investment, recruiting drivers, project team costs including communications and data specialists, and a review of the 190 collection rounds which they are doing in collaboration with the workforce. Essentially, this is a broader transformation of the service.

- 57.10 Cllr Evans said that going ahead without consultation would upset residents so they have to do it. She asked about the review of the rounds and whether this would have to be repeated if Local Government Reorganisation (LGR) meant the boundaries would change, and that putting the leaflets with council tax bills could be a way of reducing cost. Cllr Rowkins said that they are expecting the outcome of LGR soon and this will form part of the review. Leaflets have gone out with council tax bills in the past but the timing is unlikely to work for this year.
- 57.11 Cllr Meadows said the budget papers said that they would charge for a change of bins, and asked whether the fortnightly collection was prelude to a 4 day working week for staff. Cllr Rowkins said this was not the case and they only charge for lost or damaged bins.
- 57.12 Mark Strong said that the average household produces 70 kilos of food waste per year and whether they could do any messaging to people not to buy more than they need or to take any excess to a food bank. Cllr Rowkins said the food waste bins should hopefully highlight to people how much waste they are producing and change their behaviours based on this.
- 57.13 Cllr Mackey said that the information stickers on communal bins in the street and blocks are not legible anymore and need to be replaced. Cllr Rowkins said the information is now out of date anyway so they will be putting new signage in.
- 57.14 RESOLVED – that the report be noted

58 INFRASTRUCTURE DEVELOPMENT PLAN AND CIL - PLAN FOR FUTURE YEARS

58. Infrastructure Development Plan and CIL – Plan for future years.

- 58.1 Cllr Taylor explained that the Infrastructure Delivery Plan (IDP) and Community Infrastructure Levy (CIL) are related. The existing IDP was published in 2020 and lays out the city's infrastructure requirements across social, physical and green infrastructure. It forms part of the budget setting process. The IDP identifies projects and needs that are required in the city; £587m worth of needs have been identified and there is only £205m of funding available. CIL is associated with planning and the development process and replaces Section 106. The income received through CIL is split between the strategic, Citywide CIL and the neighbourhood CIL. They will have to use CIL to support already identified projects that are vital for the city. Neighbourhood CIL bids go into the Better Brighton & Hove Fund where the neighbourhoods decide what they want the money spent on. 931 ideas were submitted at the last consultation. There is a variance of neighbourhood CIL across different parts of the city so they worked out an average to make it fair and used part of the Citywide CIL to top up each ward to ensure each one has the same minimum amount. Citywide CIL has £400k to date with a forecast of £700k and Neighbourhood CIL has £49k with a forecast of £90k. A further round of Neighbourhood CIL will take place at the beginning of 2027 once the pots have accrued more funding providing there is enough funds to do so. They received a positive response with lots of great ideas and will now go through them with the ward councillors to see which ones are viable. They will look for other avenues for those ideas that

cannot be funded via CIL. This is all connected to the City Plan process which is much broader dealing with allocation of land across the city.

- 58.2 Cllr Meadows said in the report it stated they identified £587bn. Cllr Taylor corrected this as £587m and there was a misprint in the report. Cllr Meadows said that Neighbourhood CIL feels like a resident's wishlist with ideas such as a tram rail in Patcham and she felt that expectations need to be managed when realistically CIL will fund much smaller things like a new bench. The IDP refresh states it will remove long term unfunded projects and asked what these were; and she questioned why some developers for major planning applications won't be paying CIL. Cllr Taylor said he thought a tram was a good idea but it wouldn't be able to be funded through CIL as it's too small. Residents know what is possible and what isn't; a lot of CIL goes towards the look and feel of the area with things like benches, new bins, rain gardens etc but there will be some disappointment and not everyone will get what they want. The long term unfunded projects have been in the mix for a while and there seems to be not much point including them when they have no allocated funding. Nicola Hurley explained that there are some nil CIL rated development sites such as the King Alfred site. There are four sites in the city that are nil CIL rated that were examined at the time of introducing CIL and during the examination it was concluded developers don't need to pay CIL on these sites. This is for reasons such as contaminated land, sea defences needed and in the case of the King Alfred funding a leisure centre. Also there is no CIL liable on affordable housing units. Mark Strong confirmed that a tram would cost billions.
- 58.3 Mark Strong asked how much engagement they had on the list for the IDP and that some of the ideas for CIL were not technically "infrastructure" such as revenue based proposals such as saunas and said they need to make it clearer what the money can actually be spent on. He also asked about cross referencing ideas from the community with projects already being worked on at the Council. Cllr Taylor said the Neighbourhood CIL is more flexible than the Citywide CIL and does allow for some revenue based projects. Cross referencing across the Council is a large task but it's important to check existing projects that already have funding and use that first before CIL, they are currently talking to all the relevant departments.
- 58.4 Mark Strong asked about the process once the officers have compiled the lists, whether this goes back to ward councillors and whether community groups would be able to have some input and engage with residents. Cllr Taylor said it is a ward member led process and the preferences would be what is presented to residents.
- 58.5 Cllr Sykes said the refresh of the IDP is a good opportunity to look at climate resilience and net zero commitments; and reported that apparently Southern Water have a large amount of money to invest in the city. The format of the IDP is a summary of individual sector based spreadsheets which will tie together with the Council Plan and he asked if there would be a narrative expanding on the individual projects so people can have more information; he was surprised not to see Hove footbridge on the list. The process worked well in his ward but he started the process too early and would like the timeline and process clarified for the next round. Cllr Taylor said that it is a fairly high level document that doesn't supersede anything that already exists. Due to a short timeframe, it wasn't felt necessary to do a more in depth narrative. Southern Water's plans may have changed as they had asked if the Council would invest into their programme. The

Council has put some money towards Hove footbridge but it is a complicated situation. He acknowledged the timeline for CIL was expected to flow more quickly than it actually did and took on board the need for clarified process and timeline.

- 58.6 Cllr Fowler asked when the last time things could be added to the list as she would have liked a rain garden in her ward due to having a lot of water flow. Nicola Hurley said they have written to ward councillors with the current list and they are liaising with relevant departments at the moment but it will come back to ward councillors one more time.
- 58.7 Cllr Fishleigh said she isn't a fan of CIL because under Section 106 all the money could have been spent locally and now they only get 15%. New additions such as a bus shelter and new pavement caused by new developments should come from the 85% CIL and not the 15%. Nicola Hurley said that Section 106 regime was more restrictive and could not be spent on anything, only mitigating the impacts from the development site. CIL is more flexible and doesn't have to be spent within a certain timeframe or paid back if not spent. Cllr Taylor said there are wards in the city with no eligible development sites so they need to balance strategic needs across the city and local needs.
- 58.8 Cllr Winder asked if there was a possibility of having a citywide view of everything, identifying deprived areas that need significant input and phase projects into a larger scale to ensure that it benefits everyone who needs it. Cllr Taylor said every area gets a project and a minimum amount of CIL. They can look at the suggestions on a citywide basis but they know they can't fund them all; what is useful is that these ideas form a mini public informed plan for each area, identifying the needs and wishes of the community.
- 58.9 Mark Strong said that there are quite a few proposals on the list from councillors for their own wards, some have put "submitted on behalf of residents", and citywide voluntary groups will have a view on these ideas. Cllr Taylor said he collected ideas in the comments section of his Facebook post and submitted them into the form himself; he didn't differentiate between a resident idea and councillor idea. In the next stage they will look into putting a call out to community groups to submit ideas as a group and send to a specific email address to meet this request.

58.10 RESOLVED – that the report be noted

59 BHCC HIGHWAYS PERMITTING SCHEME FOR STREET WORKS

59 BHCC Highways Permitting Scheme for Street Works

- 59.1 Cllr Muten presented the slides on the permit scheme for street works which shows the challenges being faced and explains the proposed lane rental scheme. The purpose is to improve coordination, reduce disruption, encourage collaboration and better forward planning. Permit applications are submitted to the national DFT system; the Council applies conditions to those permits to help minimise disruption and can issue fines under S74. Southern Water is the frequent source of overrunning works. The Council can also enforce high standards in areas of heritage. The current scheme lacks financial penalties with a maximum fine of £240. With the lane rental scheme the fines can be up

to £2500 per day during peak hours which encourages utility companies to work quickly. The income is re-invested into transport projects. East and West Sussex County Councils, Kent and London have implemented this scheme and have proof that it speeded up roadworks. The team will be recommending to Cabinet that they apply to the Secretary of State for a lane rental scheme.

