



Brighton & Hove
City Council

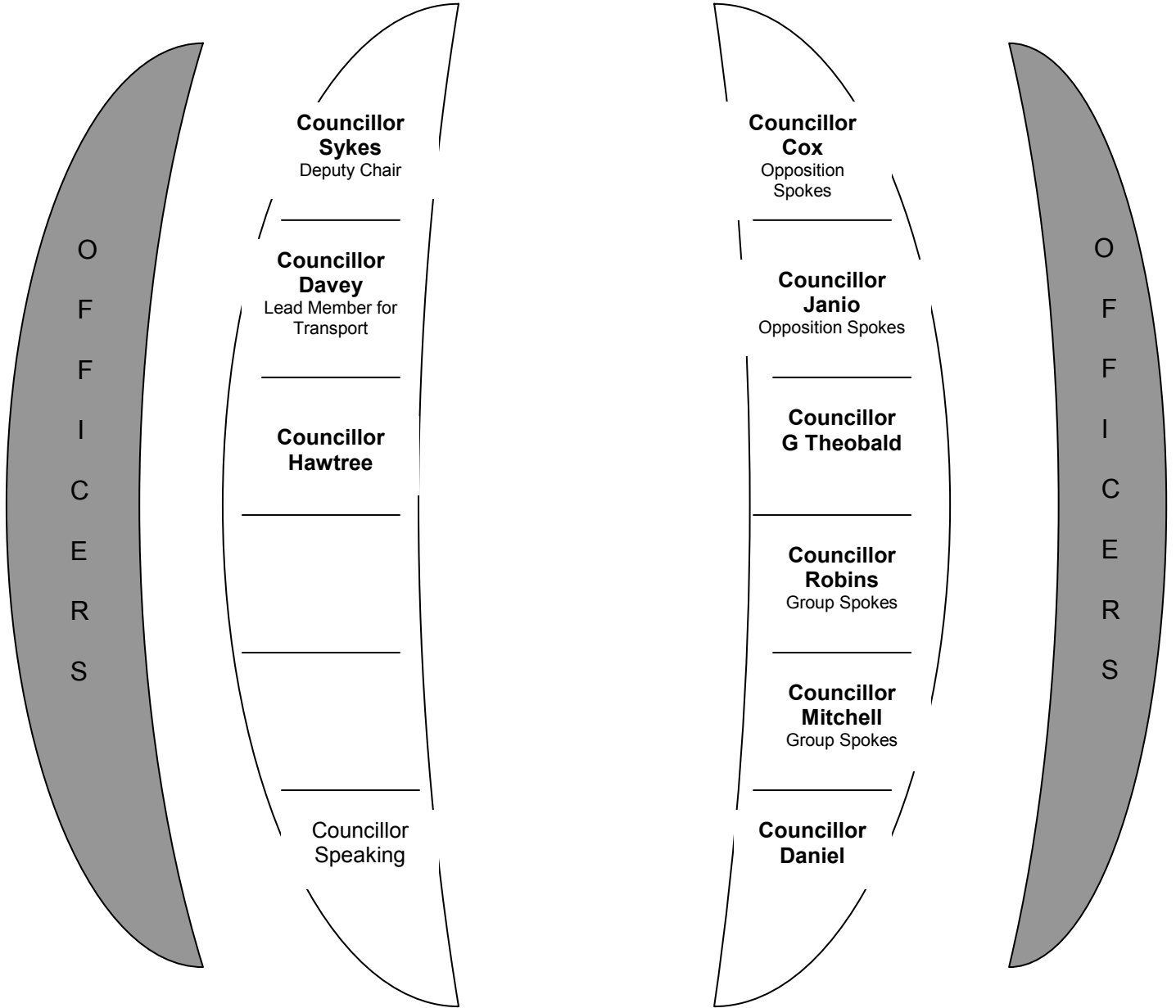
Environment, Transport & Sustainability Committee

Title:	Environment, Transport & Sustainability Committee
Date:	8 October 2013
Time:	4.00pm
Venue	Council Chamber, Hove Town Hall
Members:	Councillors: West (Chair), Sykes (Deputy Chair), Cox (Opposition Spokesperson), Janio (Opposition Spokesperson), Mitchell (Group Spokesperson), Robins (Group Spokesperson), Daniel, Davey, Hawtree and G Theobald
Contact:	John Peel Democratic Services Officer 01273 29-1058 john.peel@brighton-hove.gov.uk

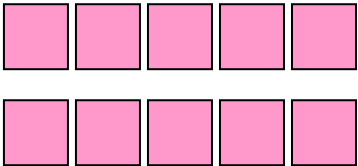
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Democratic Services: Environment, Transport & Sustainability Committee

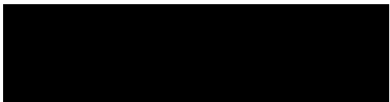
Legal Officer	Executive Director Environment, Development & Housing	Councillor West Chair	Democratic Services Officer
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Public Seating



Public Speaker Public Speaker



Press

AGENDA

PART ONE

Page

19. PROCEDURAL BUSINESS

- (a) **Declarations of Substitutes:** Where councillors are unable to attend a meeting, a substitute Member from the same political group may attend, speak and vote in their place for that meeting.
- (b) **Declarations of Interest:**
 - (a) Disclosable pecuniary interests not registered on the register of interests;
 - (b) Any other interests required to be registered under the local code;
 - (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

- (i) the item on the agenda the interest relates to;
- (ii) the nature of the interest; and
- (iii) whether it is a disclosable pecuniary interest or some other interest.

If unsure, Members should seek advice from the committee lawyer or administrator preferably before the meeting.

- (c) **Exclusion of Press and Public:** To consider whether, in view of the nature of the business to be transacted or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

Note: Any item appearing in Part Two of the agenda states in its heading the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the press and public.

A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls and on-line in the Constitution at part 7.1.

20. MINUTES

1 - 18

To consider the minutes of the meeting held on 9 July 2013 (copy attached).

Contact Officer: John Peel

Tel: 29-1058

TRANSPORT COMMITTEE

21. MINUTES OF THE PREVIOUS MEETING OF THE CITY SUSTAINABILITY PARTNERSHIP (FOR INFORMATION) 19 - 22

Minutes of the previous meeting held on 4 July 2013 (copy attached).

22. CHAIRS COMMUNICATIONS

23. CALL OVER

- (a) Items (27 – 38) will be read out at the meeting and Members invited to reserve the items for consideration.
- (b) Those items not reserved will be taken as having been received and the reports' recommendations agreed.

24. PUBLIC INVOLVEMENT 23 - 24

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

- (a) **Petitions:** To receive any petitions presented by members of the public to the full Council or at the meeting itself.
 - (i) Woodingdean Warren Road parking improvement (Gilles Guichard)
 - (ii) Safer road crossings for Church Street and St Andrews Road (Rae Powers)
 - (iii) Traffic calming measures on Mile Oak Road (Sarka Quesne)
- (b) **Written Questions:** To receive any questions submitted by the due date of 12 noon on the 1 October 2013.
- (c) **Deputations:** To receive any deputations submitted by the due date of 12 noon on the 1 October 2013.

25. ITEMS REFERRED FROM COUNCIL 25 - 26

To consider the following matters referred from the meeting of Full Council 18 July 2013:

- (d) **Petitions:**
 - (i) Rochester Street- Resident parking (Councillor Duncan)
 - (ii) Road safety on Davey Drive (Samantha Simson)
 - (iii) Crossing on Brentwood Close (Councillor Rufus)

26. MEMBER INVOLVEMENT 27 - 36

To consider the following matters raised by Members:

- (a) **Petitions:** To receive any petitions submitted

TRANSPORT COMMITTEE

(b) **Written Questions:** To consider any written questions;

- (i) Councillor Cox- Coach parking
- (ii) Councillor Mears- Coach parking study

(c) **Letters:** To consider any letters;

- (i) Councillor Mitchell- Future use of Rottingdean pitch & putt golf course
- (ii) Councillor Geoffrey Theobald- Parking on A23 at Patcham Place Recreation Ground
- (iii) Councillor Geoffrey Theobald- Carden Avenue Service Centre
- (iv) Councillor Daniel- Hanover & Elm Grove Neighbourhood Improvement Plan

(j) **Notices of Motion:** to consider any Notices of Motion referred from Council or submitted directly to the Committee.

TRANSPORT & PUBLIC REALM MATTERS

27. PARKING ANNUAL REPORT 2012-13 37 - 90

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Paul Nicholls *Tel:* 29-3287
Ward Affected: All Wards

28. HIGHWAYS WINTER SERVICE PLAN 2013-14 91 - 152

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Christina Liassides *Tel:* 29-2036
Ward Affected: All Wards

29. CITYWIDE BUS LANE ENFORCEMENT 153 - 156

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Paul Nicholls *Tel:* 29-3287
Ward Affected: All Wards

30. VERGE AND PAVEMENT PARKING RESTRICTIONS - FORMAL CONSULTATION 157 - 204

TRANSPORT COMMITTEE

Report of the Executive Director of Environment, Development & Housing
(copy attached).

Contact Officer: Owen McElroy *Tel:* 29-0368
Ward Affected: North Portslade;
Patcham; Withdean

31. INDIVIDUAL DISABLED BAYS **205 - 210**

Report of the Executive Director of Environment, Development & Housing
(copy attached).

Contact Officer: Charles Field *Tel:* 29-3329
Ward Affected: All Wards

32. ELM GROVE, BRIGHTON- MANAGEMENT OF HIGHWAY PARKING AND OBSTRUCTIONS **211 - 228**

Report of the Executive Director of Environment, Development & Housing
(copy attached).

Contact Officer: Owen McElroy *Tel:* 29-0368
Ward Affected: Hanover & Elm Grove

33. BETTER BUS AREAS - EDWARD STREET AND EASTERN ROAD - TRO OBJECTIONS

Report of the Executive Director of Environment, Development & Housing
(copy to follow).

Contact Officer: Emma Sheridan *Tel:* 293862
Ward Affected: Queen's Park

34. DYKE ROAD PED & CYCLE FACILITIES - PERMISSION TO CONSULT **229 - 256**

Report of the Executive Director of Environment, Development & Housing
(copy to follow).

Contact Officer: Abby Hone *Tel:* 29-3813
Ward Affected: Hove Park; Preston Park;
Withdean

35. ACCESS TO SDNP - DITCHLING ROAD: PERMISSION TO CONSTRUCT (PHASE 1) **257 - 282**

Report of the Executive Director of Environment, Development & Housing
(copy attached).

TRANSPORT COMMITTEE

Contact Officer: Abby Hone Tel: 29-3813
Ward Affected: Hollingdean & Stanmer;
Patcham

36. 'THE COMMON ROOM' (ANN STREET/PROVIDENCE PLACE) 283 - 292

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Alan Buck Tel: 29-2287
Ward Affected: St Peter's & North Laine

37. AMENDMENT TRAFFIC ORDER 293 - 324

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Charles Field Tel: 29-3329
Ward Affected: All Wards

ENVIRONMENT & SUSTAINABILITY MATTERS

38. TRAVELLER COMMISSIONING STRATEGY: ONE YEAR ON 325 - 354

Report of the Executive Director of Environment, Development & Housing (copy attached).

Contact Officer: Andy Staniford Tel: 29-3159
Ward Affected: All Wards

39. ITEMS REFERRED FOR FULL COUNCIL

To consider items to be submitted to the 24 October 2013 Council meeting for information.

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

TRANSPORT COMMITTEE

The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fifth working day before the meeting.

Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date.

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested.

For further details and general enquiries about this meeting contact John Peel, (01273 29-1058, email john.peel@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

Date of Publication - Monday, 30 September 2013

BRIGHTON & HOVE CITY COUNCIL
ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

4.00pm 9 JULY 2013

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillor West (Chair), Councillor Sykes (Deputy Chair), Cox (Opposition Spokesperson), Mitchell (Group Spokesperson), Robins (Group Spokesperson), Davey, Deane, Hawtree, Janio (Opposition Spokesperson) and G Theobald

Other Members present: Councillors Jones, Mears, Pissaridou, Summers

PART ONE

1. PROCEDURAL BUSINESS

1(a) Declarations of substitutes

1.1 There were none.

1(b) Declarations of interest

1.2 There were none.

1(c) Exclusion of press and public

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

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

2. CONSTITUTIONAL MATTERS

2.1 The Committee considered a report of the Monitoring Officer that set out the new committee's terms of reference and related matters including the appointment of its urgency sub-committee.

2.2 **RESOLVED-**

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

3. MINUTES (FOR INFORMATION)

- 3.1 **RESOVLED-** That the minutes of the previous meetings of the Environment & Sustainability and Transport Committee held on 27 March and 30 April respectively, be noted.

4. MINUTES OF THE PREVIOUS MEETING OF THE CITY SUSTAINABILITY PARTNERSHIP (FOR INFORMATION)

- 4.1 **RESOLVED-** That the minutes of the previous City Sustainability Partnership meeting held on 16 May 2013 be noted.

5. CHAIRS COMMUNICATIONS

- 5.1 The Chair provided the following communications:

"Welcome to this our first meeting of the Environment, Transport & Sustainability Committee, which combines the former Environment & Sustainability Committee and former Transport Committee.

I have to say it was not this administrations choice to make that change, as the burden of work load on members of this super committee will be disproportionately greater than that of other executive committees. However that was the will of the Labour and Conservative groups and I'm sure we'll all make the best of it.

I see that both opposition groups have named two spokespersons each, in response to the breadth of this new brief, and I look forward to working with them.

As chair I am very pleased that I will be supported by my deputy chair, Councillor Sykes, and we are joined by the deputy leader of the council, Cllr Davey, in his new role as lead councillor for Transport.

Fitting to the important and public facing work of this committee I'm glad we have many experienced members with us, and as I am sure you will all agree, as ever, we are very fortunate to be supported in our work by so many excellent officers.

I would also like to welcome members of the public who are joining us today, either to participate in business or to observe, and I would like to extend a special welcome to a group of residents and students who are working with Councillor Summers on a shadowing project – we met yesterday to discuss the business of today and I hope you will all take away something useful from today's meeting.

As is my custom I will now use this opportunity at meetings to briefly share and celebrate some of the latest news and achievements in the city.

As you may be aware the council's scheme to encourage food-growing in new developments has received a highly commended award for innovation. I'm delighted to say I will be joining officers and members tomorrow at the award ceremony at the Royal Institute for Town Planning.

Last week I was also pleased to support officers attending the National Recycling awards where our communal recycling scheme made it into the final short list for recycling innovation.

4,000 people flocked to the Brighton Centre for the annual Eco Technology Show last month. Attendance was up compared to last year's event with the number of trade visitors alone increasing by more than 40%, indicating strong growth and firmly establishing the show as a hub for the public & private sector, suppliers, distributors, builders and installers. I was especially taken by some of the electric and hydrogen powered vehicles being exhibited, this technology is clearly moving on and holds great promise to help improve air quality.

The city's 20th community compost scheme launched this month, taking the total number of households involved to 600. That's 3.7 double decker buses' worth of waste converted into a valuable usable resource every year.

2013 is a special year for Brighton & Hove Healthwalks. The scheme has been providing free walks in the city for ten years, and in that time has helped thousands of local people improve their physical and mental health.

And finally, I'd like to give a last plug to the current public consultation on emerging master plan for the Stanmer Park estate. The consultation was launched at this year's well attended Sussex Festival of Nature in the park and closes on 14 July so don't miss out on giving your views".

6. CALL OVER

- 6.1 All items on the agenda were reserved for discussion.

7. PUBLIC INVOLVEMENT

(a) Petitions

(i) Veterans Roundabout- Laura Luxton

- 7.1 The Committee considered a petition signed by 143 people that requested the council to change the name of the roundabout on the A259 at Greenways to the 'Blind Veterans UK' roundabout.
- 7.2 Councillor Mears spoke to the petition stating that, whilst she fully supported the work of Blind Veterans UK, she and the residents of Ovingdean, did not feel a permanent name change was advisable. Councillor Mears added that the roundabout was a national address and used by the emergency services and utility companies amongst others, and a name change would not be straightforward. Councillor Mears requested the council consider changing the name for one day per year as recognition by the council of the superb work carried out by Blind Veterans UK.
- 7.3 The Chair provided the following response:

“Thank you for this petition. The Council has a policy on street naming and numbering and has to follow the correct legal process to re-name an existing street or roundabout. The proposed change of name would have to go through a public consultation process. This would involve asking local people and ward members for their views on the proposals, and consulting other people who might be affected by the name change such as utility companies and emergency services. The Council would also have to take into account any additional costs that may arise as a result of the proposals such as the display of official name plates and the work involved in updating relevant highway records and notifying interested parties.

If a decision is taken to proceed with the change of name there is a statutory procedure under which people may object, and any objections must be heard by a Magistrates’ Court.

The first part of the process would be for Blind Veterans UK to make a formal request to the Council’s Street Naming and Numbering team for the change to be made, who will be able to give further advice on the process”.

7.4 **RESOLVED-** That the petition be noted.

(ii) **Pedestrian crossing near Rookery Close- Beverley McArdle/Marlene Loftus**

7.5 The Committee considered a petition signed by 1014 people that requested the placement of a pedestrian crossing or traffic island on Preston Road to improve safety.

7.6 The Chair provided the following response:

“Thank you for your petition which I’m also aware has the support of all three Preston Park Councillors. The council has adopted a comprehensive crossing request assessment criteria to ensure that the council installs new pedestrian crossings in places that will have the greatest benefit. A report will be coming to the Committee in October with a proposed list of crossings to be implemented this financial year. I will ask officers to include your request for assessment and report back to the Committee in October”.

7.7 **RESOLVED-** That the petition be noted.

(iii) **Petition for the parking bay on Southdown Avenue outside Stanford Avenue Methodist Church to read “pay and display or residents parking- Steven Shove**

7.8 The Committee considered a petition signed by 84 people that requested the council change the pay and display parking spaces outside Stanford Avenue Methodist Church to include resident parking.

7.9 The Chair provided the following response:

“Thank you for your petition regarding the exclusive pay & display parking on Southdown Avenue which has been provided at the request of the Church for community needs and services.

I appreciate that residents have concerns that this will cause less parking for resident permit holders. However, this resident parking scheme has gone through an extensive consultation and previous experience has shown that parking availability does tend to

increase within resident parking schemes within the first few weeks of the scheme beginning operationally.

Resident permit holders can still park in over 90% of the parking available within the resident parking scheme and have exclusive priority in permit only bays in a majority of these spaces. As with all the parking schemes introduced into Brighton and Hove the objective is to find the right balance of residents, businesses, church goers, and other daily parking in the area.

We are not intending to suspend the exclusive pay & display bays on Southdown Avenue as this would lead to free parking within a controlled area which would be heavily used by a number of users due to the restrictions in place elsewhere.

However, Officers will continue to monitor the area and if the exclusive pay & display bays are not being utilised and there are still concerns from residents about the parking situation then we will investigate this matter further”.

7.10 **RESOLVED-** That the petition be noted.

(iv) Withdrawal of Section 116 application 1 Portland Road/School Road- Mike Preston

7.11 The Committee considered a petition that requested Brighton & Hove Council withdraw the section 116 application 1 for Portland Road/School Road.

7.12 The petitioner was not present at the meeting at this stage. The following response was provided in writing after the meeting:

“The decision on whether to proceed with this application will be taken when the Committee considers the report dealing with the issue at Item 14 on the Agenda. Your representations will be taken into account at that stage”.

7.13 **RESOLVED-** That the petition be noted.

(b) Written Questions

(i) Mike Preston

7.14 Mr Preston was not present at this stage of the meeting; therefore the question was not put to the Committee. The following response was provided in writing subsequent to the meeting:

“The decision on whether to proceed with this application will be taken when the Committee debates the report dealing with the issue at Item 14 on the Agenda and I would not like to anticipate the debate or the decision to be made. Your representations will be taken into account at that stage”.

(c) Deputations

(i) Visitor car parking in Brighton

7.15 The Deputation was withdrawn in advance of the meeting.

(ii) Better Bus Area Proposals (Carlton Hill area)

7.16 The Committee considered a Deputation presented by Stephanie Clay and Jan Norris of the Carlton Hill Community regarding their objections and concerns about the proposed Better Bus Area scheme.

7.17 The Chair provided the following response:

“Thank you for your deputation. With regards to the consultation on the Edward Street Better Bus proposals, over 9000 paper consultation leaflets and questionnaires were distributed to residents and businesses in the local area, including to addresses on Carlton Hill. In addition to this direct mailing, information on the scheme proposals, with details of how to respond to the consultation, were posted on the Council website, discussed at residents meetings in the area and published by The Argus newspaper. The public consultation has revealed residents are very supportive of the proposals to give priority to bus users, pedestrians and cyclists. The issues that you raise regarding the proposals are discussed in the report which will be considered as part of agenda item 16 of this Committee, however, in response to your question as to what measures are being taken in the area I can confirm that Road Safety Officers have for some time been working with residents and other stakeholders, including the school, in the Carlton Hill area. Some improvements have already been implemented such as the improved layout of St Johns St and Carlton Hill that you have mentioned. Work on further improvements in the area have begun this week and include the addition of a pedestrian refuge on John Street and pavement extensions on the corner of Ashton Rise and John St. Officers are, and will continue, working with the local community and the school to improve safety in this area. In addition, traffic speed and volumes will be monitored in the area as part of the 20mph speed limit programme”.

7.18 **RESOLVED-** That the Deputation be noted.

(iii) Better Bus Area proposals- St James' Community Action Group

7.19 The Committee considered a Deputation presented by Nick Head and Jeremy Ogden of the St James' Community Action Group regarding their objections and concerns about the proposed Better Bus Area scheme.

7.20 The Chair provided the following response:

“Thank you for your deputation. In response to your first request calling for a review of the Better Bus Area proposals, I can inform you that the proposals form part of a successful bid to central government for funding to improve westbound bus journey times into the city while also improving conditions for cyclists and pedestrians. The current proposals are to be considered as part of agenda item 16 of this Committee and I can assure you they would not preclude any future proposal for improvements to St James' Street coming forward in the future. With regards to the consultation undertaken with local businesses and residents on these proposals, a copy of the consultation leaflet and proposals was posted to every address, commercial and residential in the St James Street area. In total 9004 consultation leaflets and survey forms were mailed. Officers offered numerous times to attend the public meeting of the St James Community Action Group on 12th June 2013

to talk through the proposals, answer questions and hear concerns. On the 29th May 2013, officers were informed that the group “had decided against inviting [an officer] to speak at the meeting.” In order to ensure that members of this community would have an opportunity to talk to officers, a public exhibition was then arranged to take place in advance of the meeting on 12th June in the same location. The exhibition was well attended. In addition, in response to a request from the Action Group additional copies of the consultation materials and survey were provided by officers.

In regard to your second request to reroute eastbound buses in St James’ Street into Edward Street by pedestrianising some or all of St James St, the council has no immediate plans or resources to investigate this proposal and it is important to note that the central government funding for the Better Bus Area project is specific to Edward Street”.

7.21 **RESOLVED-** That the Deputation be noted.

8. MEMBER INVOLVEMENT

(c) Written Questions

(i) Councillor Cox- Dog Fouling

8.1 Councillor Cox asked the following question:

‘How many prosecutions has the Council undertaken for dog fouling in the last 12 months?’

8.2 The Chair provided the following response:

“2 fixed penalty notices were issued for fouling over the last 12 months, one was withdrawn due to insufficient evidence and the other was not paid that resulted in court action and a successful prosecution. The courts sentenced the dog owner to a £100 fine, £350 costs and £15 victim surcharge”.

8.3 Councillor Cox asked what action the Council were undertaking or would undertake to improve.

8.4 The Chair provided the following information:

“In the last 12 months the animal welfare team have received 432 complaints about dog fouling.

We decide the appropriate enforcement action by using the Councils enforcement policy. Each case is judged on its own merits along with an assessment of the strength of the evidence to bring a successful prosecution.

The Animal Welfare Team has 4.1 full time equivalents. In the last year the team have carried out 361 dog related enquiries. 328 kennelled, re-homed, reunited strays dogs, 315 Proactive fouling patrols, 254 Investigated dangerous dogs/dog attacks, 213 investigated animal cruelty/welfare investigations, 180 investigated other animal complaints, 118 animal enquiries, 34 stray dogs assessments, 33 recorded dog education activities, licensed 1 Zoo, 7 pets shops, 7 boarding establishments, 5

performing animals. The Council has a mixed approach that includes education, advice and enforcement”.

(ii) Councillor Robins- Road junctions in South Portslade and Old Village Portslade

8.5 Councillor Robins presented the following question:

“Having been contacted by worried parents at two schools in South Portslade who are concerned about dangerous junctions near their schools as well as a group of residents suffering from continual anti social driving in their small road in the conservation area in the Old Village Portslade, I'm told by the Road Safety Team they are currently only considering work on junctions where there has been 8 injury causing accidents in 3 years. Can you confirm this is the case and when asked by parents "will a child need to be injured before something is done" should I answer, no it will take 8 actually”

8.6 The Chair provided the following response:

“The Council’s Road Safety Team will investigate the safety of any location in the city to determine the frequency and severity of reported injury collisions and will take action to respond to each location accordingly. In order to prioritise the way in which the Council’s limited funds are directed towards the reduction of injury in those locations with the highest frequency and severity, collisions reported within a statistically robust period of analysis (3 years) are prioritised and assessed. Public funds are then directed to those locations where the maximum possible benefit can be achieved.

The way in which these locations are assessed is currently under review in preparation of a new road safety strategy to 2020 and from April 2014 locations where the collision history is shown to be worsening will be ranked, along with associated criteria, including injury severity, the involvement of vulnerable road users and age of casualty to enable more sites to be addressed with the funding expected to be available.

Both Benfield Primary and St Peter’s Infants school have school travel plans and were two of the five schools involved in the 2011-12 Safer Routes to School Project that delivered safer walking and cycling measures in February/March 2012 including a pedestrian refuge in Carlton Terrace, redesigned junctions in Trafalgar Road to improve visibility and space for pedestrians as well as reduced speed limits. At the same time, pedestrian refuges were added at two locations to the North and South of the Church Road junction with St Peter’s Road.

Since implementation of these measures there has regrettably, been one collision over the last year (up to May 2013) involving a child during term time. However, this was a slight collision involving a reversing vehicle.

I trust this of assistance to you and will enable you to reassure the parents accordingly”.

9. INTRODUCTION TO THE ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE (PRESENTATION)

9.1 The Committee considered a presentation from the Head of City Infrastructure and the Head of Transport that outlined the new Committee’s functions, the meetings programme and the proposed Committee Workplan for 2013-14.

9.2 **RESOLVED-** That the presentation be noted.

10. COMMUNAL RECYCLING

- 10.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that sought permission to introduce communal recycling in the city centre based on the results of the recent consultation on the matter.
- 10.2 Councillor Mitchell noted the report indicated the measures would result in a citywide increase of just 3% which was a return to 2008 levels. Councillor Mitchell queried why the consultation literature asked respondents whether they would use communal recycling bins rather than if they supported their introduction. Furthermore, Councillor Mitchell noted her concerns regarding the sparse positioning of glass bins and if that might lead to glass being placed in refuse bins. Councillor Mitchell asked if there had been any consultation with the cityclean workforce on potential job losses and/or weekend working.
- 10.3 The Head of Strategy & Projects replied that the trial in Brunswick & Adelaide represented a small portion of the city and the 70% increase in rates was specific to that area. If accepted, the proposals covered a much larger area and an approximate 3% rise in recycling rates was predicted. The Head of Strategy & Projects added that the positioning of glass bins had always been problematic- if the bins were too close to households then there were noise pollution complaints and if they were positioned further away, distance became an issue. The Head of Strategy & Projects added that, during the trial, the bins had been moved in order to find the ideal position, that flexibility could be continued in a citywide scheme. The Head of Strategy & Projects supplemented that there were currently 9 full-time equivalent staff currently and it was intended to use 6 over time. There had been no consultation with staff on the policy issue as the scheme was awaiting approval from the Committee and impact on employees terms and conditions would not change as result of communal recycling. Consultation with staff was still ongoing regarding changes to their work patterns and pay.
- 10.4 Councillor Janio enquired if the cost of new trucks had been factored in to costings of the scheme.
- 10.5 The Head of Strategy & Projects replied that the expenditure on new fleet and new bins had been factored in to the costings.
- 10.6 Councillor Theobald stated that he was pleased to be associated with the scheme as he had originally signed the first application and he welcomed the grant from central government. Councillor Theobald noted that he hoped the impact on car parking spaces could be monitored and the scheme adapted to increase spaces wherever possible.
- 10.7 Councillor Hawtree stated that he was encouraged by the proposals that he hoped would lead to an increase in recycling rates in order to counter the recent decline. Councillor Hawtree also hoped it would ultimately lead to a culture change in awareness of waste.
- 10.8 Councillor Sykes stated he found the opposition Members claims unusual as they had instigated very few schemes in power whereas the current administration had been

quick to propose such measures. Councillor Sykes relayed that recycling rates and contentment with the scheme in the Brunswick & Adelaide ward had continued.

- 10.9 Councillor Cox welcomed the scheme and the associated funding from government which he hoped would increase recycling rates and be more efficient. Councillor Cox asked if the loss of spaces might be offset by the opening of Norton Road car park to residential parking, a scheme he had previously suggested.
- 10.10 Councillor Davey stated that the trial in Brunswick & Adelaide had clearly demonstrated all round improvements and he hoped this would be reflected to the benefit of the city with this scheme.
- 10.11 Councillor Janio congratulated the administration for pursuing the scheme that he was sure would result in a increase in recycling rates. Councillor Janio stated that he did not agree with food waste and he hoped the administration would allow the proposed scheme to 'bed-in' before they pursued another project.
- 10.12 Councillor Mitchell stated that the Labour & Co-operative Party would be supporting the proposals and accepted the scheme as an efficient and convenient way of removing waste. Councillor Mitchell added that she hoped the scheme would be monitored and that the awareness campaign continued.
- 10.13 The Chair agreed adding that the improvements in communication with residents on the issue of recycling would be pursued. The Chair stated that the council would also be working with specific communities where recycling rates were low.
- 10.14 **RESOLVED-**
1. That Committee notes the outcome of the communal recycling consultation
 2. That Committee approves the roll out of communal recycling across the streets in the central parts of the city listed in Appendix 1.

11. CITY DOWNLAND ESTATE ADVISORY BOARD – TERMS OF REFERENCE

- 11.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that requested agreement that the purpose of a City Downland Estate Advisory Board is to provide expert advice for the advancement of the City Downland Estate policy, plans and delivery, the SDNPA aims and duty and the Biosphere objectives and also the Board's terms of reference.
- 11.2 Councillor Sykes suggested adding promotion of knowledge, learning and awareness to the policy aims as listed in the terms of reference. Committee Members were in agreement with the proposal.
- 11.3 **RESOLVED-**

1. To agree that the purpose of a City Downland Estate Advisory Board is to provide expert advice for the advancement of the City Downland Estate policy, plans and delivery, the SDNPA aims and duty and the Biosphere objectives.
2. To agree the terms of reference for the City Downland Estate Advisory Board as set out in Appendix 1 (as amended).
3. To note that the arrangements and Terms of Reference for the Board are subject to review by the Environment Transport & Sustainability Committee

12. BRIGHTON & HOVE AND LEWES DOWNS BIOSPHERE APPLICATION

- 12.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that sought approval of the Biosphere Management Strategy and the application to UNESCO to become a Biosphere Reserve.
- 12.2 Councillor Janio moved a motion to change the recommendation 2.3 as shown in bold italics below:
 - 2.3 That the Committee ***strongly*** endorses an application to UNESCO to become a Biosphere Reserve.
- 12.3 Councillor Theobald seconded the motion.
- 12.4 The motion was carried.
- 12.5 Councillor Theobald noted that the bid predicted an increase in tourism if the application was successful and asked if there were any projections as to a figure.
- 12.6 The Head of Strategy & Projects replied that whilst the council had not studied projections for Brighton & Hove, comparative data did show an increase in tourism associated with visiting biosphere sites. The Head of Strategy & Projects noted the importance of promotion in maximising those potential visitors.
- 12.7 Councillor Hawtree welcomed the report and the UNESCO had recognised the uniqueness of Brighton & Hove. Councillor Hawtree stated that he hoped the Biosphere Strategy would eventually include marine life also.
- 12.8 Councillor Mitchell noted her support for the proposals and that the co-funding of the Biosphere Reserve Officer demonstrated the support of the council's partners.
- 12.9 **RESOLVED-**
 1. That the Committee note the progress made on the project.
 2. That the Committee agrees the Biosphere Management Strategy
 3. That the Committee strongly endorses an application to UNESCO to become a Biosphere Reserve.

4. That the Committee formally thanks the Biosphere Partnership for the progress made on the project.
5. That the Committee delegates authority to the Executive Director of Environment, Development & Housing to sign off the UNESCO application on behalf of Brighton & Hove City Council

13. AIR QUALITY MANAGEMENT AREA

- 13.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that set out a proposal for a new Air Quality Management Area (AQMA) and brief outline for a new Air Quality Action Plan (AQAP). The report also considered the outcome of detailed air quality assessments and, based on the findings, made recommendations for amendments to the existing AQAP.

- 13.2 Councillor Davey moved a motion to add a further recommendation 2.4 as shown in bold italics below:

2.4 Instructs officers to investigate the development of a Low Emission Zone in the central city area and, after discussion with partners, report back to Committee later this year on the possibility of implementation in 2015.

- 13.3 Councillor Sykes formally seconded the motion.
- 13.4 Councillor Cox expressed his concern that the administration had issued a press release earlier in the day that misleadingly claimed they had succeeded in introducing a Low Emission Zone (LEZ) in 2015 when the Committee had yet to make their decision.
- 13.5 Councillor Janio noted his concern that the proposals appeared to be a foregone conclusion. In addition, Councillor Janio enquired as to why the AQMA area had been reduced when the air quality problems had not necessarily been solved. Councillor Janio stated that there had been a significant amount of rain in 2013 which may have led to the particle matter being washed away. Councillor Janio also felt more extensive comparable data should be provided.
- 13.6 The Senior Technical Officer clarified that there had been a net reduction in nitrogen dioxide in the AQMA with several areas declining for the first time since monitoring had begun. There had been a gradual improvement in air quality in Hove between 2000 and 2010. Furthermore, the Technical Officer explained that AQMA was an assessment of airborne nitrogen dioxide levels and not particle matter.
- 13.7 Councillor Cox noted that he had been intending to support the amendment put forward but was now unsure as the administration's press release in advance of the decision had made the topic overtly political. Councillor Cox noted that the AQMA in London had seen the introduction of 1000 new buses at considerable cost. Councillor Cox enquired if an equivalent scheme in Brighton would lead to fare rises which could lead to fewer people using them as a means of transport.

- 13.8 Councillor Mitchell thanked officers for adding the five actions listed at 3.25 with reference to air quality and taxi licensing policy as these issues had been the source of some difficulties within East Brighton ward. Councillor Mitchell echoed Councillor Cox's concerns regarding the politicisation of the issue by the administration and that a decision had already been made in advance of the findings of the subsequent report to be presented to Committee.
- 13.9 The Chair stated that whilst the administration could rightfully have views on a variety of issues, the motion was clear that introduction of an LEZ was only to be investigated at this stage and was still only a possibility.
- 13.10 Councillor Deane expressed her hope that the opposition Members could support the motion as they all had a duty to put forward a solution to the benefit of the city.
- 13.11 Councillor Robins enquired why 2015 had been identified as a date of implementation.
- 13.12 Councillor Davey clarified that the issue required urgent attention and working to a deadline would prompt focus. Councillor Davey supplemented that the issue required thorough work and 2015 was a reasonable time-frame for this work to be undertaken. Furthermore, many other cities had introduced a LEZ ahead of that schedule.
- 13.13 Councillor Sykes stated that the city was in breach of air quality requirements and setting a realistic deadline to partly resolve that would be helpful.
- 13.14 Councillor Robins moved a motion to remove the words "in 2015" from the motion.
- 13.15 Councillor Janio formally seconded the motion.
- 13.16 The Chair put the motion, as amended, to a vote.
- 13.17 The motion was carried.
- 13.18 Councillor Mitchell asked if opposition Members could contribute to the report particularly with regard to the economic impact of introducing a LEZ.
- 13.19 The Chair stated his agreement with Councillor Mitchell's proposal.
- 13.20 Councillor Davey stated that reducing air quality had been identified as a priority for the Transport Partnership and he would welcome extra meetings to comprehensively work through the issue.
- 13.21 **RESOLVED-**

That Committee:-

1. Approves the proposed refocusing of the existing AQMA's and instructs the Executive Director Environment, Development and Housing, after necessary consultation, to take all necessary steps to vary the AQMA Orders of 2004 and 2008 as shown in Figure 2 of Appendix 1.

2. Instructs the Executive Director Environment, Development and Housing to continue to explore measures to improve air quality in the new AQMA, including the policy themes listed in paragraph 3.27 and Appendix 2.
3. Instructs the Executive Director Environment, Development and Housing to consult the taxi trade and stakeholders concerning the potential new taxi licensing policy measures as set out in paragraph 3.25.
4. Instructs officers to investigate the development of a Low Emission Zone in the central city area and, after discussion with partners, report back to Committee later this year on the possibility of implementation.

14. PORTLAND ROAD DEVELOPMENT STOPPING UP ORDER APPLICATION

- 14.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that requested approval to proceed with an application to the magistrates' court for the stopping up orders related to the site of the former ABC Cinema/Gala Bingo Hall on the corner of Portland Road and School Road.
- 14.2 The Head of Transport provided an introduction to the report. He stated that it was a very detailed report on a complex matter adding that the stopping up order related to a very small part of the public highway. Furthermore, it was the view of officers that Application 1 was favourable as it provided a more practical layout and would be easier to maintain and keep clear. In addition, it was the view of officers that the area considered was not a viable piece of public highway.
- 14.3 Councillor Pissaridou made a representation to the Committee detailing her objections to proceeding with the application. Councillor Pissaridou stated that the development had been contentious from the outset. Furthermore, the current application had been excluded from proposals submitted by the developer in October 2012 which demonstrated they could proceed with the development without that portion of land. Councillor Pissaridou highlighted that the section of land was a public right of way and should be prized rather than built upon. In addition, Councillor Pissaridou believed the authority would set a dangerous precedent in accepting this loss of public highway.
- 14.4 Mr Preston, who had been invited to speak to the item by the Chair of the Committee, detailed his objections to the application. Mr Preston stated that the area concerned was not a recess as had been described. Mr Preston added that he had attempted to engage with the Highways department regarding the proposals but had been left no option but to go to court as Highway Authority had decided to go ahead with the extinguishment order application based on compelling reasons for future use of the development and a subjective assessment of something that no longer exists. Furthermore, Mr Preston believed accepting the application would set an extraordinary precedent and the Committee should acknowledge the wider public concern and reject the recommendations.
- 14.5 The Head of Transport explained that the development had been given planning approval. Further more, it was the view of the highways and transport team that there

would not be a material impact upon transit if the application was approved. In addition, the application would join up the boundary line and maintain the width of the pavement.

- 14.6 Councillor Hawtree enquired as to the legal position with regard to a potential overhang on Application 1.
- 14.7 The Head of Transport clarified that there would be a slight overhang to the development and the successful planning application supported that right.
- 14.8 Councillor Theobald asked why the authority were not requesting a fee from the developers for the piece of land.
- 14.9 The Head of Transport replied that this was not a process that would support asking for revenue.
- 14.10 The Lawyer supplemented that the developer had requested the authority to exercise its right to apply for a stopping up order and submit the application which the council had agreed to do. The financial cost to authority of doing so would be met by the developer.
- 14.11 Councillor Sykes noted that the developer owned the sub-soil so therefore the authority would not be able to sell the portions of land concerned.
- 14.12 The Head of Transport stated this was correct and the authority could only sell the depth of the highway.
- 14.13 Councillor Robins asked for the measurement of the two stretches of land included in the application.
- 14.14 The Head of Transport clarified that the strip on Portland Road measured 16.5sq metres and the strip on School Road 24sq metres.
- 14.15 **RESOLVED-** That, having taken into account the objections and representations made by the objectors, the Committee agrees to proceed with an application to the magistrates' court for the stopping up of the areas of highway set out in Application 1.

15. BETTER BUS AREAS - RESULTS OF EDWARD STREET PUBLIC CONSULTATION

- 15.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that outlined the results of the recent public consultation on the proposals for Edward Street as part of the DfT funded Better Bus Areas Programme and proposed commencing the scheme.
- 15.2 Councillor Janio stated that he hoped the proposals would include contingencies should any problems arise regarding the positioning of loading bays.
- 15.3 The Principal Transport Planner clarified that officers would continue to liaise with stakeholders in the area and those discussions would inform the detail of the necessary TRO.

- 15.4 Councillor Hawtree welcomed the report proposals and improvements to the area which were much needed.
- 15.5 Councillor Robins stated that he travelled along Edward Street regularly and great caution should be taken regarding the location of loading bays as significant traffic issues may arise.
- 15.6 **RESOLVED-**
1. That the Committee notes the results of the public consultation on the proposals for bus priority, pedestrian and cyclist infrastructure improvements on Edward Street as part of the Department for Transport funded Better Bus Areas Programme.
 2. That, having taken into account the responses received, the Committee authorises officers to proceed with detailed design and advertising the formal Traffic Regulation Order (TRO) for the Edward Street Bus & Cycle lanes and any necessary waiting & loading restrictions.
 3. That the Committee authorises officers to commence construction on elements of the scheme that are not dependant on the outcome of the TRO consultation process. This would include the introduction of additional controlled crossings at the junction of Edward Street with Upper Rock gardens and Egremont place, footway build outs at Tillstone and John Street and side road raised entry treatments involving some kerb realignment. This work would not be abortive should the overall scheme fail to materialise following the formal TRO consultation.

16. OLD SHOREHAM ROAD - PHASE 2

- 16.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that sought permission to consult on Phase 2 of the Old Shoreham Road cycle and pedestrian facilities scheme. The Principal Transport Planner supplemented that the council were awaiting a decision from the DfT as to whether the £1.4m bid for a 'Cycle City Ambition (CCA) Grant' had been successful.
- 16.2 Councillor Janio asked if the Committee would be provided the full plans of the scheme before the consultation commenced.
- 16.3 The Principal Transport Planner replied that the consultation would focus on the principal of the scheme and whether residents and stakeholders supported it. Subsequent to the consultation, a detailed design would be worked upon and presented to the next Committee meeting on 8 October 2013.
- 16.4 **RESOLVED:**
1. That the Environment, Transport and Sustainability Committee gives approval to undertake a public consultation exercise with identified city stakeholders and residents as detailed in this report (section 4.7), subject to the award of DfT 'Cycle City Ambition Grant' funding.

2. That Members of the Committee be informed of the outcome of the consultation and findings be brought back to the Environment, Transport & Sustainability Committee on 8th October 2013 for a decision on whether to proceed with the implementation of the scheme, including the advertising of any necessary Traffic Regulation Orders.
3. That the Committee formally allocates DfT 'Cycle City Ambition Grant' funding to implement OSR cycle and pedestrian facilities, subject to the award.

17. TRAFFIC REGULATION ORDER - JUNCTION ROAD, QUEENS ROAD AND WEST STREET

- 17.1 The Committee considered a report of the Executive Director of Environment, Development & Housing that presented the objections received to the advertising of a TRO seeking to make permanent the temporary traffic arrangements currently in place in Queen's Road and West Street.
- 17.2 Councillor Theobald stated that the ban on right turns for southbound traffic on West Street should be removed from the Order as he believed there would be an unacceptable increase of traffic on the seafront.
- 17.3 Councillor Davey stated that prior to the temporary re-modelling, traffic would queue back from the car parks impacting on traffic using Queens Road. This had such a detrimental impact on traffic flow that Brighton & Hove Buses had re-directed their services away from that area.
- 17.4 The Chair then put the recommendations to a vote with the following outcome:

For: 8
Against: 2
Abstentions: 0
- 17.5 **RESOLVED-** That, having taken account of all duly made representations and objections, the Committee approves the following Order:
 - Brighton & Hove (Junction Road, Queens Road and West Street) (One-Way Traffic and Prohibition of Right Turns) Order 20**

Subject to the amendment that Schedule 2, Item 2 (ban on right turns for vehicles exiting the station taxi rank) is removed from the Order.

18. ITEMS REFERRED FOR FULL COUNCIL

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

The meeting concluded at 7.40pm

Signed

Chair

Dated this

day of

Notes of City Sustainability Partnership Meeting – 04 July 2013

Committee Room 2, Brighton Town Hall, Bartholomew Square, Brighton, BN1 1JA

Present:

Public Services:

Councillor Tony Janio – Brighton & Hove City Council (GM)

Councillor Chris Hawtree – Brighton & Hove City Council (OS)

Community and Voluntary Sector:

Cat Fletcher – CVSF (CF)

Chris Todd – CVSF Environmental Rep – **Chair** (CT)

Mark Strong – CVSF (MS)

Roger Carter – Brighton & Hove's Wildlife Forum (RC)

Vic Borrill – Brighton & Hove Food Partnership – **Vice Chair** (VB)

Phil Belden – South Downs National Park Authority (PB)

Christine Gent – Brighton & Hove Fairtrade Steering Group (CG)

Business Sector:

Damian Tow – Sustainable Energy Working Group (DT)

Brighton & Hove City Council:

Dean Austyn – Performance Manager, Brighton & Hove City Council

Thurstan Crockett – Head of Sustainability & Environmental Policy - **Partnership Manager (TC)**

Sarah Jones – Senior Support Officer – **Meeting notes** (SJ)

Speakers

Mischa Hewitt, Low Carbon Trust

Observers

Conor Moloney, BioRegional

1. Introduction, Apologies and actions from the last meeting

1.1 Apologies were received from Alistair Hill, Brighton & Hove Primary Care Trust; Becky Ritchie and Will Clark of Sussex Community NHS Trust; Councillors Gill Mitchell, Ollie Sykes and Pete West of Brighton & Hove City Council; Dan Danahar, Dorothy Stringer School; Danni Craker, Brighton & Hove Chamber of Commerce; Mark Brunet, Blatchington Mill School; Patrick Pica, University of Sussex; Tony Mernagh, Brighton & Hove Economic Partnership; Zoe Osmond, University of Brighton.

1.2 The Chair went through updates on the following actions from the last meeting.

1.3 / 9.2.4 TC/SJ to liaise with Dean Austyn to bring a report on performance and indicators to this meeting. This had been done.

- 4.1 Partners to measure Fair Trade in their organisation; support Fair Trade businesses in the city; link with the Brighton & Hove Fairtrade Steering Group in their activities; and buy Fair Trade items. This had been noted.
 - 4.4 SJ to link to the Brighton & Hove Fair Trade Steering Group website from the CSP web page. This had been done.
 - 6.2 **Members were asked to advise VB of any suitable pieces of land on the urban fringe with the potential for food production.** This was carried forward.
 - 7.1 **All partners to complete a partner resource commitment template by July 7.** Chair reported that he had received two responses. This was carried forward.
- 1.3 Chair noted that since apologies had been received from Zoe Osmond, her agenda item on the Green Growth Platform would be postponed until the next meeting. **Action: CT/TC to include Green Growth Platform update from Zoe Osmond on the agenda for the meeting on 26 September 2013.**
- 2. City Performance Plan and draft One Planet Living Key Performance Indicators**
- 2.1 DA presented on the City Performance Plan indicators. The presentation was to be made available on the City Sustainability Partnership web page on the council website.
 - 2.2 TC presented the One Planet Living Key Performance Indicators update report to members. The report was to be made available on the City Sustainability Partnership web page. The Sustainability Team was currently working with city and council One Planet Principle leads to derive a set of Key Performance Indicators. **Action: Members to read the report and submit comments to TC and DT by 12 July 2013.**
- 3. Update on AECOM Energy Study meeting with city stakeholders**
- 3.1 DT gave a presentation to members to update them on the Energy Study stakeholder workshop. The presentation was to be made available on the City Sustainability Partnership web page on the council website.
 - 3.2 TC drew the members' attention to a report by Ben Messer of Food Matters which was to be made available on the City Sustainability Partnership web page on the council website.
- 4. Green Deal Pioneer Places programme feedback and Green Deal Strategy**

- 4.1 MH gave a presentation to update members on the results of the Green Deal Pioneer Places programme. A film about the project was available on the council website here: <http://www.brighton-hove.gov.uk/content/environment/environment/green-deal>
- 4.2 TC updated members on the Green Deal strategy. His update report had been made available to members before the meeting on the City Sustainability Partnership web page.

5. CSP role on retrofit

- 5.1 The Zero Carbon City chapter of the Sustainability Action Plan included a target of 2,000 local households a year using the Green Deal for retrofit energy efficiency improvements. Members considered how this target could be met. MH advised that access to cheap finance was the key way to achieve this. Other suggestions from members were: communications to the general public advising of the opportunity to incorporate retrofit when moving or refurbishing; educating traders about the opportunities; the establishment of a drop-in advice centre in the city. The Green Growth Platform was seen to be a way of delivering these outcomes.

6. Sustainable Community Strategy review

- 6.1 TC reported that there had been one Steering Group meeting so far.

7. Updates and information:

7.1 One Planet Living Sustainability Action Plan update

- 7.1.1 DT advised members that the council had received input from City and Council Principle leads on their Key Performance Indicators. A report would be going to the One Planet Living Board in July and documents would be circulated to members in advance of this meeting. RAG status on the projects would be communicated week commencing 08 July 2013.

7.2 Eco Tech Show

- 7.2.1 DT advised members that the Eco Tech Show had seen 3,600 unique visitors and 4,500 visits; there had been 120 exhibitors and 75 speakers. Positive and constructive feedback had been received. Next year's show was already being organised and would take place in Brighton Centre again.

7.3 Brighton & Hove Wildlife Forum

- 7.3.1 RC updated members on the Brighton & Hove Wildlife Forum's most recent meeting, minutes of which had been made available before the meeting on the City Sustainability Partnership web page. He highlighted their concerns about the

absence of geodiversity in the Biosphere bid; the lack of time available to discuss the designation of local wildlife sites; whether the role of the new Conservation Manager at the council would have the breadth of the deleted Ecologist post; and their uncertainty about the council's approach to the elimination of Japanese Knotweed.

7.4 Waste and Materials Group

- 7.4.1 This group was to be launched during Zero Waste week at which point funding will have been made available.

8. Any Other Business

- 8.1 Christine Gent advised members that Brighton & Hove had had its Fair Trade City status renewed and had been declared a 'Paragon City'. The certificate was available to view on the Fair Trade Brighton and Hove website here: <http://www.bhft.org.uk/wp-content/uploads/2012/05/Fair-Trade-town-certificate.jpg>.
- 8.2 Chair advised members of the 20/20 Vision exhibition currently running on the seafront featuring panels on the Biosphere project.
- 8.3 Chair updated members on the progress of the Biosphere bid. The application had been approved by partners and UNESCO had given positive feedback on the bid at their recent visit. The bid was on target to go to the UK committee at the end of July, then to Defra at the beginning of September for sign off, then to UNESCO in Paris at the end of September.
- 8.4 VB invited members to a Sustainable Food vision event on 22 July as part of the Stanmer Park consultation. She encouraged members to take part in the consultation.

Date of next meeting: 26 September 2013, 5pm-7pm, Conference Rooms 1, Brighton Town Hall, Bartholomew Square, Brighton BN1 1JA.

Subject: Petitions
Date of Meeting: 8 October 2013
Report of: Monitoring Officer
Contact Officer: Name: John Peel Tel: 29-1058
E-mail: john.peel@brighton-hove.gov.uk
Wards Affected: Various

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To receive any petitions presented at Council, any petitions submitted directly to Democratic Services or any e-Petition submitted via the council's website.

2. RECOMMENDATIONS:

- 2.2 That the Committee responds to the petition either by noting it or writing to the petition organiser setting out the Council's views, or where it is considered more appropriate, calls for an officer report on the matter which may give consideration to a range of options, including the following:
- § taking the action requested in the petition
 - § considering the petition at a council meeting
 - § holding an inquiry into the matter
 - § undertaking research into the matter
 - § holding a public meeting
 - § holding a consultation
 - § holding a meeting with petitioners
 - § referring the petition for consideration by the council's Overview and Scrutiny Committee
 - § calling a referendum

3. PETITIONS

3. (i) Woodingdean Warren Road parking improvement- Gilles Guichard

To receive the following E-Petition signed by 16 people:

"We the undersigned petition the council to In order to improve the local parking on "Warren Road" and increase the amount of spaces for customers of local shops and businesses, we're proposing a 45 degree chevron parking, with 2 hours free time limit, instead of the existing 4hrs parallel parking".

(ii) Safer road crossings for Church Road and St Andrews Road- Rae Powers

To receive the following paper petition and E-Petition signed by 405 people:

“We the undersigned petition the council to:

- 1) Install a zebra crossing and metal barriers at the following junctions:
a. Church Road and North Street, Portslade, BN41 1DZ b. Church Road and St Andrew’s Road, Portslade, BN41 1LU c. St Andrew’s Road and Albion Street / Vale Park entrance, Portslade, BN41 1LU
- 2) Provide a “lollipop lady” for morning and afternoon school crossings of North St
- 3) Change St Peters Road to 20 MPH and remove confusing 30 MPH sign facing Church Road
- 4) Repaint 20 MPH notice on Church Road
- 5) Install a speed camera on Church Road
- 6) Restrict lorries’ travel along Church Road 8:30 – 9:00am and 3:00-3:30
- 7) Install flashing school crossing signs at the following junctions: a. Church Road at Eastbrook Road, Portslade BN41 1PB b. Church Road and north of Wellington Road/A259, Portslade BN41 1EH”

(iii) Traffic calming measures on Mile Oak road- Sarka Quesne

To receive the following paper petition signed by 100 people:

“We the undersigned petition the council to implement traffic calming measures along the Mile Oak Road, specifically between Melrose Avenue and the High Street, where the road is particularly narrow. We request that the council introduces a one way system and put in a pavement in order to make the road safer for pedestrians”.

Subject: Items referred from 18 July 2013 Full Council meeting- Petitions
Date: 8 October 2013
Report of: Monitoring Officer
Contact Officer: Name: John Peel Tel: 29-1058
E-mail: john.peel@brighton-hove.gov.uk
Key Decision: No
Wards Affected: Various

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To receive any petitions referred from the Full Council meeting of 18 July 2013.

2. RECOMMENDATIONS:

- 2.2 That the Committee responds to the petition either by noting it or writing to the petition organiser setting out the Council's views, or where it is considered more appropriate, calls for an officer report on the matter which may give consideration to a range of options, including the following:

- § taking the action requested in the petition
- § considering the petition at a council meeting
- § holding an inquiry into the matter
- § undertaking research into the matter
- § holding a public meeting
- § holding a consultation
- § holding a meeting with petitioners
- § referring the petition for consideration by the council's Overview and Scrutiny Committee
- § calling a referendum

3. PETITIONS

3. (i) Controlled Paking in Baker's Bottom- Councillor Duncan

To receive the following petition referred from the meeting of Full Council on 18 July 2013 and signed by 112 people:

"We, the undersigned, request a resident parking scheme"

3. (ii) Road Safety on Davey Drive- Samantha Simson

To receive the following petition referred from the meeting of Full Council on 18 July 2013 and signed by 112 people:

“We the undersigned petition the council to make the part of Davey Drive outside St Joseph’s RC Primary School and Lindfield Court, a safer place for pedestrians to cross by extending the zig-zags lines outside St Joseph’s RC Primary School on Davey Drive up to the disabled bay. This would allow pedestrians crossing the road at the new steps to have a better view of oncoming traffic”.

3. (iii) Crossing on Brentwood Close- Councillor Rufus

To receive the following petition referred from the meeting of Full Council on 18 July 2013 and signed by 130 people:

“We the undersigned petition the council to install a pedestrian crossing on Brentwood Close near Hollingdean Children’s Centre as it is a dangerous road to cross and is used daily by children attending Hertford Junior School, the Cedar Centre and the Children’s Centre”.

WRITTEN QUESTIONS

(i) Councillor Cox

‘The Council’s Seafront Strategy, as part of the aim to grow the number of visitors arriving by public transport, includes an objective to ensure parking for coaches is easy to locate and of high quality. What progress has been made in meeting this objective?’

(ii) Councillor Mears

“Will Councillor. West please update me on progress with the coach parking study agreed by Cllr. Davey at the Transport Committee meeting of 27th November 2012?”

John Peel
Democratic Services
Brighton & Hove City Council

23rd September 2013

Dear John,

Future use of Rottingdean Pitch & Putt Course

Please could this letter be placed on the agenda of the Environment & Sustainability Committee for its meeting on 8th October 2013.

I am requesting that the Chair of the Committee informs committee members of the extent of the negotiations with a leisure company to lease the above site for the purposes of providing a Segway leisure activity and other uses. Segway vehicles are motorised and travel over rough grass at speeds of up to 10mph.

I understand that the other option of incorporating the site within the adjacent Beacon Hill Nature Reserve has been rejected and wish to know the reasons for that decision. The proposed use would seem to be a clear departure from the stated aims of the Biosphere among which were the protection of the chalk grassland and maximum open access for all.

Among the concerns being voiced by local people and conservation groups are:

- The necessity for increased parking provision to be provided on this sensitive Downland site.
- Noise and disturbance to local residents and those wanting to enjoy the peace and quiet of the nature reserve with the activity possibly being marketed to Stag and Hen Party Organisers.
- The disturbance to wildlife habitats, including those of migrating birds crossing the channel.
- The need for barriers across the open countryside to be erected to prevent the vehicles straying onto the nature reserve.
- The degradation of the area as the ground is worn down to the bare chalk.

Could the Chair of the committee also confirm whether this proposal will need planning consent either from the City Council or from the South Downs National Park Authority.

Yours sincerely,

Councillor Gill Mitchell
Labour Environment Spokesperson

Penny Thompson – Chief Executive
Brighton & Hove City Council
Grand Avenue
Hove

7th August 2013

Dear Penny

Parking on A23 at Patcham Place Recreation Ground

I am submitting the following letter under Council Procedure Rule 23.3 to be included on the agenda for the Environment, Transport & Sustainability Committee meeting of 8th October.

I have been contacted by residents about the increasing problem of parked vehicles on the A23 adjacent to the Patcham Place Recreation Ground. The problem is particularly acute on the western side of the road but also, to a lesser degree, affects the eastern side.

There are marked parking areas along both sides of the road for users of the Recreation Ground but, recently, there have been a number of occasions where vehicles have been parked outside these bays, extremely close to the busy roundabout. This has led to huge tailbacks along the A23 back towards Brighton as vehicles are unable to funnel into two lanes as they approach the roundabout. Vehicles also park illegally to the south of the designated bays near Patcham Place which, due to the traffic islands, makes it very difficult for cars, and especially buses and lorries, to pass through.

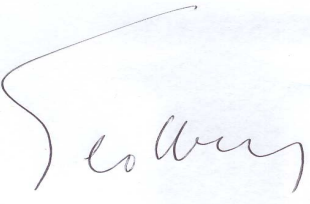
The sheer number of cars parked along this stretch of road is, in my view, now becoming dangerous, particularly as the Recreation Ground is regularly used by young people for sporting and other activities. I have had reports of near misses as people try and cross the road to access their vehicles.

I would ask that officers assess whether a) it is safe to have so many parking spaces along both sides of the A23 at this location and b) a 40mph speed limit is safe along this section of road. I would also ask that double yellow lines are painted clearly on the road beyond the designated parking spaces and that these double yellow lines are properly enforced.

Furthermore, I would like officers to investigate whether it is both legal and appropriate for a hot dog van, lorries and second hand cars for

sale to be parked on this stretch of road for long periods of time. It certainly does not make for an attractive gateway to the city for the many thousands of visitors who enter from the A23. It also makes it more difficult for legitimate users of the Recreation Ground to park. Hence, I would ask that officers consider introducing a parking time restriction - sufficient for sporting fixtures to be played, but which would prevent long-term parking.

Yours sincerely,

A handwritten signature in dark ink, appearing to read 'Geoffrey Theobald', is written over a light blue rectangular stamp. The signature is fluid and cursive.

Cllr. Geoffrey Theobald OBE

Penny Thompson – Chief Executive
Brighton & Hove City Council
Grand Avenue
Hove

18th September 2013

Dear Penny

Carden Avenue Service Road

I am submitting the following letter under Council Procedure Rule 23.3 to be included on the agenda for the Environment, Transport & Sustainability Committee meeting of 8th October.

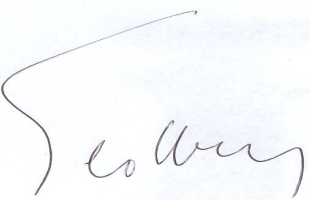
Back in July/August I carried out a survey of residents in the Carden Avenue service road following some concerns about road safety that had previously been raised with me.

The results of this survey indicate that a majority of residents would like to see the service road made one way north east to south west with a speed limit of 20mph in conjunction with some traffic calming measures.

A number of residents and local shopkeepers would also like to see the parking in the road, outside the shops on the corner with County Oak Avenue, restricted to 2 hours with no return for 4 hours, in order to prevent all-day parking.

I would, therefore, request that officers examine the feasibility of progressing the one-way and parking restriction proposals with a view to formal TRO consultation. I recognise that 20mph speed limits in Patcham are being taken forward as part of a separate process and I would hope that the Carden Avenue service road could be included, given the public support in my survey.

Yours sincerely,



A handwritten signature in blue ink, appearing to read 'Penny Thompson', is written over a light blue rectangular stamp. The signature is fluid and cursive.

Cllr. Geoffrey Theobald OBE

John Peel,
Democratic Services
Brighton & Hove City Council

26 September 2013

Dear John,

Hanover & Elm Grove Neighbourhood Improvement Plan

Please could this letter be placed on the agenda of the Environment and Transport Committee meeting on 8th October 2013.

I would like to request that the council uses the opportunity provided by the forthcoming changes to the refuse and recycling timetables to carry out a community consultation in my ward of Hanover & Elm Grove about how the changes will work in practice and at the same time engage with residents who I know are keen to be actively involved in improving their neighbourhood. I realise that costs are a pressure but my ward is looking increasingly untidy and I believe we can unlock significant community support if we genuinely work in partnership with local people.

I would like to primarily focus on:

- Getting street sweeping to follow the refuse collections
- Encouraging volunteers to take up graffiti clean-up kits and community engagement on getting some proper 'urban art' on the junction boxes in the Hartington Road and Bonchurch Road area as the boxes there are heavily tagged
- Look at providing more litter bins and dog bins for Elm Grove, Hartington Road and Southover Street.

I am very happy to give an active steer to this neighbourhood programme and to work to get people involved. I hope that my request can be supported.

Yours sincerely,

Emma Daniel
Hanover & Elm Grove ward councillor

Subject:	Parking Annual Report 2012-13		
Date of Meeting:	8 October 2013		
Report of:	Executive Director Environment Development Housing		
Contact Officer:	Name:	Paul Nicholls	Tel: 29-3287
	Email:	paul.nicholls@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 To note and approve the publication of the fifth Parking Annual Report 2012-13 on the performance of Parking Services for submission to the Department for Transport, Traffic Penalty Tribunal and for general publication under the provisions of the Traffic Management Act 2004.

2. RECOMMENDATIONS:

- 2.1 That the Committee endorses the publication of the Parking Annual Report for 2012-13 under the provisions of the Traffic Management Act 2004.
- 2.2 That the Committee authorises the Head of Transport Operations to produce and publish the report which will be made available on the Council's website.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 The City Council has operated Decriminalised Parking Enforcement since 16 July 2001. Part 6 of The Traffic Management Act 2004 came into force on 31 March 2008 and the decriminalised enforcement of parking is now known as Civil Parking Enforcement. Statutory guidance issued by the Department for Transport requires the Council to produce and publish an annual report.
- 3.2 Brighton and Hove City Council's first Parking Annual Report 2008/9 received national recognition when it was unanimously declared overall winner by the independent 'Parking Annual Report Review Group' established by PATROL (Parking and Traffic Regulations Outside London). In every subsequent year the City Council's parking annual report has been shortlisted for the award which was established to highlight best practice amongst Local Authorities in using the report to engage with the public on a range of parking issues.
- 3.3 This year's annual report provides a summary of issues covered by the Citywide Parking Review and explains how this feedback is being used to shape the

service and prioritise future developments. A wide range of statistical information is included in the report

- 114,332 Penalty Charge Notices were issued, the second lowest number issued in the city since 2001
- The on street parking surplus was £10,946,351 and the report explains how this is to be spent on providing free bus passes for the elderly and disabled as well as transport related projects. Income increased by 1.8% and expenditure fell in real terms by £417,000 compared to the previous year. Last year the on street parking surplus was £9,527,158
- The waiting list for resident permits has nearly halved over the past 3 years from 1,260 to 646 this year
- The number of trader permits on issue to businesses has increased to 1,085 since the waiting list was abolished from 777 last year

- 3.4 Where a surplus is generated, this is managed and spent in accordance with legal requirements under Section 55 of the Road Traffic Regulation Act 1984, as amended by the Traffic Management Act 2004. The reports provide details of how the surplus has been spent on working towards the council's Traffic Management Objectives. These include reducing congestion, managing demand, improving air quality (Brighton and Hove has an Air Quality Management Area for non-compliance with nitrogen dioxide (EU and English) limits and a drive towards sustainable transport. More details can be found in our Local Transport Plan as well our Parking Annual Report published on our website that illustrate where the surplus has been allocated to services and projects including:

- Concessionary Fares
- Supported Bus Routes
- More cycle parking
- Quality Bus Partnership Initiative
- Traffic control improvements
- Brighton station gateway
- Highway maintenance

- 3.5 Copies of this year's Parking Annual Report will be sent to a wide range of stakeholders including, Sussex Police, East Sussex Fire Brigade, The Traffic Penalty Tribunal, the Secretary of State for Transport, Brighton and Hove Chamber of Commerce and local parking special interest groups. The Parking Annual Report will also be published on the council's website

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 The publication of the Parking Annual Report 2012-13 is being used as an opportunity to inform and engage with the public and stakeholders on a range of parking issues.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 The cost of preparation and publication of the Parking Annual Report will be funded from within the existing Transport revenue budget.

Legal Implications:

- 5.2 The City Council is required by statutory guidance issued by the Department for Transport under Section 87 of the Traffic Management Act 2004 to produce and publish an annual report detailing financial and statistical information on its civil parking enforcement regime. The report must be published within 6 months of the end of the financial year.

Lawyer Consulted: Name Carl Hearsum

Date: 04/09/13

Equalities Implications:

- 5.3 The Parking Annual Report will be made available in hard copy format at libraries and at the Parking Information Centre where staff will be able to provide assistance as required, in addition to being published online. Any equalities implications arising as a result of policy changes are explained in the relevant committee report introducing the change.
- 5.4 The Blue Badge scheme administered by the council is a national scheme providing a range of parking concessions for disabled people meeting the blue badge criteria. Parking Services meets with key stakeholders such as the Federation of Disabled and minority ethnic groups to gather feedback on services and consult on new developments. Overall most of the parking surplus is used to pay for free bus passes for the disabled and elderly.

Sustainability Implications:

- 5.5 None identified

Crime & Disorder Implications:

- 5.6 None identified

Risk and Opportunity Management Implications:

- 5.7 None identified

Public Health Implications:

- 5.8 None identified

Corporate / Citywide Implications:

- 5.9 The report supports the Corporate Plan priority of 'Engaging people who live and work in the city'

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 None considered

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To provide the public and stakeholders with information on the performance, aims and objectives of parking services and to meet the Council's legal obligations under the Traffic Management Act 2004

SUPPORTING DOCUMENTATION

Appendices:

1. Parking Annual Report 2012-13

Documents in Members' Rooms

1. Copies of previous year's annual reports

Background Documents

1. None

Annual Report 2012-13

Foreword

- 1 Overview
- 2 Citywide Parking Review
- 3 New Resident Parking Schemes
- 4 Permits
- 5 Enforcement
- 6 Bus Lane Enforcement Update
- 7 Challenges representation and appeals
- 8 Keeping in touch
- 9 Signs and Lines Maintenance
- 10 Off Street Car Parks
- 11 Freedom of Information & Complaints
- 12 Financial Information

Appendices

- 1 Tariffs 2013
- 2 Penalty Charge Notices issued by contravention type 2012-13
- 3 Code of Practice for Postal Penalty Charge Notices

Glossary of Terms

Foreword

It is my pleasure to introduce our fifth Parking Annual Report. The aim of the Parking Annual Report is to provide information to the public about the objectives, priorities and challenges of managing parking in our city.

This year's report includes headline results from the 'Citywide Parking Review', the most extensive review of parking ever conducted in the city. I would like to take this opportunity to thank the nearly 2,000 residents, businesses and visitors who took the time to give their views of parking in the city. The Parking Annual Report includes an update on how a number of initiatives that have been prioritised in light of this feedback such as the introduction of payment for parking by phone and mobile apps, trials of pavement parking enforcement, permit specific disabled parking spaces, more cycle parking spaces.

This has been a particularly busy year for Parking Services with the introduction of 3 new parking zones following consultation with residents with the majority of respondents in favour of the new schemes. In the case of the match day parking scheme for the Amex Stadium Parking Services were able to provide a temporary permit application processing service at Coldean Library and Moulsecoomb Housing Office to help the 2,500 permit applicants. This type of joined up service provision has proved popular with new applicants by providing a local service which avoids the need for them to travel across the city to apply.

The move of the service from temporary accommodation to a new Customer Service Centre at Hove Town Hall has helped improve services by providing a modern, first rate environment for customers and staff. At the same time I am pleased to note that the waiting list for permits in central areas has nearly halved over the past 3 years from 1,260 to 646. The waiting list for trader permits has been eliminated altogether following agreement at Transport Committee last year, with 1,085 trader permits now on issue, up from the 777 on issue to businesses last year.

Parking Services objective to 'reduce congestion and keep traffic moving' is also being met through a range of policy and operational initiatives, including the introduction last year of static CCTV parking enforcement on key routes into the city such as London Road, Lewes Road and the North Street / Western Road corridor.

The number of parking Penalty Charge Notices issued in Brighton and Hove decreased slightly this year from 116,000 to 114,000 This is the second lowest number of Penalty Charge Notices issued in the city since 2001 and shows that there is a high level of understanding and compliance with the parking regulations amongst residents and visitors.

As in previous reports, we explain how surplus income from parking is spent: providing free bus passes for the elderly and disabled as well as a range of transport and public realm improvement projects

If you have any questions or comments about our Parking Annual Report please let us know by telephoning our Parking Information Centre on 01273 296622, emailing us at parking@brighton-hove.gov.uk or alternatively by posting your comments on our [facebook](https://www.facebook.com/transportandparking) or [twitter](https://www.twitter.com/bhcc_transport) pages : www.facebook.com/transportandparking and www.twitter.com/bhcc_transport

Thank you for taking the time to read our 2012-13 Parking Annual Report

Cllr Pete West

Chair of Environment Transport & Sustainability Committee

Chapter 1 Overview

Parking controls in Brighton & Hove are essential to keep traffic moving and provide access for residents, businesses and our 8 million annual visitors. Parts of the city are amongst the most densely populated in the country and there is huge demand for parking along the seafront and city centre which must be managed.

The city has a packed and diverse calendar of events many of which require the suspension of hundreds of parking bays in the areas of highest demand. Parking plays a vital role in support of the city's Tourism Strategy and managing the city's gateways which are the first arrival point for all those coming to enjoy all that Brighton & Hove has to offer. Balancing the needs of residents, visitors and businesses is key to sustainable economic growth and success.

In last year's [Parking Annual Report](#) we explained what we are doing to meet our parking policy objectives and how they were being monitored. In addition to the items shown in last year's report the following projects are underway or have been completed which will support our policy objectives to

- **Reduce congestion and keep traffic moving**

£1.9m is being invested in the Lewes Road corridor with work due to be completed in September 2013. The new road layout will include a bus lane and cycle lane. Over the past year parking enforcement has been carried out both on foot and for the first time by CCTV to improve traffic flow along this important gateway to the city. A part of this project data on traffic flow and bus passenger numbers and journey times has been gathered to compare with information to be collected after the project is complete.

- **Provide access safely to those that need it most**

The limit on the number of Trader Permits has been lifted and over 300 additional trader permits have been issued to businesses throughout the city. This has in turn reduced the number of waivers for parking on double yellow lines being issued to businesses providing safer places to park.

Following feedback from the citywide parking review and blue badge holders we will be trialling blue badge bays which can only be used by a particular blue badge holder or 'dedicated blue badge bays'. These will be trialled for blue badge holders with the most severe mobility problems.

- **Deliver excellent customer service**

Our Parking Information Centre has moved to our new modern Customer Service Centre at Hove Town Hall. Screens between staff and the public have been removed and a new queue management system has helped create a more welcoming environment for our customers.

The number of permits renewed online continues to increase with over 40% of renewals now completed online. We plan to continue to invest and stream line this facility over the coming year with a view to making the process simpler.

Local Transport Plan 3

Brighton and Hove's third Local Transport Plan was approved by the council in May 2011

You can find it here: http://www.brighton-hove.gov.uk/downloads/bhcc/transport/LTP3_Part_A.pdf
http://bit.ly/ltp3_part_a

Key themes from the Local Transport Plan are to:

- Reduce transport congestion and journey delay
- Improve the city's public transport network to cope with increasing demands
- Provide cycling and walking routes which connect communities, natural environments and key local services and activities
- Create attractive and safe routes and places
- Reduce the number of killed or seriously injured on our network
- Control and mitigate carbon emissions, air quality and noise effects of traffic

The city's [Sustainable Community Strategy \(http://bit.ly/sustainable_community_strategy\)](http://bit.ly/sustainable_community_strategy) , outlines its aims for transport, which is to provide ***“An integrated and accessible transport system that enables people to travel around and access services as safely and freely as possible while minimising damage to the environment and contributing to a safer, cleaner, quieter and healthier city”.***

The table below is a year on year summary of the parking operation in Brighton & Hove.

Brighton & Hove City Council's parking operation	2012/13	2011/12	2010/11	2009/10	2008/09
On street parking spaces	27,628	25,213	25,039	23,333	22,031
Off street parking spaces	2,490	2,490	2,490	2,490	2,490
Pay & display only bays	1,001	929	929	903	534
Permit only bays	13,189	12,830	12,830	11,696	11,554
Shared bays (permit and pay & display)	10,006	9,553	9,553	9,127	8,918
Disabled bays	630	571	571	511	464
Other bays	723	618	618	558	549
Number of vehicles removed	1,017	956	1,057	1,268	1,073
Bays suspended during the year	4,186	4,089	4,003	4,081	3,735
On street Penalty Charge Notices issued	114,332	116,097	109,275	116,369	129,837
Items of correspondence received	32,373	35,284	35,856	37,716	43,472
Resident permits issued (including match day)	25,918	22,542	22,583	20,783	19,885
Resident Visitor permits issued	463,609	509,100	422,583	319,820	345,581
Blue Badges on issue	13,472	12,967	13,265	11,978	13,000

Chapter 2

The Citywide Parking Review

In October 2011, the city council made a commitment to review its parking schemes to ensure a fair balance between the needs of residents, business and visitors. The purpose of the review was to improve the way we manage

parking and to look at the future of residents parking schemes and whether to consult on new parking schemes or to extend existing schemes.

Community engagement and consultation

The consultation for the review was carried out in two phases.

- A community engagement phase identifying issues and local concerns - over 40 community group meetings were attended and detailed notes were taken.
- Then there was a main consultation phase with detailed consultation with stakeholders including ward members and a sample postal consultation of 6,000 households city wide.

An independent scrutiny panel also considered the draft report on the city wide parking review and identified the following concerns:

- preventing displacement parking
- mobile phone technology for payment and finding vacant parking
- use of other innovative technologies in line with other councils
- enforcement of restrictions outside Controlled Parking Zones
- reminding non car owning residents that they are entitled to buy scratch cards for visitors
- More information on the number of cars owned and vehicles used
- Schedule for parking reviews

Postal consultation – summary of results

- 1842 people responded to the survey.
- 46% of respondents thought that residents parking schemes work well / mostly well for residents and their guests, compared to 43% who thought they caused problems.
- 64% of respondents had concerns about how parking for visitors, shoppers and businesses are affected by residents parking schemes.
- 51% of respondents agreed / strongly agreed that resident parking schemes have improved the management of parking across the city.
- 42% of people agreed with the current hours of operation, but another 42% of people wanted to reduce the number of hours. Of those who disagreed with the hours of operation, 83% wanted parking enforcement to end earlier.
- 63% of people agreed / strongly agreed that there should be a limit on the number of permits issued per household in each parking scheme.
- For residents who live in resident parking schemes, 93% reported that they felt that parking was enforced where they live.
- 78% of respondents said they would make use of being able to pay by credit or debit card at pay and display machines. Support for mobile and smart phone payment methods was highest amongst younger age groups with 67% of people saying they would use this method of payment at least some of the time.

Conclusions of Review

The conclusions of the review are based on the analysis of the community engagement and the postal consultation results together with a study of available data and from published and commissioned research.

Are existing resident parking schemes popular and should they be extended?

Resident parking schemes have proved popular where they have been implemented. For example in Scheme J (London Road) 84% of residents said they did not want their road to be removed from the scheme, this is compared to 67% who originally voted for the scheme. Over the city as a whole more people thought they worked well for residents and their visitors than not. There is demand for consultation on new or extended controlled parking schemes from a number of areas in the city.

- Bakers Bottom (Hendon, Bute & Rochester Streets)
- Hanover
- Hove Park between Old Shoreham road and Woodruff Avenue
- The Upper Lewes Road/Lewes Road triangle area
- Portslade, south of Old Shoreham Road
- The Preston Park triangle (roads between Preston Park Avenue, Stanford Avenue and Preston Drove
- West Hove.

.Of these areas it was agreed, following further discussion, to consult in:

- West Hove (excluding Boundary Road Hove) 2013 -15
- Preston Park & Lewes Road triangles. 2013 - 15
- Hove Park & Bakers Bottom. 2015 -16

It was decided not to go ahead in Hanover because, when last consulted this area was very opposed to parking controls. The narrow widths of roads meant that there would be a loss of on street parking.

As a general principle it was agreed that new areas should only be considered for inclusion in future parking scheme timetables where there have been requests from residents, ward councillors and others within the area asking for parking controls.

The council does not impose schemes on areas – schemes are only introduced after careful consultation and if the consultation produces a negative vote they do not proceed.

In dealing with larger areas we have to consider all views and if roads on the edge of proposals reject a scheme a smaller scheme may still be considered. Alternatively these roads may have to be included otherwise they may be used by vehicles without permits. In all cases we look at the design and geography of the scheme and consider a natural boundary where possible.

Grass verge and pavement parking controls.

Many complaints were received about driving and parking on pavements (footways) and grass verges. Driving on a footway is a criminal offence under both Section 72 of the Highways Act 1835 and Section 34 of the Road Traffic Act 1988 and any driver may be prosecuted for doing so, unless a vehicle crossover has been constructed to provide access to private property or in an emergency. The Police have powers to enforce this legislation and residents should report it to the police first.

Pavement and verge parking need to be distinguished. Parking on the pavements causes obstruction and impacts particularly on vulnerable road users. It can also cause damage to basement areas. Council policy is not to condone parking on pavements and this continues to be the case. Persistent parking on verges is unsightly and can lead to significant erosion. Replacing verges with tarmac can cause problems with rapid surface water runoff. Bollards can also be unsightly, require upkeep and prevent grass cutting.

In 2011 the Department of Transport introduced new powers including signage for area based verge and pavement parking restrictions which can be enforced by the issue of penalty charge notices (PCN). We consulted as to the suitability of these measures in parts of the city and propose to advertise verge and pavement parking restrictions in selected roads in North Portslade and the Varndean area.

Traffic orders for the verge & pavement pilot schemes were advertised in the summer and representations received will also be presented to Environment Transport and Sustainability Committee.

Permit specific Disabled Persons' Parking Places.

Requests were made by individuals and disability groups for a facility for disabled bays reserved for specific blue badge holders. Disabled bays would have a sign plate with a specific permit number related to an individual resident. Other badge holders would be liable to a PCN if they parked in that bay. They could improve access for individual blue badge holders in residential areas where there is parking pressure often coupled with local facilities such as schools and community venues.

The principle is accepted and further work and consultation is being undertaken with stakeholders as to the eligibility criteria that should be applied.

Vehicles parked in areas just outside existing schemes (displacement) and spare capacity in streets in existing schemes (underutilisation).

Inevitably, a scheme in one area may displace vehicles to an adjacent area. This, combined with high density housing, new developments and additional sources of demand such as access to rail stations and key bus routes have led to more areas asking for parking controls.

Other than the Sussex Downs there are few natural boundaries for schemes. Whilst railway lines and dual carriageway roads can act as boundaries they are imperfect. Displacement takes place in parts of West Hove, Hanover & Queen's Park next to the existing light touch areas W & U and next to any other parking scheme. It also occurs in streets next to single yellow line waiting restrictions around Hove Park.

Underutilisation is linked to displacement but can be associated with the street environment security/overlooking/urban blight), terrain, number of private driveways, patterns of daily demand and parking tariffs.

We looked at the feasibility of certain options such as permitting streets outside a scheme to purchase a permit to enable parking within the adjacent scheme (a buffer zone). This policy has been adopted by West Sussex County Council however their parking schemes work at lower capacities, typically 80%. Most parking schemes in Brighton and Hove are at 90% or above and the long term capacity is not guaranteed. For example the central Hove scheme had capacity five years ago but not currently. Buffer zones also avoid the question of whether streets outside a scheme should first have the opportunity to be consulted on a scheme in their area.

We consulted on proposals for full or partial mergers of schemes or sharing of streets between schemes but no consensus could be found. In the past light touch schemes have been offered as a solution but have well documented disadvantages, see below.

Light touch schemes.

Light touch schemes are where parking is restricted to permit holders only for two hours in the day, one hour in the morning and one hour in the afternoon/evening. They do not contain pay and display parking.

We looked at views expressed as part of this consultation and reviewed our experience since light touch schemes were introduced in 2006. Take up of permits in light touch schemes is low relative to full schemes, at 70-75%. The enforcement costs are the same as full schemes. They do not offer flexibility of parking options such as short, medium and long term pay and display. On the positive side they reduce street clutter and can be popular with residents in those schemes.

It has been agreed that no further light touch schemes will be proposed and existing schemes will not be extended. Existing schemes will only be re consulted if this is supported by local councillors.

Waiting Lists for resident permits.

Waiting lists are longest in Areas M (Brunswick & Adelaide), Y (Central Brighton North) & Z (Central Brighton South), 12 months in each case and there is a few months wait in Area N (Central Hove). This is historic and a reflection of the parking demand and housing density in these areas.

There have been regular reviews of waiting restrictions in these schemes and six years ago the merger of eight small central Brighton schemes into two schemes Y & Z did have a positive effect. We have looked at mergers or partial mergers of schemes but there is no consensus and there is a risk of increasing internal commuting within larger schemes.

Since the northward extension of Area C, (Kemp town) residents in Richmond Place (Area Y) have been unable to park in these streets, made worse by being cut off from the rest of Area Y. Residents have requested this street is moved into Area C.

Converting some of the seafront pay and display bays into resident or shared resident /pay and display bays would have a negative effect on the tourist economy (estimated £250K net reduction). Residents in Schemes M & Y already have the option of purchasing a discounted permit for specified council off street car parks.

The postal survey has indicated that city residents support a limit on the number of permits that can be issued per household, but there isn't clear support for charging a higher amount for a second permit. If permit numbers are not controlled through pricing, any rationing system raises issues of equalities and exactly what criteria to apply. Other local authorities do not seem to have introduced limits except through price although some suspend applicants from the waiting list if they have unpaid Penalty Charge Notices.

Overall the waiting list for permits has nearly halved over the past 3 years from 1,260 to 646

Times of parking scheme operation.

When talking to community groups there was general satisfaction with times of operation. However the postal survey response was evenly split and of those who disagreed with hours of operation 83% wanted enforcement to end earlier in the day. Some residents wanted unrestricted parking on weekends or on a Sunday.

We reviewed this policy, however, the reason why restrictions are in force until 8pm is to make it easier for residents returning home from work to find a space near their home. As the city is a popular tourist destination demand for parking is particularly high at weekends so restrictions are there to help residents. In past situations where restrictions have been less, residents have campaigned for extensions due to displaced parking at those times e.g. Queen's Park extension to Sundays in 2011.

Enforcement.

Residents in existing controlled parking zones believe their areas are properly enforced (93%). However community engagement shows clear demand for more enforcement in areas outside controlled parking schemes, particularly outside schools, shopping areas and footways and verges. The review suggested an increase in enforcement presence outside Controlled Parking Zones.

The new parking enforcement contract includes two vehicles, scooters and bicycles to enable Civil Enforcement Officers to allow them to reach areas of problem parking more quickly

Cycle parking places and car club spaces.

There is demand for increased on street cycle parking which increases with the number of bicycles owned in a household, but even non bicycle owners are more supportive than not. Our transport strategy includes a target to create 100 -160 cycle parking spaces a year and a proportion of these will be on street spaces.

The opinion survey was unclear on whether there should be more electric vehicle parking places and car parking spaces. The council promotes car clubs where residents can use shared vehicles by booking online. They work best in dense urban areas where some residents choose to give up their cars and use car club vehicles so reducing parking congestion.

There is a growth in a new business model where drivers rent out their own vehicles to others on the internet.

Multi modal payment cards such as 'Oyster' could be applied to car club usage. Research is also being carried out into a one way usage vehicle, the car club equivalent of "Boris bikes".

Technology & parking - payment methods.

Cash payment can be inconvenient to the public and there are costs and security implications to collection. Residents clearly want to be able to use credit and debit cards to pay for parking (78%). We have already introduced additional on and off street card payment machines e.g. in Madeira Drive, Brighton and Grand Avenue, Hove, Norton Road car park, Hove. Support for mobile and smart phone payment methods was highest amongst younger age groups (67%).

A new service to allow people to pay for their parking by phone, text or smart phone app is being rolled out across the city starting with the Seafront in September followed by Central Brighton with the service available citywide by April 2014

Technology & parking - roadside parking bay sensors

These detectors are mounted in the road and bay availability can be checked by drivers using an app which is compatible with satellite navigation devices. Following a successful testing period Westminster Council have installed parking bay sensors as a pilot scheme in several west end streets

The system also gives historic data on availability of parking in the area and makes predictions for future availability.

The council will be looking at the results of this pilot to decide whether it could be used in Brighton & Hove. Some of the potential benefits would be:

- Real time parking availability on a Smartphone application
- Links with the Pay by mobile system and a Smartphone application
- Real time data available to Traffic Marshals to help them direct motorists to available parking space around the city
- Analysis of the demand for space and its use

Rolling out this scheme across the city would represent a considerable capital investment and there would have to be a proven business case.

Coach parking.

The negative impact of coach parking (in Roedean Road) has been identified by the Roedean Community Association. The council is continuing in its efforts to find a viable location for a dedicated coach parking facility.

The effects of parking controls and level of parking charges.

The most common comment by residents in the postal survey was either that parking was too expensive or that the level of parking charges discouraged visitors and was bad for the local economy. Many UK cities saw a reduction in visitor numbers during the unusually bad weather seen in 2012. Trends in Brighton and Hove have followed these weather patterns rather than changes to parking charges.

Both the RAC Foundation “Spaced Out” (2012) report and the London Councils “Relevance of parking to the prosperity of urban areas” (2012) report suggest that a supply and demand approach is best and that parking charges need to be set at a level to achieve 85% occupancy of spaces. This in turn reduces the amount of traffic searching for a parking space.

Parking and permit charges are reviewed annually to manage demand for parking and achieve a high turnover of vehicles using the cities limited on street spaces and achieve wider transport objectives of reducing congestion and encouraging the use of sustainable transport. Many permit schemes are at or near capacity or have waiting lists for permits. As mentioned elsewhere in the report surplus income is spent mainly on providing free bus passes for the elderly and disabled.

It is generally accepted that charges should fall as you move away from the city centre and this zoned approach to tariffs was a theme of the last tariff review. Changes to tariffs were made in the Seven Dials and London Road areas in response to local concerns.

Scratch cards for residents' visitors.

Although the number of resident visitor permits issued is rising, 319,00 in 2009, 416,000 in 2010 and 500,000 in 2011 many residents are unaware that they can purchase scratch cards visitor permits even though they do not themselves own a vehicle.

In October 2011 it became possible to register for an online facility to order resident visitor permits. We aim to make it easier for residents to buy this type of permit by simplifying the process.

Motorcycle parking.

There have been requests for more motorcycle parking bays, and secure motorcycle parking bays, especially in the city centre. We accept the need to provide more motorcycle parking as part of a balanced approach and for secure motorcycle parking to improve security and prevent damage. We have trialled a number of different types of secured parking on street to identify the best solution.

We are working with the 'Motorcycle Action Group' to identify suitable locations and a list of these is available on our website.

Chapter 3

New Resident Parking Schemes

Canning Street and Richmond Heights

(Extension to Area C – Queens Park)

Following consultation with residents and organisations in these areas, the Transport Committee meeting of 10th July 2012 approved the implementation of proposals for extensions to the Area C parking scheme, giving priority to parking for residents. The changes were implemented for an operational start on 1st September 2012.

Amex Community Stadium match day parking scheme (Parking Areas B –Coldean and D-Moulsecoomb)

Brighton & Hove Albion Football Club was granted planning permission for additional seating in the Amex Community Stadium, and as part of the planning permission agreed to pay for consultation on a scheme for controlled parking. Consultation showed 68% (Moulsecoomb) and 78% (Coldean) of respondents in favour of a match day scheme. The scheme gives priority to residents and their visitors only on days when outdoor events, including football matches, take place at the stadium. Match days are advertised on all road entry signs to the area and can also be found on the council's website. Parking controls aim to address the problems that residents have experienced due to high numbers of people parking in the area when football matches are being played.

For the first time staff trialled a 'check and send' permit application service locally at Coldean Library and Moulsecomb Housing Centre, a service which proved very popular with residents

London Road North and Roundhill

(Extension to Area J)

Following consultation with residents with 56% of respondents in favour of a scheme, the extension to parking area J was implemented in July 2013. The scheme is running at 82% of capacity currently and we would expect that figure to continue to rise over the next 6 months.

Chapter 4 Permits:

Resident visitor permits

We have now completed a re-design of our website by reducing the amount of information shown on each page.

We have kept the popular 'do it now' facility permit to complete online transactions

The chart below shows a year on year comparison of the take up of resident permits for every parking area over the last 3 years

Area	Resident Parking Zone and (visitor allowance)	Resident Permits allowed 2012/13	Resident Permits on issue 2012/13	Resident Permits on issue 2011/12	Resident Permits on issue 2010/11	% of scheme take up 2012/13	No. of people on waiting list 2012/13	No. of people on waiting list 2011/12	No. of people on waiting list 2010/11
Preston Park*	A (50)	642	618	639	642	96%	0	0	0
Coldean	B (25) +1	No limit	986	n/a	n/a	n/a	n/a	n/a	n/a
St James*	C (50)	1943	1739	1363	1311	90%	0	0	0
Moulsecoomb	D (25)+1	No limit	1528	n/a	n/a	n/a	n/a	n/a	n/a
Kempton*	H (50)	2552	2494	2519	2408	98%	0	0	0
London Road*	J (50)	2811	2301	829	857	82%	0	0	0
Brunswick	M(50)	1650	1650	1650	1650	100%	202	356	400
Central Hove	N (50)	4589	4589	4589	4589	100%	67	0	113
Goldsmid	O (50)	2283	2066	2099	2084	90%	0	0	0
Prestonville	Q (50)	1092	1048	1023	1092	96%	0	0	0
Westbourne	R (50)	4077	3527	3497	3572	87%	0	0	0
Hove Park	T (50)	524	368	365	369	70%	0	0	0
St Luke's	U (50)	411	279	288	265	70%	0	0	0
Westbourne	W (50)	1069	811	781	844	76%	0	0	0
North Central	Y (25)	1750	1750	1750	1750	100%	211	310	385
South Central	Z (25)	1150	1150	1150	1150	100%	166	259	362
Total			25,918	22,542	22,583		646	925	1,260

*scheme extended in period covered by table

+1 means one transferrable visitor permit valid for all match days

Overall the number of people on the waiting list has almost halved from 1,260 in 2010/11 to 925 last year and to 646 in August 2013 with falls in all scheme areas except central Hove (N) where a waiting list has been introduced of approximately 1 month.

Number of other permit types issued

(Visitor and hotel permits shows actual permits sold, not permits 'on issue')

Permit type	Total 2012/13	Total 2011/12	Total 2010/11	Total 2009/10	Total 2008/09
Business	1662	1417	1353	1257	1222
Car Club	89	74	63	75	47
Carer	161	137	132	128	117
Dispensation	468	443	411	453	446
Doctor	126	130	132	157	130
Electric Vehicle	45	25	18	n/a	n/a
Resident (including match day)	25,918	22,542	22,583	20,640	19,885
Professional Carer	2029	1843	1861	1916	1933
Schools	148	128	137	98	98
Trader	1085	777	623	649	599
Visitor permits sold	463,609	509,100	476,067	319,820	315,581
Hotel permits sold	35,889	36,087	37,656	22,285	30,602

The number of trader permits on issue has risen significantly following the abolition of the waiting list

ONLINE PERMITS

You can now renew the following permits online at Brighton & Hove City Council by following the links on our parking web pages

- Resident permits
- Trader's permits
- Business permits

In line with plans explained in last year's annual report we have added the following services online;

- Requesting a suspension
- Requesting visitor permits

Chapter 5 On street enforcement:

On street parking contract

The on-street parking contract was re-let in 2012-13 following the expiry of the previous contract so that the council could ensure the best possible value for money. A full report into the on street parking contract retendering exercise can be found [here](#).

NSL Services were successful and awarded a 3 year contract to provide enforcement services with an option to extend by a further two years subject to satisfactory performance. The new contract should result in savings to the council of around £400,000 annually.

The city's enforcement contractor currently employs 74 Civil Enforcement Officers (CEO's). This has been reduced from a high of 85 officers in 2009.

The level of enforcement is closely monitored and varies as shown in the table below depending on enforcement priorities and compliance

Civil Enforcement Officers employed by month

	2009	2010	2011	2012	2013
Jan	85	80	74	70	72
Feb	84	80	74	70	72
Mar	84	80	74	70	72
Apr	83	80	71	70	
May	83	80	71	70	
Jun	85	80	71	70	
Jul	82	80	73.75	70	
Aug	82	80	71.35	71	
Sep	85	78	71.35	70	
Oct	84	75	71.35	70	
Nov	84	75	71.35	73	
Dec	81	75	71.35	73	

Scooter and cycle enforcement

We now have 3 CEO's on scooters deployed each day. They focus on enforcement of the yellow lines and the Special Parking Areas of the city. They are able to get around the city much quicker than the foot beats and can attend to urgent issues such as obstruction of residential driveways and dropped kerbs. Under the new contract Civil Enforcement Officers will also be enforcing by bicycle in areas where that practicably to enforce by these means.

CEOs assisting the public

Beyond their core duties, enforcement officers regularly help members of the public whether it be providing local information, assisting at the scenes of accidents, supporting the Police or simply returning lost property. A new uniform is being launched as part of the new contract which is less formal than the old uniform style.

Partnership Working

We work in partnership with many organisations in the city for event management and to discuss specific problems or issues on request. These include:

- Local Action Groups focusing on parking enforcement
- The Brighton Festival
- The Brighton Marathon
- Kemp Town Carnival Association
- Federation of Disabled
- Sussex Police
- Major events such as party conferences

Suspensions

A total of 4,186 parking bays were suspended across the city compared to 4,089 bays suspended in 2011/12 across the city. These were for various reasons which include household removals, building work and for numerous special events and parking requests. The council processed 1,076 suspension applications with our contractor NSL placing the signs in advance to facilitate these suspensions. We applied to the Department of Transport for a larger more prominent suspension sign to make it clearer to drivers that a suspension was taking place. Details of the suspension are now printed rather than being hand written as in previous years again to make the details of the suspension clearer to drivers.

Events

The city has a packed calendar of events for which changes in the usual parking arrangements are required. We have mentioned some of these in previous annual reports such as the Brighton marathon which continues to prove popular with visitors and residents. [An events listing](#) is published on the council's website.

Olympic Torch relay

Brighton and Hove were proud to host the Olympic Flame on day 59 of the Olympic Torch Relay. It was a fantastic occasion and over 80,000 people watched the relay pass through the city on 16th and 17th July 2012.

Transport Operations worked closely with the council's Highway team to ensure the Olympic Flame passed safely and successfully through the city. A total of 158 parking bays were suspended in Hove on 16th July. We have never had an event of this nature, it was moving and there were strict time limits the teams had to adhere to. If the route was obstructed in any way, the entire relay could have been adversely affected.

Parking bays were suspended in Goldstone Crescent, Kingsway, Adelaide Crescent and Palmeira Avenue allowing the torch and the convoy safe and clear passage to the Sussex County Cricket Ground. The Enforcement Contractors NSL drove ahead of the convoy to ensure the parking bays were clear. The parking bay suspension signage was implemented

well in advance of the event giving motorists plenty of notice. Everything went smoothly on the day and there were no obstructions. This allowed the Olympic Flame to get to its destination and the many spectators to enjoy the event.

Penalty Charge Notice statistics 2008-9 to 2011-12

	2012-13			2011-12			2010-11		
	Total Penalty Charge Notices	On Street	Off Street	Total Penalty Charge Notices	On Street	Off Street	Total Penalty Charge Notices	On Street	Off Street
Number Of higher level PCN	78,256	78,077	179	73,222	73,027	195	76,615	76,435	180
Number of lower level PCN	36,076	33,086	2,990	42,875	40,364	2,511	33,733	30,857	2,876
Total number of PCNs issued	114,332	111,163	3,169	116,097	117,141	2,706	109,275	106,292	2,983
Number of PCNs paid	81,507	79,136	2,371	82,964	81,117	1,787	78,995	77,139	1,856
Number of PCNs paid at discount	67,253	65,578	1,675	68,662	67,157	1,505	63,441	61,920	1,521
Number of PCNs against which a representation was made (including Transfer of liability)	32,373	31,390	983	35,284	34,131	1,153	35,856	34,503	1,353
Number of PCNs cancelled as a result of representation or informal challenge	14,253	13,469	784	14,371	13,970	401	16,207	15,311	896
No of PCNs written off for other reasons	2,043	1,991	52	3,250	3,203	47	3,204	3,145	59
Number of Postal PCNs issued			0	N/A	N/A	N/A	N/A	N/A	N/A
Number of vehicles immobilised	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Chapter 6 Bus Lane Enforcement

Bus Lane Enforcement aims to give priority to buses and taxis in bus lanes by excluding other vehicle types during prescribed hours. Bus Lane Enforcement is part of a wide ranging programme of measures to improve the reliability and punctuality of public transport, reduce congestion and pollution.

Statistics for appeals against bus lane Penalty Charge Notices

Local Authority	Appeals received	Penalty Charge Notice (PCN's) issued	Rate of appeal per PCN	Not contested by council	Allowed by adjudicator	Total allowed including not contested by council	Refused by Adjudicator incl. Out of time and withdrawn by appellant	Awaiting decision incl. Other decided
All Areas Apr 08 - Mar 09	464	132,170	0.35%	189 41%	119 26%	308 66%	141 30%	15 3%
All Areas Apr 09 - Mar 10	634	172,390	0.37%	237 37%	175 28%	412 65%	187 29%	0
All Areas Apr10 - Mar 11	1,410	321,607	0.43%	586 41%	256 18%	842 60%	484 34%	44 3%
All Areas April 11 – March 12	3,336	527,027	0.63%	1304 39%	826 25%	2130 64%	1061 32%	110 3%
All Areas April 12-March 13	2,740	554,773	0.49%	651 24%	551 20%	1202 44%	1300 47%	109 4%
Brighton & Hove Apr 08 - Mar 09	82	5,702	1.44%	29 27%	15 18%	37 45%	45 55%	0
Brighton & Hove April 09 - Mar 10	74	6,737	1.1%	44 59%	13 18%	57 77%	10 14%	7 9%
Brighton & Hove Apr 10 - Mar 11	75	7,964	0.94%	13 17%	25 33%	38 51%	36 48%	0
Brighton & Hove April 11 – March 12	58	9,311	0.62%	34 59%	17 29%	51 88%	7 12%	0
Brighton & Hove April 12- March 13	12	2,892	0.41%	1 8%	7 58%	8 67%	3 25%	1 8%

Month	Bus Land Enforcement Penalty Charge Notices issued 2012-13	Bus Lane Enforcement Penalty Charge Notices issued 2011-12	Bus Lane Enforcement Penalty Charge Notices issued 2010-11
April	743	413	424
May	605	507	543
June	304	697	670
July	160	962	915
August	87	860	690
September	40	976	758
October	73	1039	822
November	134	629	669
December	177	860	522
January	163	735	648
February	192	723	614
March	214	910	689
TOTAL	2892	9311	7964

The number of Penalty Charge Notices issued for being in a bus lane has decreased significantly over the past year. This fall is mainly due to bus lane monitoring officers completing training for CCTV parking enforcement and then carrying out CCTV parking enforcement in addition to their bus lane monitoring duties.

The addition of these duties has meant that they are able to prioritise incidents which affect traffic flow along the busy North Street / Western Road Corridor.

Chapter 7 - Challenges representations and appeals

ONLINE APPEALS

We are now responding to the majority of online appeals via email making the service faster and more convenient, as well as reducing the cost of making an appeal and of providing the service.

Online appeals have increased in popularity with the majority of representations now being sent in via this route. By sending our responses to informal representations via email which decreases back office processing costs of stationery and postage (see Chapter 12). We also request that evidence is sent via email.

Payment Channels					
	Aug-13	Jul-13	Jun-13	Jul-12	Jun-11
Web %	52	49	51	42	37
IVR %	29	30	27	26	27
Postal %	9	10	10	12	15
Other (PIC etc) %	10	11	12	20	21
Correspondence	Aug-13	Jul-13	Jun-13	Jun-12	Jun-11
Web %	56	48	43	47	32
Postal %	44	52	57	53	68

NEW CUSTOMER SERVICE CENTRE

The new Customer Service Centre opened in February 2013 with 4 counters for permit and PCN enquiries, the Blue Badge office and a new self service area where you can appeal online or renew your permit online. The area is more open and modern without screens between staff and the public as used to be the case at the Parking Information Centre.

There are 'meet and greet' staff to direct the public to self service booths or the correct counter. The Centre also includes a new queue management system linked to our back office, which is immediately behind the Customer Services Centre in order to provide a joined up service. Interview booths are available for sensitive enquiries such as Blue Badge applications.

BLUE BADGES

As highlighted in last year's annual report, there have been changes with regards to Blue Badge processing.

Brighton & Hove has adopted the Department for Transport's best practice for assessing and processing badges for approximately 1 year. The desk top assessments and independent mobility assessments have allowed us to identify badges that should not have been issued.

We have amended our response dates so that badges are sent to the applicant wishing to renew their badges well before the old badge expires. There are currently 13,472 Blue Badges on issue in Brighton and Hove most of which have

now been issued via the new national system, with improved security features. As badges are valid for 3 years within the next 18 months all blue badges will have been issued using the new system.

AWARDS

This year we were shortlisted for:

- Parking Services Team of the Year
- Parking Annual Report for the fourth year in a row

Statistics for appeals against parking Penalty Charge Notices for 2012-13

Appeals to the adjudicator

Local Authority	Appeals	PCNs issued	Rate of appeal per PCN	not contested by council	Rate of appeal per PCN	Total allowed including not contested by council	refused by Adjudicator including out of time and withdrawn	Awaiting decision incl. Other decided
All councils April 12- March 13	16,225	4,296,791	0.38%	4249 26%	3691 23%	7941 49%	6898 43%	389 2%
Brighton & Hove Apr 08 - Mar 09	811	129,837	0.62%	245 30%	292 36%	537 66%	254 31%	20 2%
Brighton & Hove Apr 09 - Mar 10	671	116,369	0.58%	162 24%	217 32%	379 56%	288 43%	4 1%
Brighton & Hove Apr 10 - Mar 11	722	109,275	0.66%	127 18%	216 30%	343 48%	336 47%	4 1%
Brighton & Hove April 11- March 12	646	116,097	0.56%	121 19%	217 34%	338 52%	279 43%	29 4%
Brighton & Hove April	538	114,332	0.47%	105 20%	156 19%	261 49%	264 49%	12 2%

Learning from appeals

We aim to help motorists understand the parking regulations in our response to appeals. We do this by including photos of the vehicle, relevant signs and extracts from the highway code or the blue badge leaflet, if appropriate. We also try to learn from the types of appeals that we receive.

One common reason for appealing against a Penalty Charge Notice is that the driver didn't see that there was a suspension in force when they parked. We have worked with our contractor to ensure that signs are sited in the best locations to ensure they are as visible as possible. In 2012 we also applied to the Department of Transport for permission to use larger suspension signs in bright yellow to make suspensions more obvious to drivers. We are please to note that the number of Penalty Charge Notices for being 'parked in a suspended bay' has fallen from 1,456 in 2011-12 to 1,212 (see appendix 2) despite a slight increase in the number of bays suspended in the city.

We will continue to work to make the parking regulations as clear as possible and to improve the information about parking regulations in the city on our website.

Chapter 8 - Keeping in touch

Over the past year we have been looking at different ways we can connect with our customers, to make it easier to get in touch, access information and feed back views.

Social Media

The Parking and Transport Operations Facebook page and Twitter feed has become an increasing popular way of assessing what people are saying about the services within parking and transport and creates a real interaction between us, residents and visitors to the city. Our pages provide a platform for open discussion about a subject matter the public are highly passionate about.

Important information such as road closures for large events, information on new parking schemes and links to our 24 hr on-line services are frequently posted, our feed also enables us to provide regular updates for the Traffic Control Centre. Alongside this, social media provides a platform to raise awareness of the services and road safety campaigns within Transport Operations, such as the Park Safe / Walk Safe, promoting safer routes to school and the need to keep areas outside schools safe and congestion free.

Some of the more popular posts and re-tweets are related to the promotion of sustainability within transport. For example, the most popular post last year was aimed to encourage people to walk in the City by providing a link to walking routes, this post reached 129 people.

Over the past 12 months the number of followers to our twitter account has increased from 400 to over 900. In the coming year we hope to increase followers by introducing new techniques.

Website re-design

Our new look **parking website** which makes the site easier to navigate by reducing the number of links, includes photos and links to external sites and provides a much easier and more convenient way of finding information. There are **Do it Now** options such as for appealing or paying a Penalty Charge Notice online and for providing feedback to the department. You can check out our new website at www.brighton-hove.gov.uk/parking.

The council connect service provided by volunteers in council libraries allows people without access to the internet or who would like help with using computers to access our online services. Please see <http://www.brighton-hove.gov.uk/index.cfm?request=c1241654> (www.brighton-hove.gov.uk/councilconnect) for more information.

Chapter 9

Signs & Lines Maintenance

The Parking Infrastructure team deals with the maintenance of existing street signs and installation of new ones both inside and outside of the controlled parking zone. The need for new signs or maintenance work generally comes from requests / comments from members of the public and through observations / checks made by CEOs and officers. New signage was also erected on all the existing advisory disabled bays within the Woodingdean and Rottingdean Coastal wards as well as signage for all new installed disabled bays within the Special Parking Area. (SPA)

As well as this there has been significant general lining maintenance including remarking of yellow lines, amendments and installation to various parking restrictions, installation of disabled bays and white return lines. Again this generally comes from requests / comments from members of the public and through observations / checks made by CEOs and officers. A planned lining maintenance project was also undertaken which refreshed and checked any lining needing maintenance within Area T (Hove Station) and the majority of Area Y (North Central Brighton).

Parking Infrastructure spent just over £437,000 for lining and signing maintenance/ works and Traffic Regulation Order costs this year.

The breakdown for this was as follows:

Type of work	2012/13	2011/12	2010/11
Signing	£178,493	£207,762	£245,288
Lining	£221,741	£259,241	£177,563
Traffic regulation Orders	£36,387	£25,416	£35,761
Total	£437,027	£492,419	458,612

Chapter 10- Off Street Car Parks

Brighton & Hove City Council operates 14 of the 27 public car parks across the city, ranging from modern secure facilities to surface sites. Two of these, The Lanes and London Road have been awarded the 'Park Mark' safer parking award, with reviews on the other sites pending.

In September 2011, the council's cabinet approved a £4.298 million capital funding for car park improvements to the four ex-leased parking facilities which returned to council control in 2008. These are the Regency Square, Trafalgar Street, Carlton Hill and Oxford Court Car Parks.

Work on all of these sites has now been completed, with the Trafalgar Street Car Park having improved energy efficient lighting and greatly enhanced safety and security features.

Regency Square, located just north of the West Pier and ideally situated for the new i360 project, has been transformed into a facility that offers visitors to the new attraction and seafront a pleasant and secure welcome. Also, reconfiguration of the A259 / Regency Square (west) junction has significantly improved access in and out of the car park for vehicles. The junction has also improved pedestrian traffic in this location providing easier and safer access to the seafront.

The finished result is a range of council operated and managed car parks in various locations in the city, all with a consistent 'feel' and customer experience.

Brighton & Hove City Council Car Parks Summary

Brighton				
Site	No. Spaces	Card payments	Park Mark	CCTV
Lanes	360	√	√	√
Regency Square	508	√	√	√
Trafalgar Street	355	√	√	√
London Road	526	√	√	√
Carlton Hill	52	√	Pending	Pending
Oxford Court	36	x	Pending	Pending
Black Rock	58	x	x	x
Rottingdean Marine Cliffs	77	x	x	x
Rottingdean West	65	x	x	x

Street				
Hove				
Norton Road	290	√	x	√
King Alfred	120	x	x	x
Haddington Street	33	x	x	x

Chapter 11 - Freedom of Information (FOI) & Complaints

The Freedom of Information Act 2000 (FOI) came fully into force in January 2005. This means that the general public have even greater access to information held by Brighton & Hove City Council than they had previously. Its provisions affect all public sector bodies from large government departments to small primary schools. The council must respond to all Freedom of Information requests within 20 working days of receiving the request. We are only required to respond with information that we hold, we do not have to create or analyse information.

The table below shows the total number of FOI requests received by Parking in 2010/11 to 2012-13

Month	Total number of FOI requests received 2012/13	Total number of FOI requests received 2011/12	Total number of FOI requests received 2010/11
April	5	3	2
May	8	4	9
June	0	2	3
July	5	6	1
August	4	2	2
September	1	6	2
October	3	3	4
November	5	5	5
December	4	4	0
January	10	8	5
February	5	6	4
March	3	4	1
Total	53	53	38

The table below shows a number of common FOI questions we received

Do Civil Enforcement Officers receive bonuses or incentives based on the number of PCNs they issue?	The council uses the British Parking Association model contract which specifically prohibits the use of incentives and/or bonuses for Civil Enforcement Officers based on number of Penalty Charge Notices issued.
How many mobile CCTV parking enforcement vehicles does	The council does not use mobile CCTV camera enforcement

the council deploy?	but static CCTV cameras based in Lewes Road, London Road and the North Street / Western Road corridor.																																										
How long the Council expects the meters to operate until they need replacing and the period over which the Council will depreciate their asset value in its accounts together with any associated interest charges	Our P&D machines are generally assumed to have a lifespan of 10 years and the asset value is depreciated accordingly																																										
How many Civil Enforcement Officers does your parking department employ for: 1. on-street and 2. CCTV enforcement (including mobile enforcement)?	1. on street 74 CEOs 2. CCTV - 2 bus lane monitoring officers																																										
What role specific training has been provided to your: 1. on-street and CCTV Civil Enforcement officers since 2006?	1. On street City & Guilds training and in house 'Streets ahead' training – certificates awarded to all staff. 2. CCTV all staff received BTEC in CCTV surveillance from TAVCOM Ltd																																										
Which streets in your council area have produced the highest income from parking enforcement in 2012-13? Please provide details of the number of tickets issued and the amount paid	<table> <thead> <tr> <th>Street</th><th>PCN's Issued</th></tr> </thead> <tbody> <tr><td>Madeira Drive (C)</td><td>2597</td></tr> <tr><td>Marine Parade (C)</td><td>1512</td></tr> <tr><td>First Avenue (N)</td><td>1332</td></tr> <tr><td>Lansdowne Place (M)</td><td>1322</td></tr> <tr><td>Wilbury Road (N)</td><td>1312</td></tr> <tr><td>Old Steine (Z)</td><td>1194</td></tr> <tr><td>Regency Square (Z)</td><td>1157</td></tr> <tr><td>Grand Avenue (N)</td><td>1155</td></tr> <tr><td>Kings Road (Z)</td><td>1044</td></tr> <tr><td>New Steine (C)</td><td>1029</td></tr> <tr><td>Church Road (N)</td><td>983</td></tr> <tr><td>Blatchington Road (N)</td><td>888</td></tr> <tr><td>Third Avenue (N)</td><td>885</td></tr> <tr><td>The Drive (N)</td><td>872</td></tr> <tr><td>Bartholomews (Z)</td><td>829</td></tr> <tr><td>Brunswick Place (M)</td><td>790</td></tr> <tr><td>King Alfred CarPark (N)</td><td>757</td></tr> <tr><td>Brunswick Square (M)</td><td>701</td></tr> <tr><td>Montpelier Road (Z)</td><td>698</td></tr> <tr><td>Spring Gardens (Z)</td><td>675</td></tr> </tbody> </table>	Street	PCN's Issued	Madeira Drive (C)	2597	Marine Parade (C)	1512	First Avenue (N)	1332	Lansdowne Place (M)	1322	Wilbury Road (N)	1312	Old Steine (Z)	1194	Regency Square (Z)	1157	Grand Avenue (N)	1155	Kings Road (Z)	1044	New Steine (C)	1029	Church Road (N)	983	Blatchington Road (N)	888	Third Avenue (N)	885	The Drive (N)	872	Bartholomews (Z)	829	Brunswick Place (M)	790	King Alfred CarPark (N)	757	Brunswick Square (M)	701	Montpelier Road (Z)	698	Spring Gardens (Z)	675
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Corporate complaints

Knowing what you think about the service you receive is important to us so that we can make improvements where they are most needed. Your comments, compliments and complaints will be treated in the strictest confidence. Appeals against Penalty Charge Notices have to be dealt with under the statutory appeals process. If you are unhappy with our response you can appeal to the Traffic Penalty Tribunal which is independent of the council and whose decision is final.

Comments on a council service can be completed [online](#), by emailing complaints@brighton-hove.gov.uk or calling the freephone number (0500) 291229. If you are not happy with something we have done, please contact us directly and we will try to resolve any issues as quickly as possible. We may be able to explain why things have been done a certain way. If you have contacted us and are still not happy with what we have done you can make a formal complaint by using the same contact details as above. It is always nice to get positive feedback too!

If you have any compliments, please let us know as this is greatly appreciated by the team. The table below shows the number of complaints received by Parking Infrastructure and the average time to reply each month. Response times can be affected by staff availability and the move to our new Customer Service Centre from temporary accommodation resulted in a significant increase in response times to complaints, which has since been addressed.

The majority of complaints are about permit issues resolved on a case by case basis. The increase in the number of permits on issue has resulted in an increase in complaints. Some complaints were received about the website and online services resulting in changes to procedures and how information is presented.

Month	Total number complaints received 2012/13	Average response time 2012/13	Total number complaints received 2011/12	Average response time 2011/12	Total number of complaints received 2010/11	Average response time 2010/11
April	18	9	2	10	9	8
May	7	4	2	0	9	10
June	9	10	2	4	8	6
July	8	8	6	15	5	6
August	11	8	8	13	8	4
September	16	7	2	22	8	20
October	6	6	11	7	8	7
November	15	18	12	10	3	7
December	9	32	6	22	3	5
January	10	61	6	18	9	4
February	11	28	8	11	6	4

March	11	17	8	10	6	7
Total / average	132	17	71	12	82	8

Penalty Charge Notices

Month	CCTV PCNs 2012- 13	VOID Parking PCNs 2012-13	VOID PCNs 2012-13	Valid PCNs 2012-13	PCNs 20011- 12	VOID PCNs 2011- 12	Valid PCNs 2011- 12	PCNs 2010-11	VOID PCNs 2010-11	Valid PCNs 2010-11
April	9165	1	127	9039	10111	79	10032	9370	99	9271
May	9657	188	138	9707	10658	84	10574	9528	111	9417
June	8868	714	137	9445	9817	79	9738	9267	107	9160
July	9691	1180	82	10789	10978	78	10900	10144	122	10022
August	9757	1199	125	10831	10642	89	10553	10375	98	10277
September	9028	665	127	9566	9610	71	9539	8525	72	8453
October	9647	798	150	10295	10734	85	10649	9653	91	9562
November	9254	674	153	9775	9669	85	9584	8350	79	8271
December	8462	764	148	9078	9294	65	9229	6779	65	6714
January	7562	812	167	8207	9039	75	8964	9572	99	9473
February	8171	611	169	8613	8185	59	8126	8925	74	8851
March	8589	539	141	8987	8269	60	8209	9890	86	9804
TOTAL				114332			116097			109275

The number of Penalty Charge Notices (PCNs) issued by CCTV in the North Street/ Western Road corridor has fallen significantly as compliance with the regulations has improved.

Chapter 12 - Financial Information

On Street Parking Income

Income by source	2012-13	2011-12	£ 2010-11	£ 2009-10	£ 2008-09
On street parking charges	8,917,232	9,220,144	9,011,212	8,305,464	8,136,678
Permit income	5,020,657	4,482,426	4,028,584	3,764,444	3,423,926
Penalty Charge Notices (inclusive of bad debt provision)	4,374,603	4,315,078	3,697,823	3,968,402	4,210,984
Blue Badges*	49,260	12,342	15,699	16,427	10,711
Total	18,361,752	18,029,990	16,753,318	16,054,737	15,815,263

*Blue Badge fee increased to £10 for 3 year permit

Detailed Expenditure

Direct costs of Civil Parking Enforcement	2012-13	2011-12	£ 2010-11	£ 2009-10	£ 2008-09
Enforcement	3,502,230	3,459,669	3,587,194	3,588,029	3,614,447
Admin, appeals, debt recovery and maintenance	2,400,730*	3,329,736	3,351,491	3,175,184	3,004,859
Scheme review / new schemes	814,352	939,709	892,716	776,610	569,703
Capital charges	698,089	773,718	1,355,570	1,119,727	1,217,660
Total direct costs	7,415,401	8,502,832	9,186,971	8,659,550	8,406,669
Surplus after direct costs	10,946,351	9,527,158	7,566,346	7,395,187	7,408,594

1. *The way in which the information has been reported has changed to be in line with regulatory recommended practice. The total expenditure costs of the service have now been split on an appropriate basis between costs relating to on-street parking and off-street parking. The value of expenditure associated to off-street parking that would have previously included within the DPE report is approximately **£670,000**
2. There has also been a reduction in costs of approximately **£417,000** in real terms

Surplus after direct costs is used to contribute towards spending in follow areas of Transport and Highways

Funding for other transport and highways related projects supported by CPE income	2012-13	2011-12	£ 2010-11	£ 2009-10	£ 2008-09
Supported bus services	1,150,250	1,155,562	1,160,123	1,229,650	1,103,928
Other public transport services	319,611	373,866	360,724	360,788	341,181
Concessionary bus fares	9,797,801	9,277,361*	6,765,578	6,804,527	5,757,141
Capital investment borrowing costs	3,155,540	3,382,755	3,327,000	3,264,169	3,023,631
Total	14,423,203	14,189,544	11,613,425	11,659,134	10,225,881

* change to the government funding formula

In 2012-13 Civil Parking Enforcement surplus was £10,946,351. This compares to £9,527,158 in the previous year. **Income increased by £331,762 (a rise of 1.8%) and expenditure fell by £1,087,431 (a fall of 12.7%)**

The surplus contributes towards the part funding of:

Bus subsidies: Various bus routes were subsidised throughout the city in 2010/11. For further information see <http://www.brighton-hove.gov.uk/index.cfm?request=c1000802&showTranslator=true#bodyText1>

http://bit.ly/public_transport_news

Concessionary Bus Fares: The Civil Parking Enforcement surplus contributes towards providing free bus passes for the elderly and disabled. The central government funding formula for free bus passes changed in April 2011 which resulted in the cost of this service rising to £9.2m in the previous year and to £9.7m in 2012-13 For more information about how to apply for a concessionary bus pass please see <http://www.brighton-hove.gov.uk/index.cfm?request=c1132722> www.brighton-hove.gov.uk/eligibleforapass

Local Transport Plan Costs:

The Local Transport Plan for 2011-12 was 100% grant funded from the Department for Transport, so there are no borrowing costs included in relation to the Local Transport Plan for this year. The borrowings costs of £3,382,755 relate to previous years Local Transport Plan schemes since 2001

Each year a report is presented to the Environment Cabinet Members Meeting to agree how funds will be allocated to deliver the Local Transport Plan capital programme for the following year.

Some of the projects include:

- Quality Bus Partnership Initiative
- Walking facilities (dropped kerbs & tactile)
- Cycle parking
- A23 Sustainable Transport Corridor
- Cycle Route signing
- Travel Plans for Schools
- Pedestrian priority Ship St/Old town
- Traffic control improvements
- Brighton station gateway
- Walking network improvements

- Cycle route Old Shoreham Road
- Pedestrian wayfinding and signing project
- Electric vehicle charging points (Local Transport Plan)
- Cycle priority
- New Road/Church Street junction and crossing
- Electric vehicles
- Madeira Drive structures
- Seafront railings
- Chatham Place rail bridge support
- Bear Road retaining wall
- Dyke Road Drive retaining wall
- Marine Parade retaining wall
- Footways maintenance 2011-12
- Highways Maintenance 2010-12
- Elm Grove – Local Transport Plan
- Queens Park –Local Transport Plan

Appendix 1 – Parking charges for off-street and other areas operated by Brighton and Hove

PARKING FEES & INCOME **Tariffs**

	12-13	13-14
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Car parks

The Lanes

1 hour	1.00	1.00
2 hours	5.00	5.00
4 hours	12.00	13.00
9 hours	20.00	20.00
24 hours / Lost ticket	23.00	23.00
Weekend - 1 hour	4.00	4.00
Weekend - 2 hours	8.00	8.00
Weekend - 4 hours	15.00	15.00
Weekend - 9 hours	20.00	20.00
Weekend - 24 hours / Lost ticket	25.00	25.00
Evenings 18.00 – 24.00	4.50	4.50
Overnight 16.00 – 11.00	10.00	10.00
Lost ticket admin fee	5.00	5.00
Annual season ticket	2,500.00	2,500.00
Residents permit waiting list 16.00-11.00 Mon-Fri (Zone Z only)	1,500.00	1,500.00

The Lanes

London Road

1 hour	1.00	1.00
2 hours	3.00	3.00
4 hours	5.00	5.00
9 hours	8.00	8.00
24 hours / Lost ticket	15.00	15.00
Weekend - 1 hour	2.00	2.00
Weekend - 2 hours	4.00	4.00
Weekend - 4 hours	6.00	6.00
Weekend - 9 hours	8.00	8.00
Weekend - 24 hours / Lost ticket	17.50	17.50
Evenings 1800 - 2400	4.50	4.50
Overnight 16.00 – 11.00	8.00	8.00
Lost ticket admin fee	5.00	5.00
Annual season ticket	1,000.00	1,000.00
Annual season ticket - reduced rate	750.00	750.00
Weekly	50.00	50.00
Residents permit waiting list 16.00-11.00 Mon-Fri (Zone Y)	400.00	400.00

London Road

Carlton Hill

2 hours	4.00	4.00
4 hours	8.00	8.00
9 hours	10.00	10.00
24 hours	17.50	17.50
Quarterly season ticket	750.00	750.00

Carlton Hill**High Street**

2 hours	4.00	4.00
4 hours	8.00	8.00
9 hours	10.00	10.00
24 hours	17.50	17.50
Quarterly season ticket	750.00	750.00
Annual season ticket	2,000.00	2,000.00

High Street**Oxford Court**

2 hours	4.00	4.00
4 hours	8.00	8.00
9 hours	10.00	10.00
24 hours	17.50	17.50
Quarterly season ticket	750.00	750.00

Oxford Court**Norton Road**

1 hour	1.00	1.00
2 hours	1.50	2.00
4 hours	2.50	3.00
5 hours	3.50	4.00
9 hours	4.50	4.50
12 hours	5.00	5.00
Annual Season Ticket	750.00	750.00

Norton Road**King Alfred**

1 hour	1.50	1.50
2 hours	2.00	2.00
3 hours	2.50	2.50
4 hours	3.00	3.00

King Alfred**Rottingdean West Street**

1 hour	1.00	1.00
2 hours	1.50	1.50
3 hours	2.50	2.50

Rottingdean West Street

Rottingdean Marine Cliffs

1 hour	1.00	1.00
2 hours	1.50	1.50
11 hours	2.50	2.50
Quarterly season ticket	50.00	50.00

Rottingdean Marine Cliffs**Haddington Street**

1 hour	1.00	1.50
2 hours	1.50	2.00
3 hours	2.50	2.50

Haddington Street**Black Rock**

1 hour	1.00	1.00
2 hours	2.00	2.00
3 hours	3.00	3.00
4 hours	4.00	4.00
9 hours	5.00	5.00

Black Rock**Madeira Drive Coach Park**

8 hours	15.00	15.00
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Madeira Drive Coach Park

On-street (Pay & Display)**HIGH ZONE****Zone Y - Central Brighton North**

1 hour	3.50	3.50
2 hours	6.00	6.00
4 hours	10.00	10.00

Zone Y (Central Brighton North)**Zone Z - Central Brighton South**

1 hour	3.50	3.50
2 hours	6.00	6.00
4 hours	10.00	10.00

Zone Z (Central Brighton South)**Seafront Inner - Madeira Drive (1 Mar - 31 Oct) [West of Madeira Lift]**

1 hour	3.50	3.00
2 hours	6.00	5.00
4 hours	10.00	10.00
8 hours	15.00	delete
11 hours	20.00	15.00

Seafront Inner - (Madeira Drive (1 Mar - 31 Oct) [West of Madeira Lift])**Seafront Inner - Marine Parade [West of Burlington Street]**

1 hour	3.50	3.00
2 hours	6.00	5.00
4 hours	10.00	10.00
8 hours	15.00	delete
11 hours	20.00	15.00

Seafront Inner (Marine Parade [West of Burlington Street])**Seafront Inner - King's Road**

1 hour	3.50	3.00
2 hours	6.00	5.00
4 hours	10.00	10.00
8 hours	15.00	delete
11 hours	20.00	15.00

Seafront Inner (King's Road)

MEDIUM ZONE

Seafront Inner - Kingsway [East of Fourth Avenue]

1 hour	2.00	2.00
2 hours	4.00	4.00
4 hours	6.00	6.00
11 hours	10.00	10.00

Seafront Inner (Kingsway [East of Fourth Avenue])

Zone Y - Central Brighton North [Cheapside & The Level]

1 hour	3.50	2.00
2 hours	6.00	4.00
4 hours	10.00	6.00

Zone Y (Central Brighton North [Cheapside & The Level])

Seafront Inner - New Steine

1 hour	3.50	2.00
2 hours	6.00	4.00
4 hours	10.00	6.00
8 hours	15.00	delete
11 hours	20.00	10.00

Seafront Inner (New Steine)

LOW ZONE

Seafront Outer - Kingsway [West of Hove Street]

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Seafront Outer (Kingsway [West of Hove Street])

Seafront Outer - Madeira Drive [East of Madeira Lift]

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	4.00
11 hours	5.00	7.00

Seafront Outer (Madeira Drive [East of Madeira Lift])

Seafront Inner - Madeira Drive (1 Nov - 28/29 Feb) [West of Madeira Lift]

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	4.00
11 hours	5.00	7.00

Seafront Inner (Madeira Drive (1 Nov - 28/29 Feb) [West of Madeira Lift])

Rottingdean High Street

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00

Rottingdean High Street

Zone A - Preston Park Station

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone A (Preston Park Station)**Zone C - Queen's Park**

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone C (Queen's Park)**Zone H - Kemp Town**

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone H (Kemp Town)**Zone J - London Road Station**

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone J (London Road Station)**Zone M - Brunswick**

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone M (Brunswick)**Zone N - Central Hove**

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone N (Central Hove)**Zone O - Goldsmid**

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone O (Goldsmid)

Zone Q - Prestonville

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone Q (Prestonville)

Zone R - Westbourne

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone R (Westbourne)

Zone T - Hove Station Area

1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.00	3.00
11 hours	5.00	5.00

Zone T (Hove Station Area)

Permits

Residents permits

1 year (full scheme)	115.00	120.00
3 months (full scheme)	40.00	40.00
1 year (light touch)	80.00	90.00
6 months (light touch)	50.00	55.00
1 year (full scheme) - low emission	57.50	60.00
3 months (full scheme) - low emission	20.00	20.00
1 year (light touch) - low emission	40.00	45.00
6 months (light touch) - low emission	25.00	27.50
Resident zone change (admin fee)	10.00	10.00
Refunded permit (admin fee)	10.00	10.00
Resident change of vehicle (admin fee)	10.00	10.00
Replacement resident permit (admin fee)	10.00	10.00
Blue Badge resident permit	10.00	10.00
Blue Badge resident permit (light touch)	10.00	10.00

Residents Permits

Visitors Permits

Full scheme - per permit	2.50	2.60
Light touch – per permit	1.50	1.60

Visitors Permits

Hotel Permits

Area C (24 hours)	7.50	7.50
Area N (1 day)	3.00	3.00

Hotel Permits

Traders Permits

One year	600.00	600.00
3 months	160.00	160.00
One year - low emission	600.00	300.00
3 months - low emission	160.00	80.00
Refunded permit (admin fee)	10.00	10.00
Change of vehicle permit (admin fee)	10.00	10.00
Replacement traders permit (admin fee)	10.00	10.00

Traders Permits

Business Permits

One year	300.00	300.00
3 months	85.00	85.00
One year - low emission	300.00	150.00
3 months - low emission	85.00	42.50
Business zone change (admin fee)	10.00	10.00
Refunded permit (admin fee)	10.00	10.00
Change of vehicle permit (admin fee)	10.00	10.00
Replacement business permit (admin fee)	10.00	10.00

Business Permits

School Permits

One year	115.00	120.00
3 months	40.00	40.00

School Permits

Doctors Permits (per bay)	80.00	85.00
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Carers Permits (not Professional)	0.00	0.00
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Suspensions

Suspensions (1st 8 weeks)	40.00	40.00
Suspensions (Over 8 weeks)	20.00	20.00

Suspensions (per bay, per day)

Blue Badge (3 years)	10.00	10.00
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Car Club (1 year)	20.00	20.00
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Waivers (1 day)	10.00	10.00
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Professional Carers (1 year)	25.00	25.00
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Dispensations (1 year)	30.00	30.00
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Appendix 2 –

Penalty Charge Notices issued by contravention type

On Street			
Code	Description	PCN's 2012/13	PCN's 2011/12
01	Parked in a restricted street during prescribed hours	17623	19,421
02	Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force	2394	2,025
05	Parked after the expiry of paid for time	4399	5,474
06	Parked without clearly displaying a valid pay & display ticket or voucher	12842	11,764
07	Parked with payment made to extend the stay beyond initial time	199	485
12	Parked in a residents or shared use parking place or zone without clearly displaying either a permit or voucher or pay and display ticket issued for that place	34720	36,420
14	Parked in an electric vehicles' charging place during restricted hours without charging	48	40
16	Parked in a permit space without displaying a valid permit	452	609

19	Parked in a residents' or shared use parking place or zone displaying an invalid permit or voucher or pay & display ticket, or after the expiry of paid for time	17214	21,494
21	Parked in a suspended bay/space or part of bay/space	1212	1,456
22	Re-parked in the same parking place or zone within one hour after leaving	18	50
23	Parked in a parking place or area not designed for that class of vehicle	815	990
24	Not parked correctly within the markings of the bay or space	485	482
25	Parked in a loading place during restricted hours without loading	4562	5,345
26	Parked more than 50cm from the edge of the carriageway and not within a designated parking place	458	669
27	Parked adjacent to a dropped footway	605	586
30	Parked for longer than permitted	918	1,477
40	Parked in a designated disabled person's parking place without displaying a valid disabled person's badge	3274	3,202
42	Parked in a parking place designed for police vehicles	9	21
45	Parked on a taxi rank	616	564
47	Stopped on a restricted bus stop or stand	1074	1,057
48	Stopped in a restricted area outside a school	161	197
49	Parked wholly or partly on a cycle track	140	93
99	Stopped on a pedestrian crossing and/or crossing area marked by zig-zags	444	383
		104,682	114,304

Off Street

Code	Description	PCN's 2012/13	PCN's 2011/12
80	Parked for longer than the maximum period permitted	10	43
81	Parked in a restricted area in a car park	7	0
82	Parked after the expiry of paid for time	709	781
83	Parked in a car park without clearly displaying a valid pay & display ticket or voucher or parking clock	2119	1,482
84	Parked with payment made to extend the stay beyond initial time	2	3
85	Parked in a permit bay without clearly displaying a valid permit	35	42
86	Not parked correctly within the markings of a bay or space	150	202
87	Parked in a disabled person's parking space without clearly displaying a valid disabled person's badge	128	141
89	Vehicle parked exceeds maximum weight and/or height and/or length permitted in the area	0	1
91	Parked in a car park or area not designated for that class of vehicle	7	11
92	Parked causing an obstruction	2	0
		3,169	2,706

Appendix 3 - Code of Practice for Postal Penalty Charge Notices

CCTV Parking Enforcement

To be undertaken in all locations visible to the static cameras located in North Street / Western Road, London Road, Lewes Road.