- 59.2 Cllr Sykes was positive about this proposal and asked about the benefit-cost ratio and how it is calculated; that the scheme must be cost neutral so is the income generated from the scheme limited to the cost of providing the service or can it be used on more citywide projects; that consultation could delay things but also be an opportunity to look at control points for sensitive things such as utility companies damaging heritage paving stones. Cllr Muten said that the benefit would be to take a more coordinated approach between utility companies but is not meant to make a profit. There was an instance where the gas company in Cllr Sykes' Ward had not considered the heritage nature of the pavement and there is work that needs to be done, particularly with utility companies who do not know or live in the area to be more respectful. Tracy Beverley said that the permit schemes are reviewed every three years and any money that is made will go back into the scheme to pay for things like staff members, monitoring permits, and issuing notices if needed. The lane rental scheme allows a surplus to be generated which can be invested into improving networks and compliance around areas such as heritage.
- 59.3 Cllr Meadows said that often the road is dug up but there is no one working and it would be less disruptive if electricity and gas works dig up the road at the same time. The timing of permits and road closures needs to be clearer. She asked if the Council could charge them more if they don't coordinate digs as it is so frustrating. Cllr Muten said the utility companies know where repairs are needed and they should talk to each other. The lane rental scheme incentivises them to do so and coordinate repairs so the work is done at the same time. The utility companies pay contractors to put cones out and are charged a day rate and there are long periods of nothing happening. The lane rental scheme would save money as they can share the cost of roadworks.
- 59.4 Bernadette Kent said that roadworks can have an adverse effect on disabled people. At a recent meeting, she was told about a wheelchair user who couldn't get out of their building due to roadworks. Cllr Muten said utility companies need to be considerate of residents and it is their responsibility to communicate their work and they must consider access. Tracy Beverley said the current procedure says they are not allowed to work on the highway without considering the impact and that they should know better.
- 59.5 Mark Strong said that the definition of the busiest roads also includes pedestrians, cycling and wheelchair users and they can consult with groups like Possibility People to gain advice. He asked if the Council are doing work on the highways, do they have to apply to itself for a permit? Cllr Muten said that they would and have to pay for it. Tracy Beverley reassured Mark that pedestrians are considered when looking at the busiest streets. They will consult with key stakeholders, then put forward the top 10% traffic sensitive streets to the Government. Bernadette Kent asked if the OPC could be included in this consultation and Tracy Beverley said yes.
- 59.6 Cllr Fishleigh said that traffic management plans put in place are not fit for purpose. Often contractors working on the roads do not know the area and come from outside the

city, getting caught in traffic jams themselves. She gave the example of the A259's recent closure that caused chaos. Cllr Muten said it was a nighttime closure where the contractor had planned to return the road to use but the works overran and there was no daytime team to continue into the next shift. Lessons have been learned from this and they must now submit a contingency plan to avoid this happening again. He stressed the need for better communication with residents. He added that the lane rental scheme includes a Board where the council, utility companies and contractors can review traffic management plans together, supported by a dedicated officer to oversee these discussions.

59.7 Cllr Mackey said this is a good opportunity to better manage works near high footfall areas such as hospitals and transport interchanges, improving safe access for vulnerable users. She asked whether impacts on these groups could be monitored and whether smaller contractors might be disadvantaged by increased costs. Cllr Muten said the scheme would improve communication with residents and better address the needs of vulnerable users. He noted that some contractors lack local knowledge, as they are based outside the city, which can lead to poor communication. He added that the time disruptive equipment such as cones, materials and signage that have at time remained on the highway will be reduced from 20 days to five. He acknowledged that contractors would face costs for their equipment, which could increase costs for utility companies, but said this would incentivise better coordination and joint working to reduce disruption.

59.8 RESOLVED – that the report be noted.

The meeting concluded at 6.32pm

Signed

Chair

Dated this

day of

BRIGHTON & HOVE CITY COUNCIL

PLACE OVERVIEW & SCRUTINY

2.00pm 19 FEBRUARY 2026

HOVE TOWN HALL - COUNCIL CHAMBER

MINUTES

Present: Councillor Evans (Chair) Cattell, Oliveira, Goddard, Mackey, Meadows, Sykes, Winder, Earthey and Sheard

Other Members present: Mark Strong (CVS), Bernadette Kent (OPC), Jasmine Oquosa-Withers (YC)

PART ONE

60 PROCEDURAL BUSINESS

60. Procedural Business

60a Declarations of substitutions

60.1 Cllr Earthey attended as a substitute for Cllr Fishleigh

60.2 Cllr Sheard attended as a substitute for Cllr Fowler

60b Declarations of interest

60.3 Cllr Sykes declared that he is on the Board of the Brighton & Hove Food Partnership

60c Exclusion of the press and public

60.4 The press and public were not excluded

61 CHAIR'S COMMUNICATIONS

60.1 The Chair gave the following communication:

Today we are holding the second special Place Overview & Scrutiny meeting to look at the budget. The minutes of this meeting and any specific comments made by committee members will be shared with Cabinet.

At the last special budget meeting, we looked at the draft plans. Today, we will be looking at the final budget plans being proposed to Full Council on the 26th February for approval. We have already scrutinised much of the budget so today we will be focussing on changes made

to the budget since our last meeting. This includes the Housing Revenue Account which had not been part of the papers last time.

We are joined by Cllr Jacob Taylor, Deputy Leader of the Council and cabinet member for Finance & City Regeneration, and John Hooton, Interim Director of Property and Finance, who is only able to join us online today. They will be talking to us about the budget and then taking questions from members. We are also joined by Cabinet members and officers who are on hand to help with any questions, and I'd like to welcome them all to the meeting.

We will start with Cllr Taylor who will give a brief overview of the changes made to the budget since our last meeting. Following that, I'd like to open up for questions on the HRA first as our colleagues from Housing need to leave early. Then I will open up to questions on everything else.

Although we only have one item on the agenda, this is an important subject for scrutiny, so I imagine there will be a lot of questions to get through. Can I therefore please request that both those asking and answering questions are as brief and to the point as possible.

62 PUBLIC INVOLVEMENT

62.1 There were no public questions.

63 MEMBER INVOLVEMENT

63.1 There were no member questions.

64 SCRUTINY OF BUDGET 26/27: GENERAL FUND REVENUE BUDGET, MTFs, HRA PROGRAMME AND CAPITAL & TREASURY MANAGEMENT STRATEGY

64.1 Cllr Taylor gave a summary of the current budget position; back in December they reported a budget gap of £25 million and a set of proposals for just over £12 million of savings, and noted that they would come back with a final budget once they had received the settlement from central government and understood the true financing picture. They noted the Fair Funding Review that did not benefit Brighton & Hove that much but the settlement from the government ended up being slightly higher than they were previously led to believe. They have now produced a further set of proposals which is what is being scrutinised at today's committee and is going to Budget Council next week for approval. Cllr Taylor talked about the application for additional funding from the government through a programme called Exceptional Financial Support (EFS) and they have asked for £15 million specifically to deal with the pressures from temporary accommodation and emergency accommodation. The costs for this have increased sharply; in the current budget they are working with £8 million which is forecast to go to £20 million next year due to more families needing support and a rise in general costs. It is a targeted request for support to fix the underlying issue, which is a huge problem for the city especially the families who are impacted; people need to live in settled accommodation, and we need more public and Council housing. The Council can't keep throwing money at private landlords who are the ones benefitting from people living in temporary accommodation. The Council is rapidly buying as many properties as possible to bring it back in-house, which is cheaper. The application for EFS is to help facilitate this plan, bridge the gap and fix the underlying issue. Cllr Taylor briefly

summarised the in-year position as forecasting a £4.8 million overspend which is significantly down from month 8 that predicted a £9 million overspend. In the medium term, there is a forecasted gap of £25 million which is what this budget seeks to address. They are currently working on a plan to become financially sustainable, part of this is to invest in digital means in order to be more efficient.

64.2 Cllr Sykes asked a question about the rent collection rate which is down and what plans there are to help with this. Cllr Williams said that a significant number of residents are in the process of moving to the new Universal Credit system which is making rent late. They don't want to penalise anyone for this and know that the money is coming. Martin Reid said the transfer to the Universal Credit system has caused rent to go into arrears in some cases and the housing income team has a recovery plan to deal with this. Part of this plan is to set up direct payments of Universal Credit, introduce automation to make processes more efficient, enhance early intervention and strengthen links with Money Advice.

64.3 Cllrs Cattell, Goddard, Sykes, Earthey and Meadows asked questions about the EFS. John Hooton said that they have not had confirmation on the extra funding yet and hope to hear very soon. Cllr Taylor was fairly confident that they would be successful in getting this funding but if they weren't, then they would look to amend the budget. Cllr Taylor said the plan for the £15 million if received, would be to accelerate the rapid acquisition of properties. Building new properties is not a quick process but it is the right time to buy back properties quickly as some landlords are exiting the market due to the Renters Rights Reforms and the Council can benefit by using them as temporary accommodation. Genette Laws explained that their ambition is to transform homelessness through early prevention, offering effective and good quality temporary accommodation and create more secure tenancies. Cllr Sykes put forward a recommendation that they reduce the amount of EFS they are asking for to the amount required to balance the budget for next year. This would avoid the Council ending up borrowing large amounts just to recharge the reserves, that £15 million at 6% is high and questioned whether the Council actually wants to do that. Cllr Taylor said this is the right thing to do to protect services and build up a level of resilience to make investments in other areas. John Hooton said the reserves are at a critically low level and below the recommended amount for a Council this size, there are significant budget pressures in social care and the LGA and external auditor have raised concerns about this; he would not recommend this suggestion.