CCTV monitoring officers will be BTEC qualified in data protection and all relevant legislation and follow the Code of Practice for CCTV enforcement.

CCTV devices will be approved for parking enforcement by the Vehicle Certification Agency through submission of a technical file prior to enforcement and therefore be 'approved devices' in accordance with the legislation.

Only the following parking contraventions may be enforced by the CCTV cameras

Contravention 02 - Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force.

Contravention 45 - Parked in a taxi rank

Contravention 47 – Parked on a restricted bus stop/stand.

Contravention 99 - Stopped on a pedestrian crossing and/or area marked by zigzags

For all contraventions CCTV monitoring officers will

- Zoom in for close up of vehicle
- Pan out for context shot
- Operator to make notes of any activity carried out by the driver

Regulation ten 'Postal' PCNs on issued on foot

Regulation ten PCNs will only be issued Civil Enforcement Officers following relevant training.

They may be issued for the following contravention codes

Contravention 02 - Parked or loading/unloading in a restricted street where waiting and loading/unloading restrictions are in force.

Contravention 40 – Parked in a designated disabled person's parking place without displaying a valid disabled person's badge

Contravention 45 - Parked in a taxi rank

Contravention 47 – Parked on a restricted bus stop/stand.

Contravention 48 – Parked in a restricted area outside a school

Contravention 49 – Parked wholly or partially on a cycle track

Contravention 99 - Stopped on a pedestrian crossing and/or area marked by zigzags

Comprehensive pocket book notes will be taken. Good quality photos are required for the contravention to be proved.

Regulation ten PCNs will be spot checked to establish whether sufficient evidence has been gathered for a PCN to be issued. Following enquiries with DVLA PCNs will be issued in accordance with statutory timescales and on notices specifically designed for regulation ten PCNs.

Glossary of Terms

Bus Lane Enforcement

A bus lane is restricted to buses and is used to speed up the bus service and aid in them running on time. In Brighton & Hove taxis and bicycles can also use bus lanes. The central bus lanes are enforced by the local authority. The police still enforce those outside of central Brighton.

Challenge

An objection made against a Penalty Charge Notice before a Notice To Owner is issued.

Cancellations

A Penalty Charge Notice is cancelled when we believe that it would be unjust to pursue the case or when there is an applicable exemption.

Civil Enforcement Officer – CEO

This is the name given to officers who used to be known as Parking Attendants. They must be employed by the council or through a specialist contractor. In Brighton & Hove they are employed through NSL (formerly NCP).

Civil Parking Enforcement – CPE

This is the name given to the enforcement of parking regulations by Civil Enforcement Officers (CEO) under the Traffic Management Act 2004.

Contravention

Failure of the motorist to comply with traffic or parking regulations as set by local Traffic Regulation Orders (TRO).

Controlled Parking Zone - CPZ

An area where parking is restricted during specified times. This ensures that the needs of all motorists are catered for within the city. Signs are placed at entry points throughout the zone and where the restrictions differ to those on entry. There is no requirement to sign double yellow lines however single yellow lines will be signed.

Decriminalised

This means that it is not illegal to park in contravention of parking regulations. Enforcement of regulations within a Special Parking Area is the responsibility of the Local Authority. Parking is a civil offence rather than a criminal offence. Unpaid charges are pursued through debt collection agencies and not through the courts.

Decriminalised Parking Enforcement –DPE

This is the name given to the enforcement of parking regulations by Civil Enforcement Officers (CEO) under the Road Traffic Act 1991.

Department for Transport – DfT

This is the Government department responsible for the English transport network and transport matters in Scotland, Wales and Northern Ireland which are not devolved. The department is run by the Secretary Of State for Transport.

Differential Parking Penalties

This is the name for the different levels of charges implemented by the Traffic Management Act 2004. Higher level contraventions are £70 and lower levels are set at £50. The different charges reflect the seriousness of the offence.

Fixed Penalty Notice - FPN

These were introduced in Great Britain in the 1950s to deal with minor parking offences. These can only be issued by the police.

Local Transport Plan – LTP

These are an important part of transport planning within England. We are required to prepare them as plans for the future and present them to the Department for Transport.

NO

Nitrogen Oxide

NO2

Nitrogen Dioxide

Notice To Owner – NtO

This is a statutory notice that is served by the authority to the registered keeper of the vehicle that was issued with the Penalty Charge Notice (PENALTY CHARGE NOTICE (PCN)). This will be served when a PENALTY CHARGE NOTICE (PCN) is unpaid for 28 days. When the registered keeper, or the person the council believed to be the keeper of the vehicle, receives this they can either ;

- make a payment of the full charge
- make representation (an appeal)

NSL – formerly National Car Parks (NCP)

NSL are Brighton & Hove's parking enforcement service provider working under contract.

Off-street parking

These are facilities provided through car parks

On-street parking

These are facilities provided on the kerbside such as pay and display or permit parking

Penalty Charge Notice – (PCN)

This is issued to a vehicle that is believed to be parked in contravention of the local Traffic Regulation Order.

Registered Keeper

The person who is deemed to be legally responsible for the payment of a PCN. These details are obtained from the Driver and Vehicle Licensing Agency (DVLA)

Representation

This is a challenge against the PCN after the Notice To Owner is issued.

Special Parking Area - SPA

An area where on-street parking is subject to Civil Parking Enforcement (CPE). Local Authorities will enforce the regulations through Civil Enforcement Officers.

Traffic Management Act 2004 – TMA

This act was passed by UK government in 2004. This law details street works and parking regulations. The act has been implemented since 31st March 2008.

Traffic Penalty Tribunal –TPT

The Traffic Penalty Tribunal decides appeals against parking penalties issued by Civil Enforcement Authorities in England (outside London) and Wales and against bus lane penalties issued by Civil Enforcement Authorities in England (outside London).

The Traffic Penalty Tribunal is the final stage of appeal for motorists or vehicle owners against a penalty issued by a council in England (outside London) and Wales.

Traffic Regulation Order – TRO

This is the statutory legal document necessary to support any enforceable traffic or highway measures.

Subject:	Highways Winter Service Plan 2013-14		
Date of Meeting:	8 October 2013		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Christina Liassides	Tel: 29-2036
	Email:	Christina.liassides@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 *Well-maintained Highways*, the national Code of Practice for Highway Maintenance Management recommends that authorities should formally approve, adopt and publish, in consultation with users and key stakeholders, a Winter Service Operational Plan based on the principles of the Code. Brighton & Hove City Council has produced an annual Highways Winter Service Plan since it became a unitary authority.
- 1.2 The Highways Winter Service Plan 2013-14 is the result of an annual review by the highways team in partnership with other council sections, East and West Sussex, the Highway Agency, the Sussex Resilience Forum and other transport operators. The plan builds on the Code of Practice alongside extensive work, experience and research carried out over previous years.

2. RECOMMENDATIONS:

- 2.1 That the Environment, Transport and Sustainability Committee approves the Brighton & Hove City Council Highways Winter Service Plan 2013-14 as attached at Appendix 1 to this report.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:Context for Highways Winter Service Plan

- 3.1 The Highways Winter Service plan outlines the policy and operational mechanisms that this authority puts in place to meet its statutory requirement to take measures to prevent or remove accumulations of ice and snow from the public highway as far as is reasonably practicable.
- 3.2 The plan is reviewed annually in liaison with other sections and agencies, and against established best practice and government guidelines, as part of continuous improvement to the service.

Annual Review 2012-13

- 3.3 Although individual temperatures were not as low as those in 2009-10, the 2012-13 winter season saw the most prolonged period of cold for several years, starting in late November and lasting into April.
- 3.4 The road network was treated for ice and frost throughout the winter season. The network was also treated in advance of and during snow, which occurred at the end of January and the beginning of March, with some additional flurries in February and April.
- 3.5 A total of 88 salting/gritting/ploughing runs were carried out. The largest proportion of these runs was pre-treatment in advance of frost, ice or snow, but with several runs per day taking place during or after snowfall. Prior to snowfall, all road gritting routes were pre-salted as well as pavements in the main city centre.
- 3.6 A total of 1989 tonnes of salt were used compared to 880 tonnes during the last winter season. 254 tonnes of grit (sharp sand) was also used.
- 3.7 In the January snow, treated roads held up against the majority of the snowfall but the north-eastern part of the city was badly affected by a heavy snowstorm during afternoon rush hour towards the end of the period.
- 3.8 In March, roads across the South East were overwhelmed by persistent snowfall and freezing high winds, again just before rush hour in the afternoon. The problems included the strategic road network operated by the Highway Agency, where blockages on the A27 and A23 impacted on Brighton & Hove, causing gridlock within the city. High snowdrifts on the A259 in East Sussex may have also affected people leaving the city.
- 3.9 Work is being undertaken with neighbouring authorities and other transport operators to improve co-ordination of resources and communications during such incidents.
- 3.10 Although the network was severely affected due to gridlock and snow conditions, all highway authorities had carried out pre-treatment prior to the snow and continued to carry out gritting and ploughing until the network was clear again, working round the clock to do so.

Snow events

- 3.11 On behalf of the government, the National Winter Service Research Group (NWSRG) has researched and updated the sections of the Code of Practice that give national guidelines on highway winter service.
- 3.12 **The latest edition of the Code states that it is: “impractical to spread sufficient salt to melt more than very thin layers of snow and ice.”**
- 3.13 Other factors that can affect salting treatments are whether air conditions are very dry, the strength and temperature of the wind and the amount of traffic.

- 3.14 Under such circumstances, the essential treatment is ploughing and using a salt/grit mix to clear the layers of snow and compacted ice. These treatments take place during and after snowfall, where the aim is to reclaim the network as soon as is practicable.
- 3.15 Ploughing is a difficult task within the city due to a number of factors, such as roads having steep cambers, speed calming measures and tight corners. Cars may also block gritting routes, as the plough increases the width of the gritter. Nonetheless, all gritters plough during snowfall as well as treat with a salt/grit mix.
- 3.16 In the snowfalls of January and March, the majority of the gritted network was in service again by morning of the next day.

Service Provision

- 3.17 In total, during our full runs, we grit nearly 192 miles, which equates to just under 50% of our entire road network. This compares favourably with other local authorities, and with the Audit Commission's recommendation of covering between 25% - 38% of the total network.
- 3.18 Our defined routes are all main roads and all bus routes. This enables us to direct our available resources to keeping strategic links treated all across the city.
- 3.19 We have 7 gritter vehicles, all with plough attachments, and a pavement gritter.
- 3.20 Salt is stored at Hollingdean Depot. It is not an ideal location due to its size and accessibility, which limits the amount of salt which can be stored and makes turnover of stock logistically more complex. However, the winter season starts with a minimum of 1,000 tonnes in stock. There is a contract in place for the supply of salt with a provision for additional storage at the contractor's strategic depot in Shoreham Harbour.

Communications

- 3.21 Pre-season advice and information, as well as regular severe updates were available at www.brighton-hove.gov.uk/snow and on other forms of social media such as Twitter. This information will be in place ready for this coming winter. The Highways team work closely with the Communications Team, other council sections, other highway authorities and transport operators to ensure that relevant information is shared and delivered to our customers.

Grit bins and self help

- 3.22 The council provides 435 highway grit bins, and an additional number are provided by Housing for use on estates and other housing areas.
- 3.23 Grit bins are checked and refilled before the start of each winter season.
- 3.24 Grit/salt drops are also undertaken during prolonged severe cold weather to pre-designated locations.
- 3.25 Due to budget constraints, it was agreed last year that grit bins will no longer be re-filled during winter unless there is a severe snow event. A severe snow event is defined as an event where the snow is over 50mm (2 inches), and is predicted to remain on the ground for longer than 36 hours.

- 3.26 During the snow events in January, grit bins were refilled starting prior to the snowfall and continuing during and after the snowfall. It took over a week to reach all the grit bins in the city, which is why the highway section no longer place additional grit bins out – it is not possible to service any more within any reasonable timescales.
- 3.27 Our communications strategy encourages local residents and businesses – where they are able to do so – to clear snow outside their property as soon as possible. This is because we cannot reach every pavement on our priority list immediately and certainly cannot clear every pavement in the city. Fresh snow is much easier to clear both by hand and by machine than compacted snow or heavy ice which has been in situ for a while.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 The Highways Winter Service Plan has been reviewed against the latest edition of the government's good practice guidelines (Appendix H of Well-Maintained Highways). Brighton & Hove City Council meets or is working towards best practice. However, there are some limitations such as the nature of our salt storage or the difficulties encountered when ploughing on steep, cambered city roads.
- 4.2 A copy of the plan and gritting routes are sent to relevant stakeholders for consultation during the summer period.
- 4.2 Brighton & Hove Head of Highways Operations is also part of a working group of local highway authorities – East Sussex, West Sussex and the Highway Agency – seeking to improve communications internally and to our public before and during severe weather events. This work is linked into the Sussex Resilience Forum's Transport Group.
- 4.3 Learning from experiences of snow occurring at evening rush hour, work is also being undertaken with Brighton & Hove Bus Company to improve messages to the public when transport networks are disrupted.
- 4.4 Highway Operations works closely with Cityclean, Cityparks, the Communications team and other council sections, particularly the Civil Contingencies team, to communicate and pool resources during extreme cold weather events.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 The cost of providing the Highways Winter Service Plan is covered by a revenue budget, which is £297,210 for the 2013-14 financial year. This budget covers the costs of the service plan including operatives, vehicle fuel and maintenance, contractors and borrowing associated with the capital costs of the service.

The Highways Winter Service Plan is also supported by the Winter Maintenance Reserve. Any underspend in the revenue budget each year is carried over into the reserve as contingency to fund future periods of extreme weather which result in a revenue overspend.

As a result of 2012-13 events, the reserve was called upon by £66,051 during the 2012-13 financial year to contribute to the revenue budget. The balance of the reserve is currently £419,644.

Finance Officer Consulted: Steven Bedford

Date: 05/08/13

Legal Implications:

- 5.2 The Council is the local highway authority for Brighton & Hove and has a duty under the Highways act 1980 to maintain publicly adopted highways. This includes a duty to ensure, so far as is reasonably practicable, that safe passage along a highway is not endangered by snow or ice. The Council is also subject to the network management duty under the Traffic Management Act 2004, which requires it to do all that is reasonably practicable to manage the road network effectively to keep traffic moving.

The proposed Winter Service Plan will assist the Council in complying with these duties and in demonstrating that it has taken into account the relevant guidance in doing so.

Lawyer Consulted:

Carl Hearsum

Date 06/08/13

Equalities Implications:

- 5.3 The Highways Winter Service covers main routes and all bus routes. It is a service for the public highway, aimed at bringing the maximum benefit to the most used thoroughfares. It is not logistically or economically feasible to cover all roads in the city, so by treating bus routes and pavements on a priority basis we ensure that most areas of the city have some accessible options for travel and target areas of highest usage/maximum benefit. An Equalities Impact Assessment has been undertaken.

Sustainability Implications:

- 5.4 Salt has a negative environmental impact e.g. on the water table or vegetation. It is not possible for practicable quantities of salt to dissolve more than a minimum layer of snow or ice so usage must be balanced against impact. Sharp sand does not dissolve into solution and has a negative impact on drainage and appearance. Therefore resources are carefully deployed in order to provide a balance between network usability and detriment to the local environment.

Crime & Disorder Implications:

- 5.5 There are no crime and disorder implications identified in this report or within the Highways Winter Service Plan.

Risk and Opportunity Management Implications:

- 5.6 The objective is to provide a highways winter service, which will permit, as far as possible, the safe movement of traffic on designated roads throughout Brighton and Hove and to keep to a minimum delays and accidents brought about by adverse weather conditions. There is a risk that roads will not be completely clear of snow, ice or frost and highway users should adjust their usage accordingly. The opportunities are created by treating an agreed network across the city which helps the movement of people and goods.

Public Health Implications:

- 5.7 The Highways Winter Service Plan outlines a service which will endeavour as far as is reasonably practicable to provide for safer movement of pedestrians and other road users on the city's public highway. Through our winter communications strategy, the council also provides a range of information on how to stay healthy and safe during severe cold winter, and how to access care services if required.

Corporate / Citywide Implications:

- 5.8 The winter service is an essential support service for the city's economy and ability to function by helping to provide an accessible highway network.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The only alternative is not to produce or approve a winter service plan but this would be contrary to the Code of Practice. The plan also acts as information about what to expect from the service and as a business continuity tool which lays out detailed operational directions on how to run the service. The routes and priorities are based on well-established criteria that seek to provide the best possible accessibility within available resources.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 The report ensures that the Winter Service Plan can be formally considered and, if agreed, adopted.

SUPPORTING DOCUMENTATION

Appendices:

1. Highways Winter Service Plan 2013-14
2. Graphs on salt/gritting runs/cost

Documents in Members' Rooms

1. None

Background Documents

1. Highways Winter Service Plan reports 2010-11, 2011-12 and 2012-13
2. ECSOSC meetings – winter service review 2010, 2011 and 2012

Brighton & Hove Highways Winter Service Plan 2013-14

Structure

The Highways Winter Service Plan has been structured into two segments. Part A comprises of an overview of the essential services and information while Part B details the operational and record keeping aspects of the Plan.



Part A

Overview of Essential Services

1 Summary

This document provides detailed information about the council's highway winter service, specifically relating to public roads and pavements. It is worth noting that other agencies and council sections also have winter plans and policies which support their service objectives.

In cold weather conditions Brighton & Hove City Council provides a Highways winter service which endeavours to keep the traffic moving and to minimise delays and accidents. The priorities of the service are public safety and keeping the city moving.

The objective is to provide a winter service, which will permit, as far as is reasonably possible, the safe movement of traffic on designated roads throughout Brighton and Hove; it also aims keep to a minimum delays and accidents brought about by adverse weather conditions.

It is impractical to spread sufficient salt to melt more than very thin layers of snow and ice.

Under such circumstances, the aim is to reclaim the network as soon as possible and particularly once snow has ceased falling.

The service operates from 1 November until the end of March, 24 hours a day, 7 days a week and includes salt gritting the main network in advance of road frost, ice or snow and the provision of salt/grit bins at outlying ungritted roads. In prolonged snowfall, the service also includes snow ploughing and pavement clearance. The period may be extended on a day-to-day basis

by the Head of Highway Operations in cases of severe cold weather continuing into April or starting earlier in October.

2 Winter Weather Conditions

Winter weather conditions which are managed are:

Snow – fairly rare, but it does cause great difficulties due to its infrequency, partial melts/refreezes, the topography of the city and the resources needed for clearance.

Ice – occurs when conditions are freezing and wet.

Hoar Frost – is formed from white ice crystals. We only deal with this when it forms on roads making them slippery. This should not be confused with low-level frost, such as the white frost that appears on car roofs or vegetation in the mornings.

Freezing rain – is rain which freezes as soon as it hits the road surface. This is a rare occurrence but difficult to treat because of the timings between rain washing off the treatment and the roads freezing. It also creates very hazardous conditions which may not be easily visible e.g. black ice.

Extreme or severe winter conditions are defined as an event where the snow is over 50mms (2 inches) and is predicted to remain on the ground for longer than 36 hours.

3 The Highways Winter Service

3.1 Gritting

The Highways section provides a service for the public highway, carrying out gritting treatments on designated roads in advance or during and after ice/snow. In extreme conditions it also carries out pavement treatment on designated public thoroughfares. Grit bins and grit drops are provided for local self-help.

3.2 Routes

The priority is to keep major routes treated and passable. These are generally all the 'A' roads, most of the 'B' and 'C' roads and other roads of local importance, e.g. all bus routes. A total of just under 192 miles of main routes around the city will be treated if weather conditions require it.

The aim is to use the resources available to us as effectively as possible and bring the greatest benefit to the most utilised roads in our network.

There are four levels of routes which the Council will use depending on the severity of the weather conditions and the variables which can affect it. They are listed below in order of severity according to climatic zones and weather conditions:

3.2.1 Hilltop Routes (Level 1): The routes are mainly based in the northern hill top sides of Brighton and Hove where frost is more likely to form in marginal conditions.

3.2.2 Standard Routes (Level 2): This covers the main roads, bus routes, emergency service depots, hospitals, important commuter routes, most schools and shopping centres. These routes are commonly used for pre-salting and gritting before frost and icy conditions. These routes do not cover the warmest parts of the city.

3.2.3 Full Routes (Level 3): These are extended versions of the Standards Routes and cover more of the city's roads. These routes are commonly used in advance of snow or in extremely cold conditions if wet roads are likely to freeze where all of the city will be affected.

3.2.4 Priority/Snow Routes (Level 4): These are limited variations of the Full Routes. They are used when sustained snow or ice conditions are causing severe disruption and the routes need to be reduced to maintain the core of the city. This is usually when the snow is over 100mms (4 inches) and predicted to fall continuously or frequently within 24 hours or to remain for longer than 24 hours. When there are severe or sustained adverse weather conditions the gritting needs to occur more intensely on the most important routes in order to try and keep these roads operable. They include roads around the main hospitals and the main arterial routes. These routes may also be employed if for any reason there is a reduction in the usual available resources, such as personnel, vehicles or materials.

During periods of prolonged heavy snowfall, designated pavements are cleared in priority order - central shopping areas and pedestrian routes and around hospitals first, followed by other important pavements and local shopping areas. It is not possible to clear all these designated routes at once hence the priority order.

If forecasts are predicting heavy snow, city centre pavements may be treated in advance although this depends on available resources. City centre pavements may also be pre-treated, depending on available resources, if temperatures are predicted to be -3 degrees in damp weather or -5 degrees in dry weather.

3.3 Treatments

3.3.1 Precautionary Salting - The application of salt to carriageways on priority routes usually in advance of frosty conditions (often referred to as spreading, gritting or pre-salting).

3.3.2 Where there is leakage of ground water from the roadside, it will be treated on a reactive basis.

3.3.3 Post-treatment – the application of ploughing, salt, a salt/grit mix or grit (sharp sand) to carriageways following snow and depending on the depth and severity of the snowfall. Also refers to the application of hand or machine clearance to pavements following snow.

Available alternative de-icers are regularly reviewed, particularly with a view to their use on structures and special paved areas. However, such alternatives are currently prohibitively expensive, would require different storage conditions and may also have their own environmental disadvantages. Therefore, as the temperature seldom falls below minus 5°C, salt is used almost exclusively as the means of melting ice or snow on the highways (including structures and special paved areas).

As it is impracticable to spread sufficient salt to melt more than a thin layer of snow, ploughing or grit may be used when snow is of sufficient depth. A salt/grit mix may be used to aid traction and break down compacted layers. This mix may also be used for trouble spots or extreme gradients. For extreme snowfall, pure grit may be spread to assist with traction.

The council is dependent on the national salt supply chain to replenish its stocks. Brighton & Hove has stored as much salt as it is able to do so in advance. The winter service plan will therefore be carried out to the

best of our ability but also according to available resources and identified national and local priorities.

4 What The Council does

4.1 Which Department in the Council Is In Charge of road gritting?

The Highways section within Transport in Brighton & Hove City Council are responsible for this Winter Service Plan and for providing the resources and equipment required for the majority of the public highway service during the Winter Service period.

This includes providing the salt and gritting materials, providing the vehicles, providing information to the contractors carrying out the work and operating the Winter Service 24/7 during the period.

In conjunction with the Highways section, Cityclean and Cityparks within City Infrastructure and Parking Services within Transport may also provide resources and equipment for hand clearance.

The Highways Winter Service is reliant on Winter Duty Managers (WDM) to perform the organisational and operational functions during the Winter Service Period, supported by the Head of Highway Operations.

4.2 Decision-making

The WDMs use the latest technology in weather forecasting/prediction to decide what is required to protect road users during cold weather. They will assess the weather forecast for a 24-hour period combined with local road temperature sensor data and other information such as from external sources

(Meteorological agencies, Police) in order to decide what action is necessary.

The WDM instructs the depot co-ordinators and gritter drivers about which work needs to be carried out and when.

These duty managers are on standby during office hours, out of office hours, at weekends and during holiday periods such as Christmas and New Year.

Over a winter season, weather forecasts are approximately 90 percent accurate. Typically, this means that there are several days when a road frost or other freezing conditions are not forecast but will still occur. Similarly, there are some forecasts which predict ice and snow conditions which do not occur.

Winter Duty Managers are volunteers from within the Transport section of Brighton & Hove City Council who all have regular day-to-day jobs. Winter duties are in addition to their normal roles so please be aware of this if awaiting a response to queries.

4.3 Who Carries Out The Winter Gritting Work?

The Highways Winter Duty Manager carries out the decision-making and management of the service.

Highways work with City Clean as the Winter Service “Contractor” and as such Cityclean will provide the staff required to carry out the machine and manual spreading and ploughing operations. Part of this requires that City Clean drivers will maintain a 24-hour standby rota for all of the gritter driving whilst other Cityclean staff may be required to respond to a Winter Service event at the request of the WDM and under the Head Of Operations at Cityclean.

Highway contractors are also used for tasks such as filling up grit bins and for pavement clearance under the direction of the WDM. Cityparks staff may also assist with vehicle provision, grit drops and clearance in the event of heavy snowfall.

Provision of additional staff for manual winter tasks is dependent on what other duties may need to be carried out such as refuse collection.

Other sections of the council and other services (such as fire, police and NHS) will also have plans in place to deal with severe weather incidents. The Highways team consult on this winter service plan with other service providers to ensure that our highway gritting routes best suit their needs as much as is practicable.

4.4 Weather Forecasting

Brighton & Hove City Council has several key weather forecasting tools to help in predicting and deciding on action to be taken.

There are 4 weather forecast outstations situated in strategic locations across the city. These stations provide various information such as air and road surface temperatures, humidity and wind speed /direction. The information is retrieved remotely by computer and displayed as a minute-by-minute feed using a tailor-made IT system (the Ice Prediction System).

We also have a contract with an expert major weather forecasting company to provide the weather forecasting for the region. During the Winter Period twice daily forecasts are sent. Additional updates can be asked for by a Winter Duty Manager to confirm or track potential changes.

Thermal mapping was used for the purposes of establishing gritting routes and priority risk areas. Thermal mapping is able to identify which sections of road are cooler or warmer than average due to the lie of the land, type of construction, traffic flows and other factors which can affect road temperature.

4.5 Communications

The Communications team will post regular updates on the Council's website informing of severe weather conditions, advice on self-help and on driving and movements across the city during extreme or adverse weather conditions.

The Environment Comms Centre based at City Clean's depot will handle most of the direct enquiries to the council.

5 What Do Other Agencies Do?

The Highways Agency is responsible for treating national routes including the A23, M23 and A27 trunk roads. They can be contacted on 0845 600 0414.

What areas do the HA cover? A27, Brighton bypass, A23 north of the A27 Junction.

What areas does East Sussex County Council cover? Falmer and Saltdean border.

What areas does West Sussex County Council cover? Fishergate border, Devil's Dyke border.

5.1 Co-ordination with Neighbouring Highway Authorities

Highways Authorities will manage their own salting solutions within their own boundaries unless assistance is requested. In that event, level of assistance will be determined on a day-to-day basis. Due to concerns regarding liability issues, reciprocal treatment arrangements with other neighbouring Highways Authorities ceased in 2006-07. However, in the event of extreme winter conditions or other business continuity issues the Head of Highway Operations will liaise with members of East and West Sussex County Councils and with the Highway Agency.

Partnership work with these other authorities seeks to continuously improve internal communications and messages to our public.

6 What Can You Do To Help?

6.1 Self Help

You can apply table salt to paths, pavements and driveways. During frosty and icy conditions one tablespoon per square metre is generally all that is needed.

Salt/grit mixes can be used from over 400 locally placed salt/grit bins to apply to roads and pavements if necessary. This is best spread in a thin even layer, concentrating on the middle of the pavement or where wheel tracks will run on the road.

SHOVEL SWEEP SALT

In heavy snowfall, the best thing to do is to shovel, sweep, and salt.

Firstly, particularly if the snow is deep, and you've got a shovel, try to shovel it out of the way, into the gutter, or somewhere it won't cause a trip hazard. You can then sweep away the remaining residue with a broom, and apply salt onto the pavement.

It's worth bearing in mind that what we put in our grit bins is a mixture of salt and grit or pure grit during snowfall, but ordinary salt will usually work just as well, especially if the snow is cleared. All you need is household table salt, and really you don't need that much: usually one tablespoon will do a square metre. So you can use it sparingly. Grit can also work by giving traction on compacted icy surfaces.

Finally, if you are clearing snow, please don't use any water – boiling or otherwise. The problem with the water is that it can very quickly re-freeze, and leave an icy patch. The same is true for clearing your car windscreens; water can leave icy patches on the road.

6.2 Driving Advice

Please remember to drive with caution during freezing weather. The Highway Code makes it clear that drivers should always drive according to the weather conditions. Before setting out on a wintry day you should:

- consider whether your journey is absolutely necessary
- if it is, check the local and national weather forecasts
- if driving, listen to your local or national radio stations for travel news
- Even if roads have been gritted, do not assume that they are free from ice, snow and frost.

Please remember that we are not able to treat all roads.

Before setting off on a journey make sure you have

- Ice scraper and de-icer
- Warm clothes and a blanket
- First aid kit
- Torch and spare batteries
- Reflective warning sign

- Jump leads
- Food and a warm drink in a thermos flask
- And clear the snow from the bottom of your shoes and from the outside of your car.

When driving

- Remember it can take up to 10 times longer to stop in snow and ice
- Make gentle manoeuvres to remain in control
- Select second gear when pulling away to avoid wheel spin
- If hill climbing, try and avoid stopping on the hill. Try and leave lots of distance between you and the car in front. Try to keep at a constant speed and try to select the best gear before you get to the hill.
- When driving downhill, use engine braking by selecting lower gears. Leave plenty of room between you and the car in front.
- When using the brakes, use them gently. If you start to skid, take your foot off the brakes and reapply.

6.3 Walking Advice

When there are slippery and icy conditions it is vital to recognise the hazards of walking on these surfaces.

Tips:

- Don't wear shoes with smooth surfaces. Try putting stretch socks over your shoes to aid grip. You can also try spiked over-shoes, available from catalogues and via the internet.
- Be aware of the surface you are walking on. Don't try and run for a bus or run to cross a street.
- Use your arms to keep you balanced. Don't put your hands in your pockets when walking and avoid carrying heavy loads which could imbalance you.
- Try and remove as much snow as possible from the bottom of your shoes as you are walking.
- Walk "small". Avoid a tall, erect marching walk.
- Just because a path has been cleared, do not assume it is free from ice and won't be slippery.

- Assume all wet and dark areas on pavement are slippery and icy.
- Be careful when getting in and out of vehicles. Use the vehicle as support when getting in and out.
- Try and walk on grassed areas where possible as this gives better traction.
- Point your feet out slightly. Spreading your feet like this will increase your centre of gravity. Extend your arms to maintain balance and take short steps.
- If you are going to fall, try and fall on your side. Avoid falling on your knees, spine or trying to stop your fall by putting your arm out.
- If falling, try and relax your muscles. You will injure yourself less if you are relaxed.
- Watch where you are stepping and go SLOWLY!!!!!!

6.4 Salt/Grit Containers

There are over 420 salt/grit bins on the public highway throughout Brighton and Hove with some additional bins provided for important council or NHS community facilities. These bins have been made available at sites which are not usually near a gritting route. The coldest areas of the city particularly on steep hills are our priority. The aim of the bins is self help for residents of Brighton and Hove to salt/grit an area which would not be on a gritting route.

(Housing and Social Inclusion also provide grit bins/grit for some areas of housing-owned land. For further information, please see Housing & Social Inclusion's Adverse Weather Policy)

Additional salt/grit will be placed in strategic locations across Brighton & Hove at the discretion of the Winter Duty Manager.

Compared to some other authorities, we supply a high quantity of salt/grit for the public, within what is a relatively small geographical area. This is because we recognise that Brighton & Hove is a mainly urban area built on hills. Hence the bins are supplied for steep areas usually hardest hit by snow and ice. However, provision of grit bins needs to be balanced against the capability to refill within a reasonable timescale, as well as available resources such as salt and grit.

It is not possible to supply any more grit bins on the highway. This is because it would take far too long to fill them quickly during extreme weather and with finite resources we cannot keep expanding the number of grit bins that we then need to service.

Following recent budget national and local budget constraints, it was agreed at Budget Council that grit bins are only filled once per year at the beginning of the season, except in extreme/severe winter conditions. This means that even if grit bins are emptied during frosty or icy periods, they will not be refilled. Grit bins will only be refilled in extreme winter conditions, generally defined as where snowfall is greater than 50mms (2 inches) and predicted to remain on the ground longer than 36 hours. In such circumstances, the contingency fund will be used to cover the additional costs of refilling the bins. It will not be possible to fill every grit bin immediately – it can take up to two weeks to get round every area in the city depending on accessibility and available resources.

7.1 Brighton & Hove Council Equipment List:

- 7 gritters
- 7 ploughs for use with the gritters
- 6 hand spreaders used for footways and cycleways
- 1 machine pavement gritter
- We may also have access to 3 tractors in severe weather conditions
- We may also have the use of 3 JCB's in severe weather conditions

7.2 Salt Storage Capacity

The council has a contract in place for the supply of salt. This is delivered by boat from one of the two salt mines in the country direct to Shoreham Harbour. It is then stored at our Hollingdean Depot and the gritters load up and go out on their routes from here.

The average amount of salt used per winter is about 800 tonnes. In very cold winters, this usage can rise to around 2,000 tonnes.

Brighton & Hove has limitations on how much the council can store in advance and must also balance purchase against lifespan/likely usage of the stock. 1,000 tonnes is stored at our depot at the beginning of winter. As we have no options to increase salt storage within our boundaries, we have arranged with our contractor for additional storage at Shoreham Harbour.

8 Frequently Asked Questions

Why are salted roads sometimes still icy?

Despite the high level of service provided, no guarantee can be given that treated roads will always be completely clear of ice, frost or snow.

This can be for various reasons.

- It takes time for the salt to become effective after roads are salted
- Rain and running water can wash salt off roads leaving them prone to re-icing.
- In severe cold weather (falling to and below -5°C) even salt will not prevent roads from icing.
- In heavy ice or snowfall, salt treatments are only effective on roads with heavy traffic but too much traffic can also disperse the salt.
- Salt is less effective in very dry conditions as it needs to form in a solution to work effectively.
- If freezing conditions follow rain, salting will normally start after the rain has stopped to avoid salt being washed away. Temperatures may fall by as much as 5°C per hour and the wet roads may well freeze before the gritter has been able to salt them.
- Dawn frost occurs on dry roads where early morning dew falls on cold road surfaces and freezes on impact. It is not possible to forecast with any accuracy where and when this may happen.
- When rain turns to snow during the rush hours, early salting is washed away and gritters are unable to make progress due to traffic congestion.

- There may be water on the highway due to a number of reasons. These could include a water mains leak or vehicles being washed and screens having water poured over them to melt the ice. These quantities of water will result in ice forming if the road surface temperature is below zero degrees. The council will treat major water leaks or ask Southern Water to respond as soon as it is made aware but this obviously takes time after receiving reports.
- Over a season, weather forecasts are approximately 90 percent accurate. In most winters, this means that there are several days when a road frost is not forecast but will still occur

Treated roads can still therefore have icy patches and drivers should remain vigilant and aware of the need to drive with due care at all times, especially when road frosts or freezing temperatures follow rain.

Why does snow settle on gritted roads?

There are specific environmental factors that will reduce the effectiveness of salting/gritting and ploughing. This is particularly the case in areas outside the main city centre:

- Salt is not efficient at melting more than a thin layer of snow. Once snow has fallen, salt will lie inert under the snow, until the layers of snow are broken up enough for it to mix in and act as a de-icer and de-bonder between road and snow.
- Salt/grit needs to be tracked in by substantial vehicle or pedestrian traffic in order to work well and break down the layers of snow. Where roads (and pavements) do not have heavy traffic, they are more resistant to treatments. However, heavy traffic will also contribute to the salt being “used up” as it works into solution or is dispersed by

vehicles. Gritter vehicles will take time to get round to re-treating roads especially in adverse conditions.

- Roads in more outlying areas tend to get more snowfall as they are higher up.
- Roads further out from the city centre areas are generally much colder, allowing snow to settle and remain longer.
- Cars abandoned on junctions or badly parked will prevent the larger vehicles such as buses & gritters from getting through.
- Some roads are too narrow for the gritters when they have ploughs on.
- Ploughing opens up the road but tends to provide a narrower band of clearance so leaves less room for manoeuvre for larger vehicles such as buses as well as pushing the snow into the kerbside which can make bus stops harder to reach.
- Ploughing is not very effective over speed humps, steep junctions, pronounced cambers and crowned roads.

Grit or Salt?

Although most of us call it gritting there is in fact no grit involved in precautionary treatment. (Precautionary treatment or pre-treatment is where we treat the roads in advance of frost, ice or snow). What we spread on the roads is rock salt taken from an underground mine in Cleveland.

It is similar to the rock salt you would grind into your food, but of a size and composition for road use.

Grit (or sharp sand) is used as post-treatment on its own or in a mix with salt. (Post treatment is where we treat the roads during or after severe ice or snow). Grit aids traction and breaks down layers of ice and snow.

What does salting the roads do?

We spread salt onto the road. This works best when it goes into a solution, which is why we rely on the tyres of cars passing over the top of it to crush the salt onto the road. This then forms a solution with a higher de-icing capability.

Water freezes at 0°C, but salt stops water from freezing until -6°C to -8°C. So the salt solution means the snow or ice will freeze less or melt quicker.

In theory, salt has the potential to melt snow at temperatures as low as -20° C but is not a very efficient treatment in extreme cold. Salt starts to become much less effective as temperatures drop to round minus 5°C and almost ineffective at lower temperatures or in very dry conditions. With anything more than a thin layer of snowfall, salt will not make much difference. In all these circumstances, its use becomes practically, economically and environmentally difficult.

In extremely low temperatures, or heavy snowfall, a mix of salt and grit or pure grit may be used to aid traction and to break down compacted layers of snow and ice. Ploughing is also used if the depth of snow allows this but cannot clear away all of the snow (e.g. around speed humps).

When and how do you salt the roads?

We salt the roads to prevent icy conditions when we are expecting ice or snow. Each route is planned to achieve a maximum of three and a half hour response time from leaving the depot to completing the route prior to ice forming. In snow conditions, routes may take longer: for example, in heavy traffic or when ploughing due to the care needed to move the additional width in our narrower roads.

Which areas of the city are salted?

Salting depends on how severe the weather conditions are. It may be necessary to salt the coldest areas only or alternatively to salt all main routes. Resources are focused according to priorities on identified gritting routes. Decisions are based on the following priorities:

- 1) primary roads (all 'A' roads), hospital, ambulance and other emergency service areas
- 2) the majority of 'B' roads
- 3) other important roads (bus routes)

Road Closures

It is our policy to work with the Police in closing roads.

However we do not generally tend to close roads during winter weather. This is because not all roads are treated and because in heavy snowfall or very icy conditions, even treated roads may still have snow/ice on them. It would not be feasible to close all these roads. Motorists are advised to drive with caution on all city roads during cold winter weather.

Why don't you salt the pavements?

We have over 1,100 km (687 miles) of pavement in the city. Many pavements are too narrow to be salted by machine. We do, however, place salt/grit bins at locations across the city for anyone to make use of and we will clear snow away after prolonged heavy snowfall (in order of priority).

As with roads, salting pavements is only effective if there is heavy footfall to help the treatment work and the snow is not too deep. So we clear most pavements only after snowfall. We have identified Priority 1 and 2

pavements, which are where the greatest number of people will be using central or local services. If we get enough warning from the forecast, and resources permit, we may pre-salt the city centre pavements in advance of snow because we know there will be enough footfall in this warmer area of the city to help this treatment work.

Pavement clearance is a lengthy labour-intensive task by hand spreading, so operationally and practically this work requires a high level of resources. We have a pavement gritter which is faster but still requires time and resources to operate, including regular refills. The ice or snow may melt during the day of its own accord. Therefore the Duty Manager must decide on priorities, how heavy the snowfall is and when the snow may be likely to clear naturally due to improved weather conditions as well as when clearance will be most effective (e.g. in heavy and continuous snowfall, clearance may need to wait until it stops because all efforts would be immediately covered over again).

Generally pavement clearance will be instructed in extreme conditions i.e. when the snow is over 50mm (2 inches) deep and predicted to last more than 36 hours.

Snow that has compacted into ice, or has partially melted and then re-frozen is extremely difficult to clear either by hand or by machine. We can only get round a certain number of pavements with the staff and time that we have. This is why we encourage people to help clear snow from pavements whilst it is still fresh, where possible and if they are able to do so.

What are salt/grit bins for?

Salt bins are provided at 422 locations in the city, often on steep road junctions or hills. They are not usually placed on major salting routes or in

flatter, warmer areas of the city. They are there for anyone to make use of in icy weather.

How do I ask for a salt/grit bin refill?

Please email gritbinrequest@brighton-hove.gov.uk or complete our online application, stating the exact location of the bin.

Grit bins will only be filled once at the beginning of the winter season unless we have severe winter conditions (where snow is greater than 50mm and predicted to remain on the ground for longer than 36 hours).

During severe weather when bins are being used, we batch up all the requests for grit bin refills and then make a decision on when to refill depending on amount of requests, geographical proximity, available resources and forecasted weather conditions.

Please note that no new grit bins will be supplied on the public highway. This is because we have now reached the limit of what we can sensibly and practicably keep supplied. To request the removal or relocation of an existing bin only, please e-mail gritbinrequest@brighton-hove.gov.uk

What can I do to help?

You can apply salt to paths, pavements and driveways or “Shovel, Sweep and Salt”.

Part B

Operation and Record Keeping

9 Introduction

This document aims to set out in one plan sufficient detail to inform anyone involved in the management of the Winter Service of current procedures and requirements. The Winter Service plan is also known as the "White Book".

The information contained in the White Book is generally in accordance with the Local Authorities Association's Code of Good Practice for Highway Maintenance and associated local and national government Winter Reviews. A commentary on each of the Code's recommendations is made in **Appendix X**, showing how Brighton & Hove City Council's Winter Service Plan accords with these recommendations.

Appendix X

10 Objective

The Railways & Transport Act 2003: Section 111 – Highways, Snow & Ice, amends the Highway Act to give local authorities a duty, as far as in reasonably practicable, to ensure that the safe passage along a highway is not endangered by snow and ice.

The Traffic Management Act 2004 places a network management duty on the local authority to secure the expeditious movement of all users.

The objective is to provide a winter service, which will permit, as far as is reasonably possible, the safe movement of traffic on designated roads throughout Brighton and Hove and to keep to a minimum delays and

accidents brought about by adverse weather conditions. Designated footways and cycleways are treated only in extreme winter conditions, defined as when snow is over 50mm (2 inches) and predicted to remain on the ground for longer than 36 hours.

11 Definitions

11.1 Winter Service Period

The winter period shall be from 1 November each year to 31st March the following year. The period may be extended on a day-to-day basis by the Head of Highway Operations in cases of severe cold weather continuing into April or starting in October.

11.2 Precautionary Salting

The application of salt to carriageways on priority routes usually in advance of frosty conditions (often referred to as spreading, gritting or pre-salting).

11.2.1 Hilltops Routes

Two routes salted on marginal occasions where frost is liable to form on hilltops and in known frost hollows furthest from the influence of the sea. The routes usually take approximately 1½ hours each to complete.

11.2.2 Standard Routes

The most frequently instructed routes but do not cover the warmest areas identified by thermal mapping. Six routes cover main road, bus routes, emergency service depots, main hospitals, important

commuter routes, large schools and shopping centres. The routes usually take approximately 2½ hours to complete.

11.2.3 Full Routes

An extension of each standard route to cover the warmest areas, usually instructed when a wet road is liable to freeze or in advance of snow. The routes usually take up to 3½ hours to complete unless it is snowing.

11.2.4 Priority/Snow Routes: These are limited variations of the Full Routes. They are used when sustained snow or ice conditions are causing severe disruption and the routes need to be reduced to maintain the strategic network around the city. This is usually when the snow is over 100mms (4 inches) and predicted to fall continuously or frequently within 24 hours or to remain longer than 24 hours. When there are severe or sustained adverse weather conditions the gritting needs to occur more intensely on the most important routes in order to try and keep these roads operable. They include roads around the main hospitals and the main arterial routes. These routes may also be employed if for any reason there is a reduction in the usual available resources, such as personnel, vehicles or materials.

11.3 The routes are defined as pace notes with plans and are kept in the Out of Hours office at Hollingdean Depot. These are summarised in Appendix B. Copies of the notes are also kept on the shared Highways Drive >Winter Service Plan 2013-14.

Appendix B

- 11.4 Where there is leakage of ground water from the roadside, it will be treated on a reactive basis. Southern Water should be informed if a water leak is due to burst pipes.

11.5 Ploughing

The removal of snow by means of a plough blade attached to a spreader or such other vehicle as may be agreed by the Client, Highway Operations, Brighton & Hove City Council.

11.6 Highway Winter Service Provider (Client)

The client service provider is the Highways (Transport) team in Brighton & Hove City Council.

11.7 Winter Service Contractor – WSC

The in-house service provider for waste management (Cityclean) provides the drivers and other operatives for the Winter Service. For the sole purpose of clarity, they are referred to as the Winter Service Contractor (WSC) in this plan. The co-ordination of drivers at the Depot will be carried out by the Emergency Out of Hours' Officers, reporting to the Head of Highway Operations. For the purposes of this document, the Out of Hours Officers will also be referred to as the WSC, receiving and carrying out instructions from the Winter Duty Managers or the Head of Highway Operations (the Client).

In daytime hours or in extreme conditions, the drivers and depot co-ordinators will be managed on site by the WDM supported by the Head of Highway Operations.

11.8 Winter Duty Manager - WDM

The Duty Officer is employed by the client and the duties are shown in paragraph 5.2. Although the duties are rotated, whoever holds the winter maintenance mobile phone is on duty. Details of the rota and contact numbers are in **Appendix E**.

Appendix E

12 The Client's Role

12.1 The Client will be responsible for: -

- instructing the contractor
- providing salt
- providing the spreaders and ploughs and their maintenance requirements.
- providing route information and updates where necessary.

The Client will operate a round the clock service for the Winter Service period.

12.2 Winter Duty Manager (WDM)

12.2.1 The functions of the WDM will be: -

- To receive and record daily weather forecast including updates
- To decide what action is required and when
- To inform the Emergency Out of Hours' officer of every decision
- To instruct the WSC in reasonable time to enable the action to be fulfilled (**Appendix H**)
- Storage of information.
- Responding to public queries and reports
- Ensuring that decisions are also communicated to Cityclean and Cityparks relevant staff such as the Operations Managers and Comms Centre.

- Responding to and recording decision based on police (or other agency) information or requests.
- Liaising with relevant services such as the bus company
- Organising information gathering around the city e.g. drive-arounds by highway staff
- Liaising with the Head of Highway Operations regarding the communication strategy via the website, Press Office and to councillors and other agencies. Records should be kept on the form detailed in **Appendix S**.

Appendix S

12.2.2 The starting time will be determined by the Client and may need to be varied due to prevailing weather conditions. The starting time is the time the spreader leaves the depot. The finish time is the time the spreader returns to the depot.

13 The WSC (Winter Service Contractor)'s Role

13.1 Stand-by Rota

Throughout the Winter Service Period, the WSC in partnership with the Client shall organise and maintain a 24 hour stand-by rota for spreader drivers, fitters and other operatives who will be involved in the spreading operations and they shall be contactable by telephone.

The rota shall show the names and telephone number of personnel and shall be given to the WDM before the season starts. See **Appendix F**.

Appendix F

13.2 Response Time

On receipt of an instruction from the Client the WSC personnel required to carry out spreading shall report to the depot in sufficient time to load the spreaders to enable them to leave at the time specified by the Client.

13.3 Spreaders and Loading Equipment

- a) The WSC will be provided with seven spreaders - 6 for routes and one spare. 7 ploughs are provided for use in the event of major snow fall. See **Appendix C**.
- b) The WSC will provide the vehicle washing facilities. The loading equipment will be organised by the Client, but used and maintained by the WSC.
- c) The spreaders shall be driven at the speed recommended by the manufacturer to achieve the rate of spread of salt specified by the Client.
- d) Vehicle and electronic equipment – WSC to ensure that drivers always use equipment in accordance with the instructions manual in **Appendix V**. Technical breakdowns must be reported to the Client officer immediately and repairs arranged via the Council's vehicle maintenance contractor. A check should be made of the vehicle before a route is started.

Appendix V

- e) All equipment will be fully serviced pre-winter and mid-winter by the Council's vehicle maintenance contractor. Calibration will be carried out during the pre-winter service.

13.4 Handwork in the Event of Snow

Cityclean & Cityparks Operations Managers will be asked if they can provide sufficient labour and plant for handspreading of salt/grit in the event of extreme winter conditions and as directed by the WDM.

Contractors may also be used at the agreed rates during a snow event.

Appendix L

13.5 Personnel

Drivers

- i) The WSC shall provide sufficient personnel to enable all the vehicles listed in **Appendix C** to be capable of simultaneous operation. All personnel will be adequately trained for winter duties. Training shall be to City & Guilds 6159 and will cover operation of the prime movers spreaders and ploughs. If necessary, for 24 hours continuous operation the WSC shall provide additional personnel required by the Client.

Before the winter period, any spreader driver who is not familiar with the routes will be required to report to the Depot Co-ordinators for familiarisation with at least one standard route.

Appendix C

Appendix A

- ii) Also, before the winter period the client shall work with WSC staff to test the spreaders and ploughs. The WSC shall report back all defects and problems so the Client can effect repairs before the Winter Service Period begins. This is called Operation Snowdrop.

Appendix O

- iii) The WSC is responsible for the health, safety and welfare of the labour force, and for following risk assessment and work instructions prepared by the Client.

13.6 Spreader Driver's Mate

The WSC shall be asked to provide personnel to accompany spreader drivers during snow-ploughing operations. This may require doubling up from the drivers' rota or use of Cityclean's other operatives if agreed with the Head of Operations at Cityclean. Training for plough mates will be organised by the Client prior at the start of the winter season.

13.7 Driving Hours

The provision of drivers' hours is a matter for the Winter Service Contractor and it is also the Contractor's responsibility to ensure that the drivers comply with the appropriate laws governing driver hours etc. Where this has an impact on Cityclean operations, the Winter Service budget will pay any costs associated with relief agency cover. During extreme snow events, the WDM will calculate drivers' hours and arrange a relief rota as necessary.

13.8 Records

The WSC completes the Winter Service Action report for each instruction received and ensures that any necessary remarks by the drivers are recorded and that the driver signs and dates the report upon return to the depot. The WSC returns the Action Reports daily to the Head of Highway Operations. See **Appendix H**.

Appendix H

13.9 Breakdowns

In the event of a breakdown the WSC will contact the Spreader Maintenance fitter directly. See **Appendix G**.

Appendix G

- 13.10 The WSC is responsible for refuelling the spreaders. Refuelling will mainly be carried out at Hollingdean Depot but should fuelling need to take place at a garage, the WSC is responsible for passing the receipts to the Head of Highway Operations. Fuel cards are kept on each spreader key ring.

14 Operations

14.1 Pre-Salting

14.1.1 Drivers will pre-salt all routes in accordance with the Client's instructions.

14.1.2 Salting Procedures shall take the following into account: -

i) Weather forecast

ii) Timing

iii) Rates of spread

iv) Previous action

14.1.3 In general, the spread rates will start at 10g/m² for pre-salting and up to 40g/m² in advance of snow. **See Treatment Matrix Guidance.**

14.1.4 Brighton & Hove City Council's waste management section, City Clean, or other council sections may contact the WDM for help with pre-salting or snow clearance on refuse routes that are not on the usual gritting routes. The WDM will make the final decision on whether this work can be carried out, based on citywide needs, driver availability, salt stock, future forecasts and other priority factors that may need resources to be directed elsewhere. Any additional gritting decisions must be recorded by the WDM on the relevant form at **Appendix S** including reasons for the decision.

Appendix S

14.2 Pre-salting footways

14.2.1 The majority of designated footways will not be pre-salted. If resources permit, city centre pavements may be pre-treated if temperatures are predicted to be -3 degrees in damp weather or -5 degrees in dry weather or in advance of severe winter conditions. (i.e. where snow is over 50mm – 2 inches – and predicted to remain on the ground for over 36 hours).

14.3 Snow Clearance - Carriageways

- 14.3.1 At the onset of snow, the Head of Highway Operations or the WDM can instruct the highway teams (Highway Inspectors, Network Co-ordination, Parking Infrastructure and/or Highway Enforcement) to gather information about the overall situation in areas of the city. This information is to be fed back to WDM at time periods specified by the WDM.
- 14.3.2 When heavy snow is forecast, at the direction of the WDM, the ploughs will be fitted to spreaders in readiness for use.
- 14.3.3 If precautionary salting has been carried out, ploughing will usually commence when the depth of snow exceeds 50 mm. A mix of salt and grit may be used in any salting operation during ploughing. Vehicles must retain some salt/grit load in the back of the vehicle to ensure sufficient weight when ploughing.

- 14.3.4 If precautionary salting has not been carried out, snow will be salted (or salt/grit spread) until the depth of snow exceeds 50 mm when ploughing will usually commence.
- 14.3.5 Section 67 of the Road Traffic Regulation Act 1984 gives police the authority to place road closure signs and close any road in extraordinary circumstances. In the event of a main road (A or B roads) becoming blocked with snow or dangerous due to ice, the WDM in association with Sussex Police may close that road temporarily to facilitate clearance.

For prolonged closure the Police may ask the Highway Authority to formally close that road with an Emergency Notice and then the Highway Authority will arrange appropriate signage.

14.4 Snow Clearance - Footways

- 14.4.1 Snow clearance of footways will only be carried out during severe winter conditions – where the snow is over 50mm and/or predicted to remain on the ground for over 36 hours. Town centre and main pedestrian routes are to be cleared first. Private shopping precincts and private forecourts are not to be treated. Use of salt/grit will be at the decision of the WDM or Head of Highway Operations. The decision regarding operational staff to clear snow will be made by the Heads of Operations of City Clean and Cityparks.

Attention is then given to important linking footway and local shopping areas. In the last phase residential footways may be tackled but only with the prior consent of the Head of Transport or Head of Highway Operations. Footway clearance is a lengthy labour-intensive task and therefore the WDM must decide on priorities and when the snow may be likely to clear naturally due to improved weather conditions. See **Appendix M**.

Appendix M

14.5 Snow Clearance - Night-time working

Night-time working is only permitted in highest priority areas e.g. main roads and city centre footways where deemed necessary by the WDM.

14.6 Snow Clearance - Provision of Labour and Payment Thereof

14.6.1 Before winter the Client is to approach its contractors to see if they would be willing to help in snow clearance. This is to identify the number of workforce available, plant, unit rates, communication arrangements, hire procedures and ability/previous experience in working on the highway or with highway equipment. An annual register of snow clearance organisations is to be compiled by Client. If required for snow clearance, organisations on the register are to be approached before contact is made with any other organisations. See **Appendix L**.

Appendix L

14.6.2 Only the WDM or Head of Highway Operations can instruct snow clearance contractors. Uninstructed work will not be paid for.

15 Weather Forecasting

15.1 The forecast outstations are situated on:

- the A270 Old Shoreham Road at the junction with Hangleton Link Road
- Bexhill Road, Woodingdean
- The Fiveways junction
- Saddlescombe Road

The forecast outstations are equipped with sensors to monitor air and road surface temperatures, precipitation, humidity, road surface conditions and residual salt on the road surface, wind speed and

direction. Data from the forecast outstations is retrieved remotely by computer.

Appendix Q

- 15.2 Thermal mapping was used to identify sections of road which are cooler or warmer than average due to topography, type of construction, traffic flows and other factors affecting road surface temperature. This information was utilised for the initial route planning.
- 15.3 A Weather Forecasting Centre provides daily forecasts via an Ice Prediction System during the months November - March inclusive. Forecasts will be available by 1400hrs each day. During October and April a general forecast is provided but the service can be extended by authorisation of the Head of Highway Operations to provide more detailed forecasts if required.
- 15.4 An outline of the current Ice Prediction System is given in **Appendix J**. Detailed information on access and use is contained in its User Manual.

Appendix J

- 15.5 The forecast will consist of the following elements;
- i) A 'General Forecast' for Brighton and Hove for the following 24 hours received around midday;
 - ii) 'Site Specific' temperature forecast for the outstations together with a written text forecast.

- iii) Morning Updates issued at around 8am each day, giving a résumé of the previous night's weather, and an indication of likely conditions for the coming night;
 - iv) An Evening Update showing any changes to the daytime forecast;
 - v) 2-5 day forecasts are also provided to show the expected trend in the weather. However, as weather patterns can change very rapidly it is unlikely that decisions to commit major resources can be made until much closer to the expected weather event.
- 15.6 The WDM will print out a copy of the weather forecast at the time of making their decision and ensure that this copy is safely filed.
- 15.7 Updates will be made as necessary by the Weather Forecasting Centre and the WDM will be telephoned by the Centre if they deem it necessary. Should the WDM need to change the decision, they will inform the contractor (WSC) immediately.
- 15.8 Outside of the Winter Service season, severe weather warnings are received by the Civil Contingencies Office and will be acted upon accordingly.
- 15.9 Details of weather terms and impacts are given in **Appendix I**.

Appendix I

- 15.10** If for any reason the weather forecast is unavailable, precautionary salting is to be carried out when falling air or road temperatures reach +1°, provided the prevailing humidity, residual salt and cloud cover warrant that decision. **See Treatment Matrix Guidance**

16 Communications

- 16.1** The communications available between the WDM & WSC are e-mail, telephone and fax. Communication between the WSC and its spreader drivers are the WSC's responsibility and shall be maintained at all times. Mobile phones are provided to all drivers.

- 16.1.1** Telephones - **Appendix K** contains the mobile and home telephone numbers of persons who could be involved in the winter service.

Appendix K

- 16.1.2** Fax - also shown in **Appendix K** are fax numbers which may be useful during emergency situations. It is possible that the fax machine may not be manned out of normal working hours and an immediate response may not be made.

- 16.1.3** During periods of adverse winter weather conditions, the WDM may send a colleague to the Police Control Room in John Street, Brighton or liaise with the Civil Contingencies team to ensure the latest information on road conditions is co-ordinated between Authorities. The WDM remains in control. The council's traffic control room may also be

used for joint working such as with a representative from the bus companies.

16.2 The Communications Team

The Communications team will provide:

- Regular internal updates during periods of severe weather via The Wave and BHCC website: www.brighton-hove.gov.uk/snow. Emails will also be issued to managers to cascade to their teams.
- Preparation for Heads of Service to cascade information via the councils external email portal. Can be used from any computer with online access.
- Implementation of an hourly service and advice updates to print radio and television news desks.
- Use of social media, such as Facebook, Twitter and YouTube to provide frequent updates to residents of Brighton & Hove.
- Provide clear legal advice regarding liability for clearing snow from the pavement.
- Shovel, Sweep, Salt message to be widely publicised.
- Discussions with the CVSF and other third party organisations so that information can be passed onto residents prior to or during severe weather to reassure, inform and mobilise them.
- The Communications team are available from 5 am to 11pm every day during a severe snow event.

17 Co-ordinating with Neighbouring Highway Authorities

- 17.1 Reciprocal salting arrangements ceased in 06-07 due to nationwide concerns regarding liability issues. BHCC will take responsibility for the notice of closure at Old Boat Corner if directed by ESCC WDM.
- 17.2 In the event of snow, clearance will be managed by each HA within its own boundaries, unless the Duty Managers of each authority agree on a day to day basis to assist each other.

Appendix S

- 17.3 In the event of severe and prolonged snow or other business continuity issues, the Head of Highway Operations will liaise with counterparts in East and West Sussex and the Highway Agency as required and with BHCC's Civil Contingencies Officers.

18 Salt

- 18.1 Salt (Sodium Chloride) will melt ice and snow at temperatures as low as minus 20°C. However, salt starts to become much less effective at temperatures dropping to minus 5°C and almost ineffective at lower temperatures especially in heavy snowfall. As a result, its use becomes practically, economically and environmentally infeasible.
- 18.2 Available alternative de-icers are regularly reviewed, particularly with a view to their use on structures and special paved areas. However, such alternatives are currently prohibitively expensive and also have their own environmental disadvantages. Therefore, as the temperature seldom falls below minus 5°C, salt is used almost exclusively as the means of melting ice or snow on the highways

(including structures and special paved areas). For trouble spots or extreme gradients, grit may be spread to assist with traction.

- 18.3 The salt currently in use is Crystalline Rock Salt complying with BS3247: 1991 Table 1. It is 6mm nominal size (Fine Grade). See **Appendix C** for current maximum stock allowed and method of procurement.

Appendix C

- 18.4 The new guidance in Well Maintained Highways Code of Practice is based on a review by the National Winter Service Research Group which found that it is impractical to spread sufficient salt to melt more than very thin layers of snow and ice. It requires 40g/m² on the carriageway to melt 1mm of ice or 10mm of un-compacted snow at -2 degrees C. This would mean spreading at least 50 – 60 g/m² plus more when taking into account wash-off, trafficking, dispersal, wind or dry conditions. Therefore in extremely low temperatures, or heavy snowfall, a mix of salt and grit, or pure grit, may be used, with ploughing where the snow depth is sufficient.

19 Salt/Grit Containers

- 19.1 A mixture of salt/grit is stored in bins at various roadside sites throughout Brighton and Hove as a self help for residents.
- 19.2 Brighton and Hove as a city is now at capacity in terms of the quantity of highway grit bins that it can service. Therefore the installation of a bin at any new site would only be achieved by removing a bin

currently installed elsewhere in the same ward, having consulted with ward councillors and with written agreement to the substitution.

19.3 It is not practicable or possible to provide grit bins and maintain them on all side roads of the city. So to enable a fair distribution of grit bins where most needed the following criteria has been used in assessing requests. The criteria below is a guide and not exhaustive.

- At junctions away from main [Gritted] roads with a gradient in excess of 1 in 10 [10%] and where vehicle flow exceeds 200 vehicles per day.
- On hills with gradients in excess of 15% [Non Gritted Routes], where vehicle flows are more than 200 vehicles per day.
- On hills at locations with gradients in excess of 20% (1 in 5) whatever the vehicle flow, and is not gritted.

Grit bins for carriageway/footway use will not be provided:

- On roads that form part of precautionary or secondary gritting routes, except at known points of difficulty on steep gradients, subject to site assessment.
- Where they attract anti-social behavior or cause nuisance to nearby residents.
- Where their provision would create a further proliferation of street furniture to the detriment of disabled or visually impaired people and/or the community.
- At locations where there are no residents or community in close proximity and where the bin is unlikely to be used.
- On un-adopted highways whether subject to future adoption or not.

- 19.4 Location of salt/grit containers are shown in **Appendix N**. Currently there are 435 bins throughout the City.

Appendix N

- 19.5 Certain organisations such as police, fire, schools, may collect small quantities of salt from Hollingdean Depot for use around their premises. Authorisation for this must come from the WDM, and visitors must adhere to risk assessment procedures for collecting salt, shown in **Appendix R**.

Appendix R

20 Budget

- 20.1 The budget originally allowed for precautionary salting of the Standard Routes 30 times per winter plus a two day snow event. For the last four years, with a shift in the type of weather experienced on the south-east coast, the amount of precautionary salting, the length of snow events and the amount of grit bins provided have exceeded the original calculations.
- 20.2 All costs incurred in Winter Service should be charged to the winter service budget which is administered centrally by the Client.
- 20.3 **Appendix P** indicates how any costs should be allocated.

Appendix P

- 20.4 Any under spend of the Highways Winter Service budget is added to the Corporate Contingency Fund and is carried forward to cover additional costs as a result of severe cold weather events and for any extraordinary requirements for the service such as technical/vehicular support.

A major snow period across the entire city lasting up to 5 days could utilise a substantial part of this contingency fund in covering the additional ongoing costs of operatives, fuel, vehicle maintenance and contractor work required to run such a major operation.

During extraordinarily cold winters it has been necessary to draw down from this fund, and amounts have been drawn down in 2006-07, 2008-09, 2009-10, 2010-11 and 2012-13 for precisely this reason. If the fund falls below £250,000 it may be topped up by the council at the year end, should funds be available.