64.4 Cllr Earthey said he had concerns that the amounts being borrowed would end up increasing each year as he didn't fully understand the financial cost of the EFS. Cllr Taylor said that the money comes at a cost but as long as it sits as cash, it will then be part of the treasury management function and they will get a yield on it. The recommendation for reserves is £9 million but John Hooton has revisited this and put it closer to £18 million. This is a one-off application for EFS and they do not intend to apply again next year. A big chunk of the borrowing is for the HRA to put into new stock and repairs; this will be paid back via rent. When comparing with other local authorities of a similar size, Brighton & Hove are below average when looking at overall debt. Most of this comes from investing in things like Madeira Terrace, a new swimming pool etc, which all come at a cost. They could deprioritise projects to reduce the costs, but they feel they have got the balance right.

- 64.5 Mark Strong (CVS) and Cllrs De Oliveira, Meadows, and Earthey asked questions about the proposed cut to child pedestrian training. The cost is £165k, which is high but there have been 150 children seriously injured on the roads and around 100 with minor injuries in the last 5 years. He said that effectively it is outsourcing the costs to the NHS and to the families of those children who were injured. The Council isn't measured on child pedestrian training in the same way that they are for bikeability training so it looks like they're cutting the pedestrian training due to that. Once it has been cut, it will be difficult to start it again and this valuable service will be lost. He suggested looking at the transport income fund to see if the money could be saved. Cllr Muten said that they have invested in a lot of initiatives other councils have cut such as the School Streets programme and crossing patrols and that pedestrian safety is valued. They will be communicating with schools about including information on pedestrian safety in assemblies and PSHE programmes. They are committed to the Safer School Streets Programme and will target schools in more deprived areas. They encourage young people to cycle safely but are aware that some families don't have access to bikes and the training encourages them to learn the skills and confidence to do so in the future. Councillors had received a letter from 2 schools on this subject asking them to reinstate this. Cllr Muten said that many parents do teach their children these skills but they need to provide something for those that don't.
- 64.6 Cllrs Meadows, Earthey and Sykes and Mark Strong asked questions about parking charges. Cllr Taylor said that the income from parking charges is presented as savings in the paper. Some parking charges have been frozen, there is a 3% increase on resident parking permits, in some areas visitor parking permits remain the same except for the city centre where it makes sense to increase them, and there has been an expansion of some parking zones. Cllr Muten said that parking charges are more flexible with more options of how long people want to stay. Efficiencies with staffing have been achieved through digitalisation of the service and some long standing vacancies can be lost. Carers' permits and those for doctors' etc have been frozen. Cllr Muten said that the charges have been based on modelling every single scenario which is very complex. If charges are put too high then it puts people off parking there and they need to balance the needs of the city.
- 64.7 Cllr Cattell asked about staffing and whether the ambitious programme of repairing the roads is still possible. Cllr Muten said they have grant funding from the government to fix the roads. Ali McManamon said they were increasing the number of apprenticeships in City Operations as there are some areas it is hard to recruit to. They have internal staff taking some of these on to learn new skills.
- 64.8 Cllrs Evans, De Oliveira, Sykes, Goddard and Mark Strong asked questions about the proposed cuts to the Community Composting programme. There are 1400 households and 150 volunteers affected by a cut of £35k. Councillors had received a letter from the Food Partnership and Cllr Sykes asked whether it really is a cut once the cost of displaced food waste and extra transport have been factored in, it could end up costing the Council. The Community Composting programme can help with the transition and they should be looking at how this works together with citywide composting. He has put forward a recommendation to remove this cut. Cllr Taylor said they have been in correspondence with the Community Composting group and are exploring options, there might be a way to find the funding. Cllr Taylor agreed that the third sector can lever in

more funding via match funding etc and the Brighton CVS is very strong; they will look at mitigations for this proposal.

- 64.9 Jasmine from the Youth Council asked about charges for public toilets, where the £70k saving comes from, what the cost will be for buying and implementing the new charging stations and how long it will take to break even. She asked what evidence there was that people would take up alternative toilet schemes and how the flat rate can be justified for everyone when it will affect the more vulnerable people in society. Bernadette Kent from the Older Peoples' Council said they had been active in the campaign to reopen public toilets, and these charges will prevent older residents from using the city centre. Cllr Meadows said that reducing access to toilets could affect how confident people feel venturing out and that it's putting obstacles in peoples' way, such as the homeless who need free access to wash and may end up having to urinate in the streets. Cllr Taylor agreed that public toilets are really important and that the charges are limited to those with a very high volume of tourists using them and the small charge will help with the running costs. The EIA sets out the considerations and that they may remain free to some people. Ali McManamon said the £70k figure came from the analysis of high footfall areas which are generally where most tourists visit. There is no final decision yet and it won't be a flat rate for everyone. Cllr Taylor said the city has a high day visitor tourist economy which incurs lots of costs such as cleaning the beaches and there is no tourist tax levy in place. There are some groups who are keen to help such as those who run the Park Run and the suggestion of using toilets in cafes. They will look at this again.
- 64.10 Cllr Goddard said that the economic development function has been put into the Cabinet Office and has been under-resourced for too long; he wanted to know how it will flourish and whether it is being invested in. Cllr Taylor said that Visit Brighton has been brought into the Cabinet Office and a restructure is currently taking place. Economic development sits in Cllr Taylor's portfolio and that the activities that were set out in the economic plan remain important, including via the economic growth board but he would have also liked to see more investment and resources in this area.
- 64.11 Cllr Goddard asked a question about murals; that the city is falling behind others in using murals as anti-graffiti devices, to celebrate the city and potentially to generate income. It has been 3 years since the last mural strategy and Brighton & Hove Football Club have been wanting to put murals around the city for a year but has had no contact with Council officers. Cllr Miller said it has been a complicated process with the respective teams having gone through restructures but there has been progress on the mural for the Albion. There is a lack of Council-owned spaces in areas that they would like to put a mural so they are looking at ones under private ownership. Cllr Goddard said the Albion were willing to sponsor 10 murals to celebrate their 125 years in the city. This should be easily facilitated by one Council officer.
- 64.12 Mark Strong asked a question about waste collection charges for charities and that they get 100% rate relief but not waste relief and it shouldn't be a blanket charge. He also asked about Christmas tree collection proposals and that 2 providers already exist for this which is a valuable income stream for those charities; they are essentially setting themselves up as competition. Ali McManamon said they are not looking at a blanket approach for charging charities and will consider the size of the charity and number of

employees etc. They are looking into Christmas tree collection and possibly incorporating it into the garden waste service.

64.13 Cllr Meadows asked about the additional savings and whether they are looking into other ideas to make up the shortfall while waiting for confirmation from the government. Cllr Taylor said the budget gap in December was £25 million and the government settlement was what was assumed, however, there had been a small increase in overall funding. The additional savings is flagged in the paper.

64.14 Cllr Sykes asked about investment in AI and concerns at a national level around moving away from US technology companies, performance, cost, impact on the environment and safety. He asked whether the investment is fit for purpose or could be used elsewhere to alleviate pressures. Cllr Allen said that this is how staff are equipped to do more with less resources and help with budget pressures. They have done an AI pilot supporting staff in housing and adult social care, and there are other areas to explore with more time and investment such as predictive analytics for homelessness. There is particular investment being put into cyber security. Cllr Sheard asked whether it would make more sense to undergo organisational changes once the new Council is in existence following Local Government Reorganisation. Cllr Allen said Brighton & Hove will be a continuing authority and teams will undergo restructures to be more adaptable.

64.15 Cllr Sykes introduced the 3 recommendations from the Green Party:

1. Remove the £35k cut to Community Composting as this is unlikely to provide a real world saving once transport and treatment of displaced food waste is taken into account.
2. Reduce the quantum of borrowing under EFS Exceptional Financial Support from £15m (at an assumed 6% over 20 years) to only that required to balance the 2026-27 budget.
3. Consider whether the extent of investment in AI (under transformation budget /Digital and AI, and items such as individual Copilot licences) is appropriate and safe given multiple concerns, and consider whether a proportion of these recurrent and transformation funds could be better invested elsewhere.

64.16 John Hooton said that the reserves level is well below the recommended level and the application for EFS enables funding to go into budget pressures; he would not support recommendation 2. Cllr Evans explained that if any recommendation is approved, it is not binding but it will be formally shared with Cabinet for their consideration. Cllr De Oliveira seconded the recommendations. Members approved recommendation 1 and rejected the others.

64.17 **RESOLVED** – (i) That Place Overview & Scrutiny Committee recommends that the £35k cut to Community Composting is removed as it is unlikely to provide a real world saving once transport and treatment of displaced food waste is taken into account.

(ii) That Place Overview & Scrutiny Committee note the report.

The meeting concluded at 4.16pm

Signed

Chair

Dated this

day of

Brighton & Hove City Council

Place Overview & Scrutiny Committee

Agenda Item 70

Subject: Update on Short Term Lets report recommendations

Date of meeting: 24th March 2026

Report of: Chair of Place Overview & Scrutiny Committee

Contact Officer: Name: Natalie Sacks-Hammond

Email: Natalie.sacks-hammond@brighton-hove.gov.uk

Ward(s) affected: (All Wards);

Key Decision: No

For general release

1. Purpose of the report and policy context

1.1 At the 1st October 2024 Place Overview & Scrutiny committee meeting, members agreed to establish a Task & Finish group to explore issues relating to short-term lets in the city. The findings and recommendations from the Task & Finish group were presented and endorsed at the Place Overview & Scrutiny committee on the 25 March 2025. The update can be accessed at Appendix 1 and the original report at Appendix 2.

1.2 On 26th June 2025, the recommendations were approved by Cabinet, some subject to conditions. See Appendix 3 for details.

1.3 It is the responsibility of Place Overview & Scrutiny Committee to receive updates on the recommendations of its Task & Finish Group/s to ensure that progress is made. This is an update report to inform members on what actions have been taken since the recommendations were approved.

2. Recommendations

2.1 That Place Overview & Scrutiny Committee note the update report on the recommendations from the Short-Term Lets Task & Finish Group report.

3. Context and background information

3.1 The Short Term Lets (STL) TFG consisted of: Cllrs Amanda Evans (Chair), Amanda Grimshaw, Bridget Fishleigh, Anne Meadows, Jackie O'Quinn, Kerry Pickett; Mark Strong (Community & Voluntary Sector representative) and Doug Thompson (Older People's Council representative).

- 3.2 The Task & Finish Group (TFG) scrutinised the impact of Short-Term Lets (STLs) in Brighton & Hove. STLs was defined by the TFG as whole properties used exclusively for short-term lets. This does not include people renting out only part of their property or renting their main residence for short periods of time while they are away.
- 3.3 While contributing to the local economy and tourism, issues have been raised about STLs regarding housing availability, community impact, safety standards, and the challenges they pose to traditional holiday accommodation providers. The TFG, formed in October 2024, worked from November 2024 to February 2025 to assess these issues. It gathered insights from other local authorities, the STL industry, public services, and other stakeholders, including those developing national legislation.
- 3.4 The Task & Finish Group's recommendations span several areas, including lobbying central government, improving the information available on the council's website, and identifying issues for further consideration in relation to planning, licensing, and parking permits. A key challenge with regulating short-term lets is the absence of a licensing scheme and the uncertainty over when planning permission is required. As a result, the council currently lacks reliable information on the number of short-term lets operating in the city.
- 3.5 Some recommendations were approved by Cabinet on the basis that the government would introduce a licensing scheme for STLs; this has not yet been implemented. However, council officers have been engaged in discussions with the government on this matter and are preparing to take part in testing the online platform once it goes live later in the year. Additional recommendations are being considered as part of the City Plan, which is currently in development.

4. Analysis and consideration of alternative options

- 4.1 Not specifically for this scrutiny report

5. Community engagement and consultation

- 5.1 Not specifically for this scrutiny report

6. Financial implications

- 6.1 There are no direct financial implications arising from this report, which is to note. Any future changes to policy will require consideration of financial implications at the time.

Name of finance officer consulted: Craig Garoghan Date consulted: 09/03/2026

7. Legal implications

- 7.1 There are no direct legal implications arising from this report, which is to note. Any future changes to policy will require a consideration of legal

implications at the time.

Name of lawyer consulted: Katie Kam

Date consulted (05/03/2026):

8. Risk implications

8.1 Not specifically for this scrutiny report

9. Equalities implications

9.1 Not specifically for this scrutiny report

10. Sustainability implications

10.1 Not specifically for this scrutiny report

10. Health and Wellbeing Implications:

10.1 Not specifically for this scrutiny report

11. Conclusion

11.1 Place Overview & Scrutiny Committee to note the update report on the recommendations from the Short-Term Lets Task & Finish Group.

Supporting Documentation

1. Appendices

1. Update on Short-Term Lets report recommendations
2. Original report on Short-Term Lets

Place Overview & Scrutiny Committee

Update on Short Term Lets
Recommendations

March 2026



**Brighton & Hove
City Council**

Task & Finish Group Reminder

- At the 1 October 2024 Place Overview & Scrutiny Committee meeting, members agreed to establish a Task & Finish Group to investigate Short Term Lets in the city.
- A number of evidence-gathering meetings took place between November 2024 – February 2025.
- The findings and recommendations of the Task & Finish Group were presented and agreed at the Place Overview & Scrutiny committee in March 2025.
- There were 12 recommendations and a report was presented to Cabinet in June 2025.
- An update to the Recommendations is due to be presented to the Place Overview & Scrutiny Committee in March 2026.

Short Term Let Recommendations

Recommendation	Recommendation as agreed at Cabinet	Update
<p>To lobby the Secretary of State for the Ministry of Housing, Communities and Local Government for a new planning use class for short-term lets with no permitted development rights.</p>	<p>Recommendation agreed</p>	<p>Previous correspondence from Councillor Sankey to Government have included STLs.</p>
<p>To lobby the Secretary of State for the Ministry of Housing, Communities and Local Government for a licensing scheme with conditions on the operator to provide evidence that the property meets health and safety standards, is registered correctly as a business with the right arrangements in place regarding waste management, tax and business rates, parking and insurance; and to have good financial penalties for breaches.</p>	<p>Recommendation agreed</p>	<p>The Government is still developing the online platform which it intends to test with a number of local authorities.</p> <p>DCMS anticipate it to be published Spring 2026 and mandatory later in 2026/early 2027.</p> <p>Officers from Environmental Protection, Planning Enforcement, Planning Policy, and VisitBrighton have participated in discussions</p>

Short Term Let Recommendations

Recommendation	Recommendation as agreed at Cabinet	Update
<p>To lobby the Secretaries of State for Ministry of Housing, Communities and Local Government and for the Department of Culture, Media and Sport for any licensing/registration scheme to permit data sharing across public authorities and local statutory partners.</p>	<p>Recommendation agreed</p>	<p>See response to recommendation 2</p>
<p>To support the government's introduction of a registration or licensing scheme (pending details) to help the Council and other statutory bodies—such as Environmental Services, the Fire Authority, and Sussex Police—gather accurate data on the number and locations of STL properties in the city, facilitating enforcement when needed, and to register as soon as possible.</p>	<p>Recommendation agreed</p>	<p>See response to recommendation 2</p>

Short Term Let Recommendations

Recommendation	Recommendation as agreed at Cabinet	Update
Additional resources for planning enforcement investigations once registration or a licensing scheme is in place (subject to funding becoming available – e.g. from a licensing scheme that enables the council to recover costs).	Recommendation agreed	A licensing scheme has not been introduced
To allocate a named officer with Cabinet member oversight, to have responsibility for short-term lets as a point of contact and to get involved in pilot projects if the government is introducing this.	Recommendation agreed	To be agreed by end of February
To look at initiatives from other local authorities, such as East Lothian Council, who have introduced specific parking permits for short-term lets that is a new funding stream for the council.	Recommendation requires further investigation and consideration	This is currently been reviewed as part of the Fees & Charges for next financial year but it is not anticipated a specific permit for STLs would generate income due to parking charges on street and car parks.

Short Term Let Recommendations

Recommendation	Recommendation as agreed at Cabinet	Update
To consider and investigate through the development of City Plan 2041, add a clause in leases for new builds and conversions that they cannot be used as full time short-term lets	It is beyond the remit of the planning process to restrict leases but conditions could restricting the use of units as short term lets.	The planning policy team have recently commissioned a Visitor Accommodation Study to form part of the background studies for City Plan 2041.
To consider and investigate through the development of City Plan 2041 the introduction of zones in the city where STL development would be permitted or restricted	Recommendation required further investigation and consideration	See above
To consider and investigate through the development of City Plan 2041 flexibility in planning permission for hotels and guesthouses to re-classify as residential	Recommendation requires further investigation and consideration	See above

Short Term Let Recommendations

Recommendation	Recommendation as agreed at Cabinet	Update
<p>To update and improve information available on the Council's website and to include in any communications campaign in relation to short-term lets, including:</p>	<p>Recommendation agreed in respect of updating the planning pages with further discussions required to create a specific webpage that covers all teams in the council and to introduce a one-council approach for members of the public to raise issues with short term lets.</p>	<p>Current strand of work</p>
<p>To work with STL providers to provide an out of hours phone number for residents to call if STLs are causing nuisance in the neighbourhood and direct them to any employed security companies and/or the police if necessary</p>	<p>Recommendation agreed subject to introduction of a licensing scheme as this could be a stipulation of a licensing scheme that operators provide this.</p>	<p>A licensing scheme has not been introduced</p>

Brighton & Hove City Council

Place Overview & Scrutiny Committee

Agenda Item 71

Subject: Memorials Policy

Date of meeting: 24th March 2026

Report of: Chair of Place Overview & Scrutiny Committee

Contact Officer: Name: Natalie Sacks-Hammond

Email: Natalie.sacks-hammond@brighton-hove.gov.uk

Ward(s) affected: (All Wards);

Key Decision: No

For general release

1. Purpose of the report and policy context

- 1.1 This report considers the new Memorials Policy that is formalising in a single policy document the Council's approach to memorials on council-owned land, to ensure greater clarity going forward. This includes plaques, benches, trees, gardens, temporary and historic memorials such as statues. This policy does not apply to property or land under private ownership. The policy will be made available on the Council's website.
- 1.2 This policy has been generated to assist anyone considering installing a memorial in the area of Brighton & Hove on Council-owned land. It aims to provide clarity about the types of proposals the Council grants approval for and to provide guidance on the formal application process which must be followed. It also clarifies the legal requirements, including in relation to planning permissions required as well as on bylaws relating to memorials and structures on council land. Appendix 1 contains presentation slides; the draft policy can be accessed at Appendix 2.