21 Health and Safety

- 21.1 It is particularly important that Health and Safety precautions are strictly observed by the Winter Service Contractor during pre-salting and snow clearing operations. At these times road conditions are likely to be very poor with additionally poor visibility and weather. Risk assessments and work instructions are issued to all personnel at the start of the winter season.

Appendix V

- 21.2 If a spreader is overdue to return to the depot or contact is lost, the WSC shall be responsible for re-establishing

contacts or instigating a search. The WSC can request the WDM to interrogate the tracking system if necessary.

22 Performance and Monitoring

22.1 The Contractor is required to provide data relating to the execution of salting and salt used during winter maintenance to the WDM to permit the monitoring of winter service operations.

22.2 The Salt Monitoring spreadsheet must be maintained by the WDM throughout the season, detailing amount used in each 24 hour period and any tonnage delivered. This is available on the shared drive and should be completed by the WDM on duty each week. **Appendix H**

22.3 The moisture content of the salt will be periodically tested and spread rates adjusted if required.

22.4 "Well Maintained Highways – A Code of Good Practice 2005", with updates, sets Standards, Guidance and Performance Indicators for Winter Service activities. Suggested targets for these indicators have been set out by the Audit Commission and also appear in **Appendix T**.

Appendix T

23 Business Continuity/Emergency Events

23.1 The usual rota for gritter drivers are 6 on shift per week. The rota utilises 2 shifts, each shift being off duty one week then on duty the next week.

In reduced staffing conditions, drivers may be asked to be on shift for 2 weeks at a time. Additional drivers were trained in 2012 but will have much less experience of the actual routes than the drivers on shift. In total, there are 18 members of staff trained to operate gritters.

- 23.2 Drivers' hours' legislation must be observed unless there is a compelling emergency reason to override these. If necessary, the service will be reduced to Priority routes only already identified and documented in partnership with the emergency services. Depending on the length of time that this situation continues, press communication must be given out to the public to notify of potential reduced safety compared to normal gritting routes.
- 23.3 In a major snow event/extreme winter conditions, a Winter Duty Manager will go as soon as practicable to the Depot and assist the Co-ordinators in overseeing the service operation. This will ensure that decisions can be made on the ground in real-time.
- 23.4 If it is not possible to treat the usual routes, either due to heavy snowfall, staff shortages or other major event, a priority network has been agreed with the emergency services and bus company. The priority emergency route list can be found at **Appendix B** (Spreader Route Information)

Appendix B

- 23.5 Communication to the public and other agencies will be co-ordinated via the Communications team and Civil Contingencies office.

Communications to members, the communications team and Strategic Leadership Board will be co-ordinated by the Head of Highway Operations or delegated deputy.

Operational communications – e.g. to the bus companies – will be co-ordinated by the WDM.

24 White Book Updates

White Book Updates will be made as required and each update will be incorporated into the annual winter service plan. Any updates made during the winter season will be recorded on an update form (a copy of which is included in **Appendix Y**.)

Appendix Y

Salting routes will be reviewed before each winter period to take account of network and bus route changes as well as partner agencies' priorities where practicable.

The Highways team are continually working with the Civil Contingencies Team, the Communications team, neighbouring highway authorities and the Sussex Resilience Forum to maintain and update the adverse weather plans and any public communications relating to this.

25 Distribution List

A list showing holders of the White Book is shown in **Appendix Z**.

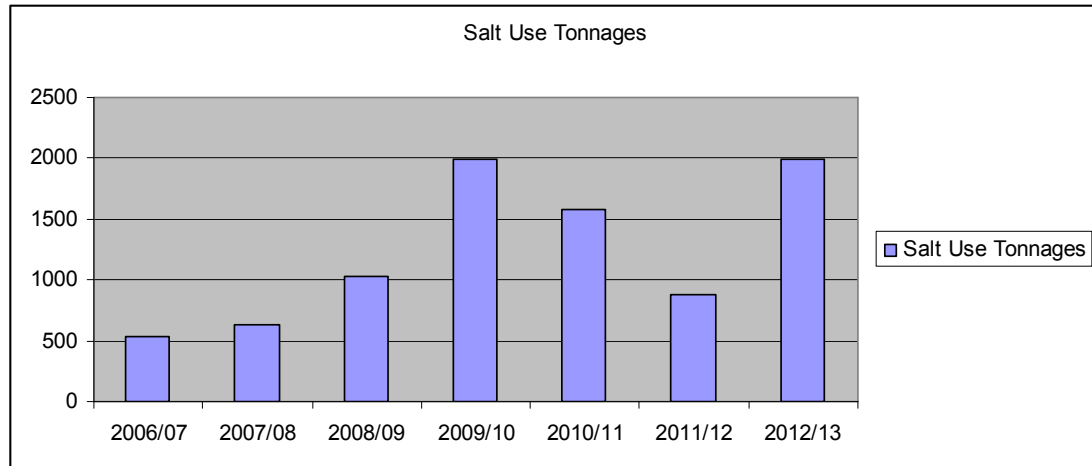
Appendix Z

26 Appendices

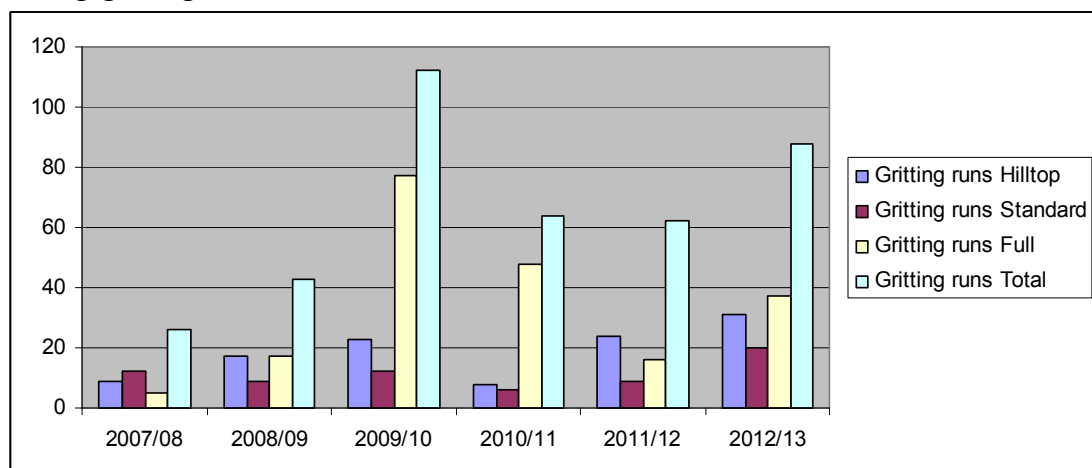
A list of Appendices is shown at the commencement of the Appendix Section.

Highways Winter Service Statistics

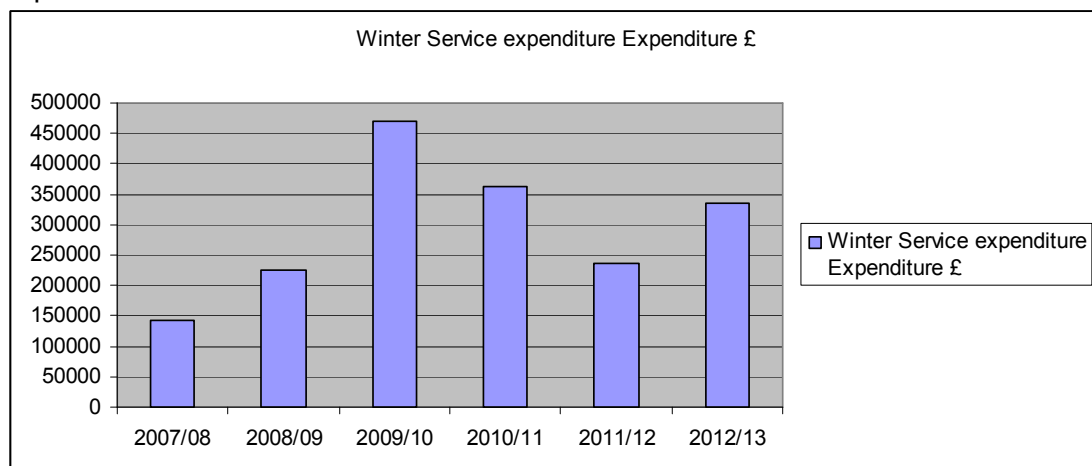
Salt Use:



Salting/gritting runs:



Expenditure:



Subject:	Citywide bus lane enforcement		
Date of Meeting:	8 October 2013		
Report of:	Executive Director of Environment, Development & Housing		
Contact Officer:	Name:	Paul Nicholls	Tel: 29-3287
	Email:	Paul.nicholls@brighton-hove.gcsx.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 In March 2006 Environment Committee adopted powers under section 144 of the Transport Act 2000 and approved CCTV enforcement of the bus lane operating along the North Street / Western Road corridor. Enforcement has successfully improved compliance, improving journey times for bus and taxi passengers. With funding secured to expand the bus lane network this report proposes to extend CCTV enforcement to all legally enforceable bus lanes in the city.
- 1.2 In November 2011 at Environment Transport and Sustainability Cabinet Meeting approval was given for the enforcement by CCTV of some parking contraventions in the Western Road/ North Street corridor, London Road and Lewes Road. The addition of the enforcement by CCTV of the parking contraventions of double parking and being parked in a loading place is proposed to improve traffic flow and road safety.

2. RECOMMENDATIONS:

- 2.1 That the Environment Transport and Sustainability Committee approve the extension of CCTV enforcement to all of the city's legally enforceable bus lanes
- 2.2 That the Environment Transport and Sustainability Committee approve the enforcement by CCTV of the parking contraventions of 'being parked in a loading place' and 'double parking', in areas already designated for CCTV enforcement

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Before the council adopted powers to enforce the bus lane along the North Street / Western Road corridor approximately 80 non authorised vehicles per hour were observed driving in the bus lane. Whilst Sussex Police have powers to enforce bus lanes and carried out a number of action days to improve compliance resources available for this type of operation were and remain limited.

- 3.2 In November 2005 new legislation was introduced by the Secretary of State which allowed Local Authorities outside London to enforce bus lanes. Enforcement was introduced in March 2006 by monitoring CCTV and issuing a £60 Penalty Charge Notice to drivers not authorised to be in the bus lane, compliance improved significantly. Currently only about 25 non authorised vehicles per day enter the busy North Street/Western Road corridor.
- 3.3 The council is about to complete the £1.9m development of the Lewes Road corridor including new bus lanes. The provision of a bus lane in Edward Street has also been agreed as part of funding secured from bids to the Department of Transport Better Bus Area Project “Better Buses for a Growing City”
- 3.4 The council shares a network of 24 fixed CCTV cameras along bus lanes in the city with Sussex Police. If the proposals are accepted the council would request permission from the Department for Transport for these cameras to become ‘approved devices’ for bus lane enforcement.
- 3.5 Any driver who receives a Penalty Charge Notice for being in a bus lane can appeal to the city council by post or through the online appeals system. Should the council decide not to accept the appeal and cancel the Penalty Charge Notice the driver has the right to appeal to a Bus Lane Adjudicator independent of the council, a service provided by the Traffic Penalty Tribunal whose decision is final.
- 3.6 It has become clear through the monitoring of CCTV that some inconsiderate drivers are misusing the loading bays particularly along the Lewes Road and parking their vehicles in these bays without loading. This in turn has led to vehicles double parking on the cycle lane and/ or main traffic lane with road traffic safety and traffic congestion implications for other road users as traffic is forced into the bus lane around the double parked vehicles..
- 3.7 Enforcement by Civil Enforcement Officers on foot is difficult as it can take some time for them to arrive on scene when notified of a problem. CCTV enforcement has proved to be an effective tool to improve compliance. Following the introduction of CCTV parking enforcement along the city’s key transport routes compliance has improved significantly with half the number of contraventions being recorded now compared to July 2012.
- 3.8 The city has a ‘Code of Practice’ for CCTV enforcement to ensure compliance with its obligations under the Data Protection Act and all bus lane monitoring officers have obtained the BTEC qualification in CCTV enforcement.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 Sussex Police have been consulted and have no objections to these proposals. Brighton and Hove Buses have been consulted and are fully supportive of the proposals. The taxi forum has been consulted by email and no objections have been received to date

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 The cost of additional cameras and infrastructure improvements associated with the extension of CCTV enforcement will be funded from existing revenue budgets and additional income from issuing of Penalty Charge Notices. Income received from Penalty Charge Notices will firstly fund the costs of scheme introduction and enforcement, with any surplus income being used to defray qualifying expenditure.

Finance Officer Consulted: Steven Bedford

Date: 03/09/13

Legal Implications:

- 5.2 The Council's powers of civil enforcement of bus lane contraventions derive from section 144 of the Transport Act 2000 and regulations made under that provision. The civil enforcement of bus-lane contraventions is regulated by the use of cameras. A penalty is only payable to a council in respect of a bus-lane contravention if the council has a visual record of the contravention generated and recorded by an approved device.

Lawyer Consulted: Carl Hearsum

Date: 03/09/13

Equalities Implications:

- 5.3 Any surplus income from Penalty Charge Notices must by law be reinvested in transport related projects such as providing free bus passes for the elderly and disabled which in turn helps reduce congestion.

Sustainability Implications:

- 5.4 The proposals in this report will assist in meeting One Planet Living objectives by promoting and encouraging greater use of public transport as an alternative to private car use.

Crime & Disorder Implications:

- 5.5 The City Council operates the CCTV cameras in partnership with Sussex Police and crime and disorder issues take priority over bus lane enforcement.

Risk and Opportunity Management Implications:

- 5.6 If approval is not given to these proposals there is a risk that without enforcement some 'opportunistic' drivers may decide to use the bus lanes on key transport routes in sufficient numbers to affect public transport journey times. This in turn could reduce the expected benefits from investment in the bus lane network.
- 5.7 Compliance with the bus lane regulations will be closely monitored and reported back to Committee through a summary of bus lane enforcement published in the Parking Annual Report

Public Health Implications:

- 5.8 Encouraging greater use of sustainable transport through ensuring that bus lanes are only used by authorised vehicles should lead to an improvement in air quality with benefits for public health

Corporate / Citywide Implications:

- 5.9 The proposed enforcement will assist the council in meeting strategic objectives set out in the Corporate Plan, the Sustainable Community Strategy and the Local Transport Plan

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 Consideration has been given to not enforcing new bus lanes as they become operational but it is felt that the new bus lane schemes on key transport corridors could be compromised by the non compliance of a small number of drivers.
- 6.2 Consideration has also been given to providing a list of bus lanes to be enforced for approval by Environment Transport and Sustainability Committee but it is felt that this could encourage non compliance in bus lanes not listed for enforcement. Providing for the enforcement of all bus lanes would give the council the flexibility to direct enforcement to areas where it is most needed to improve compliance

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To authorise the enforcement of legally enforceable bus lanes in the city to improve compliance with traffic regulations.

SUPPORTING DOCUMENTATION

Appendices:

None

Documents in Members' Rooms

1. Parking Annual Reports (for information on bus lane enforcement)

Background Documents

1. Code of Practice for CCTV enforcement
2. BHCC Better Bus Areas Bid

Subject:		Verge & footway parking restrictions	
Date of Meeting:		8 October 2013	
Report of:		Executive Director Environment Development & Housing	
Contact Officer:	Name:	Owen McElroy	Tel: 293693
	Email:	owen.mcelroy@brighton-hove.gov.uk	
Ward(s) affected:		North Portslade, Patcham & Withdean	

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 The purpose of this report is to address representations and objections to the draft traffic regulation order detailed below.
- 1.2 The strategic city wide parking review (the review) commissioned by the Cabinet Member for Environment in October 2011 examined a wide range of parking issues raised by residents and other stakeholders including parking on grass verges and footways.
- 1.3 The review confirmed existing policy that the council does not condone parking on verges and footways due to safety, maintenance, access and environmental impacts. The final report was approved by Transport Committee in January 2013 and identified two areas of the city where verge and footway parking was of particular concern.
- 1.4 In 2010 the Department of Transport authorised new area based signing which allows council civil enforcement officers (CEOs) to issue penalty charge notices (PCNs) to vehicles parking on highway verges and footways.

2. RECOMMENDATIONS:

- 2.1 That having taken account of all duly made representations and objections Environment Transport & Sustainability Committee approve The Brighton & Hove (Various Roads) (Prohibition of Stopping and Waiting on Verges and Footways order 20** (TRO-15-2013) subject to the following amendments.
 - 2.2.1 Item 2 Schedule 1 shall be amend description to "From its junction with Surrenden Road to a point 88 metres south of the junction with Carden Avenue."
 - 2.2.2 Delete item 9 schedule 1 Varndean Road
- 2.3 In response to safety audit recommendations officers are to prepare measures to mitigate any adverse effects that have been identified in that audit subject to monitoring and evaluation of these locations.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Verge and footway parking is mainly experienced in residential areas outside of controlled parking zones due to vehicle oversubscription.
- 3.2 Footway parking can be inconvenient for pedestrians and especially hazardous for disabled and elderly people, those who are visually impaired and people with pushchairs and double buggies. Rule 218 of the Highway Code says: "Do not park partially or wholly on the footway unless signs permit it".
- 3.3 Parking on grass verges can be obstructive and dangerous, particularly at junctions but objections are often made on environmental and aesthetic grounds. Persistent parking on verges is unsightly and can lead to significant erosion. The erosion can undermine the adjoining road or footway. Replacing verges with tarmac can have a negative impact on surface drainage and bollards can also be unsightly, require upkeep and impede verge cutting.
- 3.4 Every year the council receives dozens of complaints from residents about parking on footways and verges. Sixteen representations were received on this subject during the Review.
- 3.5 Driving on the footway or verge, except over a properly constructed crossover is also an offence under both section 72 of the Highways Act 1835 and section 34 of the Road Traffic Act 1988. Obstruction of the verge or footway can amount to a criminal offence if the passage of pedestrians is significantly impeded. All these offences can only be enforced by the police or by Police Community Support Officers (PCSOs) whose resources are limited and priorities focused on other areas such as property crime.
- 3.6 The East Sussex Act 1981 is a local Act of Parliament containing provisions that allows local authorities in East Sussex to prohibit driving vehicles on grass verges. Notice must be given and traffic signs erected. A number of signs have been erected and maintained in areas of Patcham and Withdean including the proposed streets. This offence can again only be enforced by the police or PCSOs.

Physical survey

- 3.7 A site visit was conducted in the evening of 22nd October 2012 in the Mile Oak area accompanied by the ward councillors. Dozens of vehicles were found parked on grass verges in the area in particular in Chalky Road near the Sports Centre where vehicles were observed skidding across the verge onto the footway and mud was strewn over the footway and road. Several instances of obstructive footway parking were also noted in Mile Oak Road and Graham Avenue.
- 3.8 A site visit was conducted during the day in the Surrenden area on 3rd October 2012. Several dozen vehicles were parked on verges in the area; examples were near the school/college entrances in Surrenden Road, on verges in Surrenden Crescent and Braybon Avenue adjacent to properties with off road

parking, and at the bottom end of Varndean Road where there was significant soil erosion.

Road safety audits

- 3.9 A combined stage 1 & 2 Road safety Audit has been carried out on the proposals to assess any negative impact and possible mitigation (Appendix F). The following issues have been highlighted

Mile oak area

- 3.10 Chalky Road is a bus route with reduced carriageway width. There are some areas of unrestricted parking at the eastern end near the junction with Broomfield Drive and Hamilton Close. Should vehicles displace from verge areas onto these sections two way traffic flow could be impeded leading to a possible increase in collisions. Consideration should be given to extending existing no waiting at any time restrictions. Officer's response: Post implementation the sites should be monitored and measures prepared for this eventuality.

Surrenden Area

- 3.11 In Braybon Avenue there is a risk of displacement of vehicles from the verges to the vicinity of the unrestricted junctions of Old Farm Road/Braybon Avenue & Woodland way/Greenfield Crescent & Braybon Avenue. There is a risk of vehicles parking on the highway reducing visibility and carriageway width increasing the likelihood of vehicle collisions. Consideration should be given to introducing no waiting at any time restrictions at the unrestricted junctions. Officer's response: Post implementation the sites should be monitored and measures prepared for this eventuality.
- 3.12 In Varndean Road at eastern end a number of vehicles are parked on the verge. The carriageway width is not sufficient to facilitate safe two way passing movements over a 250 metre length. Given the likelihood that vehicles would be displaced onto the street consideration should be given introducing a number of lengths of no waiting at any time close to uncontrolled pedestrian crossing points. Officer's response: The reduction in parking could amount to over 20 spaces further reducing the already scarce parking in the area. It is proposed that Varndean Road should be removed from the order with further consultation to take place with ward councillors with a view to finding an appropriate solution for this location, subject to resources and priorities.

Displacement

- 3.13 It is accepted that some displacement of vehicles will occur but officers do not believe this will have an unduly negative effect on surrounding roads. It is also believed that some vehicles will transfer to private parking or to other transport modes.
- 3.14 In Mile Oak area it is expected that vehicles currently parking on verges outside the Sports Centre, Chalky Road will use the college car park 200 yards away which is currently under capacity. In other streets there is either capacity on street, in adjacent roads or on private driveways.

- 3.15 In the Surrenden area much of the verge parking is discretionary particularly in Surrenden Crescent, Braybon Avenue and parts of Surrenden Road with off street parking available. The council is working with the schools and colleges in the area to promote more sustainable means of travel which the colleges encourage. Disabled parking places are available for staff and students on the college grounds. There is a greater potential for displacement in Varndean Road with up to 20 vehicles using the verges. In this road there is only limited off street parking and there is little capacity in adjacent roads.. There is anecdotal evidence from residents that some vehicles are parked in order to make onward journeys by bus from London Road. Some of these vehicles may transfer to the Withdean Stadium Park and Ride or transfer the whole of their journey to public transport. However all of the objections to Varndean Road have come from local residents.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 The first phase of the parking review consisted of officers attending 40 community meetings, addressing around 600 people such as resident groups, tenants associations and Local Action Teams. Parking on verges and footways was raised as an issue at several of these meetings.
- 4.2 The second phase comprised of an ongoing dialogue with stakeholders and ward members and this resulted in the two pilot areas being identified. The areas were selected on the basis of evidence of highway damage or obstruction, a long standing problem, significant evidence of community support and alternative parking being available whether on private drives, off street car parks or adjoining streets.
- 4.3 The principle of controlling verge and footway parking was discussed at two Overview and Scrutiny meetings and two special scrutiny panels in 2011/12. There were mixed views as to its impact across the city with some scrutiny members feeling it was a problem in their area and others not.
- 4.4 Parking on verges and footways was identified as a key issues raised by residents and resident groups at the October 2011 Environment Cabinet member meeting and in the Interim report on the city wide parking review at May 2012 Environment Cabinet Member Meeting.
- 4.5 The draft traffic regulation order was advertised on 30th July 2013 with the closing date for comments and objections of 21 August 2013.
- 4.6 The ward councillors for the areas were consulted, as were the statutory consultees such as the emergency services. The local PCSO for North Portslade notified officers of problem footway parking in Graham Avenue during school pick up/drop off and of problematic verge parking in the evenings in Chalky Road. .
- 4.7 There are a number of schools and colleges in the area and since the notice period was during the school holidays they were contacted in advance by officers to ensure that staff and students were aware and would have an opportunity to comment.

- 4.8 Notices were put on street and missing notices were replaced after one week. The notice was also published in the Argus newspaper on 30th July 2013. Detailed plans and the Traffic Regulation Order were available to view at Hove library, Jubilee Library, the City Direct offices at Bartholomew House and Hove Town Hall. A plan detailing the proposals is shown at appendix E.
- 4.9 The documents were also available to view and to respond to directly on the council website.
- 4.10 A total of 63 representations have been received over both areas. Representations are summarised in appendix D “summary table of representations to the draft traffic order”

Mile Oak area

- 4.10 A total of 8 representations were received, 4 in favour and 4 against. Three objections came from Mile Oak Road and one from Graham Avenue. The objections were mainly on perceived road safety grounds arguing that if the vehicles were to park wholly in the road rather than partly or wholly on the footway or verge they would cause a hazard to traffic (including buses). The road safety issues are addressed in paragraph *.
- 4.11 Two residents, the bus company and one of the local ward members wrote in support of the proposals. The bus company argued that car parking on the footway made it more difficult for passengers to access bus stops.

Surrenden area

- 4.12 A total 55 representations were received, 35 in favour (34 of which were from the area) and 20 against. Of the 209 against, 6 were mainly concerned with Braybon Avenue and stated that if vehicles were to park on the road then a hazard would be caused to traffic including buses. Two objectors were under the mistaken impression that this was a proposed clearway order.
- 4.13 13 objections have come from Grosvenor Court flats at the western end of Varndean Road. The main concern is the lack of alternative parking available. and this has also been expressed by two of the local ward councillors. Several years ago yellow lines were placed on the opposite side of the road and the wooden bollards installed to protect the verge but parking has now concentrated on the south side verges which are damaged after wet weather. Several residents have argued that these verges should be become formalised parking and two have asked for permit parking.
- 4.14 A local community group “Campaign to Save Grass Verges” have written in support of the measure as have the Surrenden Holt residents association. One local ward member from both Patcham and Withdean wards have also written in support. The local bus company has written in support.

General

- 4.15 Several representations have stated the lack of alternative parking and the possible impact on neighbouring streets of displaced parking as a reason not to proceed or instead to replace verges with tarmac suitable for vehicles or widen the carriageway. Displacement is dealt with in paragraphs 3.10 to 3.12 above. Replacing verges with tarmac can have a negative impact on surface drainage due to rapid run off. Also this would not meet the objective of preserving the amenity value of wide verges. "Grasscrete" or "meshcrete" has been suggested but this will not preserve the integrity of the verge and only works in areas of occasional use such as lay-bys for service vehicles and is not recommended for areas of regular parking.
- 4.16 Some objectors suggest cutting back footway or formalising parking on the footway with road markings. It is not recommended to proceed since this would significantly reduce the footway available to pedestrians.
- 4.17 Some objectors claim that they have acquired a right to park on the footway/verge on account of long standing use without enforcement. It is not possible in law to gain adverse possession or an easement to park on a public highway through long use.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 February 2013 Budget Council approved a £125,000 one off revenue contribution in 2013-14 to support verge parking restriction pilot schemes. It is now estimated that the scheme will cost less than budgeted as it has been confirmed that there are reduced signing requirements and the physical scope of the scheme has been reduced. Any variance to the budget will be reported as part of the Targeted Budget Management reporting process.
- 5.2 Savings could be expected in terms of long term reductions in maintenance costs for highway verges and footways and the adjoining carriageway although this is difficult to quantify in advance.

Finance Officer Consulted: Steven Bedford

Date: 03/09/13

Legal Implications:

- 5.3 The Council has power to make traffic orders in order to secure traffic management objectives under the Road Traffic Regulation Act 1984. The orders have been advertised in accordance with the relevant procedure regulations. As there are unresolved objections they are now referred to this meeting for consideration.
- 5.4 Relevant Human Rights to which the Council should have regard are the right to respect for family and private life and the right to protection of property. These are qualified rights and there can be interference with them in appropriate circumstances.
- 5.5 Other legal implications are considered in the body of the report.

Equalities Implications:

- 5.6 An equalities impact assessment has not been carried out. However the measure is expected to assist vulnerable road users in particular pedestrians using the footways and verges by improving access to these areas.

Sustainability Implications:

- 5.7 By preserving wide grass verges the proposed measures will support sustainable drainage, protect existing trees and shrubs and promote biodiversity.

Crime & Disorder Implications:

- 5.8 If approved the proposed traffic order will provide an additional method to deter and enforce existing road traffic offences by making parking on the verges and footways liable to a penalty charge notice.

Risk and Opportunity Management Implications:

- 5.9 Any risks have been identified and monitored as part of the overall project management

Public Health Implications:

- 5.10 There are no significant public health implications.

Corporate / Citywide Implications:

- 5.11 The proposed verge and footway parking restrictions will contribute to the following priorities in the 2011-15 corporate plans; tackling inequality and creating a more sustainable city.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The main alternative is to do nothing. However the proposals were a specific recommendation of the city wide parking review approved by transport committee in January 2013.
- 6.2 A further option in respect of grass verges is to replace them with tarmac/concrete mesh or to widen the carriageway. Officers do not recommend this for the reasons given in paragraph 4.15.
- 6.3 A further option in respect of footways is to legally allow parking on them or to widen the carriageway. Officers do not recommend this for the reasons given in paragraph 4.16.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To seek approval of measures to manage verge and footway parking in the identified areas in accordance with the recommendations of the councils strategic city wide review of parking

SUPPORTING DOCUMENTATION

Appendices:

1. Appendix A Traffic Regulation Order public notice
2. Appendix B Traffic Regulation Order statement of reasons
3. Appendix C Draft Traffic Regulation Order
4. Appendix D Summary table of representations to the draft traffic order]
5. Appendix E Plan of proposed areas for verge and footway restrictions
6. Appendix F Stage1/2 combined safety audit (Mott McDonald)

Documents in Members' Rooms

None

Background Documents

1. Minutes of Environment Cabinet member meeting October 2011
2. Minutes of Environment Cabinet member meeting May 2012.
3. Minutes of Transport Committee meeting January 2013

**Appendix A Notice
BRIGHTON & HOVE CITY COUNCIL
ROAD TRAFFIC REGULATION ACT 1984**

**BRIGHTON & HOVE (VARIOUS ROADS) (PROHIBITION OF STOPPING AND
WAITING ON VERGES AND FOOTWAYS) ORDER 20** (TRO-15-2013)**

NOTICE is hereby given that Brighton & Hove City Council ("the Council") proposes to make the above named Order under the relevant sections of the Road Traffic Regulation Act 1984, as amended, which if it comes into force will introduce a prohibition on stopping or waiting on the verges or footways in the following parts of roads:-

Mile Oak Area –

- Chalky Road (Mile Oak Road to Thornhill Rise)
- Drove Crescent (Valley Road to Stonery Close)
- Graham Avenue (Chalky Road to Graham Crescent)
- Mile Oak Road (Chalky Road to Stonery Road)
- Valley Road (Chalky Road to Drove Crescent (Northern junction))
- Wickhurst Rise (Chalky Road to Hillbank Close)
- Wickhurst Road (Valley Road southwards for 55 metres)

Surrenden Area –

- Braybon Avenue (Surrenden Road to Carden Avenue),
- Surrenden Crescent (London Road to Surrenden Road)
- Surrenden Road (Preston Drove to Ditchling Road)
- Varndean Road (Surrenden Road to London Road)

A copy of this Notice, the proposed Order, plans showing the lengths of road affected, and a statement of the Council's reasons for proposing to make the Order may be seen online at www.brighton-hove.gov.uk/tro-proposals. These documents may also be examined at:

- Customer Service Centres at Bartholomew House, Bartholomew Square, Brighton, Monday to Friday 8.45am-4.30pm and Hove Town Hall, Norton Road, Hove, Monday to Friday 8.45am-5pm
- Brighton Jubilee Library, Jubilee Street Monday, Tuesday and Thursday 10am- 7pm, Wednesday, Friday and Saturday 10am–5pm, Sunday 11am–5pm
- Hove Central Library, Church Road, Monday 1.30pm – 5.30pm, Tuesday 9.30am-7.30pm, Wednesday to Friday 9.30am-5.30pm and Saturday 9.30am-5.00pm

All objections and other representations relating to the proposed Order must be made in writing and all objections must specify the grounds on

which they are made and should be sent to the Executive Director Environment, Development & Housing, Brighton & Hove City Council, Hove Town Hall (room 323), Norton Road, Hove, BN3 3BQ quoting the reference number TRO-15-2013 or by e-mail to parking.consultation@brighton-hove.gov.uk or online (see details above) no later than 21st August 2013

Dated: 30th July 2013

Executive Director Environment, Development & Housing

Brighton & Hove City Council
c/o Parking Infrastructure
Hove Town Hall
Norton Road
HOVE BN3 3BQ

**Appendix B Statement of reasons
BRIGHTON & HOVE CITY COUNCIL
ROAD TRAFFIC REGULATION ACT 1984**

**BRIGHTON & HOVE (VARIOUS ROADS) (PROHIBITION OF STOPPING AND
WAITING ON VERGES AND FOOTWAYS) ORDER 20****

Statement of Reasons

It is proposed to introduce restrictions on waiting and stopping on verges and footways in parts of Mile Oak, Portslade and the Surrenden area, Brighton for the following reasons:

To avoid danger to persons or other traffic using the road or any other road or for preventing the likelihood of any such danger arising - by preventing rutting and consequent soil erosion caused by vehicles driving over and parking on verges leading to mud and debris on the adjoining footways and carriageway.

To facilitate the passage on the road or any other road of any class of traffic (including pedestrians) – by preventing obstruction of the footway or verge by parked vehicles

To prevent damage to the road - by preventing erosion of adjacent verges or damage to the footway leading to undermining or any other damage to the carriageway

To preserve or improve the amenities of the area through which the road runs - by preserving the amenity value of highway verges including their value as surface water drainage and for biodiversity. Also to prevent damage to trees and shrubs planted in the verge or footway.

Dated: DAY MONTH YEAR

Executive Director Environment, Development & Housing

Brighton & Hove City Council
c/o Parking Infrastructure
Hove Town Hall
Norton Road
HOVE BN3 3BQ

Appendix C Draft order

BRIGHTON & HOVE CITY COUNCIL ROAD TRAFFIC REGULATION ACT 1984

BRIGHTON & HOVE (VARIOUS ROADS) (PROHIBITION OF STOPPING AND WAITING ON VERGES AND FOOTWAYS) ORDER 20**

Brighton & Hove City Council in exercise of its powers under Sections 1, 2, 3 and 4 of the Road Traffic Regulation Act 1984 ("the 1984 Act") as amended and Part 6 of the Traffic Management Act 2004 and of all other enabling powers after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the 1984 Act hereby makes the following Order.

Citation and Commencement

1. This Order shall come into operation on the day of 2013 and may be cited as the "Brighton & Hove (Various Roads) (Prohibition of Stopping and Waiting On Verges and Footways) Order 20**".

Interpretation

2. In this Order, except where the context otherwise requires, the following expressions have the meanings assigned to them:-

"carriageway" and "footway" have the same meaning as in section 329 of the Highways Act 1980;

"road" means the full width (including any footway or verge) of any length of highway or of any other road to which the public has access;

"undertaker" has the same meaning as in Section 48 (4) of the New Roads and Street Works Act 1991;

"verge" means any land forming part of a road that is not a carriageway or a footway.

Prohibition of Verge Parking

3. Save as provided in Article 4 of this Order, no person shall cause or permit any vehicle to stop or wait at any time with one or more wheels on any part of the verge or footway in those lengths of road specified in Schedule 1 to this Order.

General Exemptions from Prohibition

4. Article 3 of this Order shall not prevent any person from using causing or permitting a vehicle to park, stop or wait on a footway or verge in a road:
 - (a) to enable the vehicle (if it cannot reasonably be used for the same purpose in any other road) to be used in connection with any of the following operations in an emergency; building works, the removal of any obstruction to traffic, the maintenance, improvement or reconstruction of that road, or the laying, erection, alteration or repair in or adjacent to that road by an Undertaker of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or any telecommunications apparatus.
 - (b) if the vehicle is being used in the course of an emergency for fire service, ambulance or police purposes or it is a vehicle in the service of a local authority being used in pursuance of its statutory powers or duties and that vehicle cannot reasonably be used for the same purpose in any other road.
 - (c) if the vehicle is waiting owing to the driver being prevented from proceeding by circumstances beyond his control or if he is required by law to stop or if such waiting is necessary in order to avoid an accident.
 - (d) if the vehicle is in the service of or employed by a provider of a postal service licensed by the Postal Services Commission pursuant to the provisions of the Postal Services Act 2000 and is waiting while Postal Packets addressed to premises adjacent to that road are being unloaded from the vehicle or having unloaded there from are being delivered or while postal packets are being collected from premises or posting boxes adjacent to that road or is in use in conjunction with the cleaning of telephone kiosks adjacent to that road provided that the vehicle cannot reasonably be used for such purpose in any other road and for as long as may be necessary in conjunction with these purposes.
 - (e) to enable the vehicle to take in petrol oil water or air from any garage situated on or adjacent to the road.
 - (f) if the vehicle is being used in connection with the posting or removing of advertising material in the form of posters on or from, or the cleaning of windows or chimneys in, premises adjacent to that road and cannot reasonably be used for such purposes in any other road.

SCHEDULE 1

Prohibition of Parking on Verge and Footway

Item	Road Name	Description
1	Chalky Road	From its junction with Mile Oak Road to its junction with Thornhill Rise.
2	Braybon Avenue	From its junction with Surrenden Road to its junction with Carden Avenue.
3	Drove Crescent	From its junction with Valley Road to its junction with Stonery Close.
4	Graham Avenue	From its junction with Chalky Road north-westwards to its junction with Graham Crescent.
5	Mile Oak Road	From its junction with Chalky Road to its junction with Stonery Road.
6	Surrenden Crescent	From its junction with London Road to its junction Surrenden Road.
7	Surrenden Road	From its junction with Preston Drove to its junction with Ditchling Road.
8	Valley Road	From its junction with Chalky Road to its junction with Drove Crescent (northern junction).
9	Varndean Road	From its junction with Surrenden Road to its junction with London Road.
10	Wickhurst Rise	From its junction with Chalky Road to its junction with Hillbank Close.
11	Wickhurst Road	From its junction with Valley Road southwards for 55 metres.

**MADE UNDER THE COMMON SEAL OF
BRIGHTON & HOVE CITY COUNCIL**

this day of 20

THE COMMON SEAL OF BRIGHTON & HOVE CITY
COUNCIL was affixed to this Order in the presence of

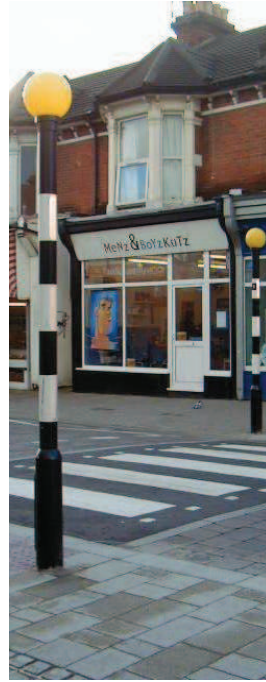
.....
Authorised Officer

Appendix D
Proposed Verge and footway parking restrictions - Summary of representations & comments
Mile oak area

Who	Object/Support s/Comments	Summary	Officer comments
(1) Resident Mile Oak Road (MOR)	Objects	parking loss/create alternative parking on verge or footway	Alternative parking is available on the highway or private drives. Otherwise loss of footway or amenity verge.
(2) Resident MOR	Objects	Blind bend/brow of hill parking on road too dangerous/ pavement parking is preferable	The safety audit did not highlight this as an issue, drivers have a responsibility to park safely in accordance with the highway code
(3) Resident MOR	Objects	parking loss/displacement to other roads	Alternative parking is available on the highway or private drives.
(4) Resident Graham Avenue (GA)	Objects	Wishes to continue parking half on pavement	This is still likely to cause an obstruction on the footway
(1) Resident GA	Supports	General	No comments
(2) Ward member	Supports	General	No comments
(3) Bus Company	Supports	Footway parking can affect access to bus stops	Agreed
(4) City based business	Supports	General	No comments
(5) City based business	Supports	General	No comments
		Surrenden area	
Who	Object/Support s/Comments	Summary	Officer comments
(1) Resident surrenden Crescent (SC)	Objects in part	Objects to inclusion of Varndean road due to lack of alternative parking, supports elsewhere	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(1) Local resident	Objects	Objects in respect of braybon Avenue and Surrenden Road. Lack of parking, verges should be cut back to provide parking.	Alternative parking is available on the highway or private drives, otherwise there would be loss of amenity verge.
(2) Resident Braybon Avenue (BB)	Objects	Objects to prohibition of stopping on the road.	This is not the purpose of the order, it is not a clearway order.
(3) Local resident	Objects	Objects to prohibition of stopping on the road.	This is not the purpose of the order, it is not a clearway order.
(4) Resident Varndean Road (VR)	Objects	Lack of parking, should create parking from the verge.	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(5) Resident Varndean road	Objects	Lack of parking, should create parking from the verge.	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(6) Resident Varndean Road	Objects	Right to park on verge has been acquired through non enforcement. Lack of parking, should create parking from the verge.	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(7) Resident varndean road	Objects	Lack of parking, should create parking from the verge.	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(8) Resident Varndean road	Objects	Lack of parking, should create parking from the verge.	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(9) Resident Varndean Road	Objects	Parking has not damaged the verge and does not create danger. Lack of parking, commuters use the verge to park for London road buses.	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(10) Resident Varndean Road	Objects	Right to park on verge has been acquired through non enforcement. Lack of parking, should create parking from the verge.	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(11) Resident Varndean Road	Objects	Lack of parking, should create parking from the verge.	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(12) Resident Braybon Avenue	Objects	Verge parking should be permitted if it does not obstruct, more dangerous to cross footway using crossover, notices have been timed over the school holidays to reduce objections. Verges are not maintained anyway.	Driving on the verge is currently an offence on this road, using the crossover and driveway is safe and proper, verges cannot be maintained if they are parked on. The notices period was determined by resources and the timing of committee meetings and if implementation approved allows the restrictions to be put in place before the winter period.

(13) Resident Braybon Avenue	Objects	By prohibiting parking on the road the measure will cause an increase in traffic speeds.	The order will not prevent waiting & stopping on the carriageway, it is not a clearway order.
(14) Resident Braybon Avenue	Objects	Parking will displace onto road causing danger for through traffic	There is some alternative parking privately and in adjacent roads. Drivers are obliged to park safely when using the carriageway and any parked vehicles could have a traffic calming effect.
(15) Resident Varndean road	Objects	Lack of parking, should create parking from the verge.	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(16) Resident Varndean Road	Objects	Lack of parking, should create parking from the verge. Verges are not maintained in the area.	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(17) Resident Varndean Road	Objects	Lack of parking, should create parking from the verge and negotiate with private landowners to create more off street parking	It is conceded that there is a scarcity of alternatives and it is propose to remove Varndean road from the approved order
(18) Resident Surrenden Area	Objects	Lack of parking, should create parking from the verge. Traffic order notice is void for uncertainty as it does not specify whether crossovers are included	Alternative parking is available in adjacent streets or privately, otherwise there will be a loss of amenity verge. Crossovers are included in the definition of highway but a penalty charge notice would not normally be issued for parking on a crossover unless the footway is obstructed.
(19) Resident Surrenden area	Objects	Students and staff currently parking on verges near the college will displace to nearby roads disturbing residents	The small number of vehicles is likely to be dispersed and not cause undue inconvenience to local residents. The council has a sustainable travel plan to promote other means of commuting.
(1) Campaign to save grass verges - community group	Support	Generally support statement of reasons	No comment
(2) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(3) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(4) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(5) Friends of Surrenden Holt Local Resident	Support	Generally support statement of reasons	No comment
(6) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(7) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(8) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(9) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(10) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(11) Former Resident Surrenden	Support	Generally support statement of reasons	No comment
(12) Former Resident Surrenden	Support	Generally support statement of reasons	No comment
(13) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(14) Resident Surrenden area	Support	Generally support statement of reasons	No comment

15() Resident Surrenden area	Support	Generally support statement of reasons	No comment
(16) Withdean ward cllr	Support	Generally support statement of reasons	No comment
(17) Resident Varndean road	Support	Generally support statement of reasons	No comment
(18) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(19) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(20) Resident Surrenden area	Support	Generally support statement of reasons	No comment
(21) Resident Surrenden	Support	Generally support statement of reasons	No comment
(22) Resident Surrenden	Support	Generally support statement of reasons	No comment
(23) Visitor from out of	Support	Generally support statement of reasons	No comment
(24) Resident Surrenden	Support	Generally support statement of reasons	No comment
(25) Resident Surrenden	Support	Generally support statement of reasons	No comment
(26) Resident Surrenden	Support	Generally support statement of reasons	No comment
(27) Resident Surrenden	Support	Generally support statement of reasons	No comment
(28) Resident Surrenden	Support	Generally support statement of reasons	No comment
(29) Resident Surrenden	Support	Generally support statement of reasons	No comment
(30) Resident Surrenden	Support	Generally support statement of reasons	No comment
(31) Employee of Varndean	Support	Generally support statement of reasons. Would like additional pedestrian crossings in the area	Separate proposals for pedestrian crossings are being considered as part of another report to this committee
(32) Resident Surrenden	Support	Generally support statement of reasons	No comment
(33) Resident Surrenden	Support	Generally support statement of reasons	No comment
(34) Local business	Support	Generally support statement of reasons	No comment
(35) Local business	Support	Generally support statement of reasons	No comment
(36) Bus company	Support	Footway parking can affect access to bus stops	Agreed



Road Safety Audit Combined Stage 1/2

Verge and Footway Parking Enforcement
Mile Oak and Surrenden areas, Brighton

September 2013

Brighton & Hove City Council

Road Safety Audit Combined Stage 1/2

Verge and Footway Parking Enforcement
Mile Oak and Surrenden areas, Brighton

September 2013

Brighton & Hove City Council

Room 501, Kings House, Grand Avenue, Brighton BN3 2LS

Issue and revision record

Revision	Date	Originator	Checker	Approver	Description
A	05/09/2013	B A Pledge	M D Lewis	S A Finney	First Issue
B	11/09/2013	B A Pledge	M D Lewis	M D Lewis	Second Issue
C	16/09/2013	B A Pledge	M D Lewis	M D Lewis	Third Issue

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1. Introduction

This report describes a combined Stage 1/2 Road Safety Audit undertaken on proposals to introduce a prohibition of parking on highway verges and footways across two residential areas in Brighton, East Sussex. This pilot scheme intends to use new signing authorised by the Department of Transport so as to reduce damage caused by vehicles parking on amenity verges and to deter obstruction of the footway where pedestrians would otherwise be forced to use the road.

The audit has been carried out by Mott MacDonald at the request of the Brighton & Hove City Council.

The audit team membership was as follows:

B Pledge AMCIHT (Team Leader)
Mott MacDonald

M Lewis BEng (Hons), CEng, MICE, MCIHT (Team Member)
Mott MacDonald

L Holloway (Observer)
Brighton & Hove City Council

The audit took place from the Southampton Office of Mott MacDonald in September 2013. A visit to the site was conducted on 4th September 2013 by the Audit Team Leader and Observer between 11:00hrs and 14:30hrs. The weather conditions were warm and clear, and the road surface was dry. The audit consisted of a detailed examination of the submitted drawings and documents listed in **Appendix A**.

A key plan showing the location of problems identified is included in **Appendix B**.

This audit has been carried out in accordance with the requirements of the brief provided by Brighton & Hove City Council. The team has examined and reported only the road safety implications of the scheme as presented, and has not examined or verified the compliance of the designs on any other criteria.

Brighton & Hove City Council has made the audit team aware of some road safety concerns raised by local residents following an initial consultation on the proposals. These are as follows:

- *“Buses in Surrenden Road and Braybon Avenue will be endangered by cars now parked on the road instead of the verge (NB Bus company are supporting the ban as they feel parked cars impede access for passengers)”.*
- *“Cars will park on the brow of a hill in Mile Oak road instead of the pavement thereby endangering traffic”.*
- *“Removal of cars from verges and pavements (presumably where they are half on/half off) will increase traffic speeds leading to more accidents”.*
- *“..and linked to this such a measure should not be introduced without associated traffic calming features.”*
- *“Cars in Braybon Avenue and Varndean road currently park on the verge and drive on and off the verge to access the road. If they drive on off the crossover from their driveways they will endanger pedestrians on the footway”.*
- *“Cars will displace into less suitable roads with narrower verges/pavements causing more hazard in those roads”.*

The comments and suggestions for road safety improvements made in this report seek to address matters that might have an adverse effect on road safety in the context of the chosen design. No attempt has been made to comment on the justification of the scheme or the appropriateness of the design. Consequently the auditors accept no responsibility for the design or construction of the scheme.

All of the issues raised in this report are considered to be required for action. The comments contained in the report are based on safety related concerns and as such the design engineer will need to consider carefully how to respond to each of the issues. The Designer's Response and any Exception Report to the audit should be kept on file for future reference.

2. Previous Road Safety Audit

It is understood that no previous Road Safety Audits have been conducted on this scheme.

3. Items raised at this Stage 1/2 Audit

This section describes road safety related issues identified by the Audit Team that are associated with the proposed works.

3.1 Problem

Location: Surrenden Area: The crossroad junctions on Braybon Avenue with Old Farm Road / Greenfield Crescent and Woodland Way / Woodbourne Avenue.

Summary: Insufficient parking deterrent near to these crossroad junctions.

From the approaches on Braybon Avenue the visibility of these two crossroad junctions are limited because of their position on a steep vertical alignment. This reduces the inter-visibility between road users, particularly for motorists on the uphill approach from the north. It should also be noted that the major road, Braybon Avenue, is a bus route with nearby stops. During the site visit it was noted that there was damage to the verges and footpaths near to the junctions, a sign of vehicle parking and/or overrunning on the amenity areas.

At present, parking is only prohibited on the junction access to Greenfield Crescent (indicated by double yellow lines), however generally, vehicle parking is not deterred on the other roads that form these crossroads.

Following the introduction of verge parking prohibition orders in this area, there may be a risk of vehicles parking on the highway which, in turn could reduce the inter-visibility at the crossroads and reduce the carriageway width. In both instances, parking within the vicinity of either crossroads is likely to increase the risk of vehicle collisions.

Photo 3.1: Braybon Avenue, southbound (uphill) approach to crossroads



Source: Mott MacDonald

Photo 3.2: Braybon Avenue, northbound (downhill) view from Woodbourne Avenue



Source: Mott MacDonald

Recommendation

It is recommended that parking is deterred near to these two crossroads sites by the use of a 'No waiting at any time' Traffic Order, and indicated by the application of double yellow lines (to TSR&GD Diagram No.1018.1) on all sides of the streets.

Rule 243 of the Highway Code states: "*DO NOT stop or park opposite or within 10 metres (32 feet) of a junction, except in an authorised parking space*". Therefore it is recommended that any such restrictions are commensurate with this, with the aim of providing clear inter-visibility for motorists on each road which forms the crossroad junctions.

3.2 Problem

Location: Surrenden Area: Western end of Varndean Road.

Summary: Increased on-street parking may reduce carriageway width.

At the eastern end of Varndean Road on the southern side of the street, a number of vehicles were observed parking on the grassed verge. It has been indicated to the audit team that these vehicles were a result of some commuters, who park along this section throughout the day and use nearby public transport links to continue their journey to work. The carriageway width at this location is not sufficient to facilitate safe two-way passing movements between vehicles parked on-street and traffic (particularly for larger vehicles). At present, a parking restriction on the northern side of Varndean Road is provided.

The introduction of a verge parking prohibition on Varndean Road is likely to displace these vehicles such that they park on-street. Should this eventuate, the carriageway width may be severely reduced such that only a single vehicle may pass at any one time over an approximate distance of up to 250 metres. This could increase the risk of collisions between on-coming vehicles or between vehicles which manoeuvre inappropriately (such as vehicles reversing over a distance or those that mount the verges to allow opposing vehicles to pass).

Photo 3.3: Verge parking on the south side of Varndean Road



Source: Mott MacDonald

Recommendation

It is recommended that on-street parking is deterred by the provision of 'No waiting' restrictions along short sections of Varndean Road, so as to provide safe passing places between parked vehicles, for two-way traffic during the day.

It should be noted that the best locations for such gaps in the on-street parking would be where uncontrolled pedestrian crossing points exist and where there is hard standing for servicing access. An example of this is shown in **Photo 3.4**.

Photo 3.4: A preferred section of Varndean Road for a safe passing place



Source: Mott MacDonald

3.3 Problem

Location: Mile Oak Area: Chalky Road, between Hamilton Close and Broomfield Drive.

Summary: Increased on-street parking may reduce carriageway width.

It was observed on-site that there is considerable damage to the footway and verges along this section of Chalky Road. It is believed that this is the result of on-street parking in the evenings, by customers to the nearby sports facility located on the southern side of Chalky Road.

Chalky Road is a main bus route, and has a reduced carriageway width with traffic calming (chicanes and cushions). There are currently some short sections of unrestricted parking, which were not occupied at the time of the visit. Some off-carriageway parking is provided by means of lay-by areas.

The audit team is concerned that following the introduction of a verge parking prohibition, motorists may use the unrestricted on-street parking areas which is likely to prevent two-way traffic flow. This, in-turn is likely to result in an increased risk of collisions between vehicles. This is particularly so in the evenings when considering activity associated with sports facility.

Photo 3.5: An unrestricted on-street parking area on the southern side of Chalky Road, near the junction with Broomfield Drive



Source: Mott MacDonald

Recommendation

It is recommended that on-street parking is prohibited in the following areas on Chalky Road, so as to facilitate safe passing movements between vehicles:

- On both sides of the street between the junctions of Hamilton Close and Broomfield Drive; and,
- On the southern side of the street, between Hamilton Close and Graham Avenue.

Furthermore, it is recommended that the lay-by areas remain available for vehicle parking.

The audit team do not consider that these measures will result in an increase in vehicle speeds on Chalky Road, due to the presence of traffic calming features already in place.

4. Audit Team Statement

I certify that this audit has been carried out in accordance with the brief provided by Brighton & Hove City Council.

AUDIT TEAM LEADER

Date: 16th September 2013

B A Pledge AMCIHT



Road Safety Engineer

Mott MacDonald
Stoneham Place
Stoneham Lane
Southampton
SO50 9NW

AUDIT TEAM MEMBER

M D Lewis BEng (Hons), CEng, MICE, MCIHT

Road Safety Engineer

Mott MacDonald
Stoneham Place
Stoneham Lane
Southampton
SO50 9NW

AUDIT TEAM OBSERVER

L Holloway

Accident Investigation & Prevention Officer

Brighton & Hove City Council
Room 404
Hove Town Hall
Norton Road
Hove
BN3 3BQ

Appendices

Appendix A. List of Documents Reviewed	13
Appendix B. Key Plan	14

Appendix A. List of Documents Reviewed

A.1. Drawings

Drawings reviewed by the Audit Team

Drawing no.	Rev	Title
B&H/VERGE/003	-	Highway Verge and Footway Parking Enforcement Proposals (Appendix E) – Brighton & Hove City Council

Source: Owen McElroy, Brighton & Hove City Council

A.2. Documents

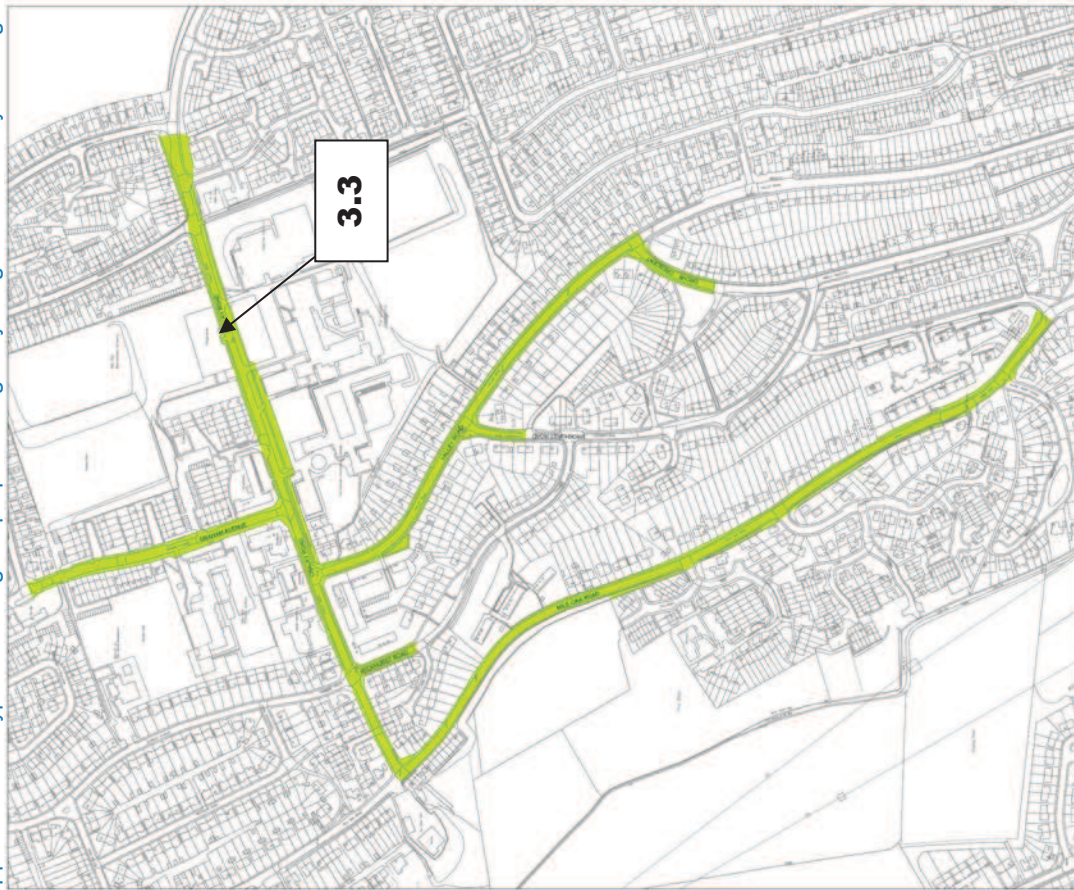
Drawings reviewed by the Audit Team

Document ref.	Rev	Title
-	-	Brief/rationale for controlling grass verge parking
-	-	Verge Parking Signs [List of proposed sign locations]
-	-	Repeater Sign Schedule [List of proposed sign locations]

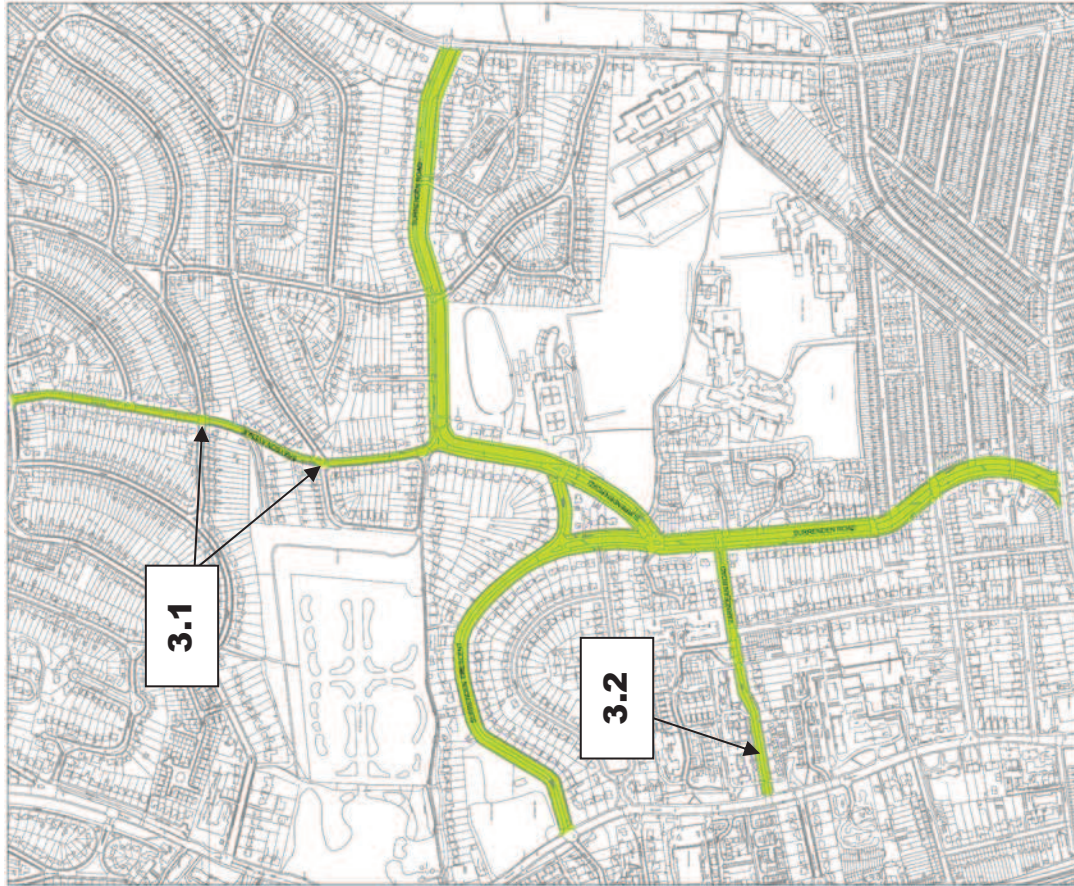
Source: Owen McElroy, Brighton & Hove City Council

Appendix B. Key Plan

Appendix B1: Keyplan showing the proposed Highway Verge and Footway Parking Prohibitions



Source: Based on Drawing No.B&H/VERGE/003 (Not to Scale)



Subject:	Individual Disabled Bays		
Date of Meeting:	8th October 2013		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Charles Field	Tel: 29-3329
	E-mail:	charles.field@brighton-hove.gov.uk	
Wards Affected:	All Wards		

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 The purpose of this report is to consider a review of the possibility of offering Individual Disabled Bays to residents within Brighton & Hove.

2. RECOMMENDATIONS:

- 2.1 That the Committee approve the proposal that the council provide permit specific disabled persons parking bays subject to the criteria and charges set out in this report.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 As part of the Citywide Parking Review a request was raised by individuals and disability groups that the council provide permit specific disabled person parking bays. These would be disabled bays marked on the road or on a sign plate with a specific permit number related to an individual resident. Other disabled badge holders would be liable to a PCN if they parked in that bay. These specific bays could improve access for individual blue badge holders in residential areas where there is parking pressure often coupled with local facilities such as schools and community venues.
- 3.2 It was agreed in a report to Transport Committee on 15th January 2013 that the principle is accepted but further work and consultation was required as to the eligibility criteria that should be applied. The scheme also has to be financially viable. The Recommendation was that Officers investigate further and bring forward a further report to committee.

4. CONSULTATION

- 4.1 The investigation began with looking at how other authorities deal with requests for individual disabled bays. It was found that the majority of London Boroughs do allocate this type of bay although there was a large variation in costs and criteria. The Royal Borough of Kingston & Thames for example only consider applications for individual disabled parking bays in residential areas and there are very strict criteria which have to be observed before a bay can be provided. Individual disabled persons parking bays are not normally provided within a controlled parking zone as blue badge holders can park close to their home without charge in any permit bay (excluding Car Club bays) pay and display, meter or shared use bays.

- 4.2 Officers from Brent Council were particularly helpful and provided a lot of useful information on the running of their personalised disabled bay scheme, signing & lining requirements, criteria and permit eligibility. They informed us that applicants need to have an operational disabled bay and also demonstrate their inability to use it before they can consider their applications. Applicants, therefore, have to provide reasons why they are unable to use their standard disabled person's parking place. It could be that they live in a very busy town centre, near a railway station, there are many blue badge holders residing near the parking place, they may be seriously ill etc. They are also required to include a copy of their 'Mobility Allowance at a higher rate for an indefinite period' if they are under 65 years old or, 'Attendance Allowance at a higher rate for an indefinite period' if they are over 65 years old with their application forms. It was also useful to know that following Department of Transport guidance they enforce the scheme through signage and lining displaying a permit number which needs to coincide with a permit number displayed in the vehicle.
- 4.3 If we were to introduce the individual parking bays without having a 'settling in' time there would be implications / delays for applications for new standard disabled bays or changes to existing ones. There are approximately 200 new applications a year, not counting the changes to existing bays (removal / changing from advisory to enforceable). It also would not give the applicant or officers any opportunity to assess the situation adequately before taking the further step of creating an individual exclusive disabled bay.

The majority of disabled bays go in with no problems at all and they are used only by the applicant which provides an important service to them. However, in some circumstances there are issues with disabled bays with other blue badge holders parking in them, particularly where the bay is close to amenities. Officers should be able to evaluate the need for an individual disabled bay at their discretion. The Council have received only a few telephone calls where residents report not being able to use the bay in which they applied for. 90 -95% of the bays we install do not experience any problems. We also need to consider the impact to ensure it won't be unfair on other blue badge holders/ visitors etc wishing to use disabled bays.

- 4.4 One of the major issues is that due to the recent budget savings there is no allocated money to be able to provide this service so funds will either need to be allocated or there will be a cost implication with a charge required for providing lining / signing and a specific permit.

This is because it was identified that the following approximate costs were required;

- Removal of existing disabled parking sign - **£24.00**
- Replace with new disabled bay sign below with permit number - **£44.00**
- Burning off disabled bay marking - **£12**
- Adding disabled bay marking with permit number - **£20**
- Total amount = **£100**
- There is also the possibility that a new post would have to be installed / relocated and replaced at a cost of **£129** but we wouldn't consider this as part of the overall costs.
- The cost of the Traffic Regulation Order change would be incorporated into the six monthly amendment traffic orders and the annual disabled bay traffic order.

- 4.5 The views of the Transport Operations section were also taken into account on enforcement and permit issues. It was envisaged that there would need to be a cost for the permit as well and on balance a small charge of **£10** for an annual permit was seen as a sensible way forward as it would be in line with the £10 charge for a resident permit with a blue badge (which they may no longer require) within resident parking schemes.
- 4.6 The Federation of Disabled bay group and associated groups have been contacted to voice their opinion. However, to date we have not received any responses from them to this proposal.