2. Recommendations

- 2.1 That Place Overview & Scrutiny Committee note the report.

3. Context and background information

- 3.1 The Memorials Policy has been developed for those who wish to install a memorial in the city. It details the core principles of Compassionate Consideration, Inclusivity and Diversity, and Quality and Sustainability. The policy covers alternative options to memorials, donation schemes for trees and benches, and the application process.

- 3.2 The Policy clarifies that it is the responsibility of applicants to make arrangements for funding for ongoing maintenance and that they must seek advice from the Planning Team on whether planning permission is needed. They also need to comply with byelaws.
- 3.3 The council accepts donations for benches and trees with a choice of site for both. Benches will be in place for a minimum of 5 years. Tree donations are managed through the Tree Trust Fund and planting takes place between November – March. The council only plants trees sourced from its own suppliers due to biosecurity measures and to prevent the spread of infection. They will not accept plant donations or have memorial plantings in Parks and Open Spaces.
- 3.4 Application requirements include:
- Detailed proposal including design, location, and materials
 - Funding arrangements (including ongoing repair and maintenance)
 - Evidence of community support through significant consultation
 - Maintenance plan with named responsible persons and how they will be involved.
 - Permission from relevant stakeholders including next of kin where applicable
- 3.5 Applications will be assessed on historical and cultural significance, impact on the landscape, accessibility, safety, environmental factors and saturation of existing memorials in the area. For commemorative memorials, there will be a 20-year wait to ensure future historical relevance.
- 3.6 In respect of temporary memorials; flowers will be allowed for a period of 14 days, unsanctioned items will be removed by City Parks/Highway and the Safety Advisory Group should be consulted for any public vigil or gathering to ensure multi-agency awareness of the activity. Items considered by senior executives to be political, divisive or offensive will be removed immediately.
- 3.7 The application process will normally take 8 weeks from the initial application once all relevant documents and permissions have been obtained. There will be a 28-day appeals process if the application is not granted. The team are committed to supporting applicants throughout the process providing pre-application advice, identifying suitable locations, suggesting appropriate materials, connecting with qualified artists and craftspeople, and assisting with consultation.

4. Analysis and consideration of alternative options

- 4.1 Not specifically for this scrutiny report.

5. Community engagement and consultation

- 5.1 The policy has been drafted with reference to a variety of city council teams including Culture & Events, Communities, City Parks, Communications,

Planning and Highways. Applicants must consult prior to their application to demonstrate support from the community. The Community Cohesion Team can help with this.

6. Financial implications

6.1 There are no direct financial implications arising from the recommendation for this report.

6.2 The Policy sets out the Council's approach to approving and managing memorials on Council-owned land and clarifies that all costs associated with installation, repair and ongoing maintenance are to be fully funded by applicants. As such, the Policy is not expected to create additional revenue pressures for Council services.

6.3 Any clearance of temporary memorials following the permitted 14-day period will be managed within existing City Parks and Highways budgets. Any advisory input required from Planning or other services will be met from existing staff resources.

6.4 Should future service improvements be pursued, such as automation of the application process these would need to be considered within existing digital and service-improvement programmes, subject to available resources.

Name of finance officer consulted: Craig Garoghan Date consulted:
09/03/2026

7. Legal implications

7.1 This policy seeks to provide clarity regarding the Council's approach in this area. There is no requirement that it be formally approved and no legal implications have been identified as arising from this Report.

Name of lawyer consulted: Victoria Simpson Date consulted: 04/03/2026

8. Risk implications

8.1 Not specifically for this scrutiny report.

9. Equalities implications

9.1 Inclusivity and diversity are core principles of the policy and it encourages memorials that recognise historically underrepresented groups and celebrate the variety of contributions that have shaped the city.

10. Sustainability implications

10.1 Sustainability is a core principle for this policy and memorials are expected to be sustainable to maintain, constructed from durable materials that are coastally resilient and sympathetic to the local area.

10. Health and Wellbeing Implications:

10.1 Health and safety is considered throughout the policy including the following regulations:

- All installations must be accessible and safe.
- Where a temporary memorial forms part of a public gathering or vigil, the Safety Advisory Group should be consulted to ensure multi-agency awareness of the activity.
- The laying of flowers will be accepted for up to 14 days or when at capacity or beyond a health & safety tolerance.
- Items considered by senior executives to be political, divisive or offensive will be removed immediately.
- For larger gatherings above 100 people it is recommended to contact the Events Team and Sussex Police as early as possible.

11. Conclusion

11.1 Place Overview & Scrutiny Committee to note the report.

Supporting Documentation

1. Appendices

1. Presentation on the Memorial Policy
2. Draft Memorial Policy

Memorials Policy

Balancing respect and public amenity



Be healthy and
psychologically safe



Brighton & Hove
City Council

Memorials Policy

Purpose:

Guidance for installing memorials and public art on council land

What's Covered:

Plaques, public art, benches, trees, gardens, temporary and historic memorials (e.g. statues)

Key Principles:

- Compassion, inclusivity, and diversity
- High quality, sustainable, and contemporary design



Be diverse
and inclusive



Brighton & Hove
City Council

Memorials Policy

Requirements:

- Landowner permission and byelaw compliance
- Planning permission for permanent/major works
- Funding for installation and ongoing maintenance

Donation Schemes:

- New benches (no plaques on existing benches will be considered)
- Trees via Tree Trust Fund (no plaques/ashes)

Application Process:

- Early council consultation
- Detailed proposal, funding, community support, maintenance plan
- 8-week review, written decision, appeals allowed



Memorials Policy

Other Points:

- 20-year wait after passing for commemorative memorials in place to ensure future historical relevance
- Temporary memorials: flowers allowed for 14 days, including roadside tributes
- Unsanctioned items removed immediately by City Parks/Highways. (Ie, any object placed without permission or blocking existing infrastructure)
- All installations must be accessible and safe

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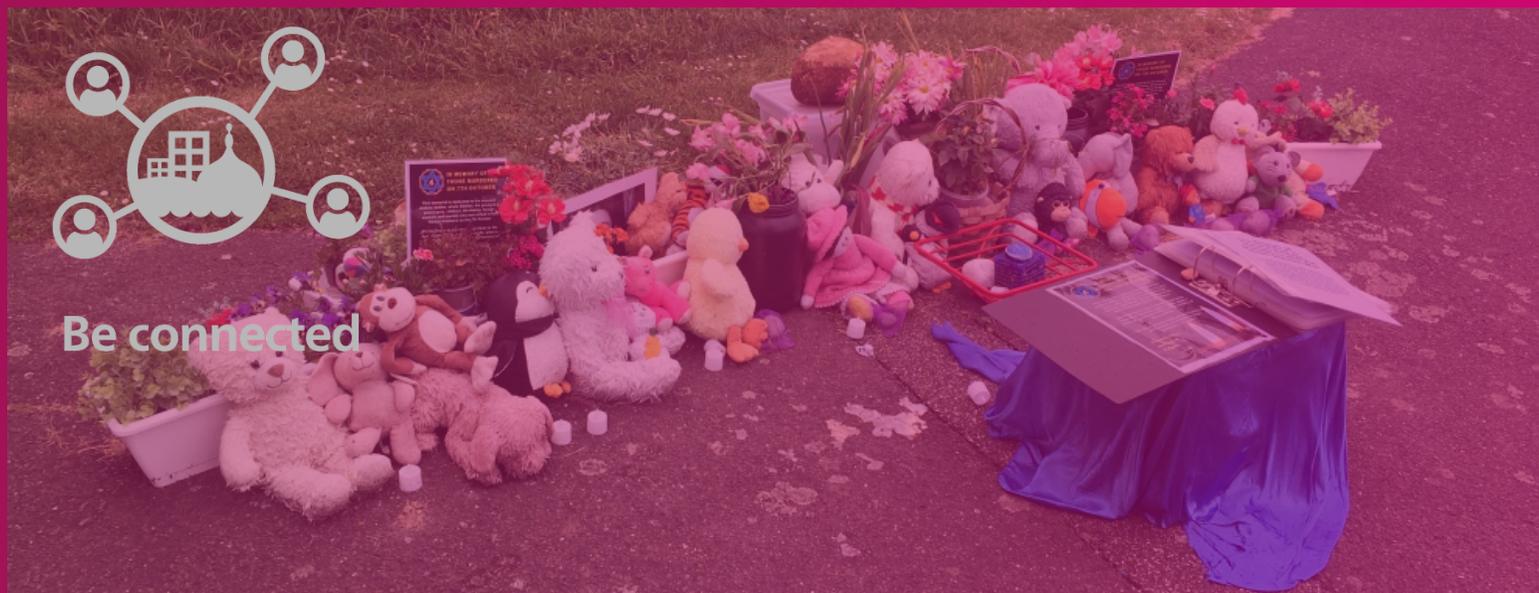


Memorials Policy

Other Points:

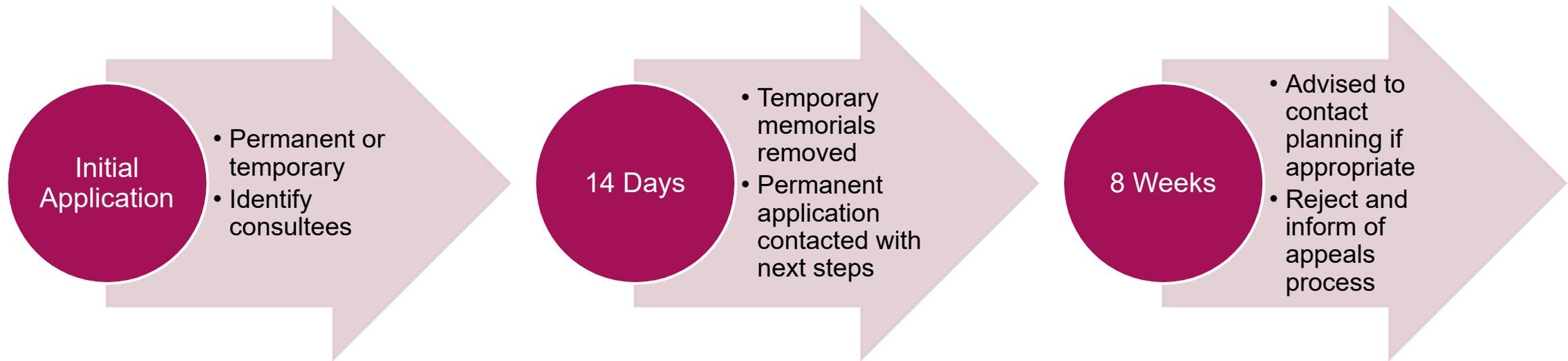
- Where a temporary memorial forms part of a public gathering or vigil, the SAG (Safety Advisory Group) should be consulted to ensure multi-agency awareness of the activity.
- Policy has been drafted with reference to a variety of city council teams including, Culture & Events, Communities, City Parks, Communications, Planning and Highways and ward councillors.

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Application Process

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- Permanent or temporary
- Identify consultees

14 Days

- Temporary memorials removed
- Permanent application contacted with next steps

8 Weeks

- Advised to contact planning if appropriate
- Reject and inform of appeals process

For temporary flower displays the applicant will be made aware of the 14-day limit

For a more permanent memorial consultees will be agreed with community cohesion colleagues

Removals to be carried out by city parks, or if on the highway, environmental services.

Longer term applicants referred to policy and advised to contact planning. 20-year rule check carried out.

Initial agreement granted if suitable pending consultee opinions.

28-day appeal process to Flagged to applicant if not granted

Thank you for listening

Any Questions?



**Brighton & Hove
City Council**

DRAFT Brighton & Hove Memorial and Public Art Memorials Policy

Introduction

This document is a policy to refer to for anyone considering installation of a memorial, to provide clarity about the kinds of proposals the Council wish to see, the quality of the proposal we require & to provide guidance through the application process. In addition, providing reference to relevant Bylaws relating to memorials and structures on council land.

The council recognises that memorials and public art memorials hold deep personal and community significance. They help us reflect on & remember significant figures that live or once lived in the city, commemorate important events, celebrate our diverse cultural heritage, and enhance our public realm.

Scope and Purpose

This policy covers:

- Memorials and commemorative plaques
- Public art installations for memorial purposes including the [Public Art Strategy 2022 to 2032](#) and [Public Art Planning advice note \(PAN10\)](#) (see cross over with BHCC Public Art guidance) [Public art commissioning toolkit](#)
- Donation trees and benches
- Commemorative gardens
- Temporary memorial installations and artwork.
- Historic Statues
- The policy applies to all public spaces under the Council's authority, including parks, open spaces, streets, and publicly accessible buildings. It does not apply to property/land in private ownership.

Core Principles

Compassionate Consideration

We commit to treating all memorial requests with empathy and respect, recognising that each application represents a meaningful connection to our communities' history and people whilst preserving and enhancing the character of the local area.

Inclusivity and Diversity

Proposals that reflect our communities' diverse cultural heritage and experiences. We particularly encourage memorials that recognise historically underrepresented groups and celebrate the variety of contributions that have shaped our city.



**Brighton & Hove
City Council**

NB: Public Art commissioning Toolkit:

**Hove Town Hall
Norton Road
Hove
BN3 3BQ**

'5.5 Memorials and Statues - The council welcomes new approaches by artists to the memorial and the monument. Government guidance on the removal of any objects or changes in name, states that these are now not possible without agreement from the DCMS.

See: <https://www.gov.uk/government/news/new-legal-protection-for-england-s-heritage>

Historic England has advice on how local authorities should make decisions on so-called 'contested heritage.' As they assert: 'Our stance on historic statues and sites which have become contested is to retain and explain them; to provide thoughtful, long lasting and powerful reinterpretation that responds to their contested history and tells the full story.'

A more appropriate and interesting way of memorialising, as opposed to a figurative statue, should be considered. The answer is not to install more statues, to 'balance out' representation, that kind of statue belongs to the past, to the pre-photographic / digital age. A more contemporary approach should be considered.'

Quality and Sustainability

All approved installations must be of high quality, respect and enhance existing landscapes and streetscapes. They will be designed to enrich the vibrant and diverse feel for which Brighton & Hove is known. They will be sustainable to maintain, constructed from durable materials that are coastally resilient, sympathetic to the local area & to a standard that will withstand the municipal environment.

By commissioning experienced artists that have an established reputation for producing quality work and by using an experienced panel to participate in the selection process, can enhance the quality of the proposal. It is worth considering employing qualified architect or landscape architect as their professional judgement may enhance an application. There may be exceptions to this for short term, temporary installations.

Legal Frameworks

Landlord's permission -

Borough of Hove

BYELAWS RELATING TO PUBLIC WALKS AND PLEASURE GROUNDS

20 A person shall not in the Pleasure Ground:

(i) except as hereinafter provided erect any post, rail, fence, pole, tent, booth, stand, building or other structure: Provided that this prohibition shall not apply where upon as application to the council they grant permission to erect any post, rail, fence, pole, tent, booth, stand, building or other structure, upon such occasion and for such purpose as are specified in the application

FOR EVENTS AND FILMING IN ASSOCIATION WITH MEMORIALS PLEASE SEE [Events and filming](#)



Brighton & Hove City Council

Alternatives to a memorial

There could be opportunities for a wide variety of temporary & permanent memorial public art works in the city. There are a variety of media that could be considered – lighting, two dimensional artworks, banners, custom scaffold covers, in a variety of places such as schools, colleges, hospital facilities, facades, libraries, community centres. Permission from landowners must be always sought and additional licences where scaffold is placed on the highway. Contact our Culture and Creative Industries team in the first instance to discuss options Arts@brighton-hove.gov.uk

Donation

Donation Schemes. The Council accepts donations for benches & trees.

Benches – A choice of site options for new benches will be available for the opportunity to donate a bench & an option of a plaque. This bench will be in place for a minimum of 5 years. Popular sites can be at capacity. Existing benches will not be adopted, meaning no new plaques on existing benches. Wording on bench plaques need to be approved by the council to ensure they are appropriate.

Benches should be kept clear of paraphernalia so as not to obstruct public from sitting on the benches. Any items restricting the use will be removed immediately.

Benches placed on the highway need to be of a suitable design and the location needs to be agreed before any approval is given. Maintenance costs need to be considered.

Trees

There is opportunity to donate a tree.

Through the Tree Trust Fund you can donate:

- the full cost of planting a specific tree (parks)
- an amount of your choice towards the city's tree planting

There is a choice of site & species. **Popular sites can be at capacity.**

Application window until 30th of September, planting takes place between November – March.

If we receive a request after 30th September, the request will be logged for the following planting season.

We only plant trees sourced from our own suppliers due to biosecurity measures and preventing risk of further infection in the city's tree scape.