Conclusions

- 4.7 If anything is agreed to be taken forward then to provide this service there would need to be a one off charge of £100 for an individual disabled bay to cover costs. There would also be a charge of £10 per year for an allocated permit to park in the disabled bay. However, this then gives the applicant the opportunity to have an individual disabled bay for their exclusive use only outside their property for as long as they remain at that address, which would improve access for individual blue badge holders in residential areas where there is parking pressures.
- 4.8 The following criteria would need to be followed:
- It would only be offered to blue badge holders who have applied for an existing enforceable disabled bay which has been in place for at least six months.
 - It will be considered on a discretionary basis i.e. if there are problems identified with usage and details of these have been provided to the Council with evidence in writing and / or photos.
 - If an applicant changes address they would only be eligible to apply for a new standard disabled bay (because they would be in a new area / road with different situations) and the original individual disabled bay outside their old property will be removed. If the person applied for a disabled bay in their new location and problems emerge in the first six months then they could apply for another individual disabled bay. Provision of standard disabled bays is free.
 - There would be a charge of £100 for an individual disabled bay to cover costs. (Costs include the signing, lining and officer/contract work. Traffic order costs of up to £2,000 per Order are not included and are funded by the Council)
 - There would also be a charge of £10 per year for an allocated permit to park in the disabled bay.
 - As with all permits types issued by Brighton & Hove City Council there would be a £10 charge for a new permit or replacement permit caused by a change of vehicle, permit lost etc.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 There are no significant financial implications arising from the recommendation in this report. The cost of converting individual bays would be covered by the proposed charge of £100 (paragraph 4.3). Traffic order costs are expected to be minimal and

would be included in the six monthly amendment traffic orders and the annual disabled bay traffic order. which are funded by the Council)

Finance Officer Consulted: Jeff Coates

Date: 21/08/2013

Legal Implications:

- 5.2 The Council regulates traffic by means of orders made under the Road Traffic Regulation Act 1984. Under the Act parking bays may be designated for vehicles of any class, which can include the provision of bays for particular vehicles. Procedural regulations require public notice of orders to be given and any person may object to the making of an order. Any unresolved objections to an order must be considered by the Transport Committee before it can be made. In carrying out consultation the Council is under a general duty to ensure that any consultation is fair. This means that it must be carried out when proposals are being formulated, that adequate time and information about proposals must be given to consultees to ensure that they can provide a proper response, and that any consultation responses must be properly considered in reaching the decision.
- The Council is under a legal duty as a public authority to consider the human rights implications of its actions. Parking and traffic restrictions have the potential to affect the right to respect for family and private life and the right to protection of property. These are qualified rights and therefore there can be interference with them where this is necessary, proportionate and for a legitimate aim.
- The Council is under a duty to exercise its powers under the Act secure the safe and convenient movement of traffic and the provision of adequate on and off-street parking facilities. It must also take into account any implications that orders would have for access to premises, local amenity, air quality, public transport provision and any other relevant matters.

Lawyer Consulted: Carl Hearsom

Date: 10/04/13

Equalities Implications:

- 5.4 The proposed measures will be of benefit to people with mobility issues who require a designated bay close to their home.. There is a cost to providing this service but it has been kept to the minimum possible for the actual work that is required, and is a one-off payment that provides an individual designated parking bay on street.

Sustainability Implications:

- 5.5 Managing parking will increase turnover and parking opportunities for all.

Crime & Disorder Implications:

- 5.6 The proposed amendments to restrictions will not have any implication on the prevention of crime and disorder.

Risk and Opportunity Management Implications:

- 5.7 Any risks will be monitored as part of the overall project management, but none have been identified.

Corporate / Citywide Implications:

- 5.8 The legal disabled bays will provide parking for the holders of blue badges who have experienced problems parking near their home.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The only alternative option for the proposals is doing nothing which would mean the proposals would not be taken forward or only taking forward part of the scheme. However, it is the recommendation of officers that these proposals are proceeded with for the reasons outlined within the report.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To seek approval of the schemes to the implementation stage after taking into consideration of the duly made representations and objections. These proposals and amendments are recommended to be taken forward for the reasons outlined within the report.

SUPPORTING DOCUMENTATION

Appendices

None

Background Documents

1. Item 53 – Transport Committee Meeting Report – 15th January 2013

Subject:	Elm Grove, Brighton- management of highway parking and obstructions		
Date of Meeting:	8 October 2013		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Owen McElroy	Tel: 293693
	Email:	owen.mcelroy@brighton-hove.gov.uk	
Ward(s) affected:	Hanover & Elm Grove		

FOR GENERAL RELEASE.**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 The purpose of the report is to note the results of the consultation into proposed improvements in Elm Grove, Brighton.
- 1.2 The strategic city wide parking review (the review) commissioned by the Cabinet Member for Environment in October 11 examined a wide range of parking issues raised by residents and other stakeholders including parking on verges and footways.
- 1.3 Parking on the footways is against the Highway Code, driving on footways is a road traffic offence. Footway parking may also constitute a highway obstruction, potentially also a criminal offence and impacts on vulnerable road users. It can cause damage to basement areas and underground utilities as the footways are not designed to carry motor vehicles. The council does not condone footway parking.
- 1.4 The final report on the review was approved by Transport Committee in January 13 and identified Elm Grove, Brighton for further consultation on proposals to manage historic unregulated parking on footways in that street.

2. RECOMMENDATIONS:

- 2.1 That Committee notes the outcome of the public consultation on a scheme for environmental improvements in Elm Grove and that it is not proposed to proceed with the scheme in view of the majority of residents who responded being opposed to the scheme.
- 2.2 That Committee authorises officers to organise a joint initiative with Sussex Police to co-ordinate enforcement of parking contraventions, obstructions and other nuisances on the public highway in Elm Grove later this year.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Although no official permission or regulation has been passed to allow cars to park on the footway or the hardened verge of Elm Grove this has been common practice for many years. However as car ownership increases, the volume of vehicles parked on the footway in this road has increased.
- 3.2 The parking issues include: cars driving on the footway, cars parking next to dropped kerbs and bus stops, cars parking on junctions reducing visibility for all road users. Elm Grove has a primary school, a large hospital, an ambulance station and several shops and businesses. It forms a significant pedestrian link to the Level and the North Laine area of the city centre.
- 3.3 Lack of enforcement on cars parked behind the double yellow lines makes it difficult to enforce other breaches in Elm Grove and adjoining streets. The lengths and locations of yellow lines were reviewed by officers several years ago and any lines thought unnecessary were shortened or removed.
- 3.4 Other issues include vehicles for sale on the highway, van dwellers, footway obstructions and access for street cleansing.
- 3.5 Proposals to introduce a controlled parking zone, which would have addressed unregulated parking, were consulted upon in May 2010 but residents were not in favour and the proposals were withdrawn.

Physical surveys & displacement

- 3.6 In 2010 highway inspectors carried out a survey and confirmed that the footways in Elm Grove were suitable for pedestrian use only and not for vehicular use. Vehicles using the footway would have either to bump up over kerbs, causing potential damage or access via pedestrian dropped crossings.
- 3.7 In May 2011 officers counted 210 vehicles parked on the carriageway and footway, including vehicles parked illegally behind yellow lines and bus stops. In February 2013 the report author carried out another count of vehicles giving a total of 288 of which 70 were parked behind yellow lines and bus stops. The remaining 218 vehicles were either parked legally on the carriageway or on the footway behind parked vehicles although not necessarily causing an obstruction. Observations were made of vehicles accessing and driving on the footways and of the difficulties in emerging from side roads. Photographs of obstructive parking can be seen on the consultation leaflet appendix A

- 3.8 It could be expected that following enforcement action up to 70 vehicles would be displaced. Some of these vehicles, particularly at the bottom end, may be commuters and could transfer to paid parking or to sustainable transport modes. At the northern end some vehicles may be staff and visitors of Brighton General hospital. This has recently increased its off street parking which could alleviate parking demand at the top end of the road. There is no off street parking for residents in Elm Grove but some vehicles would be able to use side streets as an alternative with more capacity available on the north (Hartington Road)side than in the south (Hanover area). (parking surveys undertaken in 2009). If controlled parking zones expand in adjacent areas the parking pressure could become more acute.

Road safety

- 3.9 In the three years up to May 2011 there were 20 recorded personal injury collisions in Elm Grove, 2 serious and 18 slight resulting in 23 casualties. This level of collisions is significant but needs to be taken in context with the volume of traffic and nature of this road. It is difficult to demonstrate a causal link between these accidents and footway parking but undoubtedly they can obstruct the view for road users, especially in the vicinity of a junction, increasing the risk of a collision occurring. As a comparator with a similar road, during the same period there were 9 recorded injury collisions in Nevill Road, Hove, 2 serious and 7 slight, resulting in 14 casualties. The average daily traffic flows in Elm Grove are around 11,500 and in Nevill Road around 17,000 (2008 figures)
- 3.7 Some physical measures such as bollards and other street furniture have been implemented e.g. around Elm Grove primary school but have had limited success due to the determination of drivers to avoid them, for example accessing the footway via pedestrian crossings and tactile paving. They have also had a negative impact on the appearance of the street.

Conclusions and recommended action

- 3.8 The proposed improvement scheme, consulted upon in February this year included designated free parking areas alongside other improvements such as reinstatement of verges to make Elm Grove a more people friendly environment. It was believed this could help relieve the issues around footway parking.
- 3.9 The majority of residents who responded were against the improvements and details of the consultation and results are given below.
- 3.10 It was explicitly stated in the questionnaire sent to residents that if there were not public support for the improvements then "Our intention will be to enforce against parking adjacent to double yellow lines either on the road or on the pavement" and that we would give notice before commencing any enforcement.
- 3.11 It is therefore proposed that enforcement against parking and other highway contraventions such as obstruction will commence within six to ten weeks and that officers coordinate joint action with Sussex Police..

- 3.12 Letters will be sent to local residents and businesses about two weeks prior warning that parking and other obstructions in Elm Grove will no longer be tolerated and council civil enforcement officers will append warning notices to offending vehicles.
- 3.13 There will then be a week of concentrated action including at least one day where Sussex Police and the council will mount a publicised day of action. The council will enforce against yellow lines, bus stop clearways and any other contraventions that can be enforced by Civil Enforcement Officers. It is intended that the police will enforce against driving on the footway, obstruction of the highway and any other relevant traffic or other offences.
- 3.14 Officers will also investigate unlicensed objects on the highway or footway, abandoned vehicles, commercial vehicle sellers and issues relating to vehicle dwellers.
- 3.15 It is proposed that road collisions will be monitored following enforcement to observe the impact of enforcement measures.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 A former ward councillor had several meetings in 2012 with local residents to look at improving access, safety and environmental issues caused by parked cars and other obstructions in Elm Grove.
- 4.2 These meetings informed proposals, developed by officers, to introduce some more formal parking areas and environmental improvements.
- 4.3 Information leaflets showing proposed plans, together with a questionnaire were sent to 798 addresses. These addresses included all properties on Elm Grove and 6-10 properties on side streets leading off Elm Grove (at the Elm Grove end of the street). The same information and questionnaire was also put online, on the council's consultation portal, with an additional question to ask respondents which street they live in. The consultation ran from 11 January to 11 February 2013.

Results

- 4.4 The question asked was "Please let us know if you support the proposals for Elm Grove?"
- 30% supported the improvements for Elm Grove
 - 67% did not support the improvements

Of those who lived on Elm Grove or side streets leading off Elm Grove (i.e. those directly affected by the proposals):

- 33% supported the improvements for Elm Grove
 - 63% did not support the improvements for Elm Grove
- 4.5 The major concern expressed by residents who were against the proposed scheme was "where are these vehicles going to park?"

- 4.6 The major reason to support the proposal given was “stopping footway parking/driving on footways.”
- 4.7 Support for better management of traffic and parking was expressed by the local bus company, Sussex Community NHS Trust, South East Coast Ambulance Service and Bricycles. Elm Grove primary school asked for stricter parking enforcement concentrating on stopping people parking on corners.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 The cost of officer time in introducing and co-ordinating a joint initiative of enforcement will be funded from existing revenue budget within the Transport service.
- 5.2 Enforcement is expected to result in income being received from issuing Penalty Charge Notices. Income received from Penalty Charge Notices will firstly fund the cost of enforcement, with any surplus income arising from on street parking being used to defray qualifying expenditure. The level of income is hard to predict and the number of parking tickets issued would be expected to fall as enforcement is maintained.

Finance Officer Consulted: Steven Bedford

Date: 03/09/13

Legal Implications:

- 5.3 The Council has a duty under section 39 of the Road Traffic Act 1988 to carry out studies into accidents arising out of the use of vehicles on roads for which it is the highway authority and to use its powers to take measures to prevent or reduce the occurrence of such accidents.
- The Council has civil enforcement powers in relation to parking contraventions under the Traffic Management Act 2004 and regulations made under it.
- In carrying out consultation the Council is under a general duty to ensure that any consultation is fair. This means that it must be carried out when proposals are being formulated, that adequate time and information about proposals must be given to consultees to ensure that they can provide a proper response, and that any consultation responses must be properly considered in reaching the decision.
- Relevant Human Rights to which the Council should have regard are the right to respect for family and private life and the right to protection of property. These are qualified rights and there can be interference with them in appropriate circumstances.

Lawyer Consulted:

Carl Hearsum

Date: 03/09/13

Equalities Implications:

- 5.4 Improved management of parking will improve safe access for all users but in particular vulnerable pedestrians such as the disabled, deaf and visually impaired

and parents with small children, especially as users of the footway should not reasonably expect to compete with moving vehicles.

Sustainability Implications:

- 5.5 Effective parking management contributes to reducing congestion and improving safe access contributing to the promotion of sustainable transport usage and tackling climate change through reduction in carbon emissions.

Crime & Disorder Implications:

- 5.6 Parking and traffic enforcement is expected to reduce incidences of driving on the footway and various forms of criminal obstruction and nuisance on the road and footway.

Risk and Opportunity Management Implications:

- 5.7 Any risks have been identified and monitored as part of overall project management.

Public Health Implications:

- 5.8 Improved management of parking may help to reduce motor traffic in the area, and thereby the effect on public health of harmful pollutants and reduce injuries sustained in collisions.

Corporate / Citywide Implications:

- 5.9 The proposed management of parking will contribute to the following priorities in the Corporate Plan 2011-15; tackling inequality and creating a more sustainable city.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The main alternative is to do nothing but this is not recommended due to the strong evidence of safety and obstruction issues.
- 6.2 The alternative of regularising parking by creating off street parking areas has been rejected by residents and money that was allocated in last year's local transport fund is no longer available due to resource pressures elsewhere.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To note the results of the consultation
- 7.2 To make recommendations as to the future parking management and enforcement in Elm Grove.

SUPPORTING DOCUMENTATION

Appendices:

1. Appendix A Elm Grove consultation leaflet
2. Appendix B Consultation questionnaire
3. Appendix C Consultation report

Documents in Members' Rooms

None

Background Documents

1. Transport Committee report 15 January 2013 Agenda item 53

The current problem



cars parking right up to the junctions on the pavement, reducing visibility for cars pulling out or turning into side roads



cars driving along the pavement



cars causing obstructions by parking next to pedestrian dropped kerbs and bus stops



Let us know what you think of our proposals to improve Elm Grove

You can complete the questionnaire online at <http://consult.brighton-hove.gov.uk/portal>

One of the local ward councillors, Matt Follett, has been working with local residents to look at improving the access, safety and the environmental issues caused by parking in Elm Grove.

Although no official permission or regulation has been passed to allow cars to park off-road on the pavement or hardened verge of Elm Grove, this has been common practice for many years. However, as car ownership increases, the volume of vehicles parked on the pavement in these roads has also increased.

The issues include:

- cars driving along the pavement
- cars causing obstructions by parking next to pedestrian dropped kerbs and bus stops
- cars parking right up to the junctions on the pavement, reducing visibility for cars pulling out or turning into side roads

The lack of enforcement on cars parked behind the double yellow lines makes it difficult to enforce other breaches in Elm Grove and the adjacent streets at the moment.

We have been working with local residents to try to address these issues. We have carried out vehicle and pedestrian counts, and discussed driver behaviour as part of our working group, which included residents from Elm Grove and adjacent roads.

We believe a scheme making general environmental improvements to Elm Grove could help relieve the issues around pavement parking, and would like your views.

The proposals include installing designated free parking areas alongside other improvements to make Elm Grove a more people-friendly environment, such as providing benches or re-instating grass verges.

If the results of this consultation are positive, we'll then need to identify funding to carry out the work over the next couple of years.

Our intention will be to enforce against parking adjacent to double yellow lines either on the road or on the pavement. If there is not public support for the improvements, we will give residents and local businesses plenty of notice before beginning any parking enforcement. This would only take place where there are existing double yellow lines and bus stop clearways, and would include cars parked on the hardened verge/pavement or carriageway. No new lining will be introduced.

Please let us know what you think by completing the short questionnaire enclosed by 11 February 2013 and returning it to us in the Freepost envelope provided to Brighton & Hove City Council, Room 501, Kings House, Grand Avenue, Hove, BN3 2LS.

If you require more information before filling in the questionnaire, please email owen.mcelroy@brighton-hove.gov.uk or telephone 01273 293693

No stamp is required.

There will be a further formal traffic order consultation stage if the scheme is taken forward. This will allow you to comment further on the detailed design of the scheme.

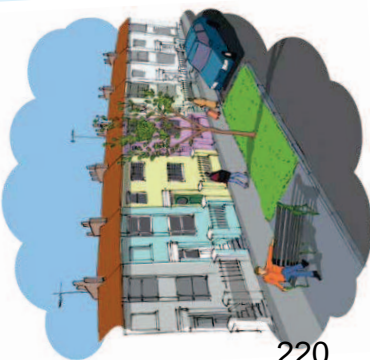


Translation? Tick this box and take to any council office.

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<input type="checkbox"/> 羅馬尼亞語	<input type="checkbox"/> 西班牙語	<input type="checkbox"/> Spanish
<input type="checkbox"/> 西班牙語	<input type="checkbox"/> 泰語	<input type="checkbox"/> Thai
<input type="checkbox"/> 泰語	<input type="checkbox"/> 土耳其語	<input type="checkbox"/> Turkish
<input type="checkbox"/> 土耳其語	<input type="checkbox"/> 越南語	<input type="checkbox"/> Vietnamese
<input type="checkbox"/> 越南語	<input type="checkbox"/> 其他 (請註明)	<input type="checkbox"/> Other (please state)

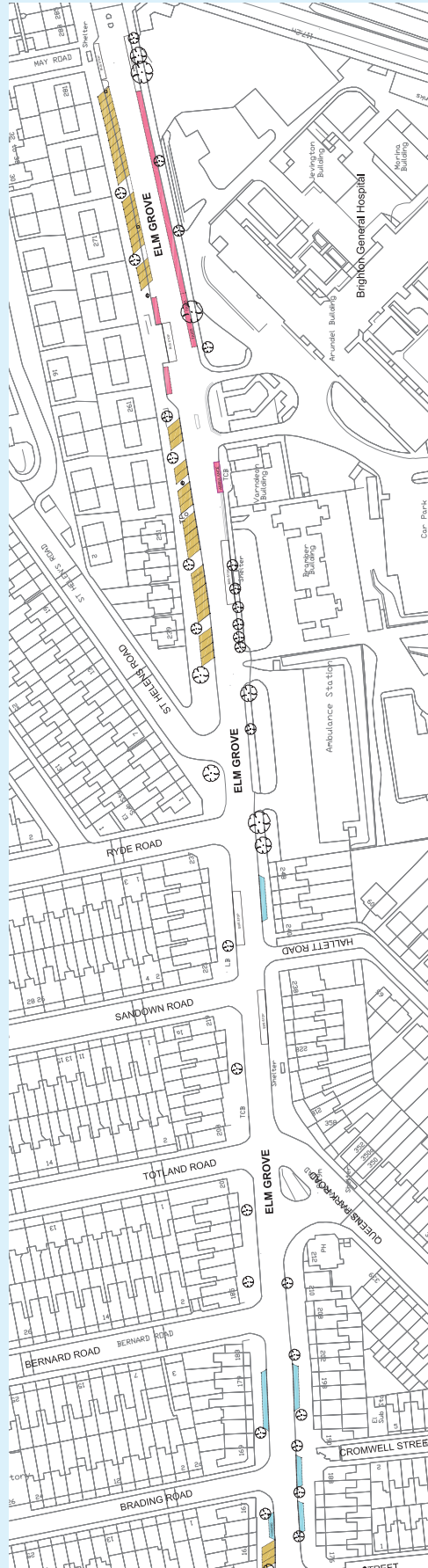
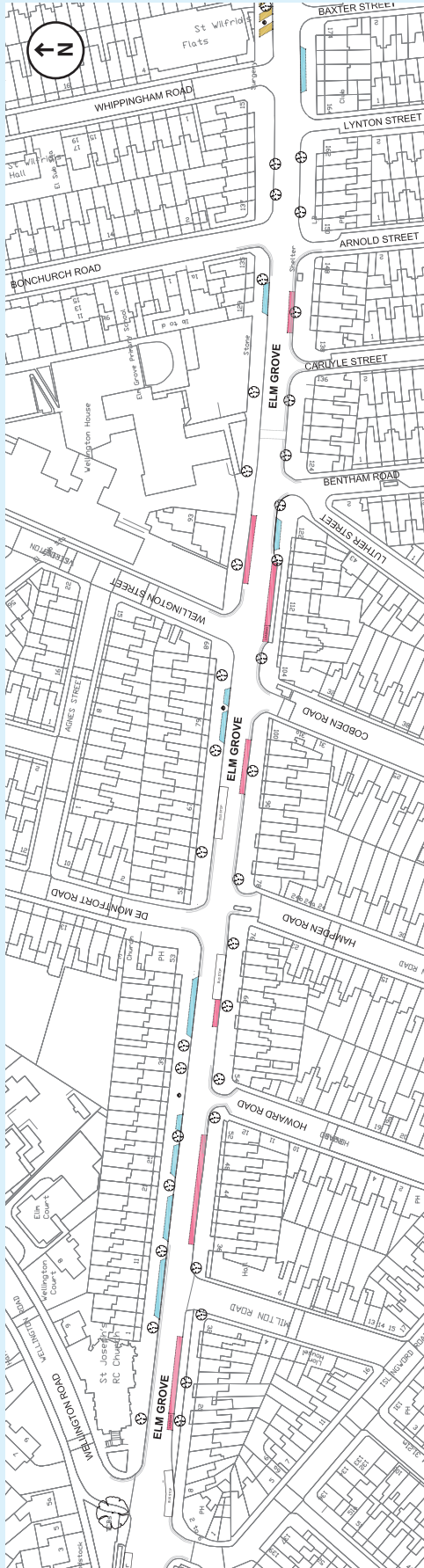
This can also be made available in large print, Braille, or on CD or audio tape

Proposed improvements for Elm Grove



Map Key

- Parking on existing carriageway
- Pavement cut back to accommodate parking space
- Curb to be dropped and pavement strengthened
- Tree
- Lamp column
- Telegraph pole



What is your religion or belief?

Buddhist ☐ Christian ☐ Hindu ☐ Jain ☐
 Jewish ☐ Muslim ☐ Pagan ☐ Sikh ☐
 Agnostic ☐ Atheist ☐ I have no particular religion ☐
 Other (please state)
 Other philosophical belief (please state)
 Prefer not to say ☐

Are your day-to-day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months?

Yes ☐ No (You do not need to answer the next question) ☐
 Prefer not to say (You do not need to answer the next question) ☐

If you answered 'yes' to the last question, please state the type of impairment which applies to you. If you have more than one impairment please indicate all that apply. If none of the categories apply, please mark 'other' and write an answer in.

Physical Impairment ☐ Long-standing illness ☐ Sensory Impairment ☐
 Mental Health Condition ☐ Learning Disability/Difficulty ☐ Prefer not to say ☐
 Other (please state)

Are you a carer? This means you look after or give help or support to family members, friends, neighbours or others because of either; long term physical or mental ill health because of a disability, a problem related to age. Please do not count anything you do as part of your employment.

Yes ☐ No ☐ Prefer not to say ☐

If yes, who do you care for?

Parent ☐ Child with special needs ☐ Other family member ☐
 Partner / spouse ☐ Friend ☐
 Other (please state)

**Complete this short questionnaire by
 11 February 2013 and returning it to us
 in the Freepost envelope provided**

Elm Grove improvements Questionnaire

You can complete this questionnaire online at
<http://consult.brighton-hove.gov.uk/portal>



4461 design by Brighton & Hove City Council Communications Team

Or you can let us know what you think by completing this short questionnaire by 11 February 2013 and returning it to us in the Freepost envelope provided to Brighton & Hove City Council, Room 501, Kings House, Grand Avenue, Hove BN3 2LS.
No stamp is required.

Equalities monitoring form

Please let us know if you support the proposals for Elm Grove?

Yes ☐ No ☐

We want to make sure that our services are available to everyone in the community and that everyone is treated fairly when they use, or attempt to use, our services.

We will only use the information collected on this form to help us improve services and to identify gaps or barriers. You do not have to fill in this form and you can answer just some of the questions

Are there areas that you believe need specific attention?

The answers you provide are anonymous and confidential. The information collected using this form is combined together so it is not possible to link any responses back to a particular person.

What age are you? Prefer not to say ☐

What gender are you? Male ☐ Female ☐ Other ☐ Prefer not to say ☐

Do you identify as the gender you were assigned at birth? Yes ☐ No ☐

How would you describe your ethnic origin?

White

English / Welsh / Scottish / Northern Irish / British ☐
Irish ☐
Gypsy ☐
Traveler ☐
Polish ☐
Portugese ☐
Sudanese ☐
Any other white background ☐
(please give details)

Mixed

Asian & White ☐
Asian & Black African ☐
Asian & Black Caribbean ☐
White & Black African ☐
White & Black Caribbean ☐
Any other mixed background ☐
(please give details)

Other ethnic group

Turkish ☐
Arab ☐
Japanese ☐
Any other ethnic group ☐
(please give details)
Prefer not to say ☐

Asian or Asian British

Bangladeshi ☐
Indian ☐
Pakistani ☐
Chinese ☐
Any other Asian background ☐
(please give details)

Black or Black British

African ☐
Caribbean ☐
Sudanese ☐
Any other black background ☐
(please give details)

After you have ticked a box

If there is an ethnic category that is not included here that you think should be, please tell us what it is:

Which of the following best describes your sexual orientation?

Heterosexual/ Straight ☐ Lesbian/ Gay woman ☐ Gay man ☐ Bisexual ☐
Other (please state) Prefer not to say ☐

Further comments

Background

One of the local ward councillors has been working with local residents to look at improving the access, safety and environmental issues caused by parking in Elm Grove. Parking on pavements and hardened verges has been common practice for many years, but as car ownership has increased, the volume of vehicles parked in this way has also increased.

The leaflet offered a proposal to introduce some more formal parking areas and environmental improvements that may alleviate some of the problems caused by illegal or inconsiderate parking.

Residents were also informed that if there is not support for the proposals then the council intends to take enforcement action where appropriate.

Headline Results

- 30% supported the improvements for Elm Grove
- 67% did not support the improvements

Of those who lived on Elm Grove or side streets leading off Elm Grove (ie those directly affected by the proposals):

- 33% supported the improvements for Elm Grove
- 63% did not support the improvements for Elm Grove

Methodology

Information leaflets showing proposed plans, together with a questionnaire were sent to 798 addresses. These addresses included all properties on Elm Grove and 6-10 properties on side streets leading off Elm Grove (at the Elm Grove end of the street). The same information and questionnaire was also put online, on the council's consultation portal, with an additional question to ask respondents which street they live in. The consultation ran from 11 January to 11 February 2013.

Results

353 responses were received. Almost 30% supported the improvements for Elm Grove and 67% did not support the improvements, a further 2.4% of respondents did not choose an option but submitted comments.

123 responses (35%) were paper forms and 230 responses (65%) were received online via the council's consultation portal.

The question was asked: Please let us know if you support the proposals for Elm Grove?

Responses can be grouped as in the table below:

Do you support?	Yes		No		No reply		Total	
Where are responses from	No.	%	No.	%	No.	%	No.	%
Mailing list area ¹	68	39.3	96	55.5	9	5.2	173	100
Possibly from mailing area ²	14	18.4	61	80.3	1	1.3	76	100
Hanover and Elm Grove area	5	17.9	21	78.6	1	3.6	28	100
Other areas	14	41.2	20	58.8	0	0	34	100
No street given	3	7.1	38	90.5	1	2.4	42	100
Total	104	29.5	237	67.1	12	3.3	353	100

249 respondents can be identified as living on Elm Grove or on the side streets leading off Elm Grove as follows:

Do you support?	Yes		No		No reply		Total	
Where are responses from	No.	%	No.	%	No.	%	No.	%
Mailing list area ¹	68	39.3	96	55.5	9	5.2	173	100
Possibly from mailing area ²	14	18.4	61	80.3	1	1.3	76	100
Total	82	33	157	63	10	4	249	100

Two open text boxes asked for opinions on “areas that need specific attention” and for “further comments”. Responses for these two boxes have been merged.

Details on areas that need specific attention have been passed to the project manager for attention.

¹ Returned forms and Elm Grove ones from the online survey

² These ones are from the online survey where we asked street name but we can't ascertain whether these are from the original mailing list of addresses at the Elm Grove end of the street

Other comments have been themed into groups as follows:

Comment	
Where will cars park/ concerned about displacement	84
Stop pavement parking / driving on pavements	32
Leave it as it is/ it's fine as it is	31
Safety is not compromised by pavement parking/ want to keep pavement parking (27) want pavements widened to accommodate parking (3)	30
This is a mechanism to create a problem and then bring in a parking scheme/ we don't want a parking scheme	21
This is expensive / waste of money	18
General positive comments	15
Want chevron parking	14
Concerned about vehicles being parked here long term. Vans, mobile homes/ cars for sale	14
It is not understood that we will enforce anyway/ people think this is a paying scheme	12
Enforce current illegal parking	12
We want a residents parking scheme	10
Remove the restrictions in Queens park and Hanover	7
Widen the pavements	3
Want the bays to be for Elm Grove residents only	3
Want more bike racks/ undercover bike racks	3
Grass verges will mean more dog mess	2

Demographic Information

Gender

Gender	No.	%
Male	107	30
Female	110	31
Prefer not to say/ no reply	136	39
Total	353	100

Is your gender the same as the gender you were assigned at birth?	No.	%
Yes		
No		
No reply/ prefer not to say		
Total		100

Age

Age	No.	%
18-24	8	2
25-34	27	8
35-44	67	19
45-54	57	16
55-64	18	5
65-74	18	5
75+	7	2
Prefer not to say/ no reply	151	43
Total	353	100

Disability

Disability	No.	%
Yes	33	9
No	168	48
Prefer not to say/ no reply	152	43
Total	353	100

Type of disability³	No.	%
Long-standing illness	16	43
Physical impairment	15	40.5
Sensory impairment	1	2.5
Mental health condition	3	8
Learning Disability/ Difficulty	2	5.5
Other	0	0
Total	37	100

Religion

Religion	No.	%
Buddhist	6	1.7
Christian	60	16.9
Jain	1	0.3
Jewish	3	0.9
Muslim	10	2.8
Pagan	4	1.1
Agnostic	6	1.7
Atheist	32	9.1
I have no particular religion	61	17.4
Other	5	1.5
Prefer not to say/ no reply	165	46.7
Total	353	100

Sexuality	No.	%
Heterosexual	171	48.4
Gay Man	9	2.5
Lesbian/ Gay woman	6	1.6
Bisexual	3	0.8
Other	1	0.2
Prefer not to say/ no reply	163	46
Total	353	100

³ Respondents could tick more than one type of disability

Dyke Road Cycle and Pedestrian Improvements

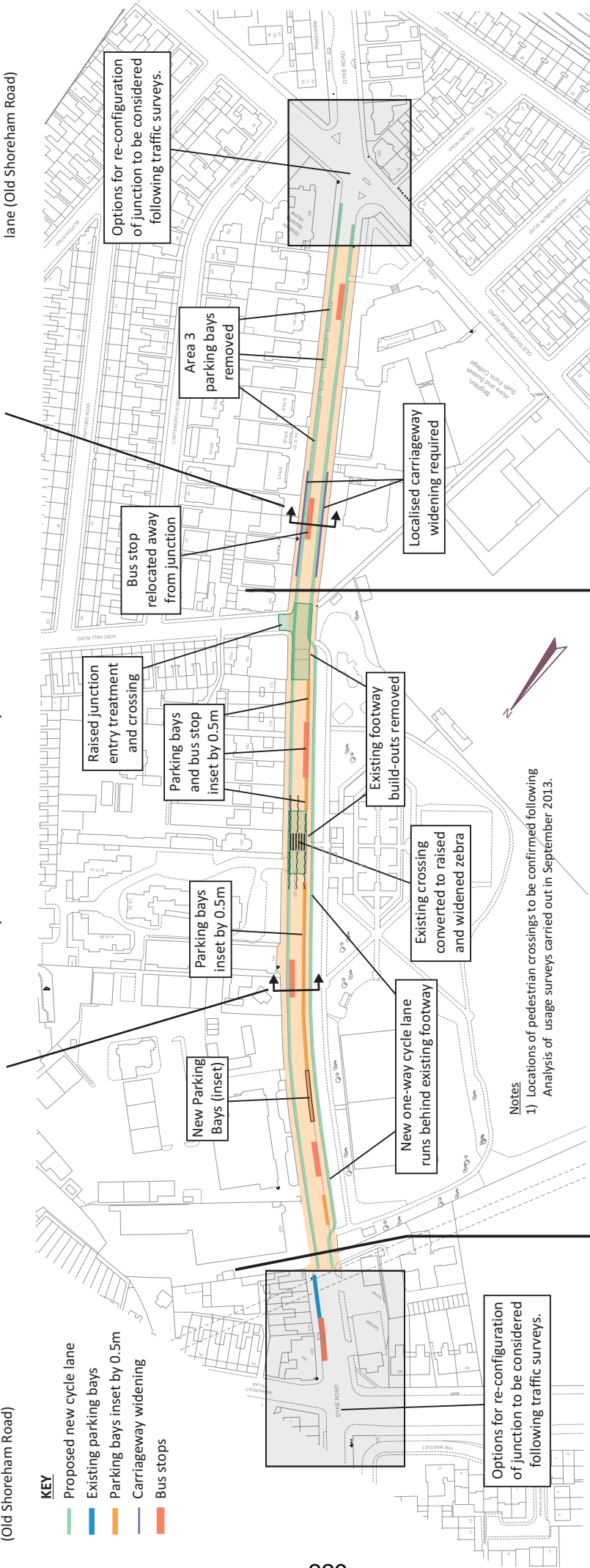
Concept Design



Example of raised zebra crossing (Old Shoreham Road)



- KEY**
- Proposed new cycle lane
 - Existing parking bays
 - Parking bays inset by 0.5m
 - Carriageway widening
 - Bus stops



Character Area 1

POSSIBLE MEASURES

- Revisions to junction geometry
- Extend cycle lanes to junction
- Bus stop moved away from junction
- Revised traffic signal timings
- Priority signals for cyclists
- Parking provision amended
- Loading facilities on Highcroft Villas

Character Area 2

PROPOSALS

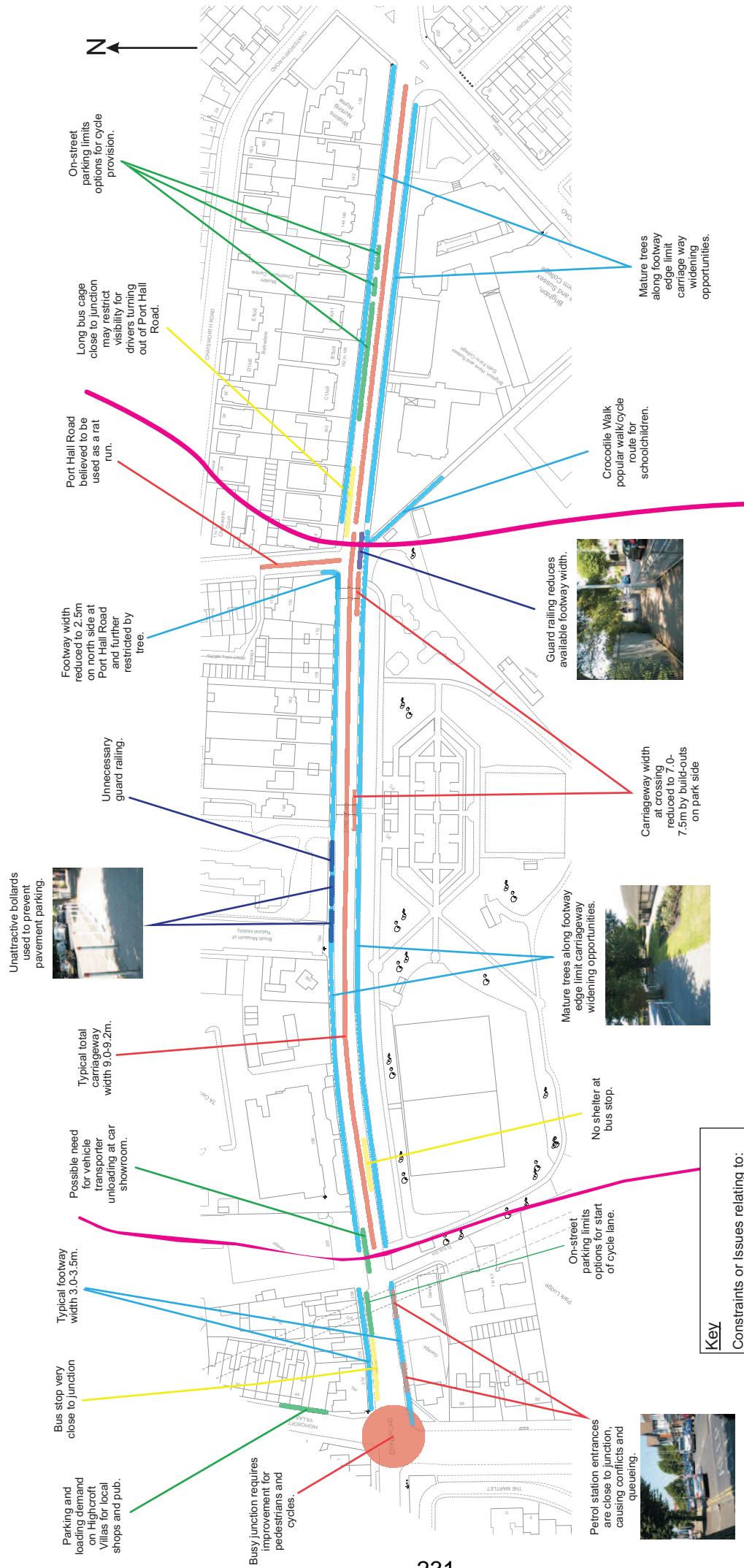
- Southbound 1.5m wide raised segregated cycle lane between footway and traffic lanes
- Northbound 1.5m wide off-street cycle lane to run behind existing footway
- Existing parking bays and bus stops fronting Dyke Park inset by 0.5m to provide minimum 6.1m for traffic lanes
- Existing pelican crossing converted to raised and widened zebra crossing as on Old Shoreham Road
- Raised crossing area at Port Hall Road extended to provide junction entry treatment

Character Area 3

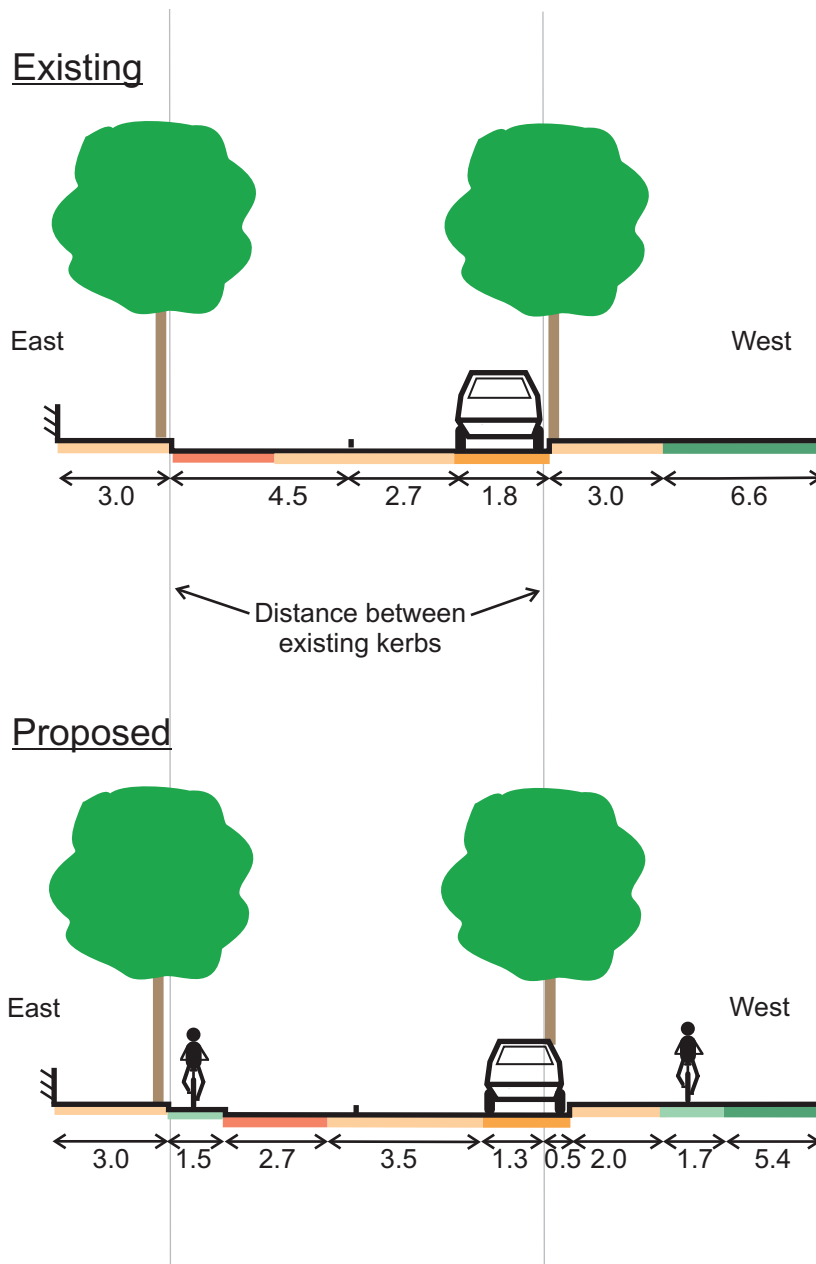
PROPOSALS







- Existing parking bays removed with users displaced to adjacent streets
- New 1.5m segregated cycle lanes between footway and traffic lanes raised above carriageway level
- Localised carriageway widening required to provide 1.5m cycle lanes and minimum 3.05m traffic lanes
- Raised approach to new zebra crossing with southbound bus stop relocated

Dyke Road - Issues and Constraints

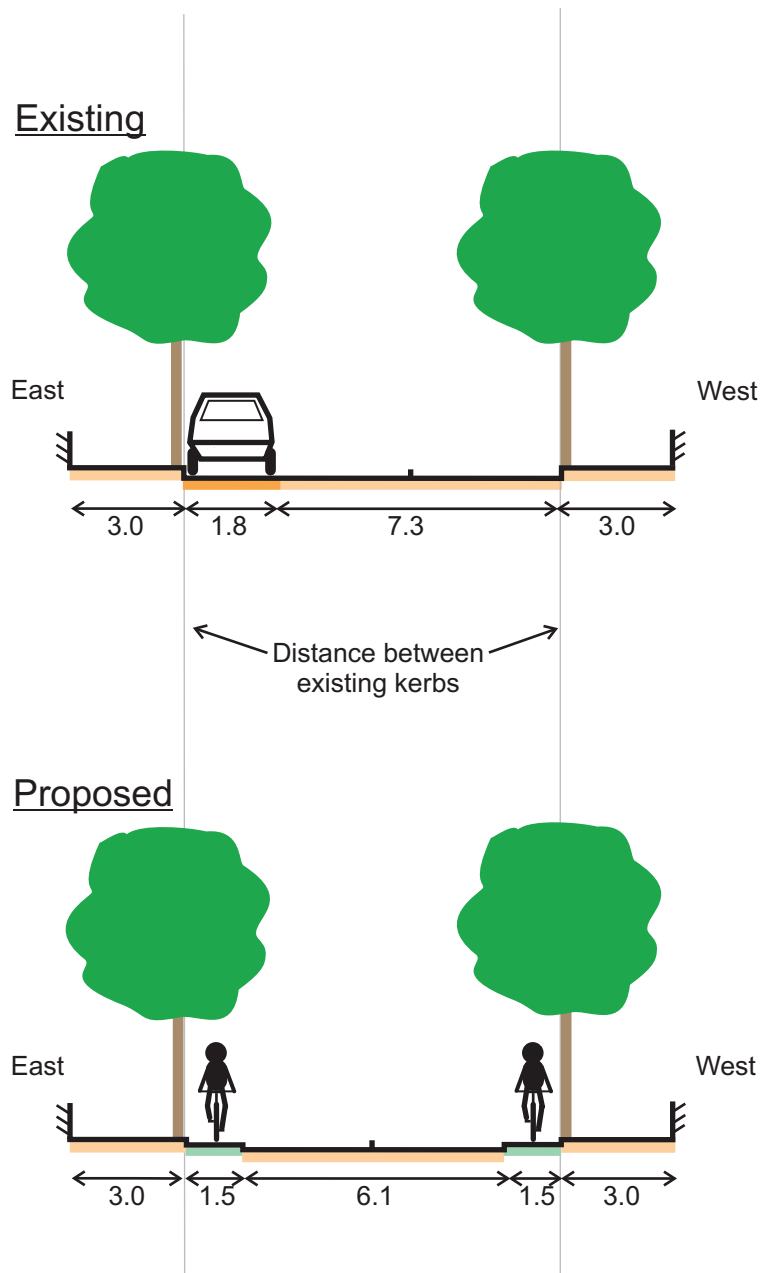


Character Area 2 - Cross-sections



Key	
	Green space
	On-street car parking
	Existing footway & carriageway
	Existing bus stop
	Proposed cycle lane
	Dimensions (in metres)

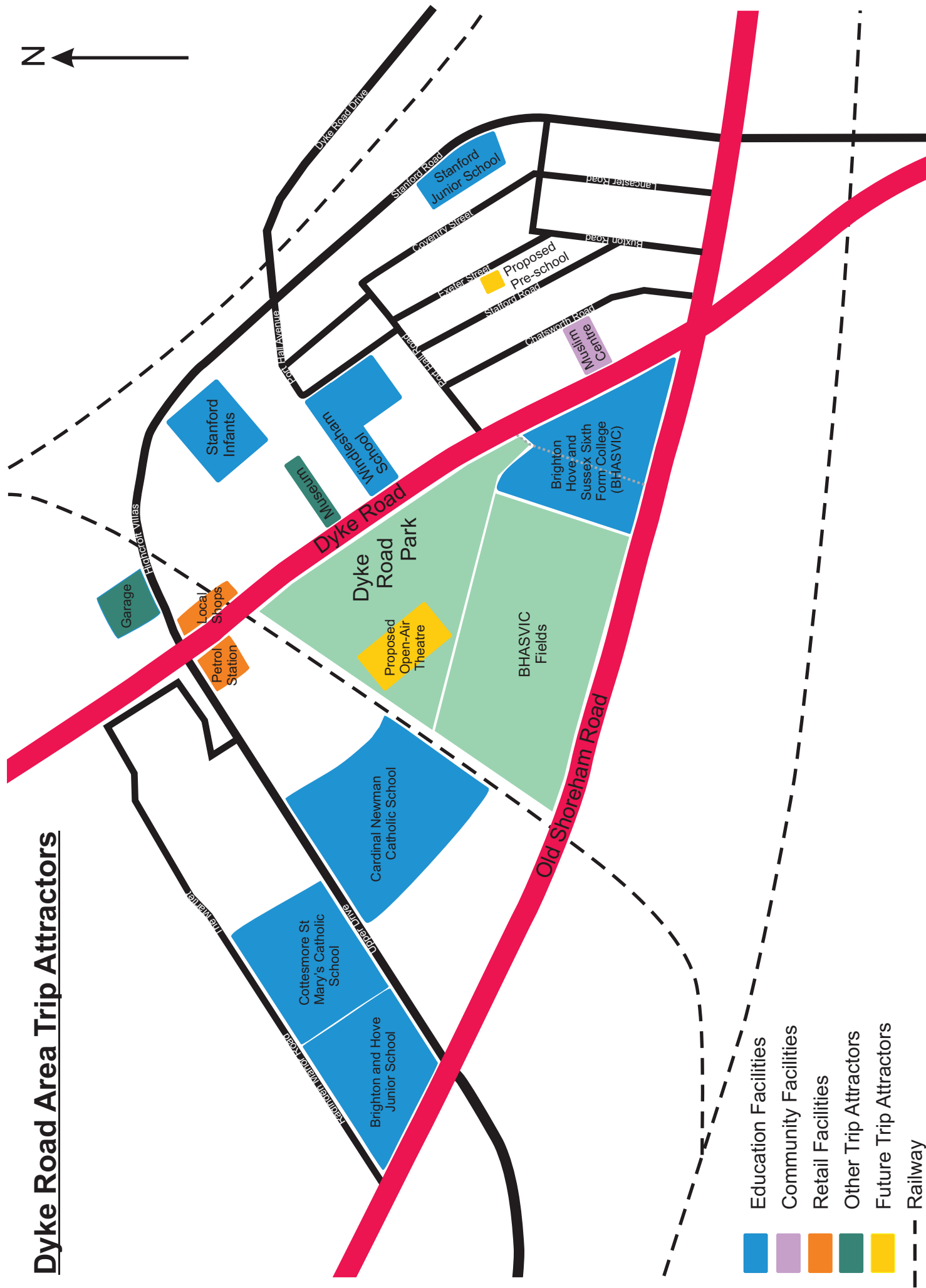
Character Area 3 - Cross-sections



Key

- Green space
- On-street car parking
- Existing footway & carriageway
- Existing bus stop
- Proposed cycle lane
- \longleftrightarrow Dimensions (in metres)

Dyke Road Area Trip Attractors



Tuesday, 24 September 2013

Dyke Road & Surrounds Parking Accumulation Data



Results of parking bay occupancy surveys undertaken on Thursday 12th September and Saturday 14th September.