We do not permit memorial plaques, or the scattering of ashes around any donation planting – cremation ash contains high PH and salt levels and can be harmful to the tree and surrounding environment.

The donor can be involved in the planting of your tree. We offer a time slot during the planting season to attend.

[Plant a commemorative tree with the Tree Trust](#)

Hove Town Hall
Norton Road
Hove
BN3 3BQ

Plant Donations

We do not accept plant donations or have memorial plantings in Parks & Open Spaces. We only source from our own plant suppliers due to biosecurity measures, toxicity of plants & seeds and to prevent risk of pest & disease spread.

Planting is carefully designed for the environment in parks & open spaces. An amount of your choice could be donated to a mandated project toward funding plant costs.

See Bereavement Services for memorial planting options in our city cemeteries.

Memorials

Funding

You should ensure you have made arrangements for the ongoing maintenance of an artwork, statue or memorial.

If the artwork, statue or memorial is on council owned or managed land you are likely to be required to arrange funding to provide to the council for maintenance of the work in perpetuity.

If the work is on private land, you are likely to have to be required to provide a maintenance plan as part of planning permission. You may be required to enter a legal agreement (such as s106 Agreement or planning condition) to secure these measures.

Planning Permission

Planning Permission is not required for any temporary use of land including any associated temporary moveable structures for up to 28 days. The land in question cannot however be within the curtilage of a building (ie the immediate area surrounding/enclosing it).

Depending on the type, size and location, construction or installation of an artwork or memorial may constitute 'development' under the Town and Country Planning Act 1990 and therefore require planning permission. If advertisements form part of the proposal, they will require consent.

Artworks or memorials which are outside or which will materially alter the appearance of an area or building will usually require planning permission. They may sometimes be provided or funded through the Section 106 or CIL legal agreement or through a planning condition.

Where placed on the highway a highways licence may also be required.

We would encourage you to contact the council's Planning Team who can advise whether planning permission is likely to be required for your installation:

planning.applications@brighton-hove.gov.uk

If planning permission is required, the council offers a paid-for pre-application service if you wish to obtain a view as to the likelihood of permission being granted:

[Pre-application planning advice service](#)



Memorial Application Process

Initial Consultation

We encourage applicants to contact us early in their planning process. A council officer in city parks or highways team, depending on the memorial location, will be able to provide guidance and support throughout the application journey.

Application Requirements

- Detailed proposal including design, location, and materials
- Funding arrangements (including ongoing repair and maintenance)
- Evidence of community support through significant consultation:
 - Documentation of support from community leaders, local residents, organisations, evidencing community meetings & running focus groups
- Maintenance plan with named responsible persons and how they will be involved.
- Permission from relevant stakeholders including next of kin where applicable

Planning

Where relevant a full planning application will need to be submitted to the planning department.

Review Timeline

We commit to reviewing applications within 8 weeks and providing clear feedback on decisions.

Assessment Criteria

Location Considerations & Planning Policies

- Historical and cultural significance of the proposed location
- Impact on existing landscape and usage
- Accessibility and public safety
- Environmental factors
- Saturation of existing memorials in the area - In some areas of high concentration further development of memorials could have a negative impact in the location. In other areas more development could enhance the park or open space
- Brighton & Hove's existing planning policies & local development framework will apply to all proposals
- Compatible with community cohesion frameworks

The Twenty-Year Principle

For memorials commemorating individuals or events, we observe a 20-year waiting period to allow for historical perspective. However, we recognize there may be exceptional circumstances warranting earlier consideration, which will be evaluated case-by-case with community input.



We understand the immediate need to commemorate recent events or losses; this is an understandable reaction. A peaceful gathering of people on public land is an appropriate way to mourn & honour those that have passed.

The laying of flowers will be accepted for up to 14 days or when at capacity or beyond a health & safety tolerance. These will be quietly removed and recycled afterwards.

Any infrastructure placed on council land (or trees or lamppost of any other infrastructure) without permission will be removed immediately such as, (but not limited to) tables, vases, trinkets, stones, vases, gazebos, books, ribbons.

Items considered by senior executives to be political, divisive or offensive will be removed immediately.

Ashes, graves, memorial signage or plaques cannot be placed within public parks or open spaces. (except plaques on approved sponsored benches)

For larger gatherings above 100 people it is recommended to contact the Events Team and Sussex Police as early as possible.

[Organising an event on council land](#)

Unsanctioned memorials will be removed immediately and all restrictions noted above in the Legal Frameworks section apply.

Community Safety and Accessibility

Community cohesion will always be of paramount importance for all sanctioned memorials in public spaces. On considering whether a memorial is granted permission, relevant staff will liaise with Ward Councillors to ensure memorials are proportionate and appropriate.

Design Requirements

- All installations must be accessible
- Designs should consider public safety and minimise opportunities for vandalism
- Materials should be weather-resistant and appropriate for the local environment considering for health and safety risks

Location Assessment

Each proposed location will be evaluated for:

- Public safety considerations
- Potential impact on different users of the location
- Accessibility requirements
- Environmental factors
- Cultural and historical significance and appropriateness

Maintenance and Long-term Care

Responsibilities

The application will require a responsible person that represents the group.

The responsible person would have to ensure:

- Regular maintenance and cleaning
- Repairs and restoration
- Replacement if necessary
- Insurance requirements
- Future relocation or removal if required

If the responsible person does not adhere to these requirements they will be contacted given a notice & a date to comply, if this is not observed the memorial will be removed.

Funding

Applicants must have the following costs covered:

- Installation costs
- Maintenance including responsible person/body
- Insurance arrangements where applicable

Memorial Application Decisions

All decisions will be communicated in writing with clear explanations. If an application is declined, we will:

- Provide detailed reasons for the decision
- Suggest alternative options where appropriate
- Outline the appeals process

Appeals Process

Applicants may appeal decisions within 28 days. Appeals will be reviewed by an independent panel including community representatives.

Support and Guidance

We are committed to supporting applicants throughout the process. Our staff can:

- Provide pre-application advice
- Help identify suitable locations
- Suggest appropriate materials and designs
- Connect applicants with qualified artists and craftspeople
- Assist with community consultation



**Brighton & Hove
City Council**

**Hove Town Hall
Norton Road
Hove
BN3 3BQ**

Contact Information

cityparks@brighton-hove.gov.uk

Regular Review

This policy will be reviewed every three years with input from community stakeholders to ensure it continues to meet community needs while maintaining high standards for our public spaces.

Brighton & Hove City Council

Place Overview & Scrutiny Committee

Agenda Item 72

Subject: Seafront Development Board Prospectus

Date of meeting: 24th March 2026

Report of: Chair of Place Overview & Scrutiny Committee

Contact Officer: Name: Natalie Sacks-Hammond

Email: Natalie.sacks-hammond@brighton-hove.gov.uk

Ward(s) affected: (All Wards);

Key Decision: No

For general release

1. Purpose of the report and policy context

1.1 The Seafront Development Board Prospectus is currently being prepared by the Seafront Development Board (SDB), with the endorsement of Brighton & Hove City Council, to present a unified vision for the long-term future of the city's coastline. It does not constitute planning policy, nor does it set out a prescriptive development blueprint. Instead, its purpose is to inform and complement the emerging City Plan by providing a clear statement of intent, articulating strategic ambitions, and supporting decision-makers, communities, and investors to develop a shared understanding of the opportunities and priorities that lie ahead.

1.2 The Prospectus is intended to support partners, including the emerging Mayoral Combined County Authority, in making informed and strategic investment decisions. It will identify priorities, highlight opportunities, and outline where targeted support would yield the greatest impact. It is hoped that this Prospectus will support a shared understanding of the potential of Brighton & Hove's seafront and inspire collective ambition for its future.

2. Recommendations

2.1 That Place Overview & Scrutiny Committee notes the report.

3. Context and background information

3.1 Brighton & Hove's seafront remains fundamental to the city's identity, economy, and daily life. It serves as a key destination for residents and visitors, supporting leisure, tourism, local businesses, and the city's distinctive cultural character. Increasingly, it also represents a major

strategic opportunity, one where coordinated investment and long-term planning can deliver a resilient and vibrant coastal environment for future generations

- 3.2 The Seafront Development Board is an independent advisory board to the Cabinet; to oversee the strategic development, commercial future regeneration and sustainable management of Brighton & Hove's iconic seafront, ensuring it is a vibrant, playful, accessible, and economically thriving destination for residents, visitors and businesses.
- 3.3 The purpose of the Prospectus is to set out a shared vision for the next chapter of the city's unique coastline. It aims to provide a framework for inclusive and sustainable growth, expressed through a series of character areas along the seafront. Each area highlights its unique qualities, existing assets, and future potential, from heritage features and cultural landmarks to development sites and economic clusters. By defining these areas, the Prospectus aims to promote coordinated investment, encourage high-quality design, and ensure that future change enhances the seafront's social, cultural, and environmental value.
- 3.4 Regeneration activity is already in progress across the seafront, including major restoration schemes, improvements to the public realm, and new cultural and leisure developments. These initiatives signal strong confidence in the long-term prospects of Brighton & Hove. However, several key sites remain where further public and private investment could deliver significant benefits, including job creation, improved climate resilience, strengthened visitor appeal, and enhanced everyday experiences for local communities.
- 3.5 Key opportunity sites include:
 - Madeira Terrace
 - Black Rock
 - Seafront Arches
 - King Alfred
 - Pool Valley
 - Station to the Sea
 - A259 Active Travel Scheme
- 3.6 The development of the Prospectus is being shaped by contributions from elected members, council officers, local businesses, and community partners. Consultation is currently ongoing; a consultation event had around 100 attendees and the public survey is open online until the end of April.

4. Analysis and consideration of alternative options

- 4.1 None specifically for this scrutiny report

5. Community engagement and consultation

- 5.1 Not specifically for this scrutiny report but consultation is taking place on the Prospectus via an online survey asking residents for feedback on how they currently use the seafront and what they would like to see in the future; a consultation event has been held, and the Prospectus has received input from a wide range of stakeholders.

6. Financial implications

- 6.1 There are no direct financial implications as a result of this report. Investment in the key seafront sites will require business cases to be approved on a case by case basis and taken through the relevant governance processes for the council and the Seafront Board.

Name of finance officer consulted: Craig Garoghan

Date consulted: 26/02/2026

7. Legal implications

- 7.1 There are no direct legal implications arising from the recommendations in this report.

Name of lawyer consulted: Siobhan Fry Date consulted: 2/03/2026

8. Risk implications

- 8.1 Not specifically for this scrutiny report

9. Equalities implications

- 9.1 The Seafront Prospectus presents opportunities to improve accessibility and inclusion but also carries risks of disproportionate impact on disabled people, older residents, carers, and groups who may feel less safe in public spaces. Changes to transport, public realm design, and commercial activity must be managed to ensure equitable access and avoid adversely affecting minority-led businesses or digitally excluded communities.

10. Sustainability implications

- 10.1 The Seafront Prospectus has notable sustainability implications due to the sensitivity of the coastal environment and the need for long-term climate resilience. Redevelopment and construction activities could affect coastal habitats, increase waste and emissions, and require careful management to avoid pollution or habitat loss. Proposals will need to integrate low-carbon materials, sustainable drainage, and nature-based solutions where appropriate. Climate adaptation is a key requirement, particularly in relation to flood risk, sea-level rise and coastal erosion. Transport and movement proposals should support lower-carbon travel while ensuring accessibility. Opportunities exist to embed renewable energy, reduce resource use, and promote more sustainable operations across seafront businesses and events.

10. Health and Wellbeing Implications:

- 10.1 The Seafront Prospectus is likely to influence health and wellbeing through its impact on access to public space, opportunities for physical activity, and perceptions of safety. Improvements to walking and cycling routes, public realm design and green/blue spaces can support active lifestyles and mental wellbeing. However, construction activity, temporary access restrictions and increased visitor pressures may negatively affect vulnerable groups. Design features such as lighting, seating, shade and accessible facilities will be vital to ensuring the seafront remains a safe, inclusive and health-promoting environment.

11. Conclusion

- 11.1 Place Overview & Scrutiny Committee is asked to note the report.

Supporting Documentation

1. Appendices

1. Seafront Development Board presentation

Seafront Development Board

Seafront Prospectus

February 2026



Brighton & Hove
City Council

Seafront Development Board

An independent advisory board to the council's Cabinet

To...“oversee the strategic development, commercial future regeneration and sustainable management of Brighton & Hove’s iconic seafront, ensuring it is a vibrant, playful, accessible, and economically thriving destination for residents, visitors and businesses”

Areas of focus:

- Vision for the seafront
- Strategic oversight
- Leading placemaking
- Infrastructure improvement
- Stakeholder engagement
- Zero-carbon ambition
- Ambassadors for the seafront

Consultation event and survey

To inform, vision, prospectus and development plans



- 100 attendees
- Public survey open online until end April



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Be connected



Be diverse and inclusive

Purpose of the Seafront Prospectus

- To set out a shared vision for the next chapter of our unique and much-loved coastline
- Not a planning policy document, nor does it prescribe a fixed blueprint for development.
- Purpose is to complement and inform the emerging City Plan by providing clarity, ambition, and direction - helping decision-makers, communities, and investors understand the opportunities ahead.
- A clear framework for inclusive and sustainable growth, expressed through a series of character areas along the seafront. Each reflects the distinct qualities, strengths and potential of its location
- There remain key sites where further **private** and **public** investment can unlock transformative benefits - creating jobs, improving resilience, strengthening our visitor economy, and enriching everyday life for local communities.
- The Prospectus is designed to help partners - including the emerging Mayoral Combined County Authority - make informed, strategic investment decisions.
- Offers clarity on priorities, identifies opportunities, and sets out where targeted support can have the greatest impact.

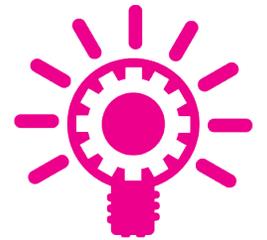
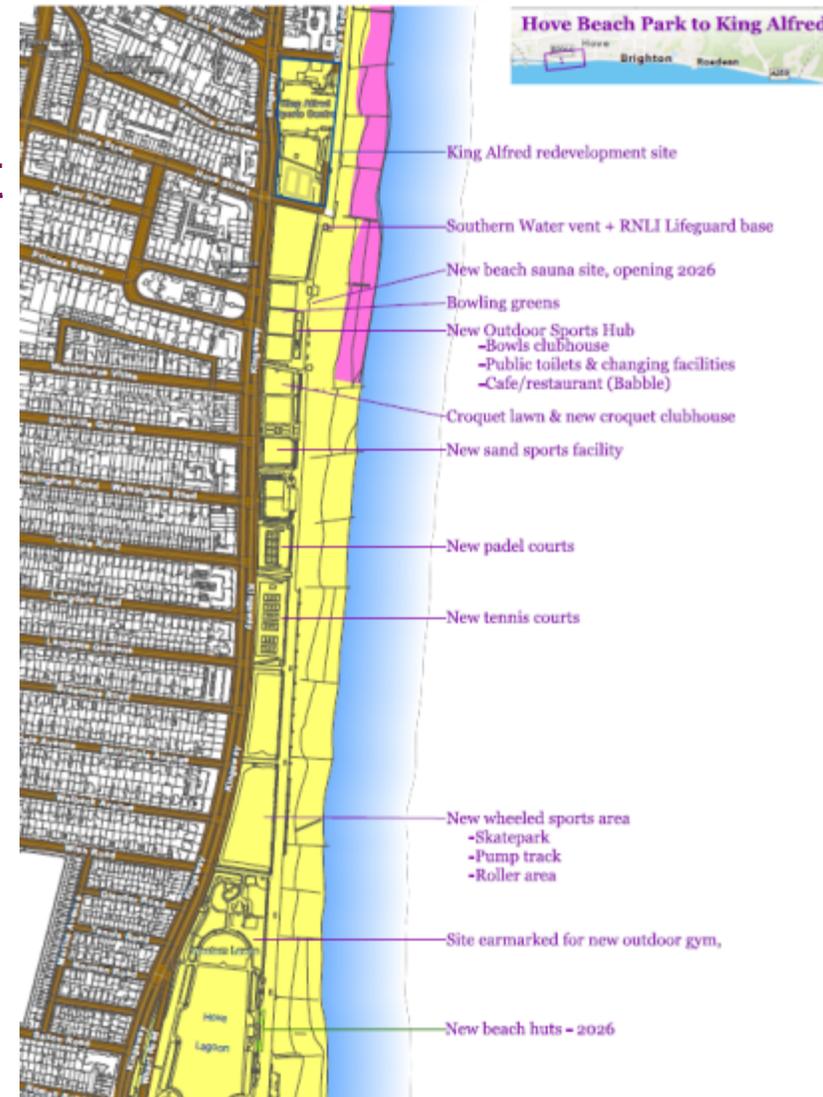


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Structure of the Seafront Prospectus

- Foreword from the Chair – what is the document and why do we need it
- A vision for the seafront
- Regeneration strategy
 - Placemaking Approach
 - Character Areas
 - Seafront Transport
 - Focus on Maintenance
 - Commercial Activation
- Investment Plan of sites



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and creative

Key opportunity sites

- **Madeira Terrace**
- **Black Rock**
- **Seafront Arches (phase 5)**
- **King Alfred**
- **Pool Valley**
- **Station to the Sea**
- **A259 Active Travel Scheme**

Other opportunities:

- Outdoor gym (at Hove Lagoon)
- Beach saunas
- Groyne field works
- New beach huts - phased across three years
- Kings Road playground & paddling pool
- New café/restaurant at Brighton Zip
- New beach chalets
- Clubhouse for Saltdean Surf & Swim Club



Be confident