Dyke Road



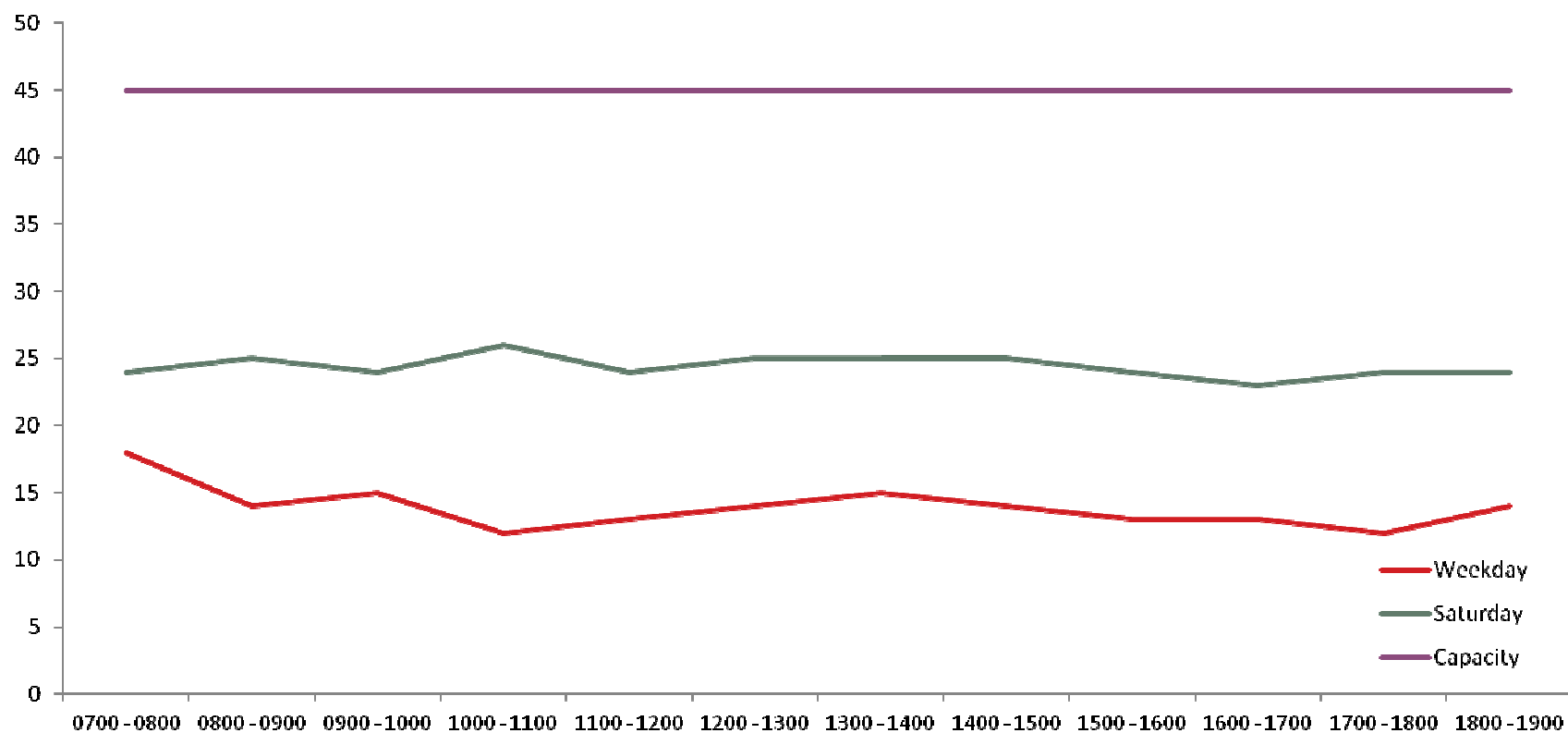
Dyke Road



Port Hall Road



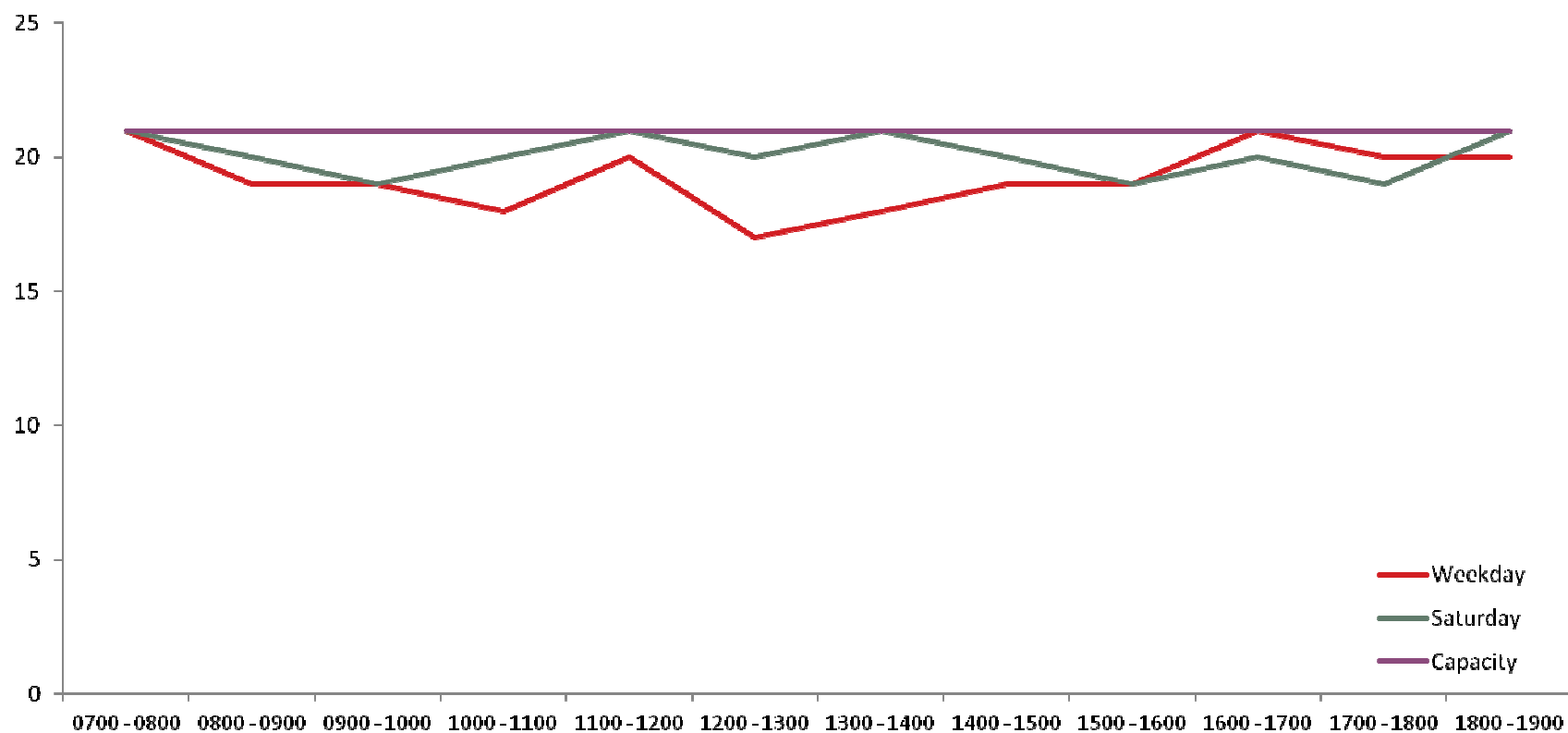
Port Hall Road



Port Hall Street



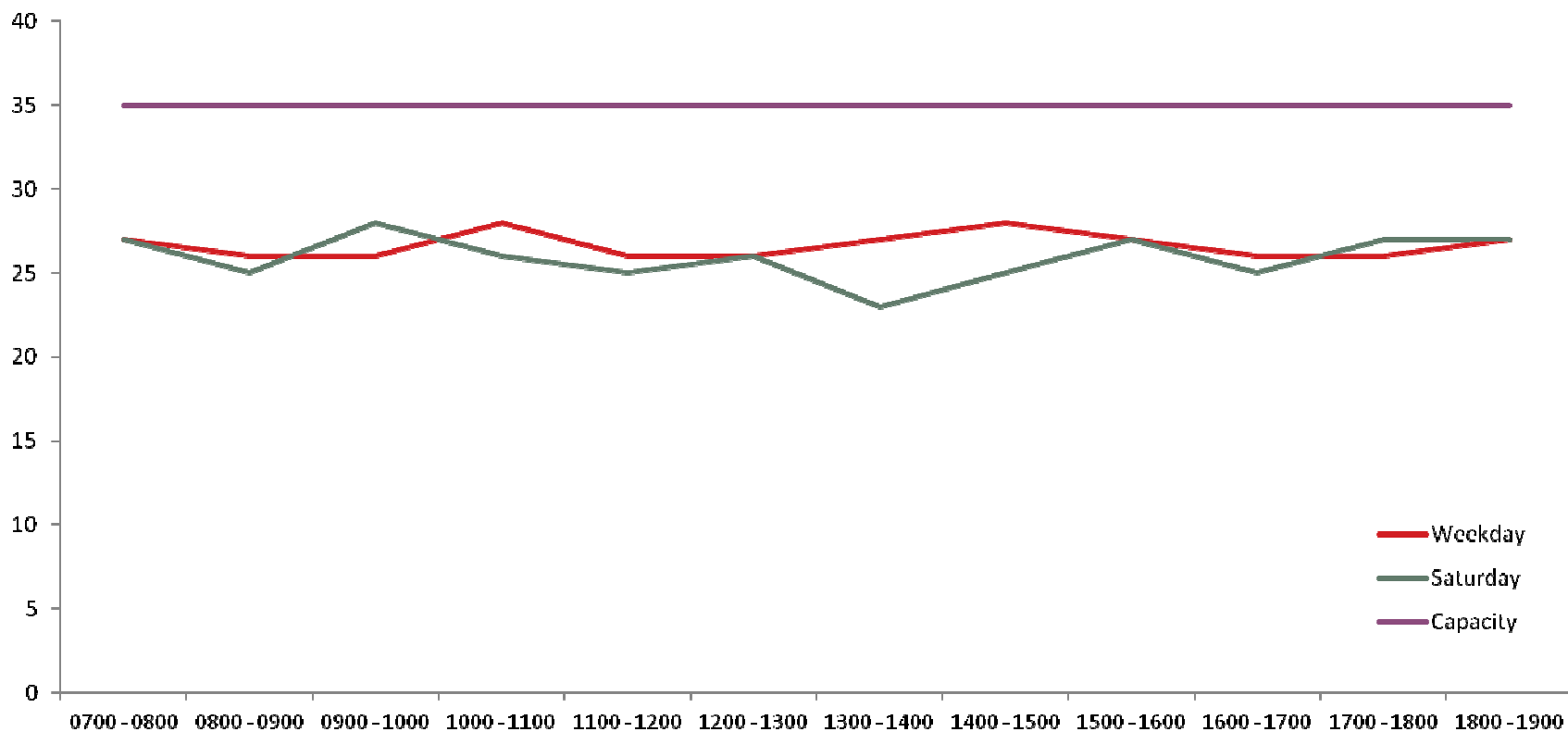
Port Hall Street



Port Hall Place



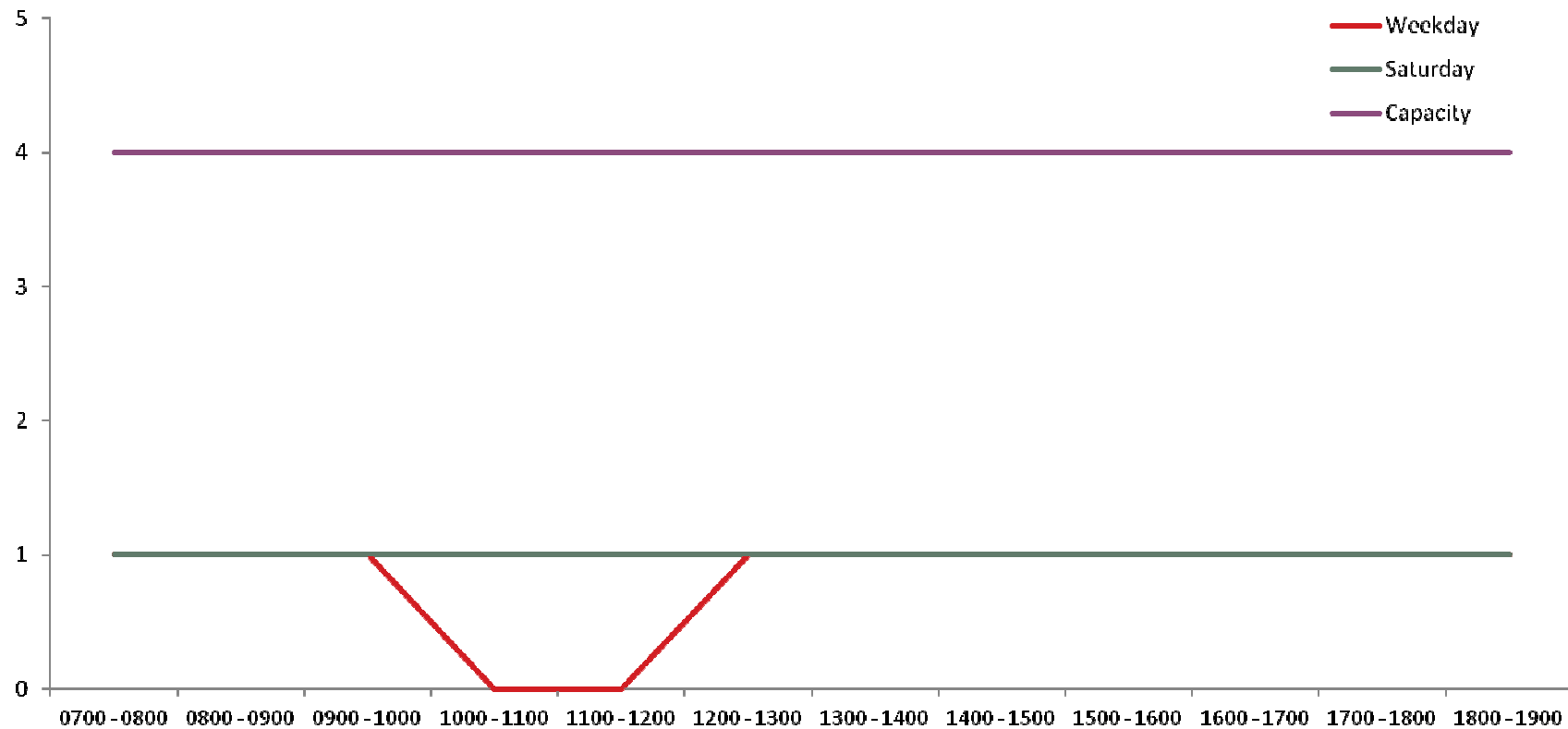
Port Hall Place



Port Hall Avenue



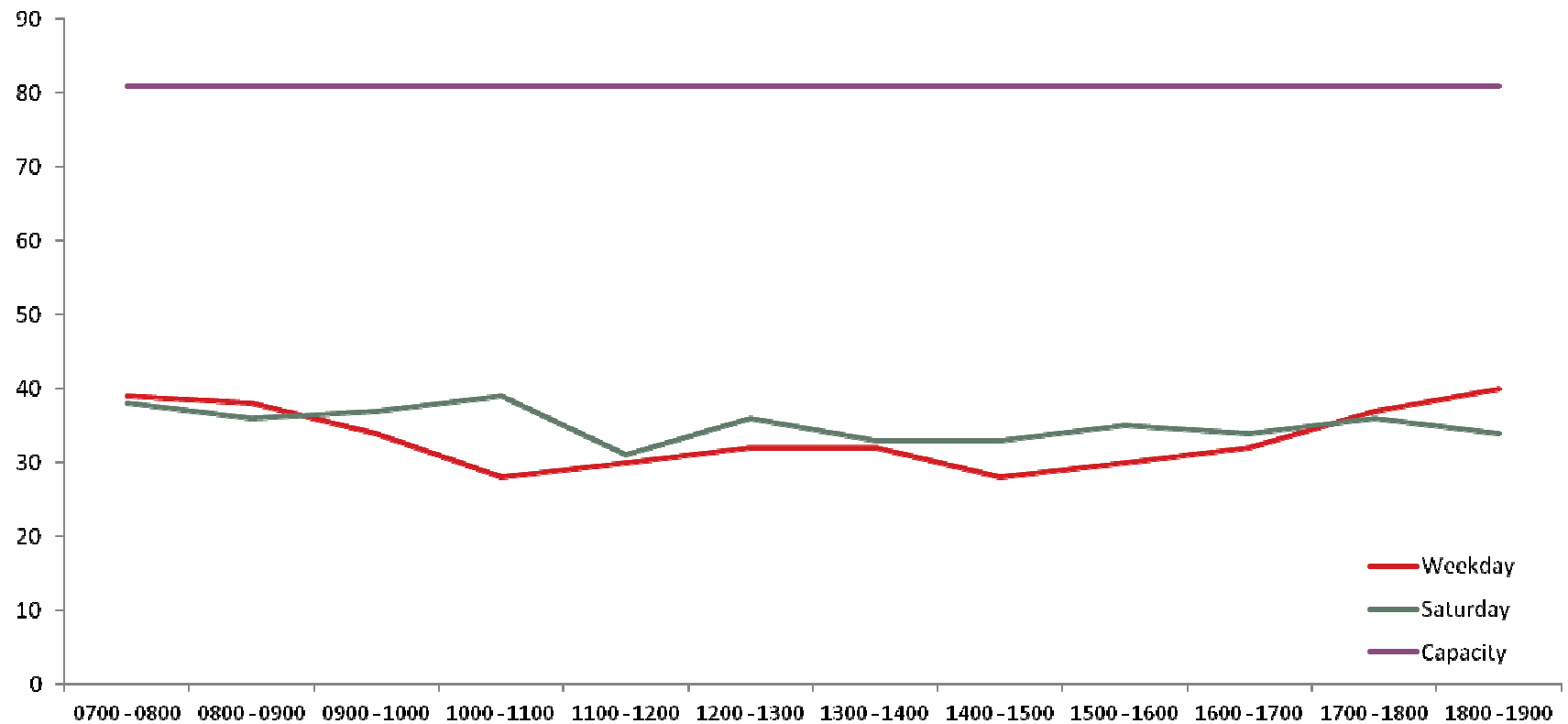
Port Hall Avenue



Chatsworth Road



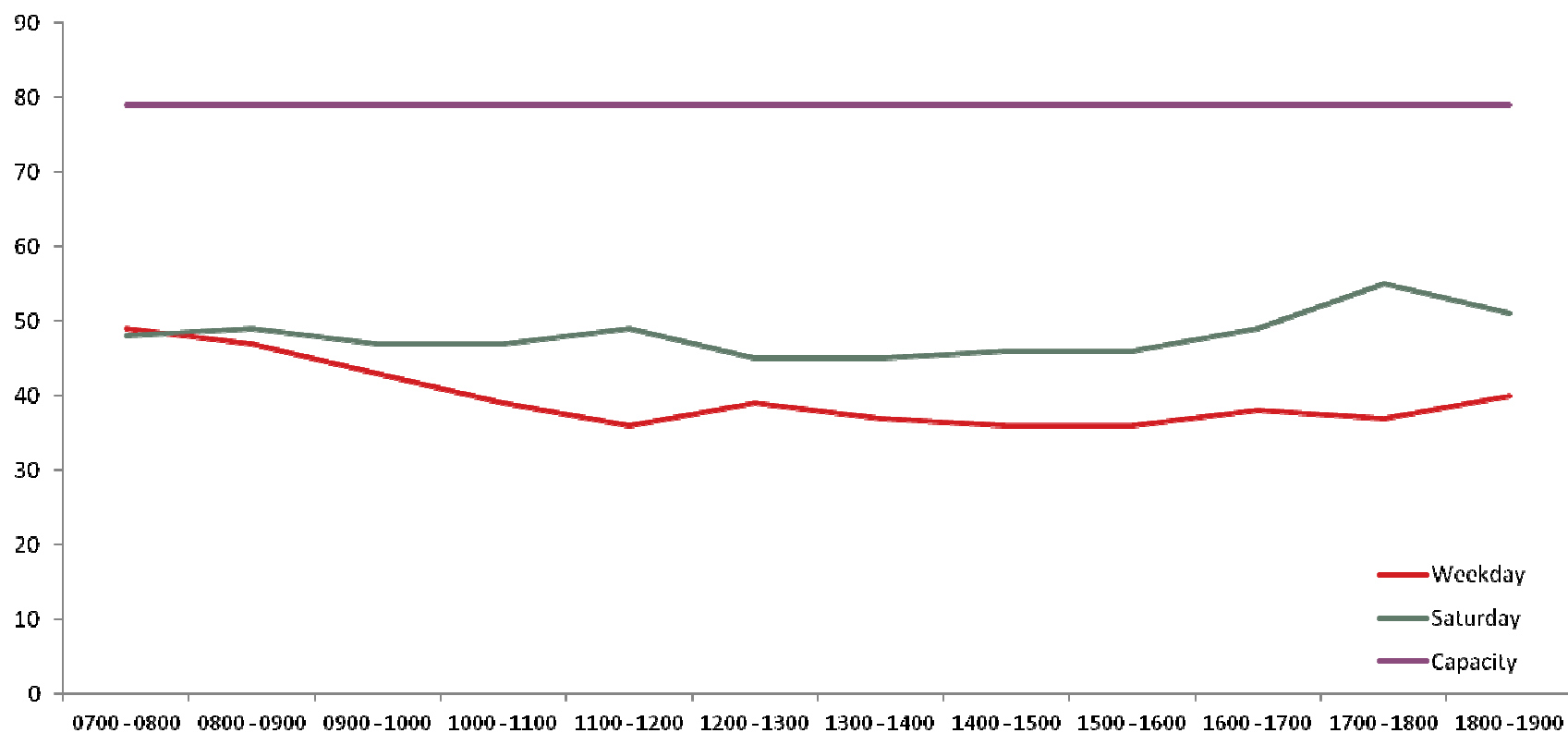
Chatsworth Road



Stafford Road



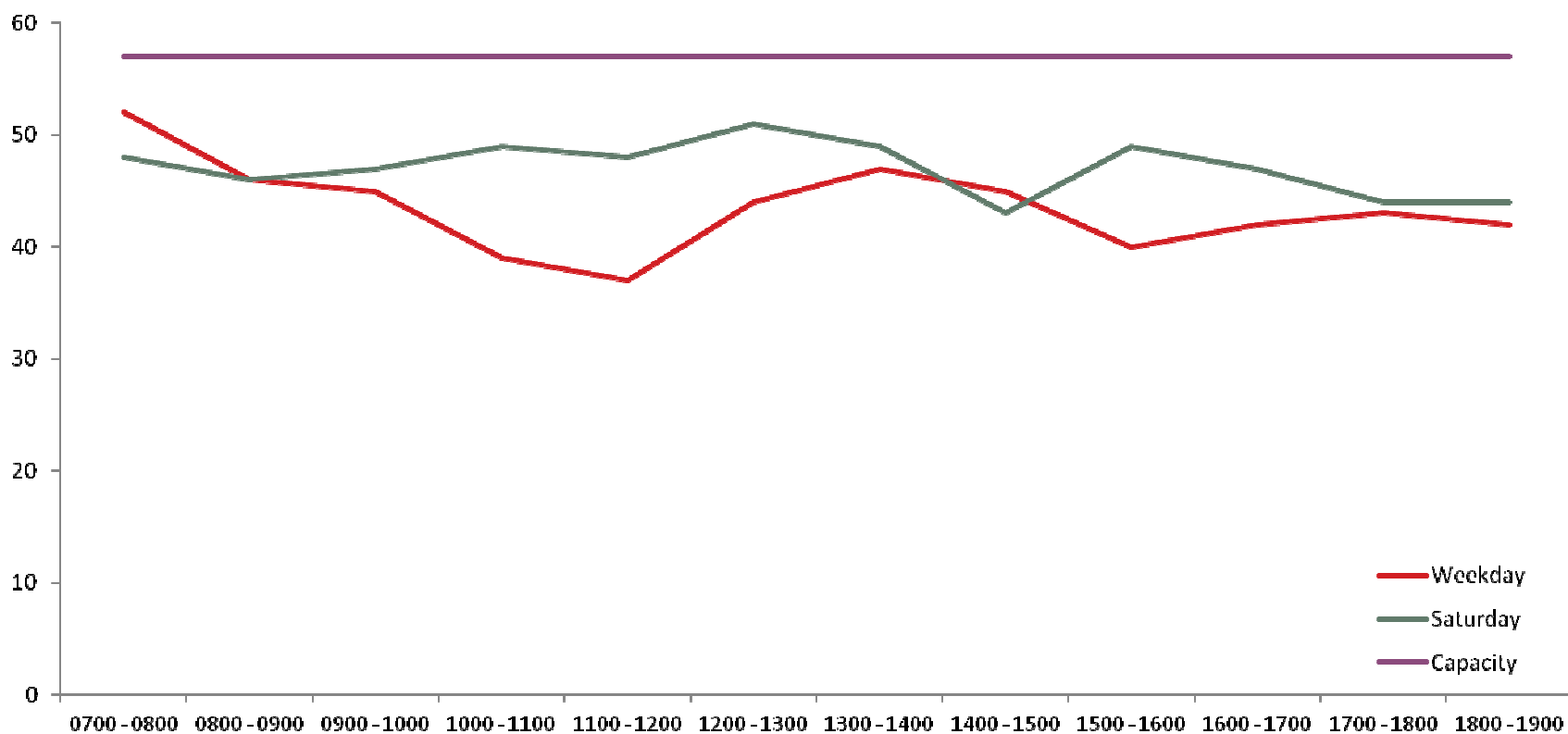
Stafford Road



Exeter Street



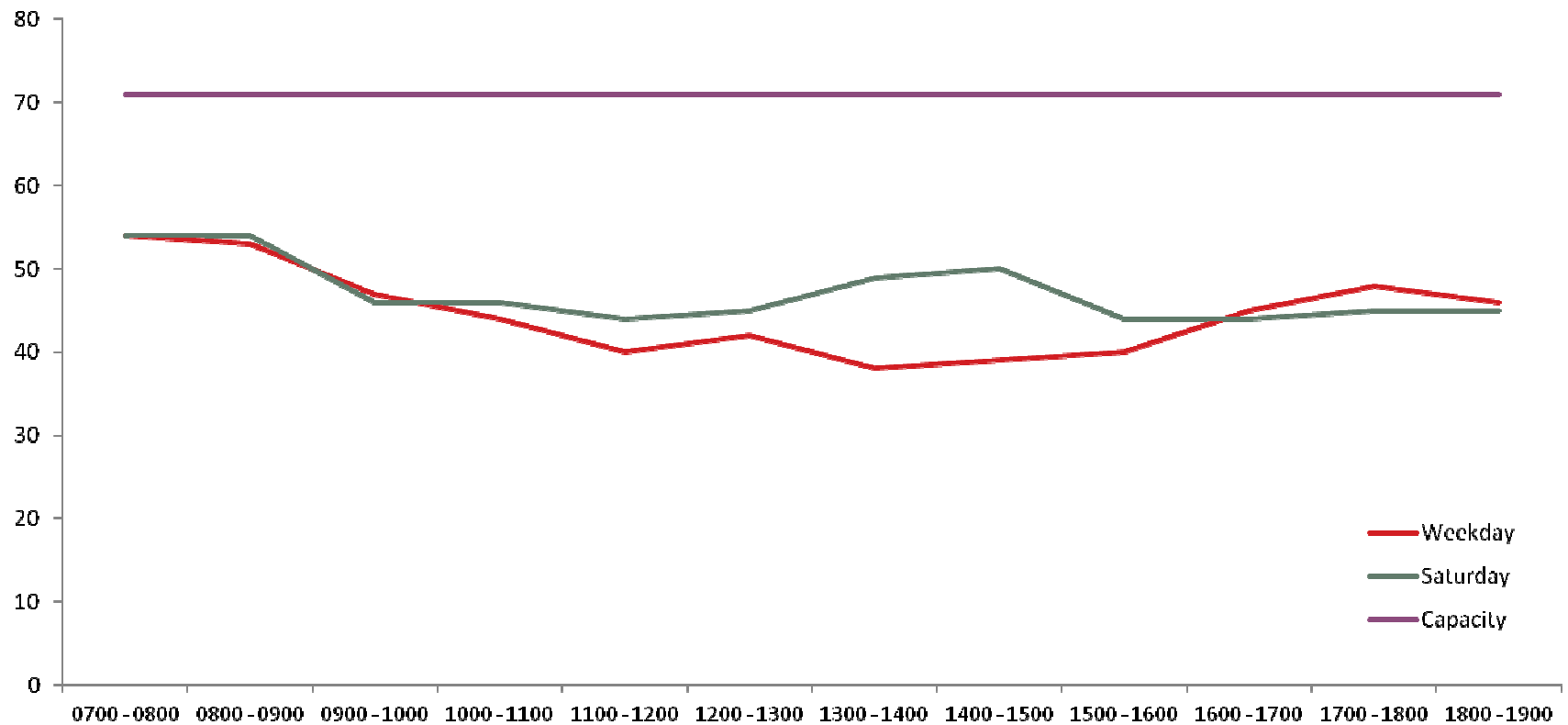
Exeter Street



Coventry Street



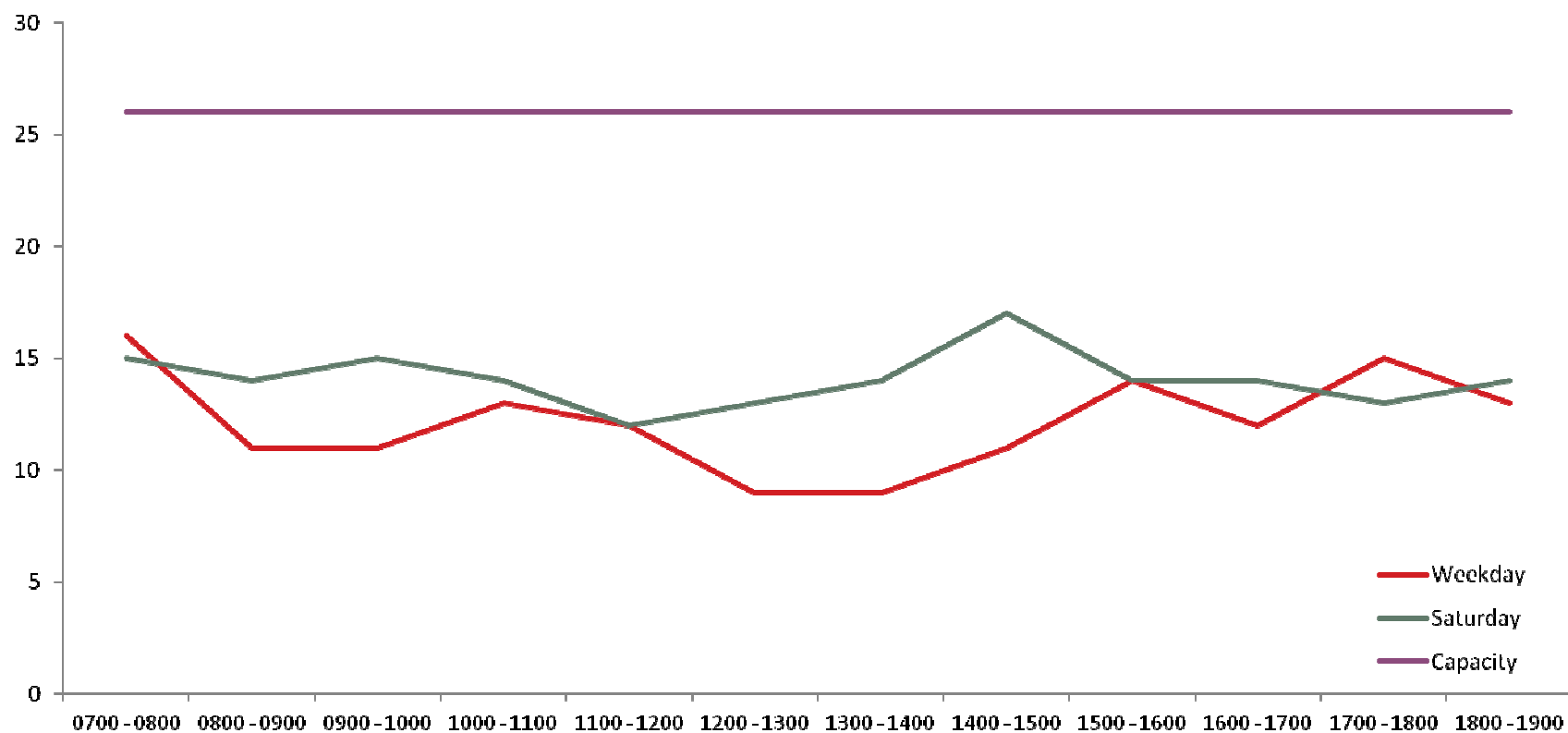
Coventry Street



Upper Hamilton Road



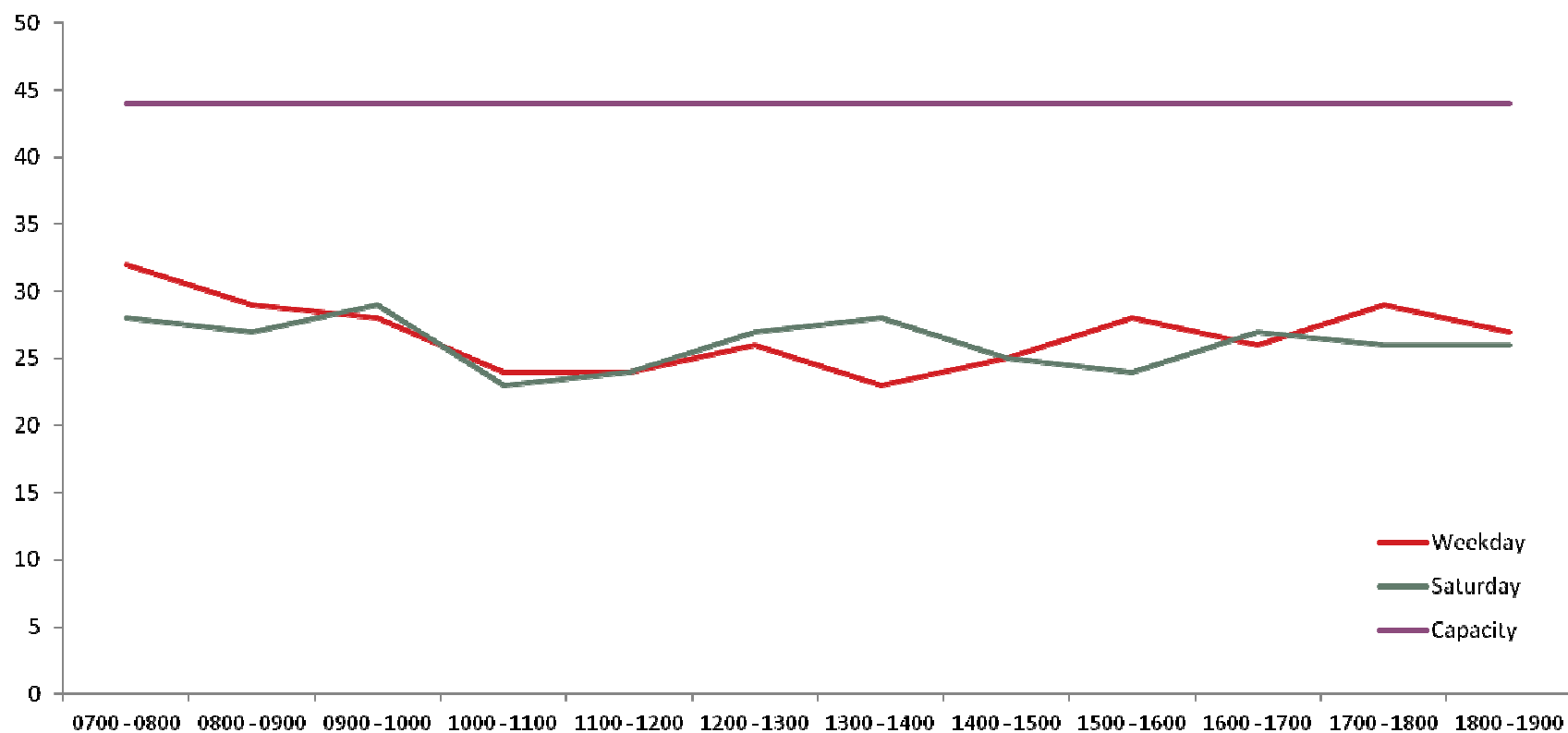
Upper Hamilton Road



Buxton Road



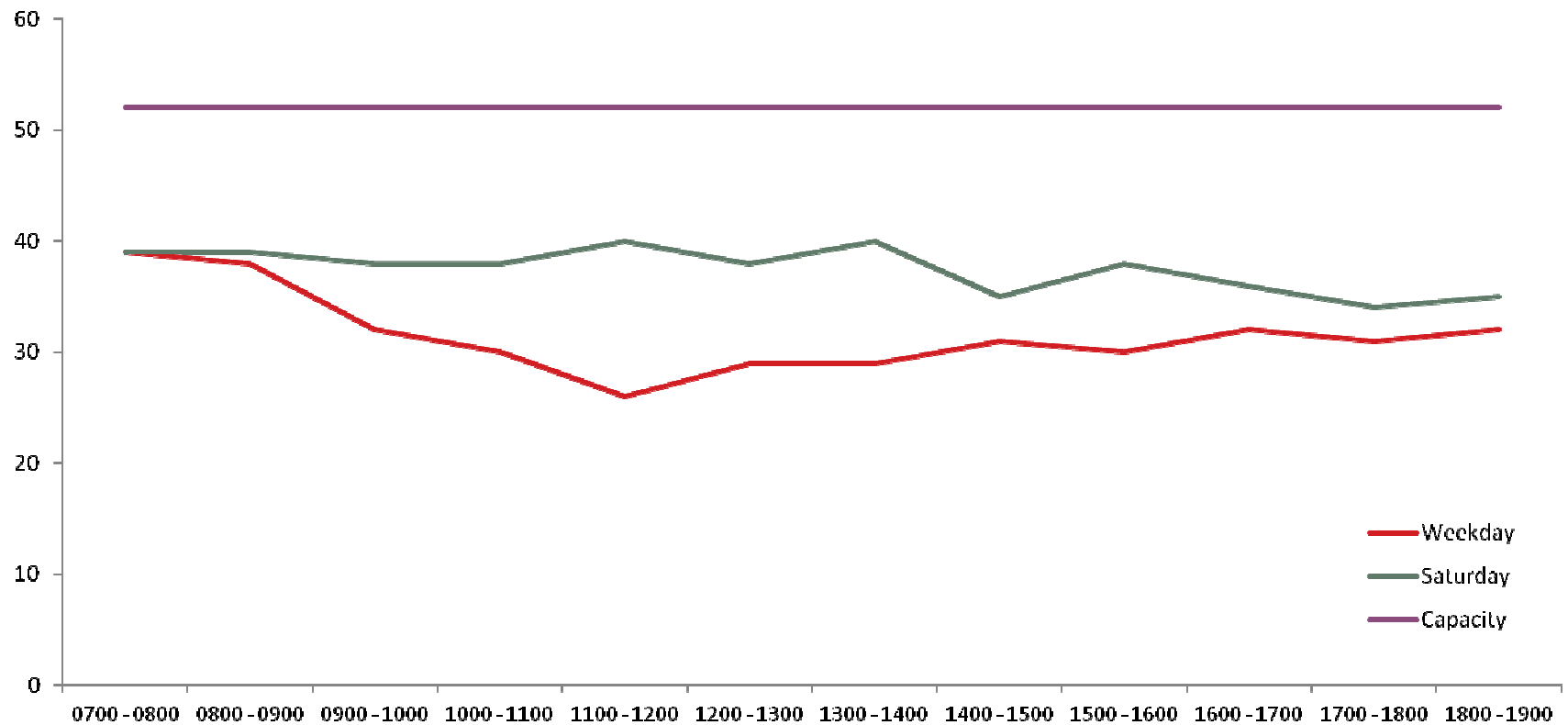
Buxton Road



Lancaster Road



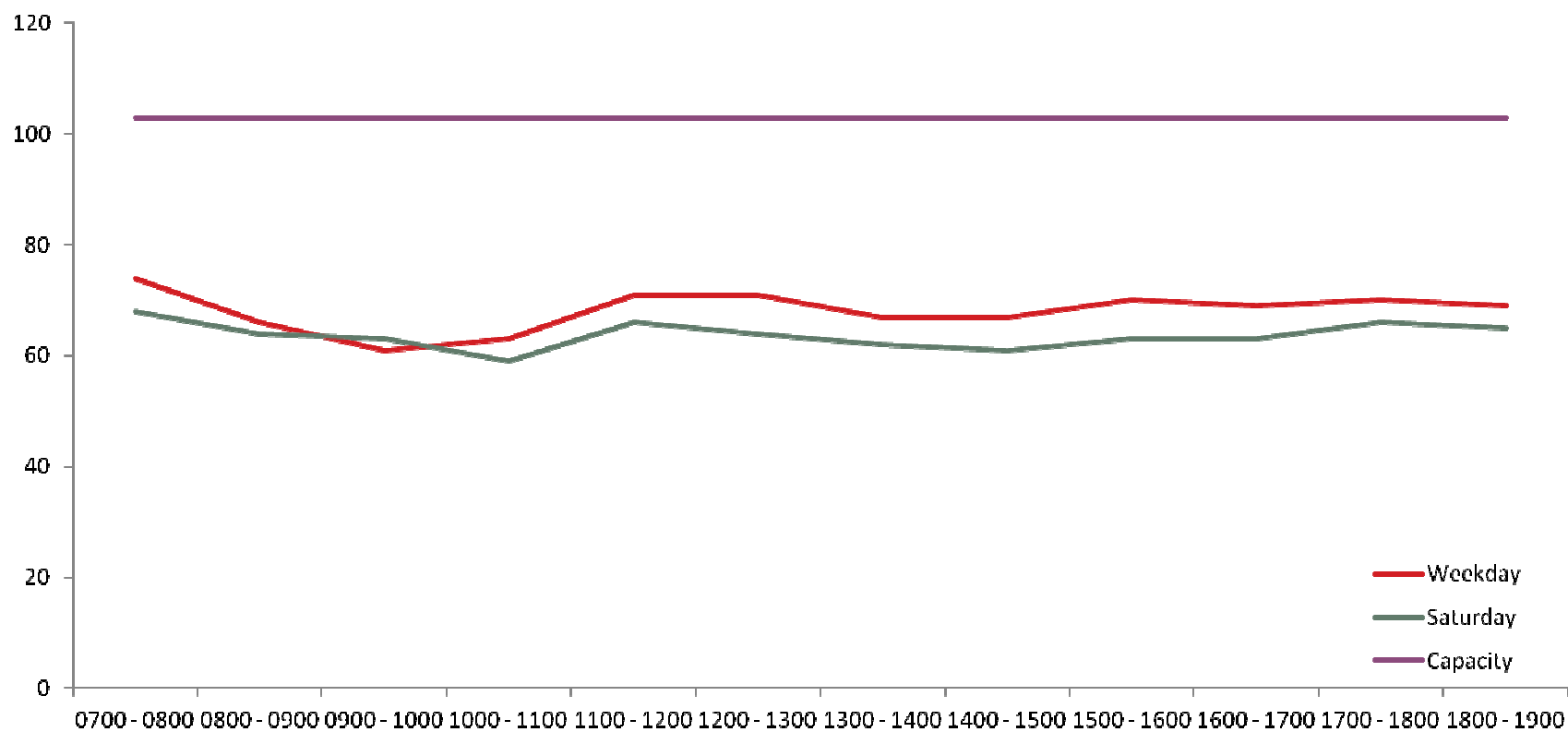
Lancaster Road



Highdown Road



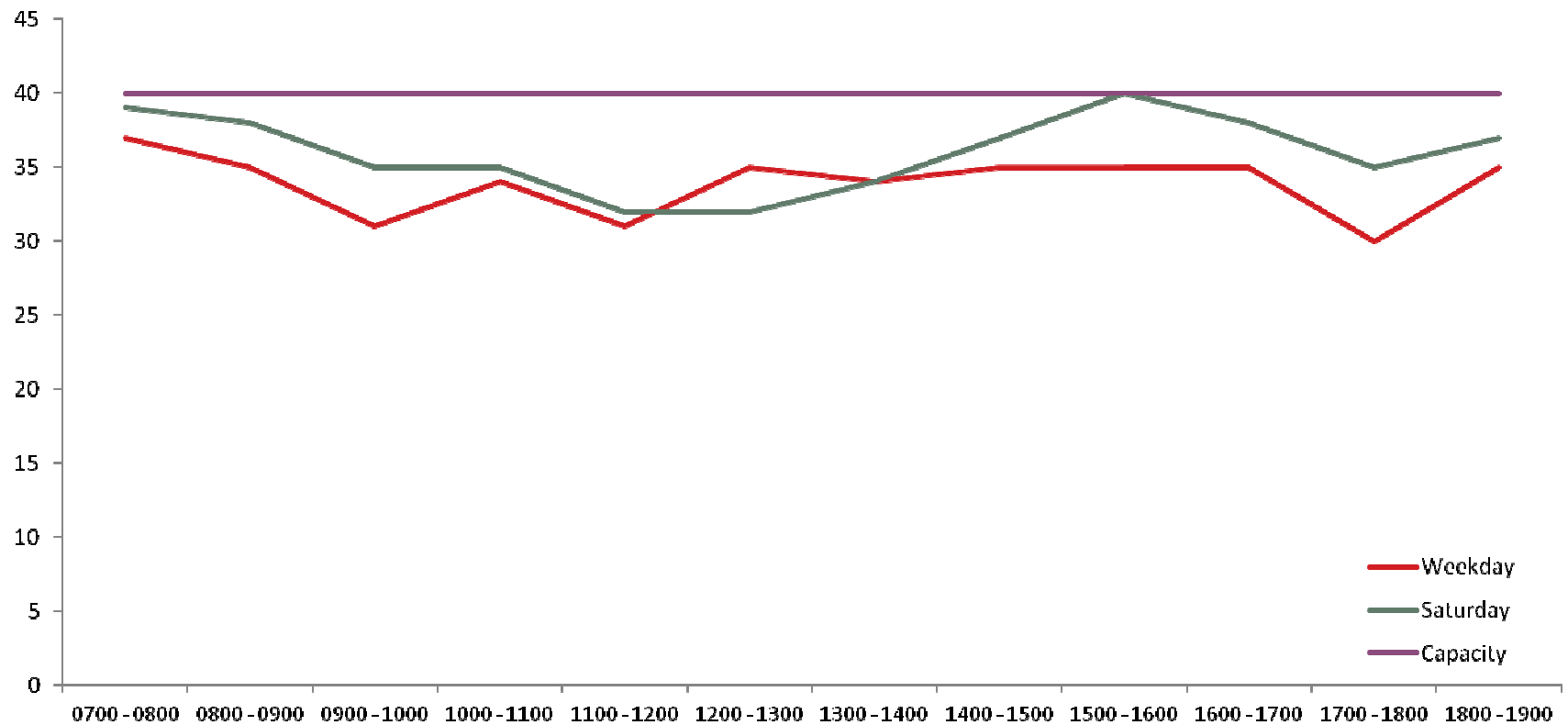
Highdown Road



Cissbury Road



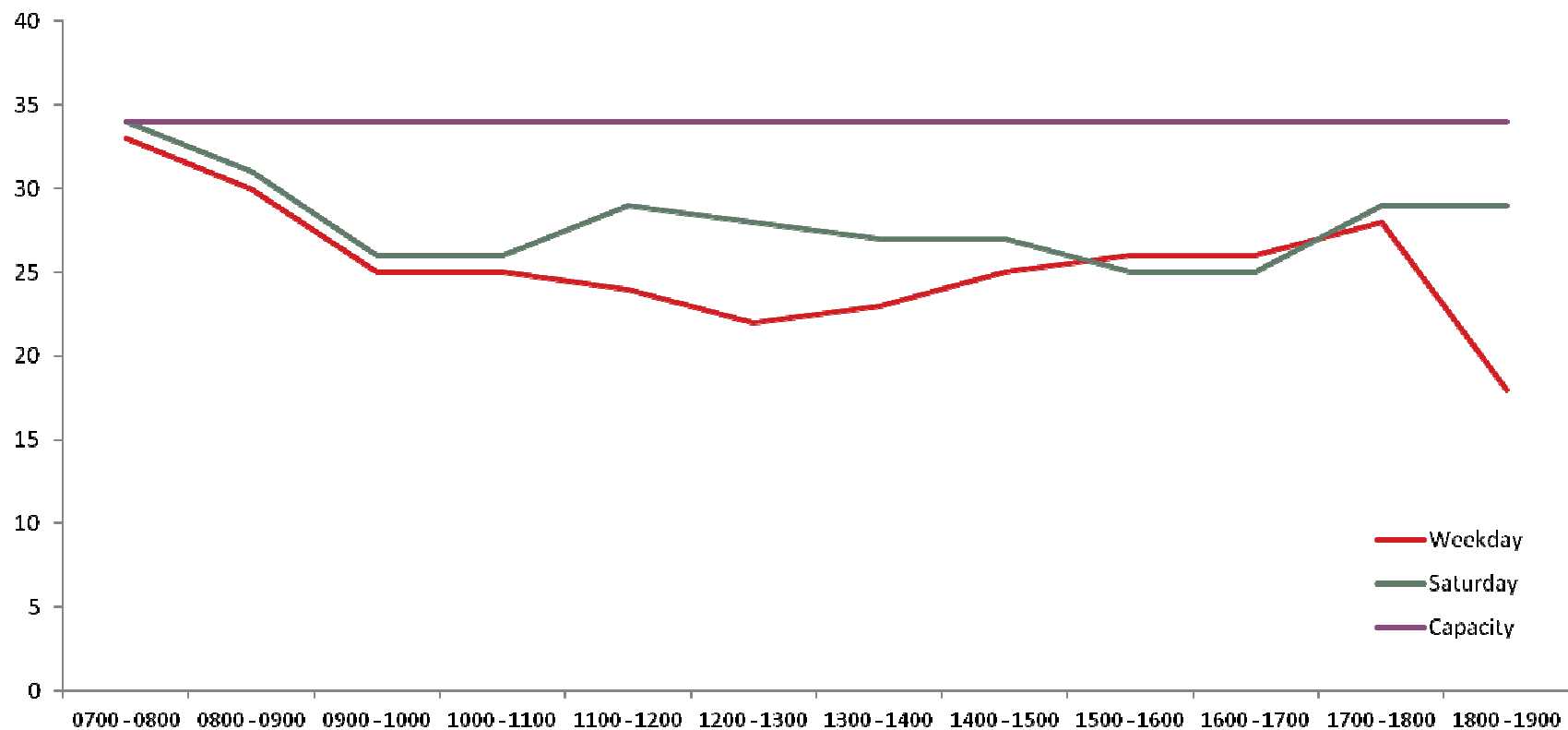
Cissbury Road



Chanctonbury Road



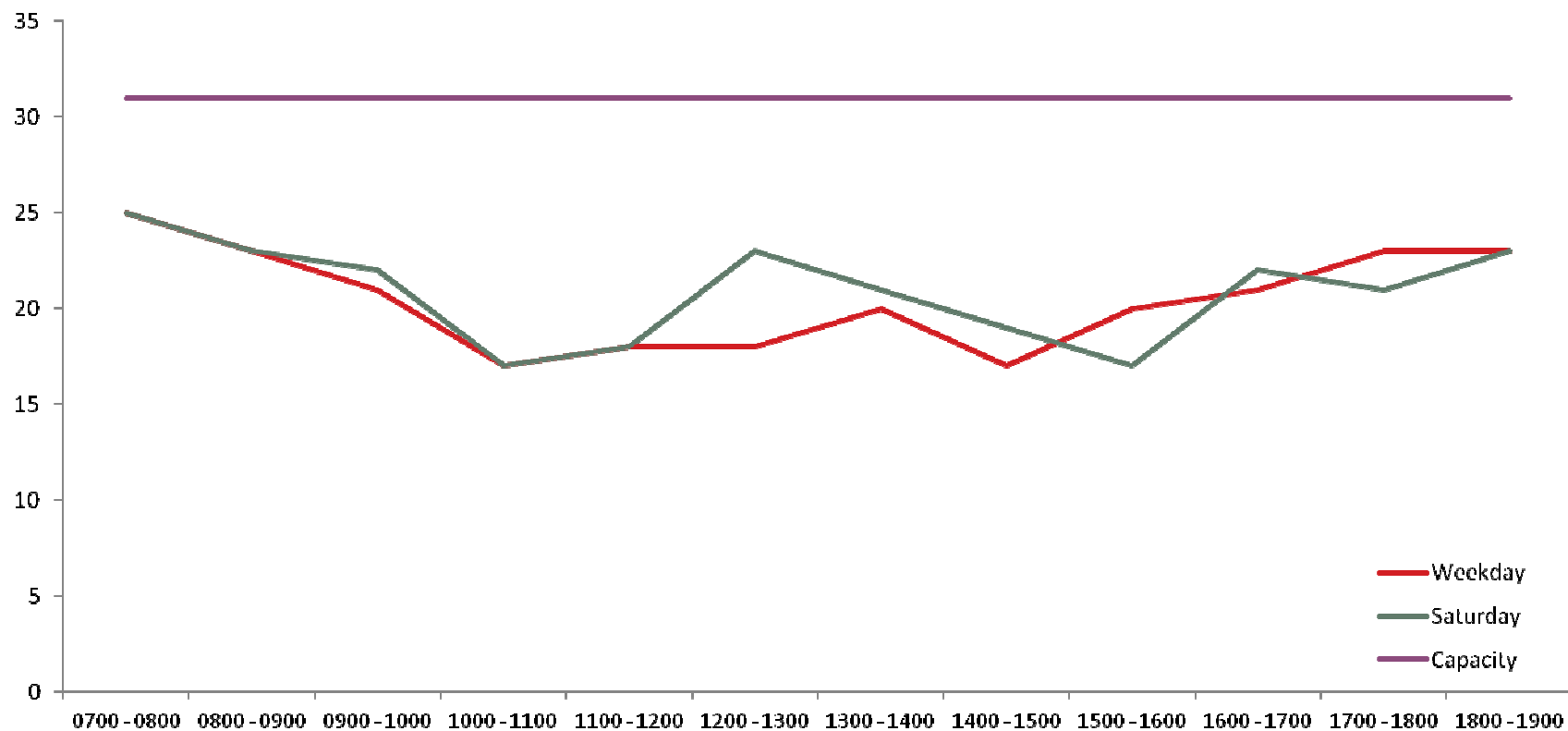
Chanctonbury Road



Wolstonbury Road



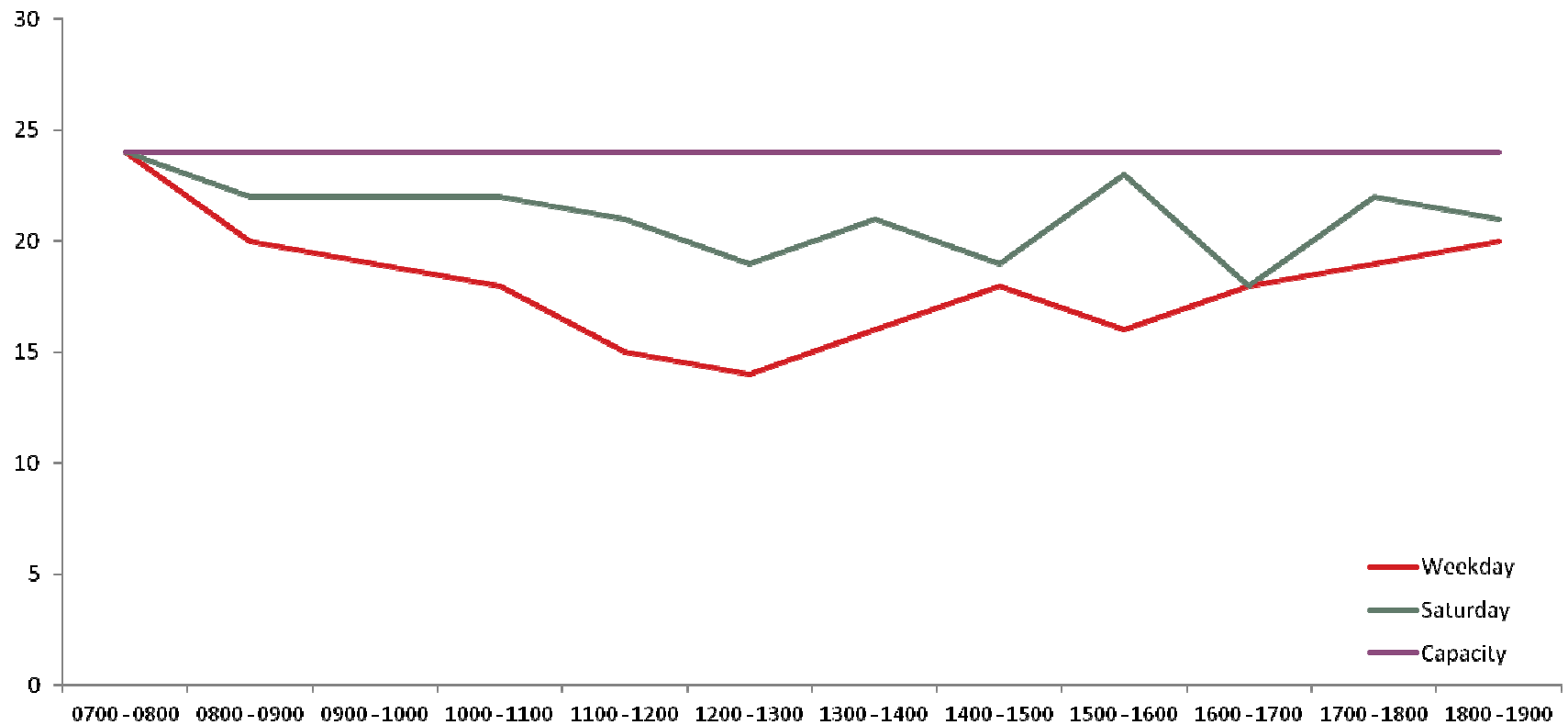
Wolstonbury Road



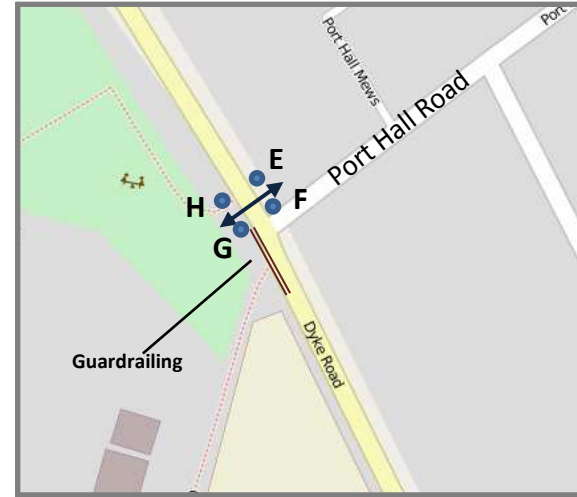
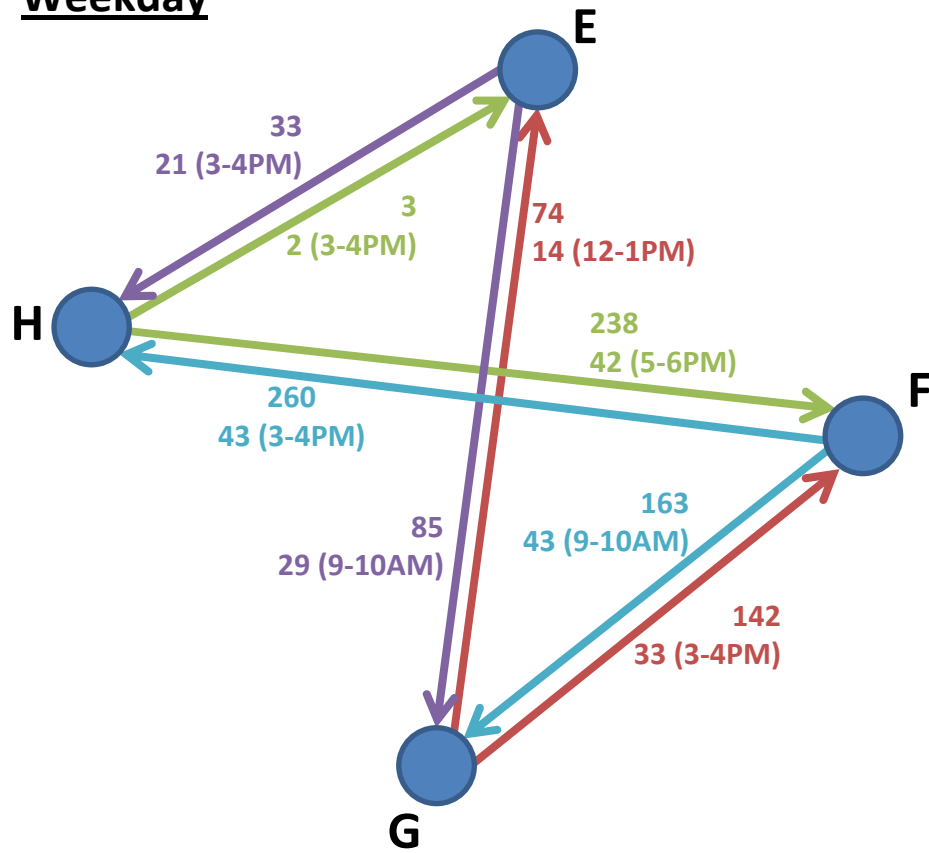
Caburn Road



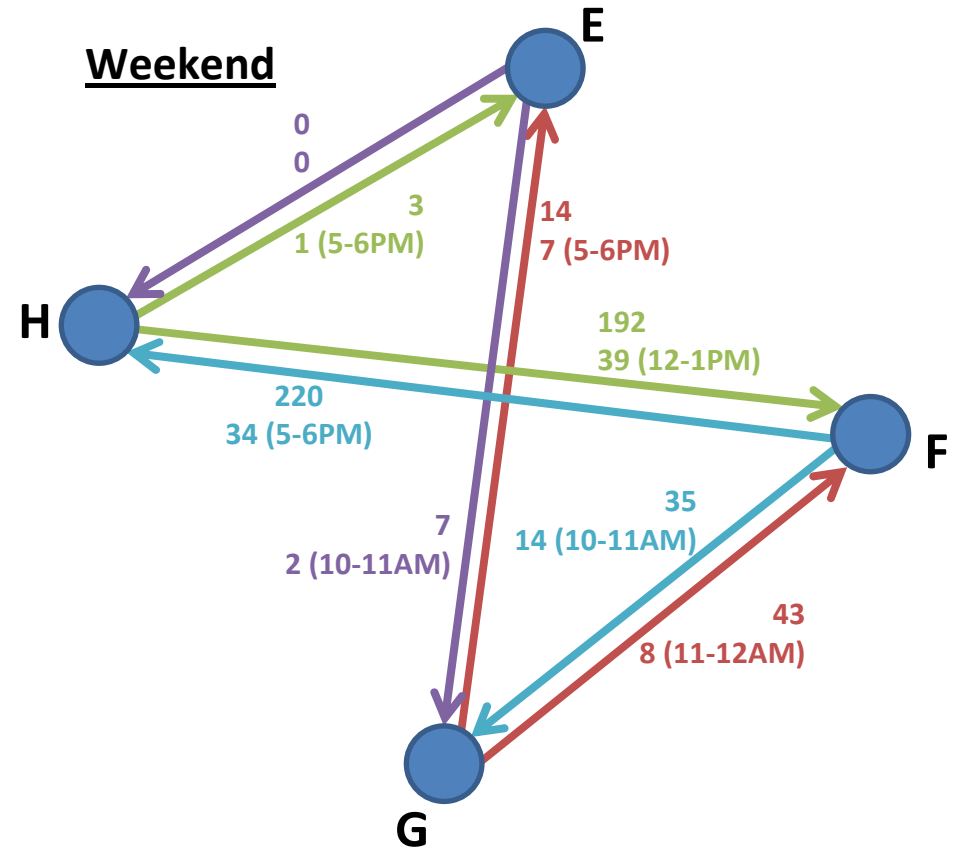
Caburn Road



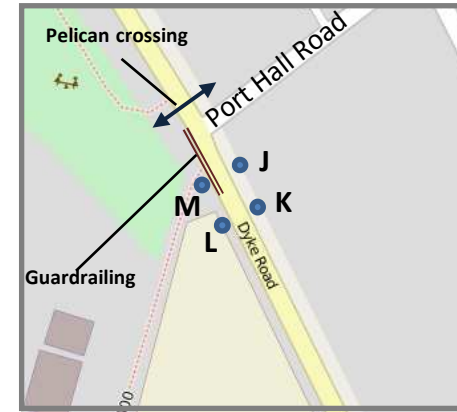
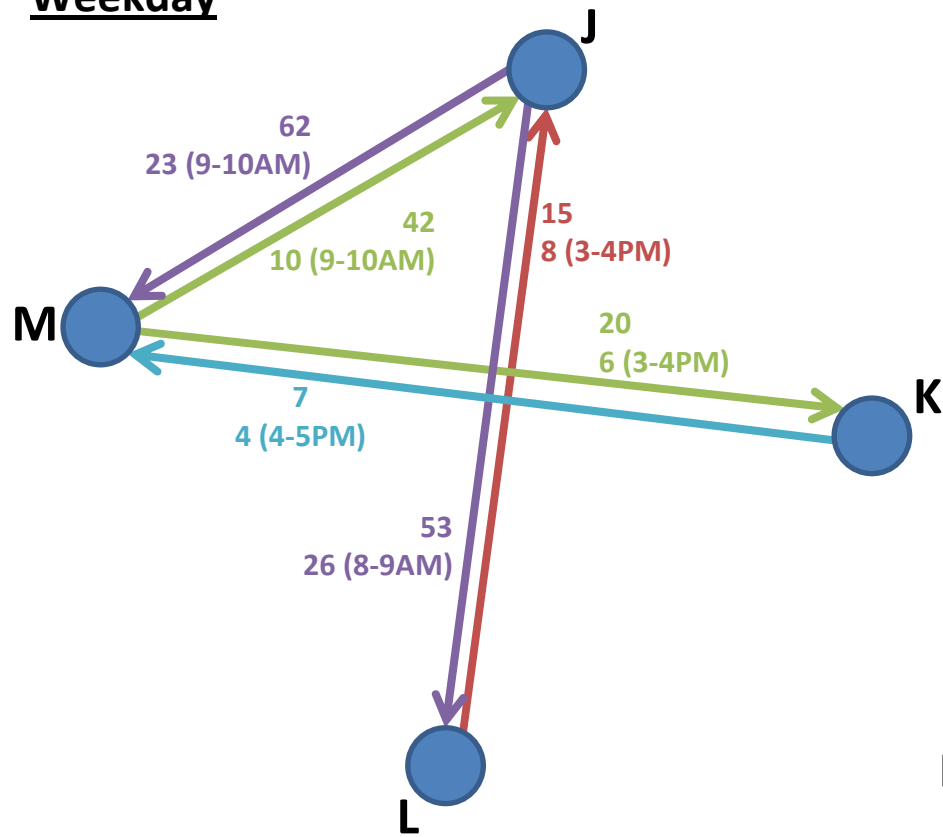
Weekday



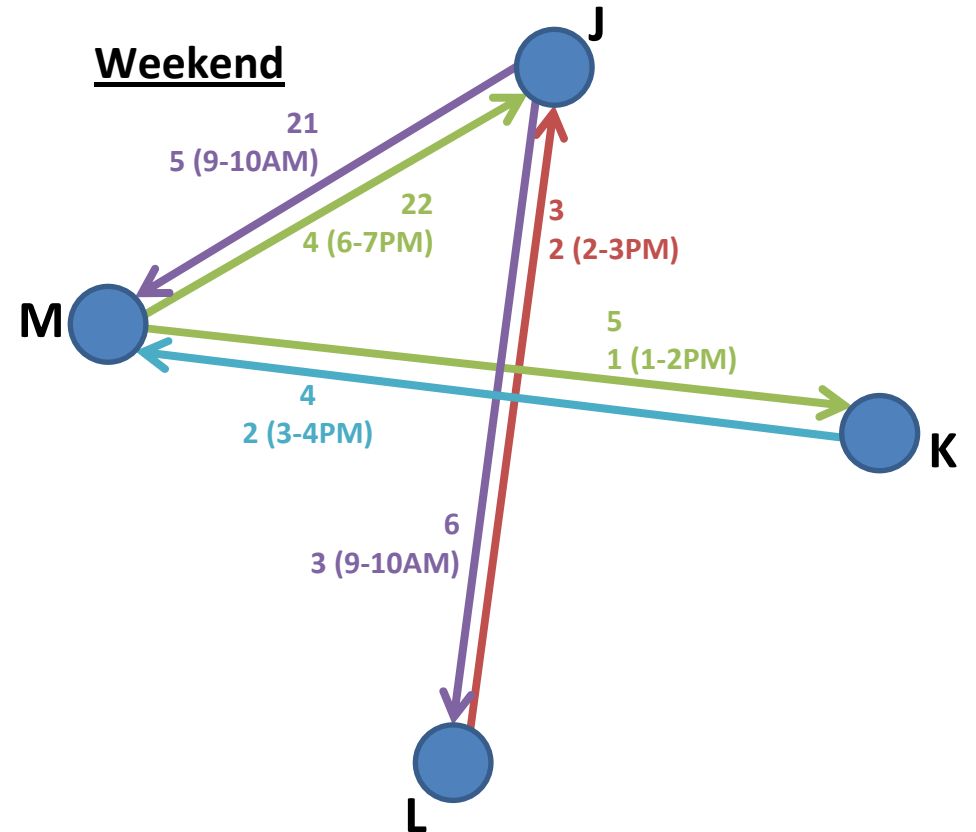
Weekend



Weekday



Weekend



Subject:	Access to the South Downs National Park – Ditchling Road		
Date of Meeting:	8th October 2013		
Report of:	Executive Director of Environment, Development & Housing		
Contact Officer:	Name:	Abby Hone	Tel: 29-0390
	Email:	abby.hone@brighton-hove.gov.uk	
Ward(s) affected:	Patcham and Hollingdean & Stanmer		

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 In 2012 Brighton & Hove City Council (BHCC) were successful in achieving funding from the Local Sustainable Transport Fund Tranche 2. The bid made to Department for Transport was a joint Local Transport Authorities (LTAs) proposal to improve sustainable transport access into the South Downs National Park (SDNP) and New Forest National Park. The project associated with the funding is collectively known as '2 National Parks Local Sustainable Transport Fund' (2NP LSTF).
- 1.2 A number of scheme elements in the bid have been further approved by the 2NP LSTF programme board for their potential to contribute to reducing CO2 emissions and the national park economy. Creating opportunities for people to walk, cycle and use public transport along Ditchling Road was one of the schemes proposed & approved. This report requests permission to proceed with implementation of facilities on Ditchling Road which create an environment to support people walking, cycling and using public transport to access the SDNP.

2. RECOMMENDATIONS:

- 2.1 That the Committee notes the results of the informal consultation, showing 62% support for the proposal to improve the Ditchling Road environment to enable people to walk, cycle and take the bus comfortably to the South Downs National Park and 67% support the proposal to reduce the speed limit on Ditchling Road from 60mph to 40mph along Ditchling Road between Coldean Lane and Woodbourne Avenue and grants permission to proceed with those elements of the scheme not bound by Traffic Regulation or Speed Reduction Order as set out in paragraph 3.11(a) to (f) of the report.
- 2.2 That the Committee grants permission to the Executive Director Environment, Development & Housing to proceed with advertisement of a Speed Reduction Order in relation to the measures set out at paragraph 3.11(g) in the report and that any objections to the Speed Reduction Order are brought to the next Environment and Sustainability Committee for consideration.

- 2.3 That the Committee notes that a report will be brought back to this Committee prior to the introduction of the limit and associated features.
- 2.4 That the Committee instructs officers to submit a report to Policy & Resources Committee recommending that the land adjacent to Ditchling Road, which is currently not available for Highway use, is appropriated for highway purposes.
- 2.5 That the Committee instructs officers to investigate the legal and regulatory requirements necessary for the introduction of open grazing and to bring a further report to ETS Committee with the outcome of the investigations and any subsequent recommendations.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 On 6th February 2013 a report was taken to Environment and Sustainability Committee formally requesting that the committee note the success of the Sustainable Transport Solutions for England's Two Newest National Parks bid (aka 2NP LSTF) and support its continued development. The local project proposals for Brighton & Hove were in the appendices of that report, including walking & cycling improvements at Ditchling Road.
- 3.2 Successful proposals were those judged to perform well against the twin objectives of supporting the local economy and facilitating economic development, and of reducing carbon emissions. If proposals met these initial criteria, they were also scored on their potential to deliver wider social and economic benefits, to improve safety, to bring about improvements to air quality, or to promote increased levels of physical activity.
- 3.4 The New Forest and the South Downs are England's two newest National Parks. They provide energising green spaces for leisure and recreation within densely populated South East England, generating 53 million visitor days a year. The South Downs is a short distance from a number of urban areas, of which the largest are Portsmouth, Winchester, Brighton and Eastbourne. These urban centres also function as important employment, education and retail destinations for the local communities.
- 3.5 Visitor numbers to the parks are concentrated largely in seasonal influxes such as summer weekends and school holiday periods. This influx of car-borne visitors threatens many of the special qualities that draw both residents and visitors to the two National Parks in the first place. Air and water pollution levels rise; habitats and landscape character are threatened by vehicle encroachment; tranquillity is broken by traffic noise; and the wider impacts of transport emissions and their contribution to climate change are already being seen in changing ecosystems, migration patterns and other critical aspects of species and habitat survival. The numerous roads, railways, and other transport infrastructure within National Parks need to be managed carefully given the sensitive nature of these environments.

- 3.6 In 2003, 71% of staying visitors and 87% of day visitors travelled to the South Downs National Park by private car. For the South Downs, this generates an additional 33million two way car trips per year on the local road network. These trips bring some economic benefits but also have adverse effects on the local environment with queuing traffic, reduced tranquillity and severance.
- 3.7 63% of the working population living in the South Downs travel to work by car with an average journey of 19.6 km representing 7.76 million two way car trips each year. There are high levels of car ownership in the South Downs (85% with one or more cars and 44% with two or more). This results in high dependency on private vehicles for trips that contribute to the overall traffic movements in the Parks. In the South Downs, 57% of all transport CO2 emissions are the result of day visitors travelling to, from and around the park by car. This was almost double the next biggest source of CO2 emissions, which is residents' car travel (30%).
- 3.8 The headline objective for the bid is to:
- 'Develop and promote sustainable access to and within the two national parks in ways that protect and enhance the Parks' natural beauty, cultural heritage and wildlife, provide opportunities for understanding and enjoyment and, wherever possible, support social and economic well-being for all.'
- The SDNP Authority want visitors to feel that there are lots of great ways of enjoying their visit to the park that do not require a car and to establish a new social norm, so that people feel positive about leaving their cars at home and feel that other people like them also use sustainable modes. In the South Downs, a visitor survey in 2011 found there was significant concern about reducing car traffic, traffic calming, and keeping traffic off inappropriate minor roads. In order to keep visitors coming to both National Parks, it is important that such concerns are addressed.
- 3.9 The 2NP LSTF project acknowledges that failure to tackle the problems caused by private motor traffic in the two national parks would threaten their future viability as attractive visitor destinations. As Britain's newest national parks, the SDNP Authority and partners are committed to promoting a type of tourism which makes a positive contribution to our local economies and communities, and provides visitors with a real connection to our landscape and local people. A high quality sustainable travel 'offer' – whether by train, bus, cycle or on foot – is an essential ingredient to attract new visitors. The combined delivery of measures within the bid will ensure that the special landscapes of the SDNP remain accessible and welcoming whilst ensuring that they remain protected and open for enjoyment and understanding by future generations.

3.10 The proposed improvements for Ditchling Road are designed to create a safe and welcoming environment which positively encourages and supports people to walk, cycle and take the bus or indeed a combination of those transport options. From Woodbourne Avenue to Coldean Lane, Ditchling Road and the green spaces either side are fully within the South Downs National Park boundary. This section of road also has a poor casualty record with two fatalities, two serious and 4 slight injuries recorded in the last 3 years. Traffic speed was cited as a contributory factor in half of the collisions above.

3.11 The current proposals for Ditchling Road include the following elements:

- (a) Introduction of a gravel surface (self-binding) shared cycle and pedestrian path on the west grass verge area
- (b) Removing lining to encourage a reduction in speed
- (c) Introduction of courtesy crossings where they are most needed
- (d) Improving bus stop provision on the east and west side of the road
- (e) Improving lay-bys to protect wildlife areas
- (f) Creating wildflower areas for wildlife and bees
- (g) Speed limit reduction from 60mph to 40mph

3.12 Proposals requiring further investigation;-

- Livestock grids to allow for open grazing in future and clearly identify the national park

4. COMMUNITY ENGAGEMENT AND CONSULTATION

4.1 The proposals to improve sustainable access to the SDNP were first brought to the attention of Environment and Sustainability Committee on 6th February 2013. The appendices to the report highlighted the schemes which had also been agreed by the 2NP LSTF Programme Board, including cycle and pedestrian facilities at Ditchling Road.

4.2 Headline consultation results (detailed breakdown of the consultation results is attached in appendix 5) -

- 62% support the proposal to improve the Ditchling Road environment to enable people to walk, cycle and take the bus comfortably to the South Downs National Park
- 67% support the proposal to reduce the speed limit on Ditchling Road from 60mph to 40mph
- 68% support the proposal to improve the bus stops and crossing points
- 64% support improvements to lay-bys and the introduction of picnic areas

- 4.3 Internal consultation and discussion is ongoing with Estates, Cityparks, (officers involved in management of Hollingbury Golf Course), Biosphere Project officer, Planning, Legal, Public Transport and Road Safety.
- 4.4 External consultation with partners has assisted in developing the initial proposals. Partners from the SDNP Authority assisted in the consultant design agency.
- 4.5 In May 2013 officers attended Hollingbury LAT meeting to talk to potential resident consultees. At this meeting suggestions were made about the sort of improvements the community would like to make to the area, and concerns were expressed regarding severance created by traffic and speed on Ditchling Road, particularly to get across from Hollingbury to Wild Park, 39 Acre woods and crossing Coldean Lane to reach the Great Wood at Stanmer. A number of suggestions made by those attending the meeting were explored and developed when drawing up proposals. A subsequent meeting/presentation was held on 30th July which sought opinion on the initial design proposals for Ditchling Road. Invites were emailed to all ward councillors, Hollingbury LAT, Coldean LAT/Residents Group, Trust for Developing Communities, Patcham & Hollingbury Libraries and Old Boat Community Centre, Stanmer Park Stakeholders Group, Stanmer Park Preservation Society and Friends of the Earth. Following this meeting some key themes and priorities emerged.
- Speed reduction is a key element in helping people feel comfortable walking, cycling and crossing the road. Proposals will make walkers and people on bike feel more welcome on the road, and make it clear what type of road it is.
 - Urban/open grazing is seen as a strength, creating identity and changing the feel of the area and contributing to a more biodiverse environment. Livestock grid gates could be used for SDNP signing, marking the entrance to the SDNP
 - Walking from Hollingbury to Falmer Stadium is quicker than getting a bus – crossing Ditchling Road is important.
 - A bus 'flag' at stops gives people confidence to use the bus (people can see timetable on post too), also good for advertising the bus service.
 - Drivers rest laybys should be formalised sensitively to reduce informal verge parking
 - Benches and tables for picnic areas are unlikely to be maintained due to be BHCC budget constraints
 - Proposals will make the area cleaner & less polluted
- 4.6 Informal public consultation began on 19th August for 3 weeks (scheduled closing date 8th September). A press release was sent out and picked up by The Argus and Brighton & Hove News. The flyer notifying interest groups and stakeholders was sent out via email. This included all those invited to 30th July meeting, PTP email networks (LSTF corridor), Sports Development Networks, Sussex and Brighton Universities, Cityparks, Active for Life, Cycling and Walking interest groups, CVSF, Brighton & Hove Wildlife, The Fed, Taxi Forum, Bus Companies, and Emergency Services,. Local Access Forum (LAF) members from both Brighton & Hove and SDNP LAFs have also returned comments. The consultation period was also extended until 15th September following representations from the LAF.

- 4.7 BHCC are obliged to consult with local Police on any proposed change to speed limits as the Police are the enforcement authority. The Police position on schemes such as this is that sufficient measures are put in place in order to make the speed limit self-enforcing. The Police contact from Road Policing has written stating that all the measures being proposed for Ditchling Road should be introduced together as a complete package to give the maximum impact to bring about the desired speed reduction and as such they can support speed limit reduction.
- 4.8 The greatest level of concern for consultees has been the open grazing proposal. Members of the LAF have taken issue with any possible restrictive fencing for moving across and within open spaces, some residents are concerned about the well-being of livestock, type of livestock, safety for motor vehicle users and the ability to let dogs off-lead. Some LAF members support the proposal and officers with responsibility for biodiversity are in also in favour. Sussex Police see the introduction of livestock as part of the speed reducing 'package'. The tenant farmer would be happy to farm across the highway should the speed reduction be in place. Cityparks colleagues states there is only value in open grazing if it is across the highway.
- 4.9 In order for open grazing to be permissible, it would be necessary to undertake research to evidence that the area is unenclosed land where open grazing has taken place in the past or that fencing is not customary. Evidence of historical open grazing would be required. It is proposed that officers undertake further research to gather the relevant data that would be required to enable open grazing to take place lawfully and to report back to Committee with this information.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 Capital costs of the proposals will be funded from £0.337m of Linking Communities funding from the Department of Transport, £0.075m of Local Sustainable Transport Fund and £0.025m from the 2013-14 Local Transport Plan capital programme. The cost of officer time associated to the scheme will be met from the existing Transport Planning revenue budget.

The financial implications in relation to appropriation of land for highway purposes will be reported in the proposed report to Policy & Resources committee.

Finance Officer Consulted: Steve Bedford

Date: 18/09/13

Legal Implications:

- 5.2 The Council has power under the Highways Act 1980, following consultation with such owners and occupiers as it thinks appropriate, to install and maintain cattle grids where it considers it expedient so to do for controlling the passage of

animals along the highway. It also has the power to construct cycle tracks by the side of a road that consists of or comprises (i.e. includes) a carriageway. Some appropriation of BHCC estates land is required for highway use & is currently in the tenancy agreement of a tenant farmer. A deed of surrender will need to be arranged through BHCC Estates team and a report to P&R committee making clear any further implications.

The Council regulates traffic by means of orders made under the Road Traffic Regulation Act 1984. Procedural regulations require public notice of orders to be given and any person may object to the making of an order. Any unresolved objections to an order must be considered by the Transport and Sustainability Committee before it can be made.

In carrying out consultation the Council is under a general duty to ensure that any consultation is fair. This means that it must be carried out when proposals are being formulated, that adequate time and information about proposals must be given to consultees to ensure that they can provide a proper response, and that any consultation responses must be properly considered in reaching the decision.

The Council is under a legal duty as a public authority to consider the human rights implications of its actions. Parking and traffic restrictions have the potential to affect the right to respect for family and private life and the right to protection of property. These are qualified rights and therefore there can be interference with them where this is necessary, proportionate and for a legitimate aim.

Lawyer Consulted:

Carl Hearsum

Date: 13/09/13

Equalities Implications:

- 5.3 An EIA will be carried out alongside other assessments required for planning permission by the South Downs National Park Authority.

Sustainability Implications:

- 5.4 The measures outlined in this report will promote and encourage greater use of sustainable transport, and particularly overcome current barriers to walking, cycling, and bus use. It is predicted that reductions in travel by private car would result from implementation of the scheme, with people instead choosing to travel by walking, cycling or bus due to their increased attractiveness and viability made possible through the improvements identified. The scheme will seek to enhance health by encouraging active travel amongst local people.

Crime & Disorder Implications:

- 5.5 The scheme as proposed is likely to have a positive impact on reducing road casualties highlighted and increase natural surveillance by encouraging more people on foot and on bike to use the area.

Risk and Opportunity Management Implications:

- 5.6 The main risks include the potential for the project costs to exceed the available budget and the risk of any identified enhancements having unforeseen negative consequences when implemented. The risks are being mitigated by a careful design process, taking heed from the consultation process in the first instance.

Further funding for Ditchling Road has been awarded from the 'Linking Communities'

Public Health Implications:

- 5.7 There is a clear need to improve public health by increasing ease of access to travel actively for both utility and leisure trips. Creating an environment which carefully supports people to travel in a sustainable, active way along Ditchling Road will help BHCC meet its obligations. Increasing the number of pedestrians and cyclists and encouraging greater use of public transport will directly lead to improved public health through increasing the amount of exercise undertaken by local people. Reducing the number of people travelling by private vehicle will also lead to an improvement in air quality which in turn will improve public health.

Corporate / Citywide Implications:

- 5.8 Creating an environment conducive to walking & cycling along Ditchling Road, into the South Downs National Park meets LTP3 objectives to:
- Create safe and attractive streets and places that everyone can use responsibly
 - Enable greater access to a wide range of goods, services, and places, including the city's natural environment.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 Brighton & Hove is constrained by its' city boundaries, the boundaries of the SDNP and the sea. Ditchling Road is a main radial route from the centre out to where the city boundary meets or falls within the SDNP. Other radial routes have some form of cycling and walking facilities to provide support for sustainable transport users, unlike Ditchling Road.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 There are very clear benefits to implementation of facilities to support walking, cycling and public transport while also bringing a safer environment through speed reduction measures to support the introduction of a 40mph speed limit, many of which have been highlighted in this report.
- 7.2 The consultation results show overall support for the proposals.

SUPPORTING DOCUMENTATION

Appendices:

1. Scheme plan
2. General layout x-section
3. Photoshop impression no. 1

4. Photoshop impression no.2
5. Consultation results report

Documents in Members' Rooms

None.

Background Documents

1. Bid to DfT LSTF fund (Tranche 2) – 2NP LSTF
2. Local Transport Plan 2011 – Brighton & Hove City Council



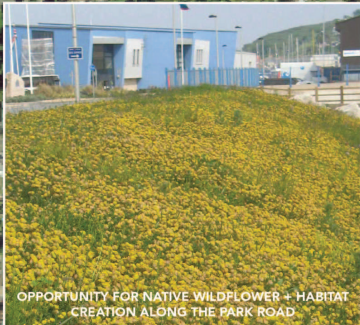
1
IMPROVED CONNECTION
ACROSS COLDEAN
LANE WITH OPTION OF
INTRODUCING A FORMAL
SIGNALISED CROSSING



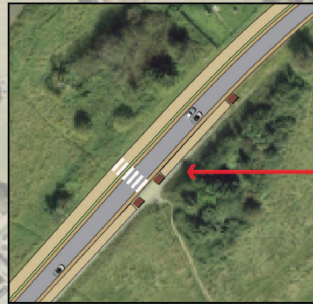
**DITCHLING ROAD PEDESTRIAN
+ CYCLING IMPROVEMENTS**



2
PERMANENT BUS STOPS
ADDED FOR THE
NUMBER 79 BUS



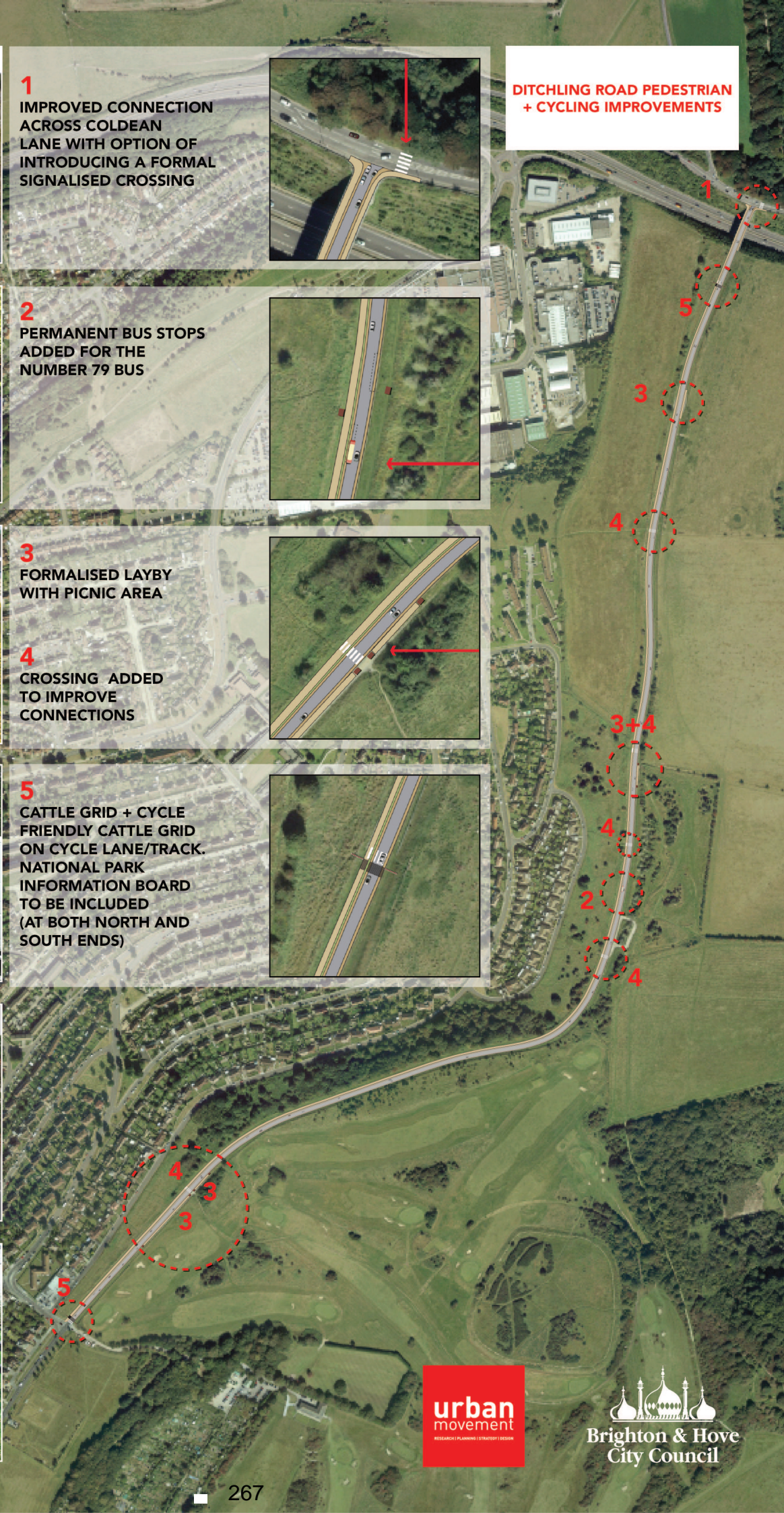
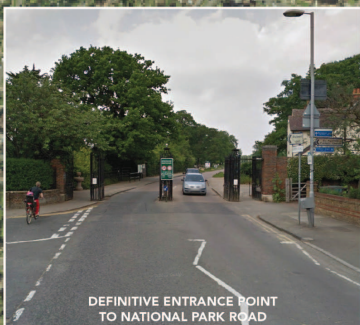
3
FORMALISED LAYBY
WITH PICNIC AREA



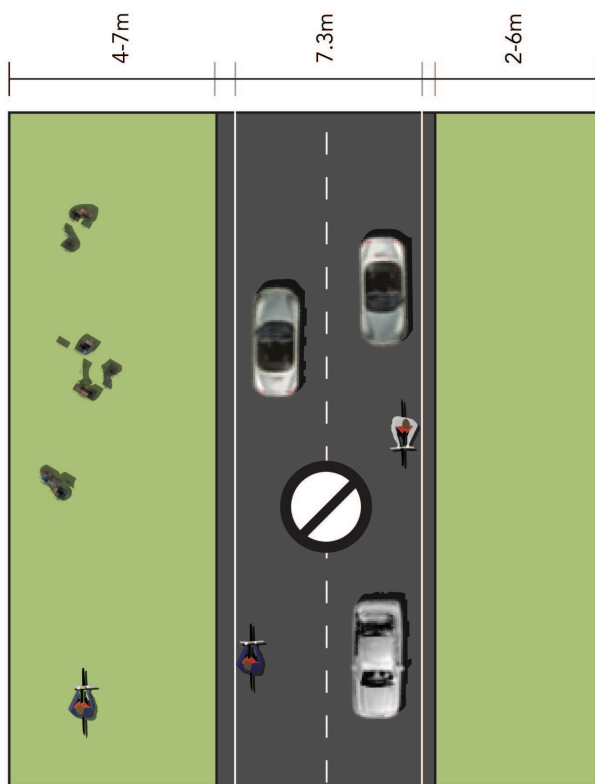
4
CROSSING ADDED
TO IMPROVE
CONNECTIONS



5
CATTLE GRID + CYCLE
FRIENDLY CATTLE GRID
ON CYCLE LANE/TRACK.
NATIONAL PARK
INFORMATION BOARD
TO BE INCLUDED
(AT BOTH NORTH AND
SOUTH ENDS)



EXISTING

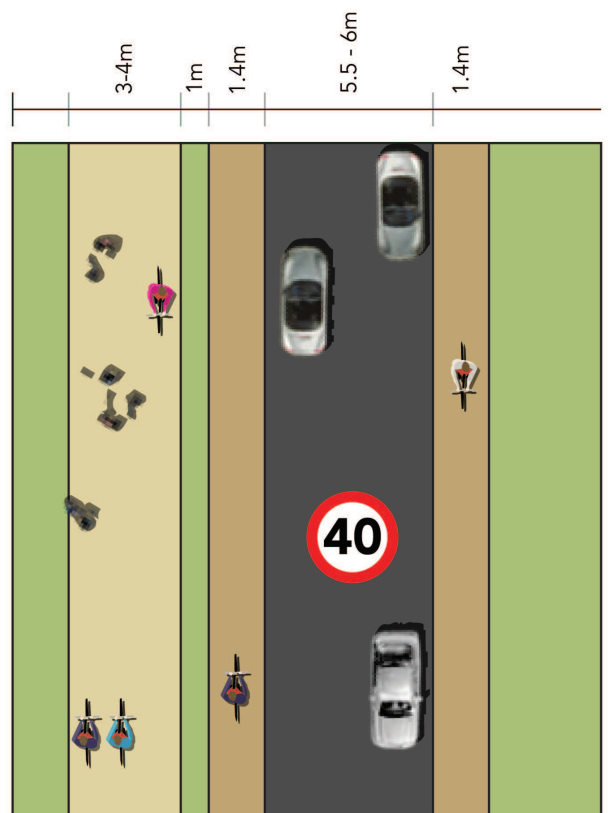
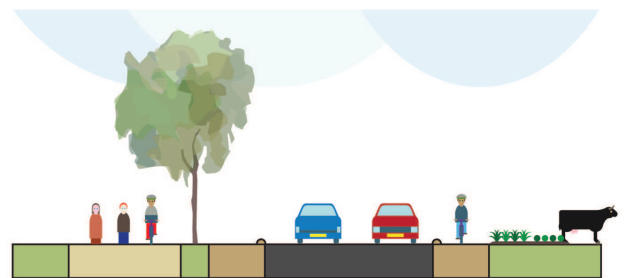


GRASS VERGE / BANK
WHERE PEOPLE ARE
FORCED TO WALK

CARRIAGEWAY

GRASS VERGE / BANK
WHERE PEOPLE ARE
FORCED TO WALK

NORTHERN PARK ROAD



GRASS VERGE / BANK

SHARED CYCLE/PEDESTRIAN
TRACK IN SELF-BINDING GRAVEL

ON CARRIAGEWAY CYCLE
TRACK (SOFT SEGREGATION)
GRASS VERGE / SUDs

CARRIAGEWAY
(NO CENTRE LINE)

ON CARRIAGEWAY CYCLE
TRACK (SOFT SEGREGATION)

GRASS VERGE / BANK WITH
POTENTIAL FOR URBAN GRAZING





Ditchling Road Access to South Downs National Park September 2013-09-17

Background

Brighton & Hove City Council partnered with neighbouring authorities and the South Downs National Park (SDNP) are keen to enhance sustainable access to our beautiful National Park. Ditchling Road is seen as an important gateway into the National park and we are keen to create a supportive, welcoming and safe route which positively encourages people to walk, cycle and use public transport to get there from Brighton & Hove.

A series of improvements are proposed including speed limit reductions, improvements to cycle, pedestrian, and bus facilities. The proposals also include plans for open grazing.

Headline Results

Support for four different improvement options were as follows:

- 62% support the proposal to improve the Ditchling Road environment to enable people to walk, cycle and take the bus comfortably to the South Downs National Park?
- 67% support the proposal to reduce the speed limit on Ditchling Road from 60mph to 40mph?
- 68% support the proposal to improve the bus stops and crossing points?
- 64% support improvements to lay-bys and the introduction of picnic areas?

Methodology

A questionnaire featuring plans and artists impressions of how improvements might look was loaded onto the council's consultation portal. A paper version of the questionnaire was also prepared in the event of a member of the public preferring this method.

Consultation began on 19th August for 3 weeks (scheduled closing date 8th September). A press release was sent out and picked up by The Argus and Brighton & Hove News. The flyer notifying interest groups and stakeholders was sent out via email. This included all those invited to 30th July meeting, PTP email networks (LSTF corridor), Sports Development Networks, Sussex and Brighton Universities, Cityparks, Active for Life, Cycling and Walking interest groups, CVSF, Brighton & Hove Wildlife, The Fed, Taxi Forum, Bus Companies, Emergency Services, Freight. Local Access Forum (LAF) members from both Brighton & Hove and SDNP LAFs have also returned

comments. The consultation period was also extended until 15th September following representations from the LAF.

Full Results

401 people responded to this questionnaire.

Q1 Do you support the proposal to improve the Ditchling Road environment to enable people to walk, cycle and take the bus comfortably to the South Downs National park?

Q1	No.	%
Yes	247	62.2
No	150	37.8
Total	397	100

Q2 Do you support the proposal to reduce the speed limit on Ditchling Road from 60mph to 40mph?

Q2	No.	%
Yes	265	67.1
No	130	32.9
Total	395	100

Q3 Do you support the improved bus stops and crossing points?

Q3	No.	%
Yes	270	68.2
No	126	31.8
Total	396	100

Q4 Do you support the lay-bys and picnic areas?

Q4	No.	%
Yes	253	64.1
No	142	35.9
Total	395	100

Q5 Comments

Respondents were asked to make any comments about the proposals. Comments have been themed and the following table gives an indication of the types of comments made. A full list of comments made is given in the Appendix to this report.

Comment	Number of times mentioned
Concerns about animal grazing: this is a main route into Brighton and therefore dangerous, this will impede dog walking	82
Coldean Lane/ Ditchling Road is difficult/ needs traffic signals/ proper crossing	53
General positive comments	52
Concerns about removing road lining: dangerous on an unlit road, road is prone to fog	33
Concerns about cattle grids/ cattle grids not cycle friendly	17
These proposals are anti-car, this is a main route into the city	16
This is a waste of money	15
Concerned that the proposals will encourage travellers (eg on new lay-bys)	14
There is extra traffic on Ditchling Road road since works on Lewes Road started	12
Concerns about Cycle track: must be fit for purpose/ good surface/ not gravel/ fit for wheelchairs	11
Concerns about road narrowing	10
There are not enough bus stops/ buses here to warrant the proposed bus stop improvements	10
It's okay as it is	8
I support the speed reduction	8
Concerned about shared cycle and pedestrian paths	7
Concerned about access to Cuckmere Way	3
I use the area for running, these proposals will affect running	3
Welcome improvements for bus, pedestrians, cyclists	2

Demographic Information

Respondents were asked to answer the following questions for Equalities monitoring purposes:

Age	Number	%
U18	0	0
18-24	16	5.2
25-34	33	10.8
35-44	86	28.2
45-54	81	26.6
55-64	59	19.3
65-74	30	9.8
75+	0	0
Total	305	100

Gender	Number	%
Male	187	58.6
Female	130	40.8
Other	2	0.6
Total	319	100

Do you identify as the gender you were assigned at birth?	Number	%
Yes	286	99.3
No	2	0.7
Total	288	100

Ethnicity		Number	%
White	White English/ Welsh/ Scottish/ Northern Irish/ British	282	89.0
	White Irish	5	1.6
	Gypsy or Irish Traveller	3	0.9
	Any other white background	25	7.9
Asian or Asian British	Bangladeshi	0	0
	Indian	0	0
	Pakistani	0	0
	Chinese	0	0
	Any other Asian background	0	0
Black or Black British	African	0	0
	Caribbean	0	0
	Any other Black background	0	0
Mixed	Asian & White	1	0.3
	Black African & White	0	0
	Black Caribbean & White	0	0
	Any other mixed background	0	0
Any other ethnic group	Arab	0	0
	Any other ethnic group	1	0.3
Total		317	100

Sexual orientation	Number	%
Heterosexual/ straight	249	89.6
Lesbian/ Gay woman	6	2.2
Gay Man	13	4.7
Bisexual	6	2.2
Other	4	1.4
Total	278	100

What is your religion or belief?	Number	%
I have no particular religion	141	46.8
Buddhist	3	1.0
Christian	61	20.3
Hindu	0	0
Jain	0	0
Jewish	2	0.7
Muslim	0	0
Pagan	4	1.3
Sikh	0	0
Agnostic	8	2.7
Atheist	72	23.9
Other	2	0.7
Other Philosophical belief	8	2.7

Total	301	100
Are your day to day activities limited because of a health problem or disability which has lasted, or is expected to last, at least 12 months?	Number	%
Yes, a little	22	7.1
Yes, a lot	8	2.6
No	278	90.3
Total	308	100

Please state the type of impairment which applies to you.	Number	%¹
Physical impairment	15	50.0
Sensory impairment	4	13.3
Learning disability/ difficulty	1	3.3
Long-standing illness	10	33.3
Mental health condition	0	0
Development condition	0	0
Other	3	10.0
Total	32	100

Are you a carer?	Number	%
Yes	21	6.8
No	287	93.2
Total	308	100

If yes do you care for?	Number	%²
Parent	11	52.3
Child with special needs	3	14.3
Other family member	5	23.8
Partner/ spouse	4	19.0
Friend	2	9.5
Other (please state)	0	0
Total	25	100

Armed Forces Service	Yes		No	
	Number	%	Number	%
Are you currently serving in the UK Armed Forces (this includes reservists or part-time service eg Territorial Army)	2	0.6	317	99.4
Have you ever served in the UK Armed Forces?	9	2.8	316	97.2
Are you a member of a current or former serviceman or woman's immediate family/ household?	11	3.5	303	96.5

¹ % of those who answered yes to the disability question above

² % of those who answered yes to Are you a carer

Subject:	‘The Common Room’ (Ann Street/Providence Place)		
Date of Meeting:	8 October 2013		
Report of:	Executive Director Environment, Development and Housing		
Contact Officer:	Name:	Alan Buck	Tel: 29-2287
	Email:	alan.buck@brighton-hove.gov.uk	
Ward(s) affected:	St Peter’s and North Laine		

FOR GENERAL RELEASE**1. SUMMARY AND POLICY CONTEXT:**

- 1.1 To consider the details of a draft permanent scheme that has been prepared to improve open space and public realm in Ann Street/Providence Place and assist the regeneration of this part of the London Road area, following the successful 'Common Room' Lively Cities two week pilot test held in October 2012.
- 1.2 To approve the draft permanent scheme for the purpose of a six week public consultation exercise.

2. RECOMMENDATIONS:

- 2.1 That members of the committee note the work that has been undertaken in taking forward the successful aspects of the Lively Cities 'Common Room' pilot scheme into a draft permanent implementation plan.
- 2.2 That the committee approves the draft permanent plan for the purpose of a six week public consultation exercise commencing later this month, with the results and next stages being reported back to a future meeting of the committee to enable work to commence in Spring 2014 .

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 At its final meeting on 30 April this year the Transport Committee considered a report and presentation on the 'Common Room' pilot project (part of the Lively Cities INTERREG IV B programme). Over a two week period in October 2012 this experiment successfully transformed the Providence Place/Ann Street area (just off London Road) into the 'Common Room' - a vibrant and well used space providing for a range of informal recreational needs. The area is one of a number that are highlighted for open space/public realm improvements in the London Road Central Masterplan Supplementary Planning Document (SPD 10) adopted by the council in 2009. The project area forms part of a wider and well used east-west pedestrian route that is set to become even more popular with the works recently completed at the Level (to the east) and the new pedestrian access that will be afforded to Brighton Station to the west when construction work is complete on Site J of the New England Quarter (currently in progress).

3.2 Members of the former Transport Committee endorsed the recommendation for officers to prepare a permanent implementation plan to take forward and develop the successful aspects of the pilot project for consideration this autumn by the successor Environment, Transport & Sustainability Committee. Work on preparing the draft permanent implementation plan has since been undertaken by officers, with advice from Plan Projects and Luis Trevino Architects (designers of the original 'Common Room' pilot scheme). The draft plan provides for a greatly enhanced pedestrian and cycle-friendly environment, along with visual improvements and a range of informal and formal recreational opportunities as provided for and observed during the two week pilot. An illustrative plan of the draft scheme, forms appendix 1 to this report and provides the following elements:

- Terraced steps constructed along the eastern length of the park and the removal of the existing railings to provide pedestrian access/egress to and from the park, as well as 'informal' seating opportunities.
- A range of fixed seating within the project area, including the park and Ann Street.
- Removal of on-street parking bays within the project area. The 7 existing on-street resident permit bays would be re-provided close to the project area as would the 3 blue badge spaces currently located at the bottom of Ann Street (the consultation will seek views on the most appropriate locations in the locality for the re-provision of these spaces).
- A ban on heavy good vehicles within the project area.
- A 'shared surface' approach for pedestrians and vehicles on the majority of public highway within the project area.
- Pedestrianisation of the bottom end of Ann Street between London Road and Providence Place, with provision of a loading bay for shops within this area.
- Enhanced pedestrian and cycle crossing facilities between Ann Street and Oxford Street to improve linkages across London Road and strengthen the east-west pedestrian connection between Brighton Station and the Level, Hanover, Lewes Road and beyond..
- Additional and improved cycle parking facilities within the project area.
- New planting and public art to improve the overall appearance and environment of the project area.
- A new lighting scheme to illuminate the park area and Grade I Listed St. Bartholomew's Church after dark.
- A revised footpath arrangement on the western edge of the park, to provide a public/private buffer zone for houses that front the park, along with the potential for new planting and/or food growing opportunities and encouragement of greater local community 'ownership' and involvement with the space.
- Revised cycle routing within the project area to minimise potential pedestrian/cycle conflicts on the western edge of the park
- Design coding and advice to encourage new development on the rear elevations of London Road shops backing onto the project area.
- Free large capacity wi-fi within the project area.
- Provision of space and access to enable licensed mobile food vending within the park area.

- 3.5 Following consultation and subsequent amendments, the draft plan will be costed and include a phasing plan to enable key elements such as the reallocation of parking spaces and introduction of terraced steps to be implemented in the shorter term, with certain other elements being implemented in the future as and when funding becomes available. As well as the improved environment afforded by these works, they are also intended to act as a catalyst for further improvements and investment within the London Road area, including Providence Place and Elder Place to the immediate north of the project area.

4. COMMUNITY ENGAGEMENT AND CONSULTATION

- 4.1 Community engagement and consultation have been and will continue to be integral to this project. A stakeholder forum, including representatives from a range of local community interests, was established in July 2011 and has met on a number of occasions to input to the project and be kept abreast of project developments - most recently earlier this year, when the results of the pilot project were presented. The forum has included representation by resident interests, St Bartholomew's Church, St Bartholomew's School, City College, the London Road Local Action Team (LAT) and local ward councillors. The project has been discussed a number of times at meetings of the LAT. Various forms of social media have been used to advertise the project's ongoing development including Facebook, YouTube and Twitter press releases and a newsletter posted to addresses within the project area.
- 4.2 Within the council a multi-disciplinary officer team has inputted to the process of developing the draft permanent implementation plan. This has includes officers with expertise in highway design, street maintenance, public realm, parks and recreation, licensing, cycling, parking, planning, leisure, events, sustainability, architecture etc, with further advice on architecture, landscape design and place-making from the Common Room consultants.
- 4.3 The draft permanent implementation scheme will be the subject of a six week public consultation exercise to commence later this month. It will be widely advertised and will include a public exhibition over three days that will be held within Providence Place Gardens

5. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 5.1 Preparation of the detailed implementation plan is being funded by a mixture of existing staff resources, INTERREG IVB and the Local Transport Plan (LTP). The permanent scheme will be funded from a mixture of INTERREG IVB, Section 106 contributions, the LTP and other potential future funding sources (e.g. via possible access to funding under a future City Deal arrangement).

Finance Officer Consulted: Jeff Coates

Date: 19/08/13

Legal Implications:

- 5.2 Any infrastructure to be provided as part of the permanent implementation plan may fall within the definition of "development" under the Town and Country

Planning Act 1990 and will therefore require planning permission, unless permitted development rights apply.

The traffic measures outlined will require traffic regulation orders which will need to be advertised in accordance with the relevant legislation, following approval of the detailed implementation plan by Environment, Transport & Sustainability Committee.

In carrying out consultation on the scheme the Council must comply with the legal requirements for fair consultation. This means that consultation must take place at the stage where proposals are being formulated, adequate time and information must be given to consultees to enable proper responses to be given, and the results of any consultation must be taken into account when developing the scheme.

Lawyer Consulted: *Name Hilary Woodward* *Date: 21/8/13*

Equalities Implications:

- 5.3 The project seeks to implement an element of SP10, for which an equalities impact assessment was undertaken. Equalities implications have informed the data collection process to date. Identified equalities issues have been taken into account in developing a detailed implementation plan, including issues of access for all. An equalities impact assessment has been undertaken in respect of the draft implementation plan.

Sustainability Implications:

- 5.4 The project seeks to implement an element of SP10 for which a sustainability assessment was undertaken. The project seeks to provide a greatly improved environment and public realm that will be a valued community asset, encourage walking, cycling, outdoor play and recreation and assist in the physical and economic regeneration of London Road, an important inner city area in recognised need of improvement.

Crime & Disorder Implications:

- 5.5 The project has identified and seeks to tackle a range of public safety issues including anti-social behaviour, graffiti, street drinking, drug dealing and general perceptions and fear of crime.

Risk and Opportunity Management Implications:

- 5.6 A risk assessment was undertaken as part of the pilot project in order to ensure public safety and the safety of those taking part in its implementation. Further risk assessments will be undertaken as appropriate in developing a permanent improvement scheme for the area.

Public Health Implications:

- 5.7 The pilot project tested a range of facilities and attractions that had positive public health implications, including the provision of table tennis facilities and

after-school play for the local primary school. A permanent table tennis table has since been installed in the park and forms part of the permanent project for the area. The new seating and other works from the draft permanent scheme will also provide a setting conducive to a range of informal play opportunities, including after school play. The improved environment should also have a positive impact on physical and mental health.

Corporate / Citywide Implications:

- 5.8 The project helps to take forward important aspects of SPD 10, which is an adopted corporate document that sets out the council's land use, sustainable transport and regeneration aspirations for improving the London Road area.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The 2012 competition for the pilot project allowed for a wide range of alternative options to be examined against the competition brief. The Common Room was considered by the judges to best represent the concerns of the project brief, in addressing the various recognised issues, deficiencies and other problems in the area.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 Endorsement of the report's recommendations will enable the Common Room scheme to be taken forward to the public consultation stage and ensure that the community's views and concerns are taken on board in the final implementation of the scheme

SUPPORTING DOCUMENTATION

Appendices:

1. 'The Common Room' – Consultation Plan (draft implementation plan)

Background Documents

1. Ann Street/Providence Place Gardens – Common Room Site Assessment Report 2012



Shared space in Ann Street, Providence Place and top of St Peter's Street



Feature paving similar to New England Quarter and The Level.



Except for access

Ban on Heavy Good Vehicles.



Carriageway raised to existing curb level.



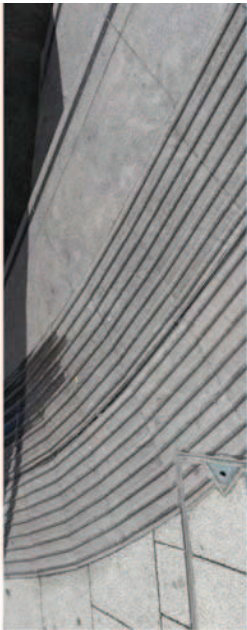
Possible 'play street' status for Providence Place for use at certain times.

Terraced steps



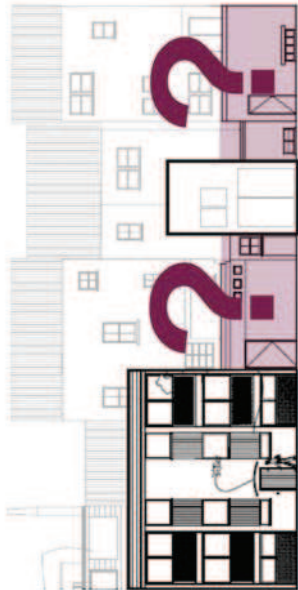
Robust material at the bottom to withstand vehicle movements and use of reflective materials at the corners to alert drivers.

Built in planters to assist people with disabilities and to prevent skateboarding.



Tactile paving at the top of the steps to alert the visually impaired.

Design guidance to be produced for areas rear of London Road



Recommendations to guide new development, encouraging active frontages along Providence Place.

Communal waste



One general and two recycling waste bins to service surrounding homes.

Street furniture and landscaping lighting, seating, bins, bollards, cycle stands, surface materials and green wall



Lamposts with LED lighting similar to The Level



All street furniture as per city-wide Streetscape Design Guidelines standard.
Replacement of asphalt path through park with compacted gravel.
Green wall to extend park feel to the end of Providence Place.

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 37

Brighton & Hove City Council

Subject:	VARIOUS CHANGES TO PARKING RESTRICTIONS		
Date of Meeting:	8th October		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Charles Field	Tel: 29-3329
	E-mail:	<u>charles.field@brighton-hove.gov.uk</u>	
Wards Affected:	Brunswick & Adelaide, Central Hove, East Brighton, Goldsmid, Hangleton & Knoll, Hanover & Elm Grove, Hollingdean & Stanmer, Hove Park, Moulsecoomb & Bevendean, North Portslade, Patcham, Preston Park, Queens Park, Regency, Rottingdean Coastal, St Peter's & North Laine, South Portslade, Westbourne, Wish, Withdean, Woodingdean.		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 The Parking Infrastructure Team receives a number of requests for alterations to parking restrictions. These requests are most often from residents, but can also be from businesses, local members, or other teams within the Council such as Road Safety. After investigation, if it is decided that the request is justified then it is advertised on a Traffic Order. These amendments often help to improve sustainable transport, for example by providing additional motorcycle bays or improved accessibility for disabled people by providing disabled parking bays.
- 1.2 This report considers the comments, support and objections received to an amendment Traffic Regulation Order, which contains proposals and amendments for over 100 roads.

2. RECOMMENDATIONS:

- 2.1 The Committee is recommended to (having taken into account of all the duly made representations and objections):

Approve the Various Controlled Parking Zones Consolidation Order 2008 Amendment Order No.* 201* and Brighton & Hove (Waiting & Loading/Unloading Restrictions and Parking Places) Consolidation Order 2008 amendment Order No.* 201* with the following amendments:

- a) The proposed removal of disabled parking bays outside No.1 & 11 Batemans Road, Nos.101 & 105 Dean Gardens, No.9 Highview Way, No.3 The Forge

Kingsthorpe Road and No.75 St Leonard's Road are to be removed from the Traffic Order as these bays are still required by local residents.

- b) The proposed disabled parking bays to be made enforceable outside No.10 Edburton Road and No.15 Grange Road are to be removed from the Traffic Order as these bays are no longer required by local residents.
- c) The proposed disabled parking bay to be made enforceable outside No.75 Princes Crescent is to be removed from the Traffic Order as this bay has recently been advertised on Area J Extension Traffic Order
- d) The proposed Motorcycle bay extension in Wordsworth Street is to be removed from the Traffic Order due to the reasons outlined in section 3.6.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

3.1 This combined Traffic Order includes proposed restrictions for over 100 roads. A number of objections were received to the advertised Traffic Regulation Orders. The comments, support and objections are summarised and explained in detail in Appendix A and plans showing the proposals which have received comments/objections are shown in Appendix B. Although proposals with no objections do not need to be agreed at the meeting a summary of overall proposals are detailed in Appendix C so the Committee is aware of what is being taken forward.

3.2 In particular objections were received in relation to the following proposals:

- a) Brunswick Square and Brunswick Terrace (Brunswick & Adelaide – Controlled Parking Zones M) – proposed removal of disabled parking bays in these roads.
- b) Wilbury Road (Central Hove – Controlled Parking Zone N) – proposed relocation of doctors' bays.
- c) Wordsworth Street (Westbourne – Controlled Parking Zone R) – proposed motorcycle bay extension.
- d) Richardson Road (Westbourne – Controlled Parking Zone W) – proposed car club bay.
- e) Bath Street (St Peter's & North Laine – Controlled Parking Zone Y) – proposed removal of disabled parking bay.

3.3 Letters of support were received in relation to the following proposals:

- a) Brunswick Square and Brunswick Terrace (Brunswick & Adelaide – Controlled Parking Zone M) – proposed removal of disabled parking bays in these roads.

Summary of Objections

3.4 **Brunswick Square and Brunswick Terrace** - There have been 8 objections and 2 items of support to the proposal to remove 7 disabled parking bays in these roads. This

was requested by residents due to the shortage of permit parking spaces and a survey was carried out on 6th November 2012 to see if the disabled bays were still required. There were no responses during the 14 day consultation period. Therefore, the removal of the disabled bays was included in the traffic regulation order. During this consultation, objections were received. The main reason for objection is that the bays are a local amenity as they are by the gates of Brunswick Square gardens. This reasons for objection was considered and as a compromise the following has been proposed;

- 3 of the disabled bays in Brunswick Square will be changed from at any time to Monday to Sunday 9am to 6pm Maximum Stay 3 hours (No Return within 1 hour)
- The bay opposite No.42 Brunswick Square will remain 24 hours as a resident has now sent in an application for the bay and has met the criteria.
- In Brunswick Terrace one of the disabled bays (in a double bay) will remain as a resident has objected while the other bay will be removed.
- The disabled bay in Brunswick Place (which is currently not within any legal traffic order) will be removed on the ground

3.5 **Wilbury Road** – There has been 1 objection to the proposed relocation of the two doctors' bays. This was requested by the surgery who had informed us they had moved from No.28 Wilbury Road to No.40 Wilbury Road and wanted to relocate the two doctors' bays to the new address. This proposal will not affect the number of parking spaces in the road and the doctors' bays are better located outside the surgery, therefore, it is proposed to proceed with this proposal

3.6 **Wordsworth Street** – There has been 1 objection to the proposed extension to the motorcycle bay outside No.69. The extension was requested by a resident as the bay is well used. However, the resident who requested the bay would like the extension to be more across his property and not as large as proposed. Therefore due to the request of the resident we are recommending this proposal be removed from this Traffic Order and re-advertised on our next Traffic Order due to be advertised in October 2013 to meet the needs of the resident.

3.7 **Richardson Road** – There have been 2 objections to the proposed Car Club Bay. This was requested by the Car Club Company following a meeting with the Ward Councillors who have agreed to support the bay in this road. Therefore, it is proposed to proceed with this proposal.

3.8 **Bath Street** - There has been 2 objections to the proposed removal of a disabled parking bay. The removal of the bay was requested by a resident as the original applicant no longer required the bay. It is proposed to proceed with the removal of the disabled parking bay as no resident has sent in an application form applying for this bay.

4. CONSULTATION

4.1 The Traffic Regulation Order was advertised between the 7th June 2013 and 28th June 2013

4.2 The Ward Councillors for the areas were consulted, as were the statutory consultees such as the Emergency Services.

- 4.3 Notices were also put on street on the 5th & 6th June 2013; these comprised of the notice as well as a plan showing the proposal and the reasons for it. The notice was also published in The Argus newspaper on the 7th June 2013. Detailed plans and the order were available to view at Hove Library, Jubilee Library, the Customer Service Centres at Bartholomew House and Hove Town Hall.
- 4.4 The documents were also available to view and to respond to directly on the Council website.

5. FINANCIAL & OTHER IMPLICATIONS:

Financial implications:

- 5.1 The full cost of advertising the order and having the lining and signing amended will be covered from the existing traffic revenue budget.

Finance officer consulted: Jeff Coates

Date: 21/08/2013

Legal Implications:

- 5.2 The Council regulates traffic by means of orders made under the Road Traffic Regulation Act 1984. Procedural regulations require public notice of orders to be given and any person may object to the making of an order. Any unresolved objections to an order must be considered by the Transport Committee before it can be made.

The Council is under a duty to exercise its powers under the Act secure the safe and convenient movement of traffic and the provision of adequate on and offstreet parking facilities. It must also take into account any implications that orders would have for access to premises, local amenity, air quality, public transport provision and any other relevant matters.

In carrying out consultation the Council is under a general duty to ensure that any consultation is fair. This means that it must be carried out when proposals are being formulated, that adequate time and information about proposals must be given to consultees to ensure that they can provide a proper response, and that any consultation responses must be properly considered in reaching the decision.

The Council is under a legal duty as a public authority to consider the human rights implications of its actions. Parking and traffic restrictions have the potential to affect the right to respect for family and private life and the right to protection of property. These are qualified rights and therefore there can be interference with them where this is necessary, proportionate and for a legitimate aim.

Lawyer consulted: Carl Hearsum

Date: 28/08/13

Equalities Implications:

- 5.3 The proposed measures will be of benefit to many road users.

Sustainability Implications:

- 5.4 The new motorcycle bays will encourage more sustainable methods of transport.

Crime & Disorder Implications:

- 5.5 The proposed amendments to restrictions will not have any implication on the prevention of crime and disorder.

Risk and Opportunity Management Implications:

- 5.6 Any risks will be monitored as part of the overall project management, but none have been identified.

Corporate / Citywide Implications:

- 5.7 The legal disabled bays will provide parking for the holders of blue badges wanting to use the local facilities.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 For the majority of the proposals the only alternative option is doing nothing which would mean the proposals would not be taken forward. However, it is the recommendation of officers that these proposals are proceeded with for the reasons outlined in Appendix A and within the report.
- 6.2 For the proposals outlined as being removed from the order in the recommendations the only alternative option is taking these forward. However, it is the recommendation of officers that these proposals are not taken forward for the reasons outlined in the recommendations.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To seek approval of the Traffic Order with amendments after taking into consideration of the duly made representations and objections.

SUPPORTING DOCUMENTATION

Appendices

1. Appendix A – summary of representations received
2. Appendix B - Plans showing the proposals
3. Appendix C – Summary of proposal put forward

Documents in Members' Rooms

1. None

Background Documents

1. None

APPENDIX A

Who	Road / Ward	Object / Support	Contents	Comments/Recommendations
Resident	Controlled Parking Zone M – Brunswick & Adelaide	Support	<u>Proposed Removal of Disabled Bays outside 24/25 Brunswick Terrace</u> – Support the removal of these bays as for a long period they have not be used by disabled residents and given that resident parking is extremely difficult particularly after 6pm the removal of the bays would be most helpful.	
Resident	Controlled Parking Zone M – Brunswick & Adelaide	Support	<u>Proposed Removal of Disabled Parking Bays in Brunswick Square</u> – Agree with the proposal to remove the disabled parking bays in Brunswick Square. There is a shortage of parking in the area and removing a few bays will make the difference to someone coming home late at night and find a space or not.	
Resident	Controlled Parking Zone M – Brunswick & Adelaide	Object	<u>Proposed Removal of Disabled Parking Bays in Brunswick Square</u> – Object to this proposal. If the bays are removed then there will nowhere for the disabled to park as they are not allowed to park in residents bays.	<u>Proposed Removal of Disabled Parking Bays</u> This was requested by residents and a survey was carried out and none of the residents applied for the disabled bays. However after suggesting a compromise with the Ward Councillors we are proposing the changes outlined in Para 3.4 of the report.

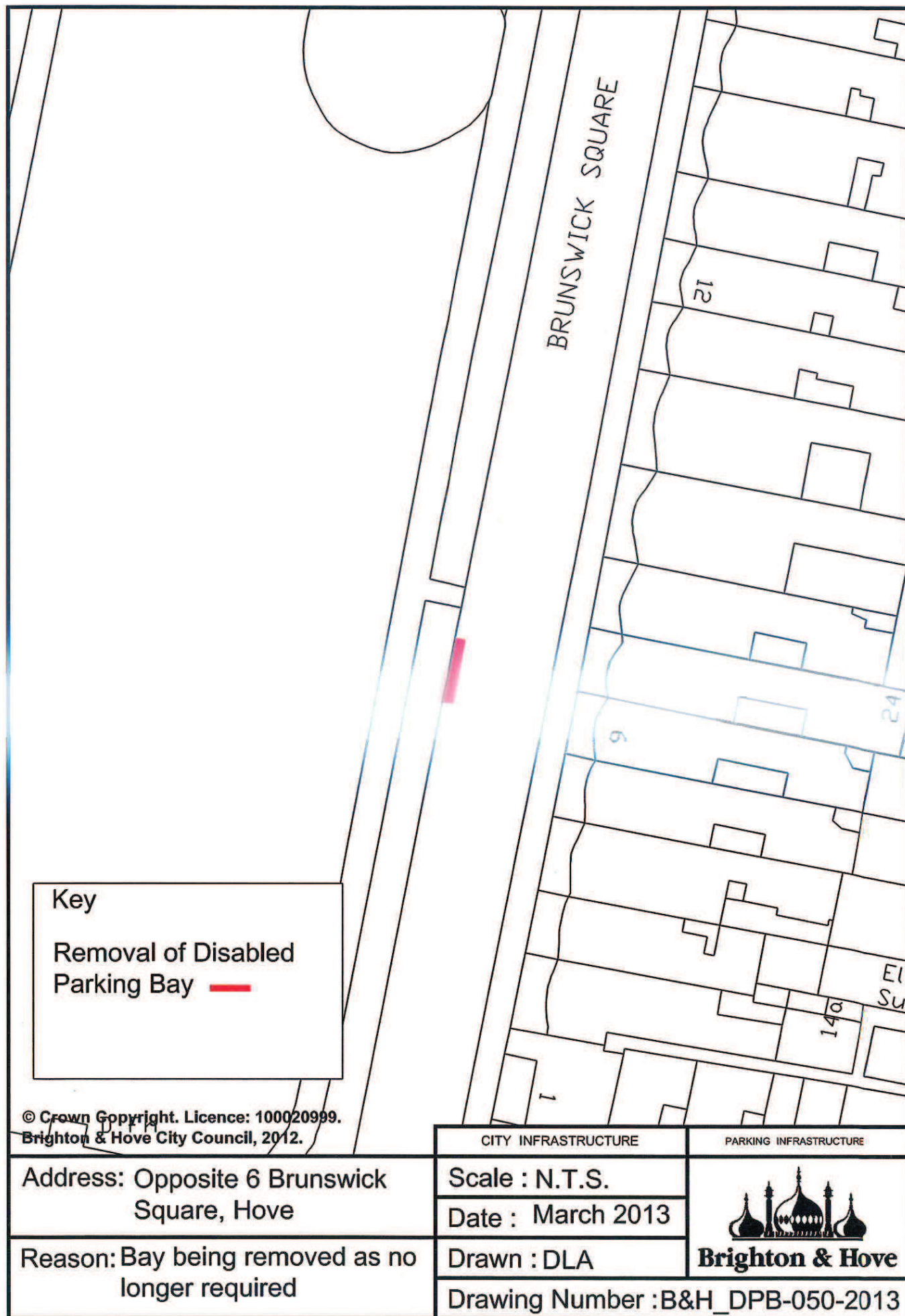
Resident	Controlled Parking Zone M – Brunswick & Adelaide	Object	<u>Proposed Removal of Disabled Parking Bays in Brunswick Square and Terrace</u> – Object to this proposal. The disabled bays are necessary for disabled visitors. Since blue badge holders are not entitled to park in residents bays where are they suppose to park.	As above.
Resident	Controlled Parking Zone M – Brunswick & Adelaide	Object	<u>Proposed Removal of Disabled Parking Bays in Brunswick Square and Terrace</u> Object to this proposal. Disabled visitors will have no parking space. There may be no disabled residents living in the square at present, but occupancy changes and accidents happen. If a disabled person moves into the square or if a resident of the square becomes disabled the council will immediately rush around to re-create a disabled parking space that already exists now.	As above.
Resident	Controlled Parking Zone M – Brunswick & Adelaide	Object	<u>Proposed Removal of Disabled Parking Bays in Brunswick Square and Terrace</u> Object to this proposal. Can see no positive advantage to anyone in removing these very necessary places.	As above.
Resident	Controlled Parking Zone M – Brunswick & Adelaide	Object	<u>Proposed Removal of Disabled Parking Bays in Brunswick Square and Terrace</u> Object to this proposal. The proposal is unjustifiable, is discriminatory and appears illegal. The bays adjacent to the gates into the public gardens were placed there with particular care and for obvious reasons. Great care was taken to	As above.

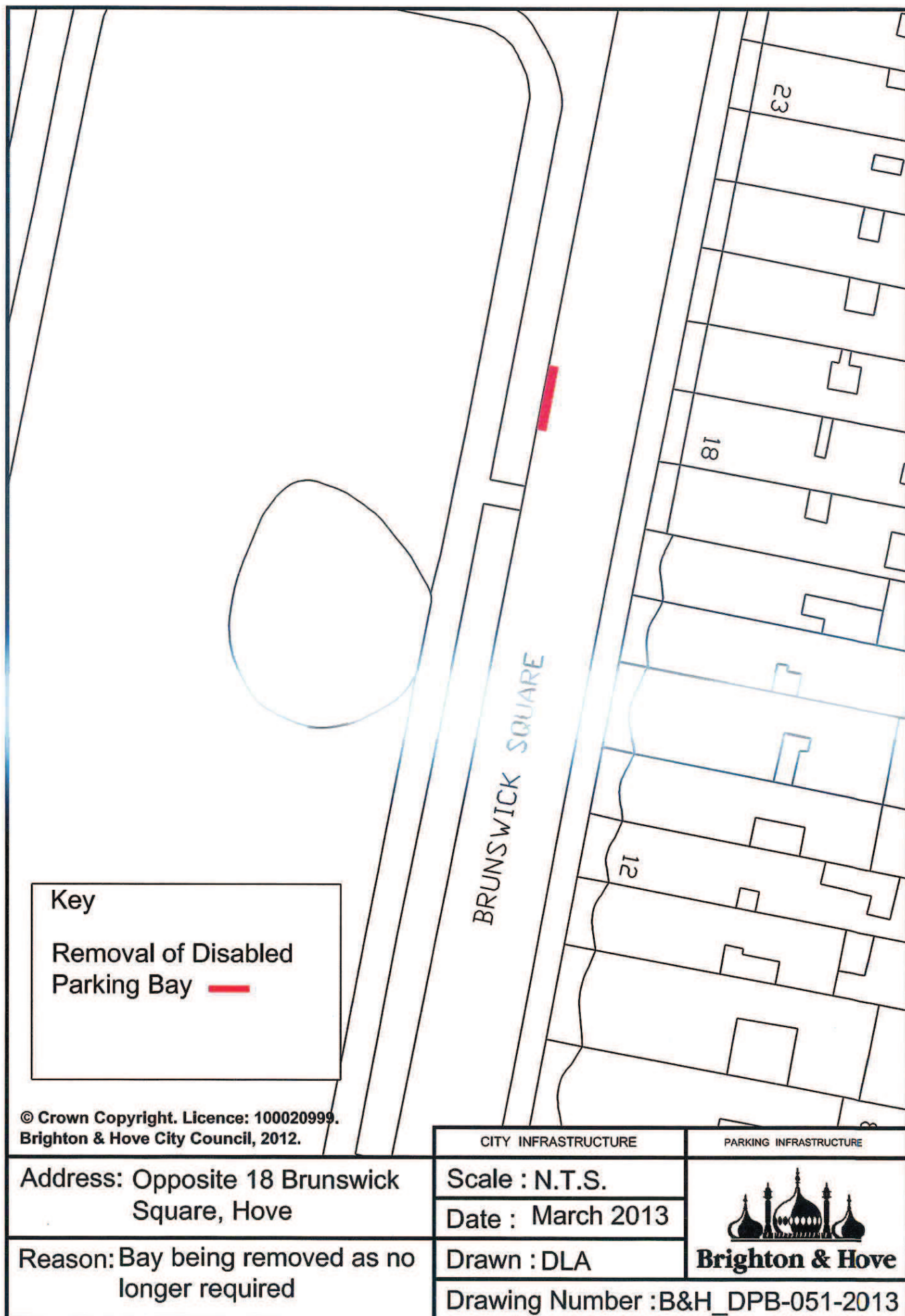
			consult with the residents during the last Zone M review. Since then there has been a major provision for cyclists with a minimal loss of parking. None of the justifications have changed and there is no public evidence that the majority view of the residents has altered. Zone M is oversubscribed, primarily due to the density of accommodation in these particular street, but this is no justification for removing the provisions for disabled persons agreed to by their residents.	
Resident	Controlled Parking Zone M – Brunswick & Adelaide	Object	<u>Proposed Removal of Disabled Parking Bays in Brunswick Square and Terrace</u> - Object to this proposal to remove all the disabled parking bays in Brunswick Square & Terrace. Concerned about two specific aspects of this traffic order: 1. The procedure for allocating these spaces appears highly questionable. 2. There are no provisions for disabled visitors. Where are disabled drivers visiting residents supposed to park?	As above.
Ward Councillor	Controlled Parking Zone M – Brunswick & Adelaide	Object	<u>Proposed Removal of Disabled Parking Bays in Brunswick Square and Terrace</u> – Concerns about the proposal to remove six disabled parking bays from Brunswick Square and Terrace. The council provide disabled parking bays a) for individual use following a written application by a driver with particular disabilities	As above.

			b) for general use by blue badge holders, in amenity areas such as shopping street, near a hospital etc. The bays proposed for removal are position very near to gates to Brunswick Square gardens which is an amenity area.	
Ward Councillor	Controlled Parking Zone M – Brunswick &	Object	<u>Proposed Removal of Disabled Parking Bays in Brunswick Square and Terrace</u> – The removal of these disabled bays will cause discrimination to the residents with disabilities in the Square. Zone M is over-subscribed and this is not salient reason to remove resident's disabled bays.	As above.
Resident	Controlled Zone N – Central Hove	Object	<u>Proposed relocation of Doctors Bays in Wilbury Road</u> –Parking in this part of Hove is at most times very difficult especially when the cricket is being played, so can not afford to lose spaces which are at a premium. Also the practice has its own parking area to the rear of the building which holds several cars.	<u>Proposed Relocation of Doctors Bays</u> This was a request from the Doctors Surgery as they have moved to a building further up the road. The relocation of these bays would mean no loss of parking bays in the vicinity.
Resident	Controlled Parking Zone R – Westbourne	Object	<u>Proposed Extension to Motorcycle Bay in Wordsworth Street</u> – Objected to the proposed motorcycle bay extension. The new motorcycle bay would accommodate 7 or 8 motorcycle in total , which seems to be a large number for one bay. This would be somewhat unsightly and there is the possibility of additional noise when the bikes rev up.	<u>Proposed Extension to Motorcycle bay</u> – This was requested by a resident as the bay is very popular with motorcyclists. Motorcycle bays will also encourage more sustainable methods of transport.

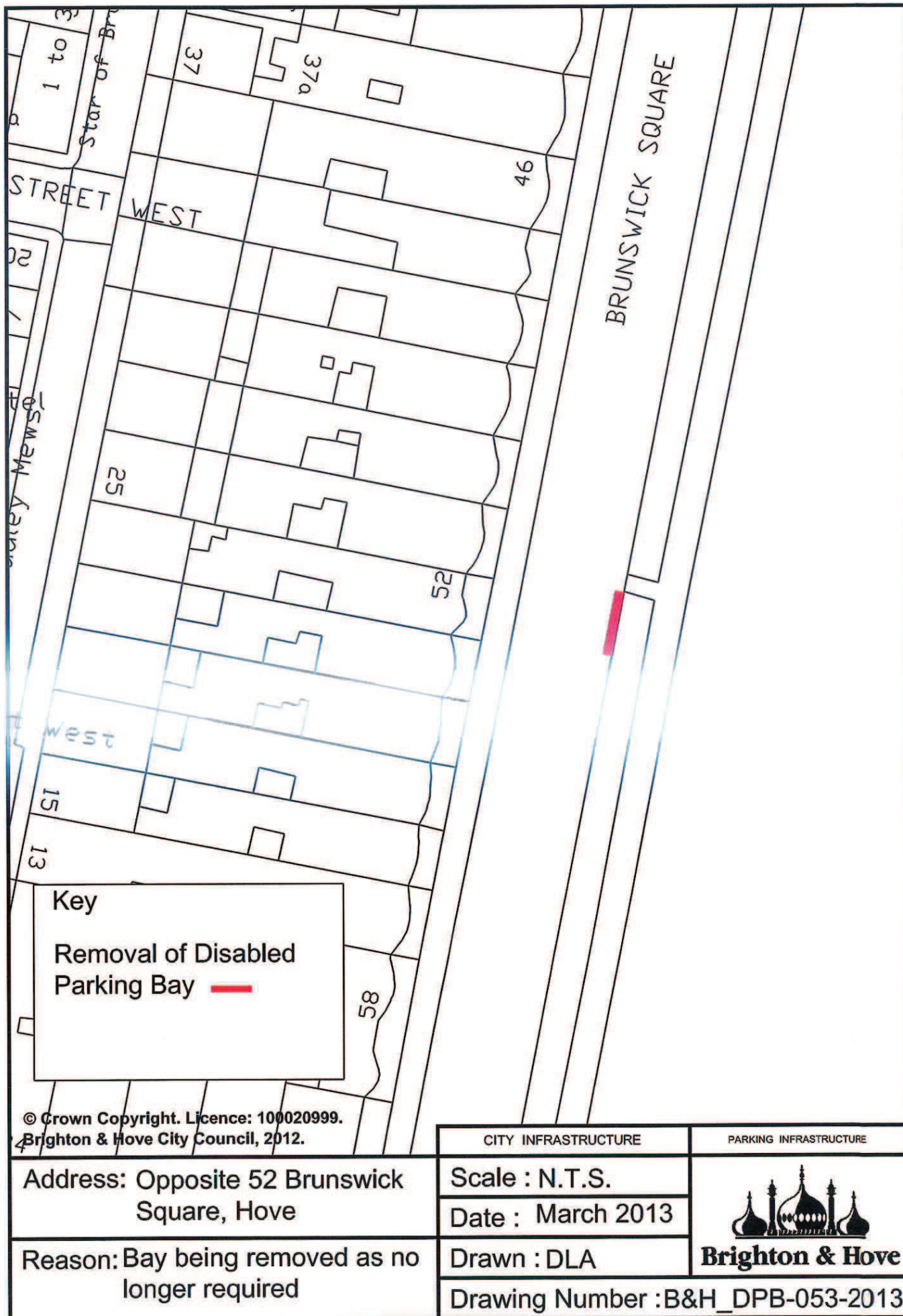
Resident	Controlled Zone W – Westbourne	Object	<u>Proposed Car Club Bay in Richardson Road</u> – Oppose the planned parking space on Richardson Road for the City Car Club. Residents already struggle with parking on busy days due to the shops on Richardson Road. There are plenty of alternative roads close to the area that this parking space could be placed.	<u>Proposed Car Club Bay</u> - This was request by City Car Club. The bay will improve the amenities of the area by enabling residents to enjoy the benefits of car ownership without incurring any of the costs and difficulties. Car Clubs reduce the need for personal transport and contribute towards reducing congestion.
Resident	Controlled Parking Zone W – Westbourne	Object	<u>Proposed Car Club Bay in Richardson Road</u> – Richardson Road is not the best road for this bay. The restrictions are only between 10-11am and 7-8pm and resident already have trouble finding a parking spaces.	As above.
Resident	Controlled Parking Zone Y - St Peter's & North Laine	Object	<u>Proposed Removal of Disabled Parking Bay outside No.2 Bath Street</u> – This would result in the loss of a disabled parking space in Zone Y specifically in Bath Street. 1. Lack of information about the reasons for removal 2. The need for a disabled parking bay here for current and future residents. 3. People with Social Care issues should have their independence and choice as stated in the council policies.	<u>Proposed Removal of Disabled Parking Bay</u> - This was requested by a resident as the original applicant no longer requires the bay. The bay is being removed as no other residents have sent in an application.
Resident	Controlled Zone Y – St Peter's &	Object	<u>Proposed Removal of Disabled Parking Bay outside No.2 Bath Street</u> – Object to the proposal. This is the only disabled parking bay	As above.

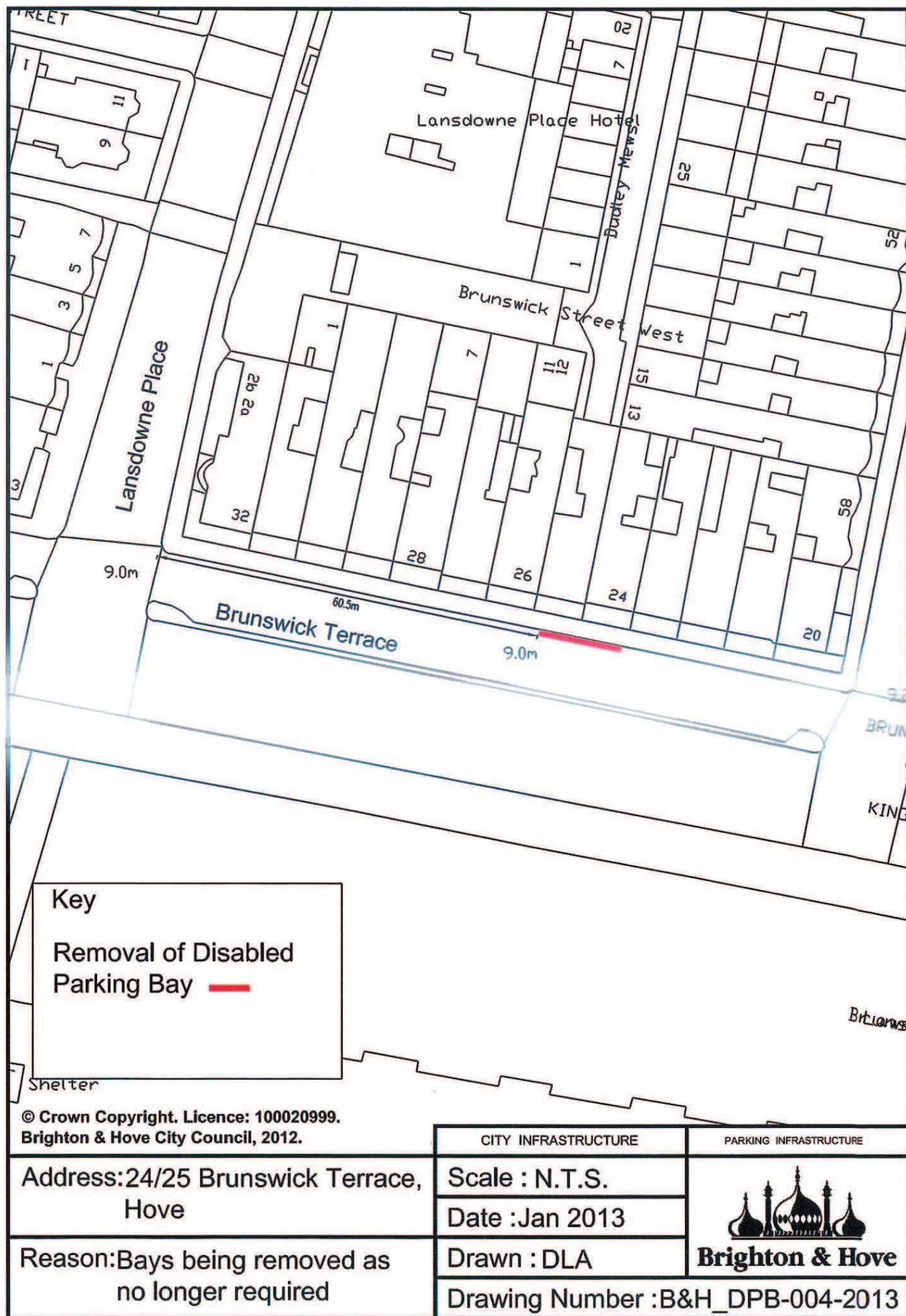
	North Laine		on Bath Street. Object to paying a £10 administration fee to apply for a bay near to property, when there is already a nearby bay to use. Please do not remove the disabled bay on Bath Street, it is very much required.	
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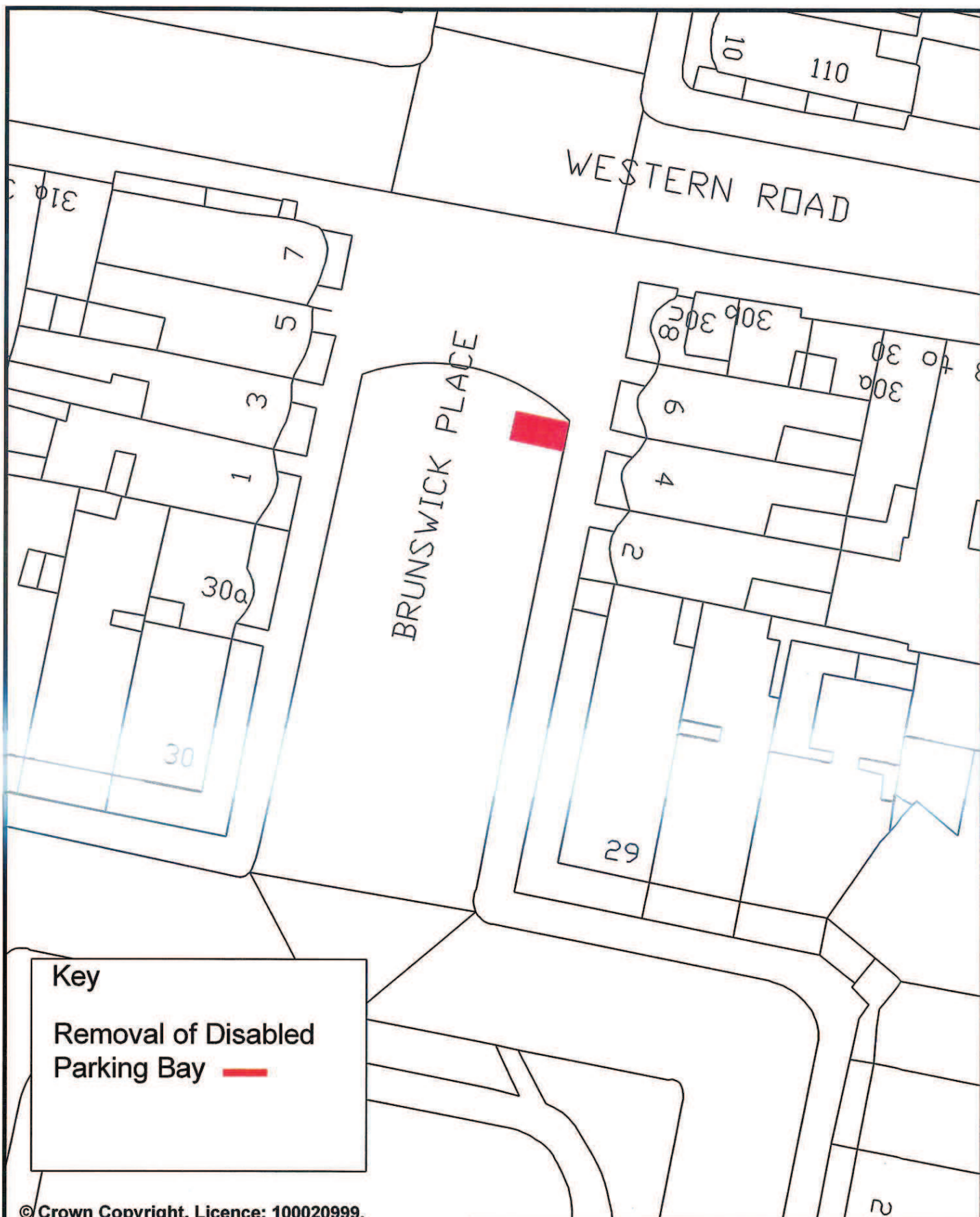












Key

Removal of Disabled
Parking Bay ■

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Brighton & Hove City Council, 2012.

Address: 4 Brunswick Place, Hove

Reason: Bay being removed as no
longer required

CITY INFRASTRUCTURE

PARKING INFRASTRUCTURE

Scale : N.T.S.

Date : April 2013

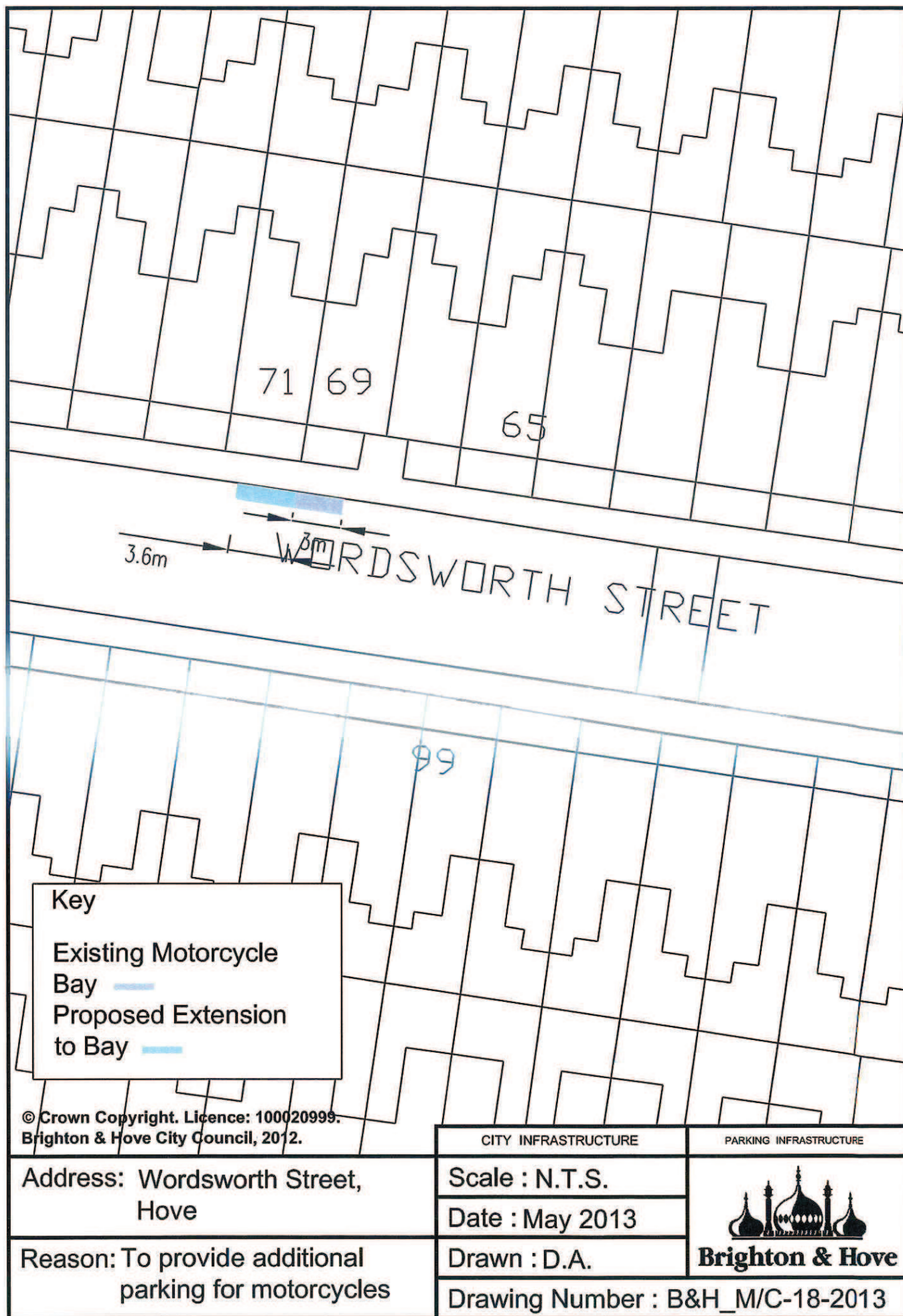
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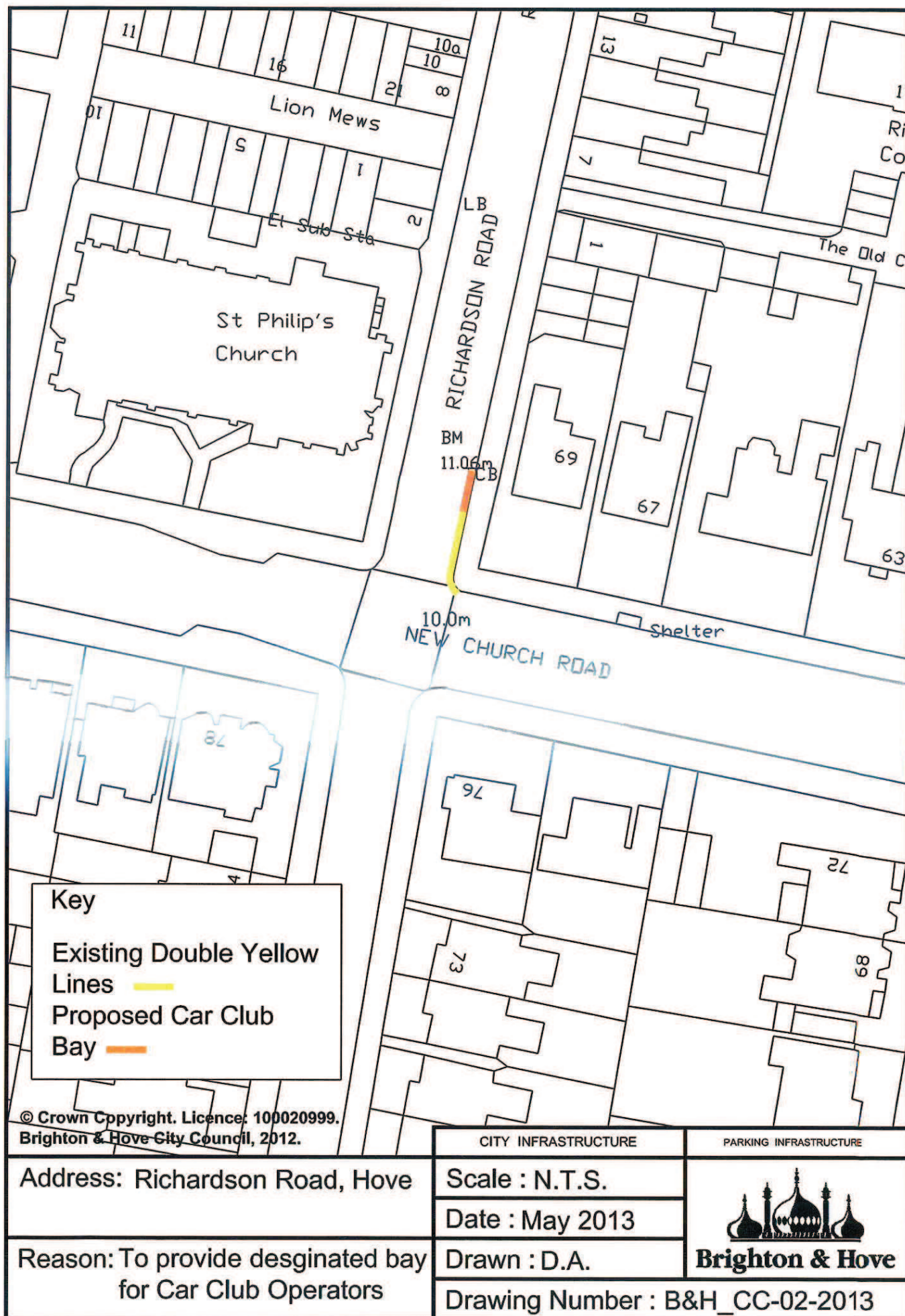
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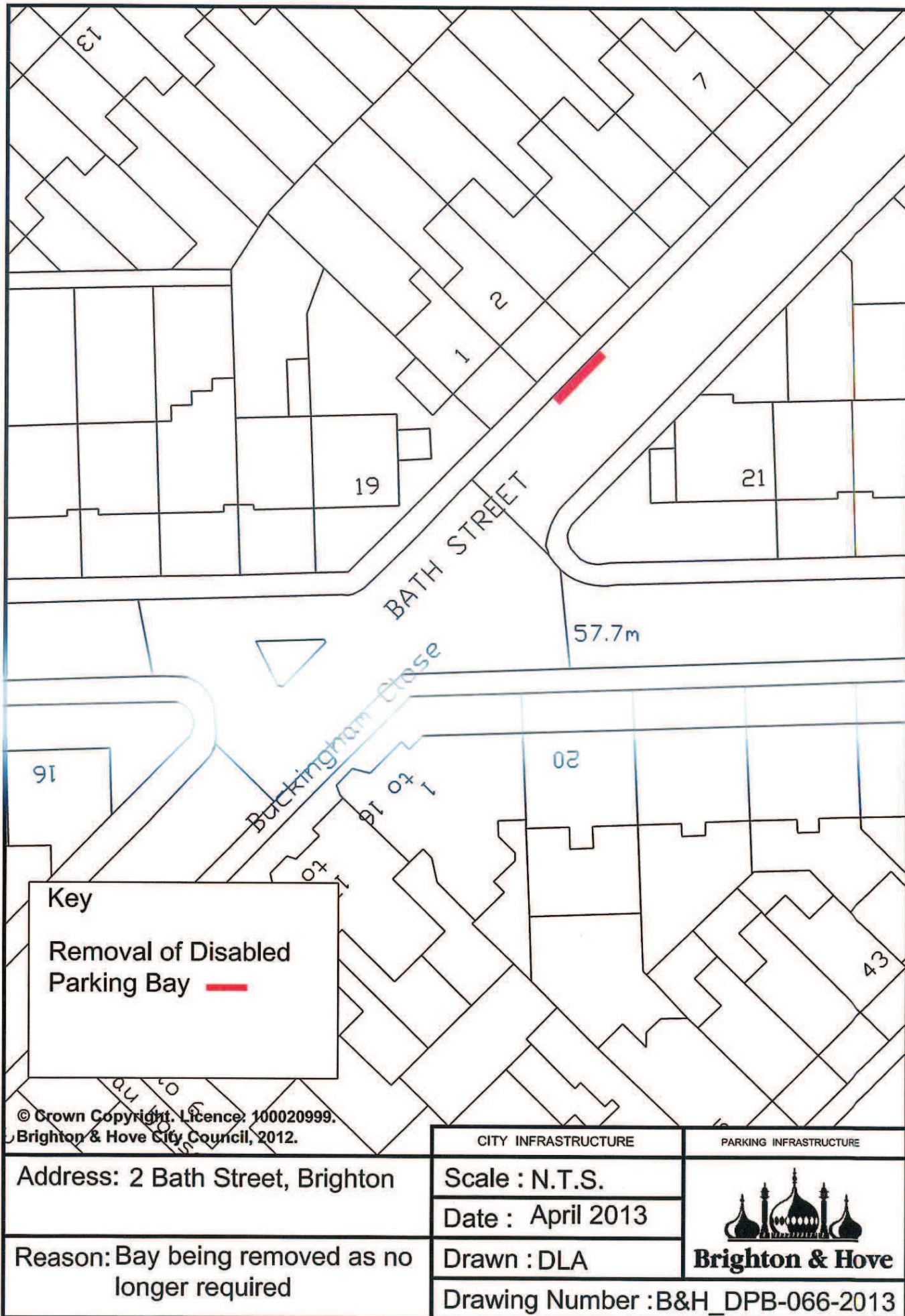


Brighton & Hove









APPENDIX C – PROPOSALS PUT FORWARD

Proposal	CPZ/Ward	Support	Objections
Proposed removal of disabled parking bay outside No.13 Evelyn Terrace	Controlled Parking Zone C – Queens Park	0	0
Proposed removal of disabled parking bay (adjoining Tilbury way) Richmond Street	Controlled Parking Zone C – Queens Park	0	0
Disabled parking bay to be made legal outside Nos. 7/8 St John's Place	Controlled Parking Zone C – Queens Park	0	0
Proposed relocation of shared parking bays in St Mark's Street	Controlled Parking Zone H – East Brighton	0	0
Proposed relocation of car club bay in Sussex Square	Controlled Parking Zone H – Rottingdean Coastal	0	0
Disabled parking bay to be made legal (outside 74 Manor Way) Manor Road, Brighton	Controlled Parking Zone H – East Brighton	0	0
Proposed police bay in Marine Drive (opposite Arundel Street)	Controlled Parking Zone H – Rottingdean Coastal	0	0
Proposed removal of disabled parking bays in Shaftesbury Place	Controlled Parking Zone J – St Peters & North Laine	0	0
Proposed removal of disabled parking bay outside No.31 Warleigh Road	Controlled Parking Zone J – St Peters & North Laine	0	0
Proposed removal of disabled parking bay opposite No.6 Brunswick Square	Controlled Parking Zone M – Brunswick & Adelaide	2	8
Proposed removal of disabled parking bay opposite No.18 Brunswick Square	Controlled Parking Zone M – Brunswick & Adelaide		
Proposed removal of disabled parking bay opposite No.41 Brunswick Square	Controlled Parking Zone M – Brunswick & Adelaide		
Proposed removal of disabled parking bay opposite No.52 Brunswick Square	Controlled Parking Zone M – Brunswick & Adelaide		

Proposed removal of disabled parking bays outside Nos.24 & 25 Brunswick Terrace	Controlled Parking Zone M – Brunswick & Adelaide		
Proposing to change pay and display bays to residents permit parking in Belfast Street	Controlled Parking Zone N – Central Hove	0	0
Proposing to change pay and display bays to residents permit parking in Connaught Terrace	Controlled Parking Zone N – Central Hove	0	0
Proposed relocation of doctors bays in Wilbury Road	Controlled Parking Zone N – Central Hove	0	1
Proposed police bays in Norton Road	Controlled Parking Zone N – Central Hove	0	0
Proposed removal of disabled parking bay outside No.57 Wilbury Avenue	Controlled Parking Zone O – Goldsmid	0	0
Proposed motorcycle bay in Wilbury Avenue	Controlled Parking Zone O – Goldsmid	0	0
Disabled parking bay to be made legal outside No.15 Grange Road	Controlled Parking Zone R – Wish	0	0
Disabled parking bay to be made legal outside No.80 Grange Road	Controlled Parking Zone R – Wish	0	0
Proposed removal of disabled parking bay outside 3 The Forge Kingsthorpe Road	Controlled Parking Zone R – Wish	0	0
Proposed removal of disabled parking bay outside No.20 Kingsthorpe Road	Controlled Parking Zone R – Wish	0	0
Proposed removal of disabled parking bay outside No.20 Kingsthorpe Road	Controlled Parking Zone R – Wish	0	0
Proposed removal of disabled parking bay outside No.38 Linton Road	Controlled Parking Zone R – Wish	0	0
Proposed removal of disabled parking bay outside No.53 Rutland Road	Controlled Parking Zone R – Westbourne	0	0
Proposed removal of disabled parking bay outside	Controlled Parking Zone R –	0	0

No.71 Wordsworth Street	Westbourne		
Proposed extension to motorcycle bay in Wordsworth Street	Controlled Parking Zone R – Westbourne	0	1
Proposed car club bay in Cuthbert Road	Controlled Parking Zone U – Queens Park	0	0
Proposed car club bay in Richardson Road	Controlled Parking Zone W – Westbourne	0	2
Proposed loading bay in London Road	Controlled Parking Zone Y – St Peter's & North Laine	0	0
Proposed removal of disabled parking bay outside No.2 Bath Street	Controlled Parking Zone Y – St Peter's & North Laine	0	1
Disabled parking bay to be made legal outside No.6 Kemp Street	Controlled Parking Zone Y – St Peter's & North Laine	0	0
Proposed loading ban in Windsor Street	Controlled Parking Zone Z- St Peter's & North Laine	0	0
Proposed car club bay in Spring Gardens	Controlled Parking Zone Z- St Peter's & North Laine	0	0
Proposed extension to motorcycle bay in Black Lion Street	Controlled Parking Zone Z- Regency	0	0
Proposed extension to motorcycle bay in Church Street	Controlled Parking Zone Z- St Peter's & North Laine	0	0
Proposed extension to motorcycle bay in Clarence Square	Controlled Parking Zone Z- Regency	0	0
Proposed extension to motorcycle bay in Hampton Place	Controlled Parking Zone Z- Regency	0	0
Proposed extension to motorcycle bay in King Place	Controlled Parking Zone Z- St Peter's & North Laine	0	0
Proposed extension to motorcycle bay in Middle Street	Controlled Parking Zone Z- Regency	0	0

Proposed extension to motorcycle bay in Montpelier Road	Controlled Parking Zone Z-Regency	0	0
Proposed extension to motorcycle bay in Montpelier Street	Controlled Parking Zone Z-Regency	0	0
Proposed extension to motorcycle bay in Old Steine	Controlled Parking Zone Z-Regency	0	0
Proposed extension to motorcycle bay in Oriental Place	Controlled Parking Zone Z-Regency	0	0
Proposed extension to motorcycle bays in Sillwood Street	Controlled Parking Zone Z-Regency	0	0
Proposed extension to motorcycle bay in Spring Gardens	Controlled Parking Zone Z- St Peter's & North Laine	0	0
Proposed extension to motorcycle bay in Temple Street	Controlled Parking Zone Z-Regency	0	0
Proposed extension to motorcycle bay in Tichborne Street	Controlled Parking Zone Z- St Peter's & North Laine	0	0
Proposed extension to motorcycle bay in Upper North Street	Controlled Parking Zone Z-Regency	0	0
Proposed removal of disabled parking bay outside No.4 Coolham Drive	East Brighton	0	0
Proposed removal of disabled parking bay (opposite 17 Whiterhawk way) Crossbush Road	East Brighton	0	0
Disabled parking bay to be made legal outside No.60 Station Road	East Brighton	0	0
Disabled parking bay to be made legal outside No.9 Henfield Close	East Brighton	0	0
Proposed removal of disabled parking bay outside No.18 Peel Road	East Brighton	0	0
Disabled parking bay to be made legal outside	East Brighton	0	0

No.6 Wiston Road			
Disabled parking bay to be made legal outside No.79 Amberley Drive	Hangleton & Knoll	0	0
Disabled parking bay to be made legal outside No.38 Beeding Avenue	Hangleton & Knoll	0	0
Proposed removal of disabled parking bay outside No.19 Fallowfield Crescent	Hangleton & Knoll	0	0
Proposed removal of disabled parking bay outside No.21 Hallyburton Road	Hangleton & Knoll	0	0
Proposed removal of disabled parking bay outside No.24 Maple Gardens	Hangleton & Knoll	0	0
Proposed removal of disabled parking bay outside No.44 Sherbourne Road	Hangleton & Knoll	0	0
Disabled parking bay to be made legal outside No.59 Brading Road	Hanover & Elm Grove	0	0
Proposed removal of disabled parking bay outside Highden, Islingword Road	Hanover & Elm Grove	0	0
Disabled parking bay to be made legal outside No.27 Islingword Street	Hanover & Elm Grove	0	0
Proposed removal of disabled Parking Bay (rear of 248 Queens Park Road) Pankhurst Avenue	Hanover & Elm Grove	0	0
Proposed removal of disabled parking bay opposite Library, Beatty Avenue	Hollingdean & Stanmer	0	0
Disabled parking bay to be made legal outside No.46 Davey Drive	Hollingdean & Stanmer	0	0
Proposed removal of Disabled Parking Bay outside No.65 Hawkhurst Road	Hollingdean & Stanmer	0	0
Proposed removal of disabled parking bay outside No.46 Hollingbury Park Avenue	Hollingdean & Stanmer	0	0

Disabled parking bay to be made legal outside No.1 Twyford Road	Hollingdean & Stanmer	0	0
Disabled parking bay to be made legal outside No.6 Nevill Road	Hove Park	0	0
Disabled parking bay to be made legal outside No.71 Bear Road	Moulsecoomb & Bevendean	0	0
Proposed removal of disabled parking bay outside No.46 Bodiam Avenue	Moulsecoomb & Bevendean	0	0
Disabled parking bay to be made legal opposite No.53 Colbourne Avenue	Moulsecoomb & Bevendean	0	0
Proposed removal of disabled parking bay outside No.27 Crayford Road	Moulsecoomb & Bevendean	0	0
Proposed removal of disabled parking bay opposite No.59 Goodwood Way	Moulsecoomb & Bevendean	0	0
Proposed removal of disabled parking bay outside No.60 Goodwood Way	Moulsecoomb & Bevendean	0	0
Disabled parking bay to be made legal opposite No.81 Hornby Road	Moulsecoomb & Bevendean	0	0
Disabled parking bay to be made legal outside No.111 Ladysmith Road	Moulsecoomb & Bevendean	0	0
Disabled parking bay to be made legal outside No.112 Moulsecoomb Way	Moulsecoomb & Bevendean	0	0
Disabled parking bay to be made legal outside No.13 Nesbitt Road	Moulsecoomb & Bevendean	0	0
Disabled parking bay to be made legal outside No.61 Newick Road	Moulsecoomb & Bevendean	0	0
Disabled parking bay to be made legal outside No.98 Norwich Drive	Moulsecoomb & Bevendean	0	0
Disabled parking bay to be made legal opposite	Moulsecoomb &	0	0

Nos.42 & 44 Staplefield Drive	Bevendean		
Disabled parking bay to be made legal opposite No.81 Staplefield Drive	Moulsecoomb & Bevendean	0	0
Disabled parking bay to be made legal outside No.85 Widdicombe Way	Moulsecoomb & Bevendean	0	0
Proposed removal of disabled parking bay outside No.63 Broomfield Drive	North Portslade	0	0
Proposed removal of disabled parking bay outside No.49 Drove Crescent	North Portslade	0	0
Disabled parking bay to be made legal outside No.137 Graham Avenue	North Portslade	0	0
Proposed removal of disabled parking bay outside No.16 Birchgrove Crescent	Patcham	0	0
Disabled parking bay to be made legal outside No.218 Carden Avenue	Patcham	0	0
Proposed removal of disabled parking bay outside No.30 Denton Drive	Patcham	0	0
Proposed removal of disabled parking bay outside No.9 Highview Way	Patcham	0	0
Disabled parking bay to be made legal outside No.60 Rotherfield Crescent	Patcham	0	0
Disabled parking bay to be made legal outside No.8 Warmdene Road	Patcham	0	0
Disabled parking bay to be made legal outside No.80 Chester Terrace	Preston Park	0	0
Proposed removal of disabled parking bay (adjoining No.66 Lowther Road) Dover Road	Preston Park	0	0
Disabled parking bay to be made legal outside No.10 Edburton Avenue	Preston Park	0	0

Disabled parking bay to be made legal outside No.38 Hendon Street	Queens Park	0	0
Disabled parking bay to be made legal outside No.24 Greenbank Avenue	Rottingdean Coastal	0	0
Proposed removal of disabled parking bay outside No.101 Dean Gardens	South Portslade	0	0
Proposed removal of disabled parking bay outside No.105 Dean Gardens	South Portslade	0	0
Disabled parking bay to be made legal outside Nos. 1-3 Old Shoreham Road	South Portslade	0	0
Disabled parking bay to be made legal outside No.75 Princes Crescent	St Peters & North Laine	0	0
Proposed removal of disabled parking bay outside No.55 Brittany Road	Wish	0	0
Disabled parking bay to be made legal outside No.68 Portland Villas	Wish	0	0
Proposed removal of disabled parking bay outside No.33 St Keyna Avenue	Wish	0	0
Proposed removal of disabled parking bay outside No.75 St Leonard's Road	Wish	0	0
Disabled parking bay to be made legal outside No.42 Fernwood Rise	Withdean	0	0
Disabled parking bay to be made legal outside No.65 Preston Drove	Withdean	0	0
Proposed removal of disabled parking bay outside No.1 Batemans Road	Woodingdean	0	0
Proposed removal of disabled parking bay outside No.11 Batemans Road	Woodingdean	0	0
Disabled parking bay to be made legal outside	Woodingdean	0	0

No.122 Bexhill Road			
Disabled parking bay to be made legal outside No.201 Bexhill Road	Woodingdean	0	0
Proposed removal of disabled parking bay outside No.267 Bexhill Road	Woodingdean	0	0

Subject:	Traveller Commissioning Strategy: One Year On		
Date of Meeting:	8 October 2013		
Report of:	Executive Director of Environment, Development & Housing		
Contact Officer:	Name:	Andy Staniford	Tel: 29-3159
	Email:	andy.staniford@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 The Traveller Commissioning Strategy 2012 and Action Plan were approved by Full Council on 22 March 2012.
- 1.2 The development of this strategy was shadowed by an Environment & Community Safety Overview & Scrutiny Traveller Scrutiny Panel.
- 1.3 The Response to the recommendations of the Traveller Scrutiny committed the Council to producing an annual monitoring report for the relevant Member Committee and this is the first of those updates.
- 1.4 Progress has been highlighted in this report and the full monitoring update is attached as Appendix 1.

2. RECOMMENDATIONS:

- 2.1 That Environment, Transport & Sustainability Committee notes the progress made, achievements and challenges in delivering the strategy (Appendix 1).

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 The Traveller Commissioning Strategy 2012 and Action Plan were approved by Full Council on 22 March 2012.
- 3.2 In addition to reaffirming our commitment to the permanent Traveller site, our new strategy offers a fresh and co-ordinated partnership approach to addressing the key issues facing the Traveller and settled communities. Progress has included:
 - A new dedicated officer recruited at Horsdean to improve site management

- A new waste management contract approved to improve our response to site clearances
 - A Traveller Health Needs Assessment with key actions included in the NHS Operating Plan for 2013/14
 - Celebration of Gypsy, Roma and Traveller Month in June with Traveller pupils attending local schools winning national awards
 - Increased take up of nursery provision by Traveller families
 - New joint Police and the Council working policies which have resulted in the tactical PIER plan (Prevention, Intelligence, Enforcement & Reassurance) to help tackle unauthorised encampments
- 3.3 The development of this strategy was shadowed by an Environment & Community Safety Overview & Scrutiny Traveller Scrutiny Panel.
- 3.4 The Traveller Scrutiny Panel was chaired by Dr. Aidan McGarry, School of Applied Social Science, University of Brighton. The other panel members were Councillors Littman, Simson and Robins.
- 3.5 The panel held capacity building and evidence gathering sessions where it heard from 31 witnesses representing Council services, other public sector bodies such as the Police and NHS Sussex, the Community & Voluntary Sector, resident groups, politicians and representatives from other authorities. The panel also visited the Horsdean Transit site to talk to Travellers living in Brighton & Hove.
- 3.6 The panel's final report has highlighted that:
- 'The panel welcomed the draft Strategy because it:*
- *Represented a significant step forward in describing the needs of the Traveller community and determining which outcomes a Traveller Strategy for this city wished to achieve*
 - *Contained a comprehensive set of high level goals about meeting the needs of Travellers and the settled community*
 - *Had addressed both the needs of Travellers and the settled community in those goals*
 - *Had been based on a two stage consultation process'*
- 3.7 The Response to the recommendations of the Traveller Scrutiny Panel were presented at Environment & Sustainability Cabinet Member Meeting on 15 March 2012 and committed the Council to producing an annual monitoring report for the relevant Member Committee.
- Who we define as Travellers:
- 3.8 Travellers' is a collective term used to describe different groups who have a nomadic lifestyle or tradition/heritage of nomadism. Romany Travellers, English, Irish, Welsh and Scottish Travellers are recognised in law as ethnic groups and are identified as having a shared culture, language and beliefs. Romany Gypsies have been in England for over 600 years and Irish Travellers have a long history of travelling and living in this country.
- 3.9 The term 'Travellers' also covers some groups not currently recognised as ethnic groups including 'New Travellers' who are non-traditional travellers (most of whom originate from the settled community, although some children have been

born into New Traveller communities) and Travelling showpeople. It also covers those who have stopped travelling due to ill health old age or young children.

Van Dwellers:

- 3.10 Brighton & Hove also has a population locally termed as Van Dwellers. Van Dwellers are usually found living in their vehicles on the roadside or on unauthorised encampments and are generally not nomadic. Van Dwellers are not considered to meet the definition of a Traveller in any national policy as collectively they are not a recognised ethnic group nor are they considered New Travellers as they are effectively permanently resident in the city, such as through work or education. This distinction between Travellers and Van Dwellers is often not recognised by local people who experience lived-in vehicles parked outside their homes, often for many days, which can further inflame tensions against Travellers. As lived-in vehicles are an issue for the city, a separate protocol for van dwellers is planned.

Traveller Inequality:

- 3.11 The report 'Inequalities experienced by Gypsy and Traveller Communities: A Review' by the Equality & Human Rights Commission in 2009 shows that Traveller communities experience extensive inequalities, such as:
- Travellers die earlier than the rest of the population
 - They experience worse health, yet are less likely to receive effective, continuous healthcare
 - Children 's educational achievements are worse, and declining still further
 - Participation in secondary education is extremely low
 - Employment rates are low, and poverty high
 - Insecure lifestyles associated with repeated evictions can have a negative psychological impact upon children
 - There is an increasing problem of substance abuse among unemployed and disaffected young people
 - There are high suicide rates among the communities
 - Travellers who live in bricks and mortar housing can experience racist hostility from neighbours and isolation from their communities
 - There is a lack of access to culturally appropriate support services for people in the most vulnerable situations, such as women experiencing domestic violence
- 3.12 The EHRC report highlights that lack of suitable secure accommodation underpins many of the inequalities that Traveller communities experience.

Resident Concerns:

- 3.13 Responses to this consultation, resident complaints, recent public events and articles in the local press have highlighted a number of resident concerns which are almost exclusively focussed on unauthorised Traveller encampments in local communities, and include problems such as:
- the loss of public space
 - anti-social behaviour, crime and nuisance
 - rubbish and fly tipping
 - damage to the environment
 - cost of site clearance and legal action

4. Our Strategy, Progress and Challenges

- 4.1 In response to the needs of Traveller communities and concerns of local people, the Traveller Commissioning Strategy 2012 has been focussed on 4 key outcomes and has a vision of:

Balancing the needs of Traveller communities and the City's settled communities to reduce inequality and improve community relations

- 4.2 Our strategy has been divided into 4 main outcomes with a summary of our progress and challenges outlined below:

- Outcome 1: Improve site availability
- Outcome 2: Improve health, safety and wellbeing
- Outcome 3: Improve education outcomes
- Outcome 4: Improve community cohesion

Outcome 1: Improve site availability

- 4.3 An appropriate supply of properly managed pitches will help to reduce the level of unauthorised encampments which will not only reduce conflict and tension between communities but it will help Travellers access health and education services.
- 4.4 At the Council's Cabinet meeting in March 2012 Members endorsed Horsdean as the preferred location for the new permanent Traveller site. This new site, providing 12 permanent pitches, will be an extension of the existing transit site. Over the past months the Council has continued to work with the South Downs National Park Authority to take forward the planning application which has now been submitted. As the site falls within the National park it is important that the design of the site not only meets the needs of Travellers but does not spoil the natural beauty of landscape.
- 4.5 Overall there were 55 unauthorised encampments in 2012/13, an increase on 2011/12 although one reason for this is that we have been moving encampments on more quickly which leads to more encampments as groups fragment to other parts of the city. The last 3 years we have seen an increase in the number of encampments during the Spring and Autumn months with a decrease in Travellers visiting during the Summer and Winter months. A new waste contract helps to ensure refuse does not become a nuisance and that sites are effectively and swiftly cleared once.
- 4.6 A Site Warden has been appointed at the Horsdean Transit site. Their presence on the site has greatly improved the management and income collection, and has provided support for those residents on site and enabled access to other services.

Outcome 2: Improve health, safety and wellbeing

- 4.7 Travellers have a much poorer health and a significantly lower life expectancy than the general population. As with all sections of society, ensuring the health, safety and wellbeing of the Traveller communities not only raises the quality of life for one of our most disadvantaged communities, it also reduces long terms costs public health costs.

- 4.8 As a result of the Traveller Commissioning Strategy the former Primary Care Trust commissioned research into the health needs of local Travellers. The resulting report informed the Clinical Commissioners Group (CCG) and City Council of priority areas for addressing Traveller needs and its findings are being incorporated into the Joint Strategic Needs Assessment.
- 4.9 In addition the Brighton & Hove CCG Annual Operation Plan 2013/14 outlines the CCG's commitment to work with partners to implement the recommendations covering a range of service areas including improvements to:
- Outreach health services
 - GP services
 - Specialist health services
 - Communication and record keeping
 - Public and patient engagement
 - Improve ethnic monitoring
- 4.10 To support strategic coordination and improved outcomes for Gypsies and Travellers experiencing domestic violence the Community Safety Team held a partnership conference that brought together stakeholders from a range of agencies to raise awareness of the need for coordinated action as well as identify practical solutions. Following on from the conference, the development of the new Strategy to Prevent Violence against Women and Girls will incorporate actions to deliver a package of support for Travellers.

Outcome 3: Improve education outcomes

- 4.11 Nationally, Traveller children are the lowest achieving group in our schools. This has been and remains a long standing issue. We want to help embed the value of education throughout the family and make sure that children and young people from Travelling communities are able to access suitable education and training that enables them to attain educational standards that raises economic and employment opportunity.
- 4.12 Following an early years outreach play at the Horsdean transit site a number of families expressed an interest in nursery provision. The Traveller Education Early Years teacher arranged accompanied visits to One World Nursery and supported form filling. Staff received training to ensure successful inclusion in setting. Families who left Horsdean transit site have independently contacted the nursery on their return to city to re-admit children. It is hoped that families will continue to remain confident and independent participants in pre school provision.
- 4.13 Held in June, the Gypsy Roma Traveller History month was a joint initiative between the East Sussex Traveller Education Team in consortium with Brighton & Hove City Council and Friends, Families and Travellers. Highlights included:
- Presentation on "Traveller Roots around the City" by Janet Keet-Black, who is a Romany and local historian highlighting the evidence of long standing historical associations with the city.
 - Following on from last year's performance of "Crystal's Vardo" by Suzanna King presented by Friends, Families and Travellers at the Pavilion Theatre, the play has subsequently been performed in three schools and highlights the effect bullying can have on Traveller children and how raising cultural awareness can reduce discrimination.

- For the 5th consecutive year, Traveller pupils attending schools in the city were awarded prizes in the Gypsy Roma Traveller History month national schools competition. Seven local schools celebrated GRT History month and participated in the competition.

Outcome 4: Improve community cohesion

- 4.14 Both Travelling and settled communities would like to see an end to unauthorised encampments but unfortunately until there are more stopping places for Travellers then unauthorised encampments will continue to impact on the lives of both the Travelling and settled communities. However, effective community cohesion is about more than unauthorised encampments, it is about helping the city's diverse communities understand one another to get past the common myths, prejudices and stereotypes and to ensure that all those who have a stake in the city are able to get involved in decisions about the services that affect them. This outcome also seeks to reduce fear of crime, domestic and sexual violence, anti-social behaviour, racism, sexism and homophobia and ensure community cohesion is improved across all of our communities.
- 4.15 The council's Traveller Liaison Team continues to manage unauthorised encampments in line with government guidance and following the procedures outlined in the strategy. The Traveller Team are developing closer working ties with their colleagues in Waste Enforcement and the Team works closely with Traveller Education and Health professionals to improve services.
- 4.16 Following successes of Operation Monza last year, the number of officers involved has been increased. Regular meetings are held between the Police and the Council to develop joint working policies which has resulted in a tactical PIER plan (Prevention, Intelligence, Enforcement & Reassurance) being delivered in 2013.
- 4.17 In the last year no hate incidents have been directly reported by Travellers to the Community Safety Casework Team. Low levels of trust in the statutory sector are considered a barrier in reporting from Traveller communities. The Friends, Families and Travellers continue to be a reporting centre to increase access to reporting and support. Encouraging reporting from travellers via visits to the Horsdean site and linking in with the Friends, Families and Travellers reporting centre continues. We will look to implement joint actions from the Sussex Police plan to address under-reporting of hate incidents in future.

5. COMMUNITY ENGAGEMENT AND CONSULTATION

- 5.1 In keeping with the Community Engagement Framework, consultation with Travellers, partner agencies and support groups (such as Friends, Families and Travellers) and the settled community has been essential to ensure that the Travellers Commissioning Strategy meets needs in an effective way.
- 5.2 In addition, the Traveller Scrutiny Panel held capacity building and evidence gathering sessions where it heard from 31 witnesses representing Council services, other public sector bodies such as the Police and NHS Sussex, the Community & Voluntary Sector, resident groups, politicians and representatives

from other authorities. The panel also visited the Horsdean Transit site to talk to Travellers living in Brighton & Hove.

6. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 6.1 The Council's 2013/14 net revenue budget for Travellers is £0.521m.

The costs arising through the implementation of the action plan associated with this strategy are being met through current resources of both the Council and partners and any potential budget pressures reported as part of the monthly budget monitoring process.

Finance Officer Consulted: Neil Smith

Date: 03/09/13

Legal Implications:

- 6.2 The Traveller Commissioning Strategy is informed by the Council's responsibilities under the Equality Act 2010. The Strategy is aimed at reducing inequality and improving community cohesion.

In August 2013 the Government issued Guidance to Local Authorities entitled "Dealing with Unauthorised Encampments". This summarised the powers that are in place for authorities to use in cases of unauthorised encampments as well as offering advice on practical steps. Council officers will prepare a briefing for Members summarising the guidance and explaining how the Council's strategy aligns with it.

As this is a report for noting there are no other issues to be taken in to account.

Lawyer Consulted: Simon Court

Date: 29/08/13

Lawyer Consulted: Hilary Woodward

Date: 05/09/13

Lawyer Consulted: Elizabeth Culbert

Date: 19/09/13

Equalities Implications:

- 6.3 Travellers are an often marginalised group with a way of life that the authority seeks to protect whilst at the same time considering the needs of local residents. Gypsies, Roma and Travellers as a group suffer a high level of inequality, particularly around life expectancy, health and education issues, and suffer from discrimination and racial hatred.
- 6.4 Gypsies and Irish Travellers were recognised as distinct racial groups under the Race Relations Act 1976 and continue to be recognised as such under the Equality Act 2010.
- 6.5 The whole Strategy, its vision, outcomes and goals are focussed on reducing inequality and improving community cohesion between Travelling and settled communities. Alongside improving health and education outcomes specific goals are also focussed on inclusion, including:
- Goal 13: Improve further the awareness in schools about Traveller History and Culture
 - Goal 14: Increasing awareness of different cultures

- Goal 15: Involve Travellers in service design and delivery

6.6 An Equality Impact Assessment was carried out as part of the development of the Traveller Strategy to help shape our strategic outcomes, goals and actions.

Sustainability Implications:

6.7 The repeated evictions of travelling groups from the city's parks, historic and otherwise important sites only to see them again camp on a similar site is causing distress to travelling groups, local people and the environment.

6.8 In focussing protection measures on locations most unsuitable for encampments and allowing toleration in limited circumstances the report seek to minimise the impact on residents and Travellers and also prevent further damage to the city's important open spaces.

Crime & Disorder Implications:

6.9 If we are successful in achieving Objective 1: Improve site availability this will have an immediate impact on community cohesion by minimising the unauthorised encampments that inflame community tensions.

6.10 To address crime, anti-social behaviour and nuisance the Strategy has been developed through close working with Sussex Police and the Crime & Disorder Reduction Partnership with related goals and actions in the strategy:

- Goal 9: Tackle domestic and sexual violence
- Goal 16: Effective management of unauthorised encampments
- Goal 18: Tackling crime, anti-social behaviour and nuisance
- Goal 19: Tackling racism, sexism and homophobia

Risk and Opportunity Management Implications:

6.11 With a national shortage of stopping places for Traveller and limited resources available in the city there are a number of risks associated with the Traveller strategy which will be closely monitored:

- **Obtaining planning permission for the permanent site** as the preferred location is in the South Downs National Park. Officers have been working closely with their counterparts and Members of the National Park Authority to ensure they approve of our methodology and approach to the site selection process.
- **It is not possible to prevent unauthorised encampments and determined incursion past security measures** however the strategy seeks to proactively minimise the potential for this and take robust action when it does occur. In addition, the recruitment of a dedicated manager for the Horsdean Transit site with ongoing occupancy reviews will help us make best use of our transit pitches.
- **Community cohesion may continue to be damaged if there are more high profile encampments.** A coordinated approach involving politicians, the local authority, the Police and the media will be critical in reassuring all communities and tackling nuisance. If Operation Monza is implemented by the Police it would receive additional support from local authority staff.
- **Toleration could cause environmental damage** to sites. Guidance for officers on toleration has been developed. Toleration will only be allowed in limited circumstances and carefully monitored.

- **A possible honey pot effect** with the permanent site attracting more Travellers to the area. This will be monitored closely with rigorous action on unauthorised encampments particularly as the permanent site will free up space on the transit site to help us address encampments. In addition, the allocations policy for the permanent site is likely to include criteria around local connection and welfare need.
- **The city's need for Traveller pitches has only been identified up to 2016** (which will be partially met by the provision of the permanent site with 12 pitches). It is possible that more pitches may be required beyond this date. Pitch needs will be reviewed during the lifetime of the strategy.
- **Van Dweller encampments** can increase tensions against Travellers. A separate protocol is being developed for van dwellers.

Public Health Implications:

- 6.12 Research has shown that Traveller health is far worse than the population as a whole, particularly around life expectancy, infant mortality and maternal mortality, mental health and suicide. These health inequalities are attributed to a combination of factors including lack of stable accommodation to promote effective service engagement, educational disadvantage, environmental hardship, social exclusion and cultural attitudes.
- 6.13 The Traveller Commissioning Strategy 2012 has been developed in partnership with Public Health and NHS Sussex (Brighton & Hove), which authored the chapter on Traveller Health & Wellbeing Needs and which has led to Outcome 2: Improve health, safety and wellbeing of the Strategy and its associated goals.
- 6.14 The success of our health objective is heavily dependent on Objective 1: Improve site availability which will help Travelling communities and professional build the trust and relationships essential for effective health, care and support services.

Corporate / Citywide Implications:

- 6.15 Traveller inequality not only impacts on the quality of life of Travellers but has an impact on public services and the public purse. By improving site provision for Travellers we will improve service engagement which will in turn help to improve Traveller health, education and employment opportunities.
- 6.16 Effective action to minimise and manage unauthorised encampments is essential to support local residents, the Traveller community and to protect the city's open spaces. An ineffective approach is likely to exacerbate the number of encampments with additional associated community tensions and costs.
- 6.17 The Traveller Commissioning Strategy has not been developed in isolation but has been led by the Housing as part of a wider partnership throughout the Council that includes Public Health, the Learning & Partnerships, Communities & Equalities, City Infrastructure, Planning & Public Protection.
- 6.18 This partnership approach has also extended beyond the Council to include NHS Brighton & Hove, Sussex Police and the Education Welfare Service provided by East Sussex County Council.

7. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 7.1 The previous approach resulted in a cycle where travellers were moving from high profile site to high profile site as their preferred locations were no longer available. This resulted in increased costs and community tensions to the detriment of Travellers and the settled community alike.
- 7.2 An alternative approach to increase enforcement and eviction action merely accelerated the cycle of Travellers moving from high profile site to high profile site as moving the encampments quicker caused them to fragment into a larger number of smaller encampments with associated impacts on community cohesion and Traveller welfare.
- 7.3 To completely resolve the issues around unauthorised encampments and facilitate a stable pitch for all Travellers would require a national approach to site provision together with changes in the law which are beyond our remit.

8. REASONS FOR REPORT RECOMMENDATIONS

- 8.1 The Response to the recommendations of the Traveller Scrutiny Panel were presented at Environment & Sustainability Cabinet Member Meeting on 15 March 2012 and committed the Council to producing an annual monitoring report for the relevant Member Committee. Appendix 1 is the first annual monitoring report.

SUPPORTING DOCUMENTATION

Appendices:

- 1. One Year On: the Traveller Commissioning Strategy in Action

Documents in Members' Rooms:

None

Background Documents:

- 1. Traveller Commissioning Strategy 2012, Full Council, 22 March 2012
- 2. Response to the recommendations of the Environment & Community Safety Overview & Scrutiny Traveller Scrutiny Panel shadowing the development of the new Traveller Commissioning Strategy 2012, Environment & Sustainability Cabinet Member Meeting, 15 March 2012

One Year On: the Traveller Commissioning Strategy in Action 2012/13

Foreword

I would like to welcome you to our Traveller Commissioning Strategy update and let you know about some of the progress we have made and some of the challenges we have faced during the first year of its implementation.

The strategy was developed to tackle the fundamental inequalities Traveller communities face and impact that unauthorised encampments have on local communities and Travellers. In seeking solutions to these challenges, we are committed to taking a firm and fair approach that will not only reduce the inequalities experienced by Travellers but will also support community cohesion.

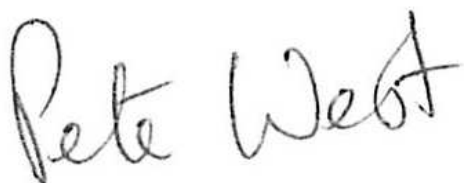
We are working closely with the South Downs National Park to progress our proposals for the new permanent site at Horsdean and have now submitted our planning application. The permanent site is critical to expanding our city's provision to help minimise the impact of unauthorised encampments.

Government guidance recognises that due to the national shortage of stopping places unauthorised encampments will continue. Our joint approach with the Police through Operation Monza and a new waste contract are helping to minimise the impact that encampments have on local residents and Travellers.

Travellers have a much lower life expectancy and health than the general population which has been recognised by the city's health services. They have carried out a Traveller health needs assessment and are progressing a number of recommendations to improve access to services.

Another important aspect of our strategy is to help Traveller children improve their educational attainment and I am delighted that children attending our local schools won national awards during Gypsy Roma Traveller History month.

Over the winter the council and its partners will continue to implement the strategy and I look forward to sharing more of our work in the next update.



Councillor Pete West
Chair of Environment, Transport & Sustainability Committee

Our Strategy

The city's **Traveller Commissioning Strategy 2012** was approved by the Council in March 2012 with a vision of:

Balancing the needs of Traveller communities and the City's settled communities to reduce inequality and improve community relations

Our strategy is split into 4 key priority areas aimed at supporting Travellers to improve the quality of their lives and reduce the tensions between communities:

- Improve site availability
- Improve health, safety and wellbeing
- Improve education outcomes
- Improve community cohesion

Action to address these priorities will help ensure we have adequate Traveller pitch provision to improve stability for those Travellers living in and visiting the city. This will help Travellers access education and health services more effectively and also reduce pressures on the city's parks and open spaces to tackle anti-social behaviour and improve community cohesion.

Development of Traveller Commissioning Strategy was done in stages that gave us that opportunity to engage and consult with residents, Travellers, Community & Voluntary Sector Organisations, service commissioners and providers, community champions, pressure groups and others.

The Traveller Commissioning Strategy has not been developed in isolation but has involved services across the Council and beyond. Our partnership approach brought together the Council, NHS Sussex, Traveller Education Team and Sussex Police.

In addition the Environment & Community Safety Overview & Scrutiny Committee Traveller Strategy Scrutiny Panel shadowed the development of the strategy from the outset and recommendations submitted by the panel were integrated into the final strategy.

The Scrutiny team won the Centre for Public Scrutiny award for Innovation (for the second year running) for its work on the scrutiny panel set up to shadow the development of the new Traveller Strategy.

Our strategy has identified the importance of developing a regional approach to tackle Traveller inequality and the shortage of suitable stopping places, and a number of groups have been set up and consultation processes established to address cross boundary concerns and issues.

Unauthorised Encampments

Government guidelines recognise that due to the national shortage of stopping places Travellers will continue to set up unauthorised encampments as they follow their traditional routes for seasonal work.

We want to provide a permanent site to free up space on the transit site. We know that this will not fully resolve the issue of unauthorised encampments and at the same time we are working to protect our most sensitive sites and work closely with the Police to effectively manage encampments which happen in the city.

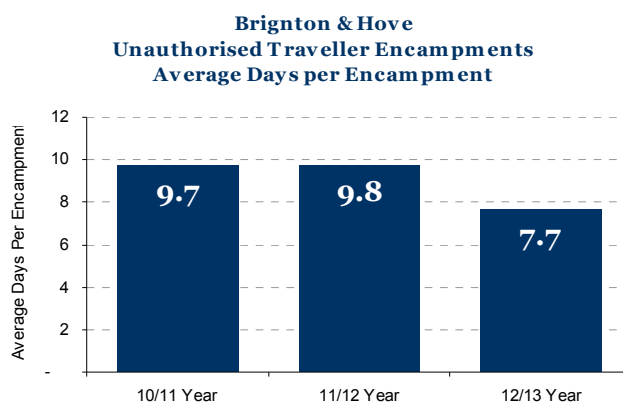
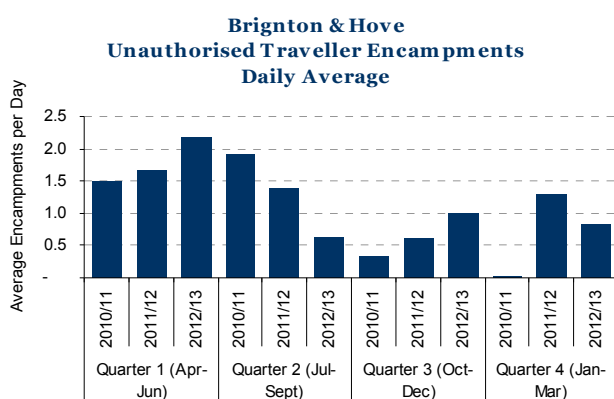
Overall there were 55 unauthorised encampments in 2012/13, an increase on 2011/12, however some periods have seen decreases in encampments which is evident when we look at the seasonal aspect of the encampments.

The last 3 years we have seen an increase in the number of encampments during the Spring and Autumn months with a decrease in Travellers visiting during the Summer and Winter months.

On average, encampments are moved on after about a week, which is quicker than in previous years and helps to ensure residents are able to get back to enjoying their green spaces as quick as possible. However, moving encampments quicker can also lead to more encampments as groups fragment to other parts of the city.

When making decisions with the Police about moving on an encampment we have to balance the needs of the community that has lost the use of it's open space, the welfare needs of the Travellers and also the likely impact that a fresh encampment will have elsewhere in the city.

When an encampment is present regular high profile visits by the Police through Operation Monza and Council's Traveller Liaison Team help to reassure both residents and Travellers to minimise the disruption and anti social behaviour that sites can attract. A new waste contract helps to ensure refuse does not become a nuisance and that sites are effectively and swiftly cleared once.



(Note that these figures exclude Van Dwellers as they fall outside the scope of this strategy)

Outcome 1: Improve site availability

Draft City Plan 2014-2030

Under the Governments **Planning policy for traveller sites** local planning authorities are required to set Traveller pitch targets in their local plans in order to meet permanent and transit site accommodation need. In addition, the authority must identify a supply of deliverable sites to meet the identified need for the following 5 years with a broad outline of sites to meet the need for 6-15 years. The City Plan was approved by Council in January 2013 and was subsequently submitted to the Planning Inspectorate June 2013. To meet the requirements of national policy, the City Plan indicates an agreed accommodation needs projection (permanent) and Part 2 of the plan will identify any additional sites that may be required.

Developing the New Permanent Site

At the Council's Cabinet meeting in March 2012 Members endorsed Horsdean as the preferred location for the new permanent Traveller site. This new site, providing 12 permanent pitches, will be an extension of the existing transit site.

Over the past months the Council has continued to work with the South Downs National Park Authority to take forward the planning application which has now been submitted. As the site falls within the National park it is important that the design of the site not only meets the needs of Travellers but does not spoil the natural beauty of landscape.

In addition to working with the South Downs National Park Authority, the Council has also been consulting local residents about the development of the new permanent site. As part of the consultation drop-in sessions were held at Patcham Community Centre. These sessions provided an opportunity for residents to talk about a variety of topics relating to the site such as site management, practical measures to help improve relations between travellers and the settled community and a design that will minimise the site's visual impact.

Improving Site Management

The Site Warden has been in post since July 2012 at the Horsdean Transit site. Their presence on the site has greatly improved the management and income collection, and has provided support for those residents on site and enabled access to other services.

In addition the Warden is support by a new waste and repairs contract in place with domestic waste from the site is now being collected by City Clean.

In order to carry out improvements to security and safety on site, Horsdean was temporarily closed. Enhancements have been made at the site entrance, improvements made to the drainage system and a fire hydrant installed.

Outcome 2: Improve health, safety and wellbeing

Traveller Health Needs Assessment

As a result of the Traveller Commissioning Strategy the former Primary Care Trust commissioned research into the health needs of local Travellers. The resulting report informed the Clinical Commissioners Group (CCG) and City Council of priority areas for addressing Traveller needs and its findings are being incorporated into the Joint Strategic Needs Assessment. In addition the Brighton & Hove CCG Annual Operation Plan 2013/14 outlines the CCG's commitment to work with partners to implement the following recommendations:

Outreach health services

- Improve outreach health services

GP services

- Identify 1-2 GP surgeries that can implement models of good practice for primary care service delivery
- Provide Traveller-led cultural awareness training for clinical and other staff at these surgeries
- Develop a wallet-sized card for Travellers to present to receptionists
- Consider ways to improve access to GP services

Community Safety, Crime Reduction and Drugs Strategy

To support strategic coordination and improved outcomes for Gypsies and Travellers experiencing domestic violence the Community Safety Team held a partnership conference in July 2012 that brought together stakeholders from a range of agencies to raise awareness of the need for coordinated action as well as identify practical solutions. Following on from the conference, the development of the new Strategy to Prevent Violence against Women and Girls will incorporate actions to deliver a package of support for Travellers.

Specialist health services

- Ensure Traveller specialist health services proactively succession plan
- Consider how commissioners can improve monitoring of Traveller specialist health services
- Promote collaboration between identified GP surgeries and specialist providers

Communication and record keeping

- Encourage GP surgeries and hospital trusts to make more use of mobile phone technology to communicate with patients
- Make health information accessible for people with low literacy skills

Public and patient engagement

- Create opportunities for dialogue between Travellers and health professionals by making it easier for ethnic minorities and socially excluded groups to engage with us

Improve ethnic monitoring

- Ensure robust, systematic ethnic monitoring in health records

Outcome 3: Improve education outcomes

Improving uptake of Early Years provision

Following an early years outreach play at the Horsdean transit site a number of families expressed an interest in nursery provision. The Traveller Education Early Years teacher arranged accompanied visits to One World Nursery and supported form filling. Staff received training to ensure successful inclusion in setting.

The Manager and Deputy Manager of nursery visited the Horsdean transit site and were warmly welcomed by the parents who provided tea, sandwiches and cakes. The children showed the visitors round.

Photographs were taken of the children and made into a storybook "**Fono, Fono – What can you see?**" that was used very successfully in nursery at story time. This is the first time the Traveller children fully participated in this activity and was filmed for joint training on good inclusive practice.

Families who left Horsdean transit site have independently contacted the nursery on their return to city to re-admit children. It is hoped that families will continue to remain confident and independent participants in pre school provision.

Prize winners

For the 5th consecutive year, Traveller pupils attending schools in the city were awarded prizes in the Gypsy Roma Traveller History month national schools competition. Seven local schools celebrated GRT History month and participated in the competition. We are waiting to hear the outcome of the entries to this years "**Traveller Roots or Routes**" competition.

Gypsy Roma Traveller History Month

Held in June, the Gypsy Roma Traveller History month was a joint initiative between the East Sussex Traveller Education Team in consortium with Brighton & Hove City Council and Friends, Families and Travellers. Highlights included:

- Presentation in Hove Town Hall on "Traveller Roots around the City" by Janet Keet-Black, who is a Romany and local historian. This continued with the evidence demonstrating long standing historical associations with particular areas of the city e.g. the Race Course Presentation enhanced by singing and step dancing which involved audience participation.
- Following on from last year's performance of "**Crystal's Vardo**" by Suzanna King presented by Friends, Families and Travellers at the Pavilion Theatre, the play has subsequently been performed in three schools. The play highlights the effect bullying can have on Traveller children and how raising cultural awareness can reduce discrimination. The performances have been followed up with PHSE work prepared by the Healthy Schools Team and Traveller Education.

Outcome 4: Improve community cohesion

New Legal Powers to Deal with Illegal Unauthorised Encampments

In August 2012, the Government published ***“Dealing with illegal unauthorised encampments”*** which restates those powers that are already available. The guidance also includes one new addition - Section 150(2) of the Police Reform and Social Responsibility Act 2011. This enables local authorities to attach powers of seizure and retention of any property, which could include tents and sleeping equipment, in connection with any breach of a byelaw made under Section 235. This section also enables the courts to order forfeiture of any such property on conviction for contravention of any bylaw. Since the publication, there has been no guidance on use of these powers but there is a significant risk of legal challenge should these powers be deployed in relation to those who live in caravans.

The Community Safety Casework Team

In the last year no hate incidents have been directly reported by Travellers to the Community Safety Casework Team. Low levels of trust in the statutory sector are considered a barrier in reporting from Traveller communities. The Friends, Families and Travellers continue to be a reporting centre to increase access to reporting and support. Encouraging reporting from travellers via visits to the Horsdean site and linking in with the Friends, Families and Travellers reporting centre continues. We will look to implement joint actions from the Sussex Police plan to address under-reporting of hate incidents in future.

In the last year, the Casework Team has been working in partnership with the Traveller Liaison team to ensure that any racist or abusive correspondence or behaviour is dealt with appropriately. As a result of this partnership seven referrals were received where travellers were targeted as a group, and the perpetrators warned of the consequences if their behaviour was repeated which has prevented repeat offending. Only one of the seven individuals that were warned has repeated the offensive behaviour in the last quarter and is being monitored.

Management of unauthorised encampments

The council's Traveller Liaison Team continues to manage unauthorised encampments in line with government guidance and following the procedures outlined in the strategy.

Following successes of Operation Monza last year, the number of officers involved has been increased. Regular meetings are held between the Police and the Council to develop joint working policies which has resulted in a tactical PIER plan (Prevention, Intelligence, Enforcement & Reassurance) being delivered in 2013.

The Traveller Team are developing closer working ties with their colleagues in Waste Enforcement and the Team works closely with Traveller Education and Health professionals to improve services.

Outcome 1: Improve site availability

Strategic Action	Target	Current Position	Lead Partner
Goal 1	Develop a new permanent Traveller site		
Consult on preferred site prior to planning application	March - April 2012	Complete: preferred site identified and local consultation taken place	Brighton & Hove City Council
Obtain planning permission for preferred site	Updated timescale: Application delayed from 2012 to 2013	In progress: Planning application submitted September 2013	Brighton & Hove City Council & South Downs National Park
Develop site	Subject to planning permission	Expected development now 2014	Brighton & Hove City Council
Develop allocations and management policies	Subject to planning permission	To be in place for site opening	Brighton & Hove City Council
Open site	Subject to planning permission	Expected opening now late 2014	Brighton & Hove City Council
Goal 2	Ensure effective management and use of the Horsdean Transit Site		
Appoint a site warden for the Horsdean Transit Site	Recruitment planned for Spring 2012	Complete. Site warden appointed July 2012. Considering potential to increase support	Brighton & Hove City Council
Review occupancy of the Transit Site to provide capacity to help minimise unauthorised encampments	Spring/Summer 2012 (and ongoing after)	Ongoing. Site currently closed to install a fire hydrant and for necessary security and drainage works (completion summer 2013)	Brighton & Hove City Council
Improve the collection of fees and service charges and deal effectively with arrears	Summer 2012 (and ongoing after)	Ongoing. Collection has been improved by the appointment of a site warden	Brighton & Hove City Council

Strategic Action	Target	Current Position	Lead Partner
Goal 3 Develop procedures for Tolerated sites			
Research Good Practice and develop guidance on toleration	Spring 2013	Drafting completed. Consultation and EIA to follow	Brighton & Hove City Council
Consult and Equality Impact Assessment	Subject to guidance	To be done once draft guidance has been produced	Brighton & Hove City Council
Implement	Subject to guidance	Delayed to ensure policy meets current good practice, guidance and legal compliance	Brighton & Hove City Council
Goal 4 Consider the need for future site provision			
Traveller accommodation needs assessment	Subject to guidance but required to plan for post 2016 need	Discussions in progress with adjoining authorities to jointly assess needs	Brighton & Hove City Council
Monitor size, duration, frequency, make up of unauthorised encampments	Build up a picture of need and demand particularly once permanent site open	Ongoing. Unauthorised encampments size and make up monitored	Brighton & Hove City Council
Implement further requirements of new government planning guidance	Subject to guidance	In progress: City Plan sets out requirements to 2019 and commits to further needs assessment for remaining Plan period	Brighton & Hove City Council
Plan according to new guidance	Subject to guidance	In progress: Traveller Accommodation Policy CP22 reflects new guidance	Brighton & Hove City Council
Ensure new City Plan recognises identified needs to 2016 and the need to consider future needs provision	Plan proposed adoption end 2013	In progress: City Plan sets out requirements to 2019 and commits to further needs assessment for remaining Plan period	Brighton & Hove City Council
Goal 5 To provide advice to Travellers seeking to buy their own land for developing a site			
Planning advice to travellers seeking to buy their own land for developing a site	Appropriate advice provided as and when required to build on existing good practice	Ongoing: To date there have been no approaches	Brighton & Hove City Council

Outcome 2: Improve health, safety and wellbeing

Strategic Action	Target	Current Position	Lead Partner
Goal 6	Improve access to health and other support services for Travellers in the city		
Conduct specific needs assessment on the health and wellbeing of Travellers	November 2012	Complete: The needs assessment was carried out during summer 2012	Public Health & NHS Sussex
Develop an action plan in response the findings of the needs assessment in order to improve access to healthcare services for members of the G&T Community	March 2013	Recommendations being implemented through the Annual Operating Plan 2013/14	Clinical Commissioning Group
Citywide review of Health Visitors to include the impact on the Travelling community	2012/14	Ongoing: Health visiting commissioned by NHS England and this will be taken forward through the Local Implementation Plan	NHS Sussex & Brighton & Hove City Council
Goal 7	To improve cultural awareness in health services		
Cultural awareness training for Clinical Commissioners Group staff and lead clinicians	April 2013	Included in the Annual Operating Plan for 2013/14 Planning a Protected Learning Scheme taking place in November 2013	CCG & NHS Sussex
Goal 8	To improve ethnic monitoring in health and other services to include Travellers		
The Trust will ensure that all service providers are aware of the monitoring framework and use it to monitor service uptake and experience in order to identify key issues for Traveller communities	Ongoing – to be reviewed as part of needs assessment	Completing a review of establish the level of ethnic and equalities monitoring amongst service providers	NHS Brighton & Hove

Strategic Action	Target	Current Position	Lead Partner
Goal 9	Tackle domestic and sexual violence		
Integrate actions to address domestic and sexual violence in Traveller communities into DV and SV Action Plans and in the Violence Against Women & Girls Strategy	Plan in place April 2012	In progress: actions included in 2013 Community Safety, Crime Reduction and Drugs Strategy. To be integrated with strategic and operational responses to other associated crime types, as part of the new strategy to prevent Violence against Women and Girls	Safe in the City Partnership
Develop a package of support for Travellers subject to the overall needs within the DV Commissioning Plan, SV Action Plan and the Violence Against Women & Girls Strategy	To be developed in 2012/13	In progress: Partnership seminar highlighted key barriers for Gypsies and Travellers trying to access services. Actions to deliver a package of support to be developed as part of the new strategy to prevent Violence against Women and Girls	Safe in the City Partnership working with other organisations
Integrate work of Traveller Education Team (Goal 13) with Healthy Schools Team work on gender equality / domestic and sexual violence prevention	2012/13. Integration of awareness and education work. Clear pathways to services for young people for Traveller children needing support	Ongoing: Integrated work ongoing within Healthy Schools agenda and DV specialist services	BHCC Healthy Schools Team

Strategic Outcome 3: Improve education outcomes

Strategic Action	Target	Current Position	Lead Partner
Goal 10	Raise standards by ensuring successful education provision for Traveller children		
New families are visited by Outreach Team to engage with families, assess need according to age and arrange admission into local school	1) All pre school children are engaged 2) All school aged children enrolled in local provision	1) All Early Years access outreach. 14 short stay Early Years access local pre school (Annual Report Oct 12) 2) Approximately 50% of roadside children not engaged.	Traveller Education Team
Children are supported into new school by peripatetic teacher	Successful admission and inclusion into new school	Ongoing	Traveller Education Team
Home school liaison provided by outreach team and Education Welfare Service to ensure good attendance	All children in school with attendance over 90%	Attendance of short stay approximately 79% actual/possible (Annual Report Oct 12)	Traveller Education Team & Education Welfare Service
Support provided to local school and their communities closest to new site via <ul style="list-style-type: none"> training re cultural awareness and successful practice in integrating Traveller children additional teaching support to Traveller children with learning deficit 	1) All receiving schools cultural awareness training and educational resources 2) New Traveller children settled in schools and support plans in place where necessary	Subject to development of permanent site however training programme started	Traveller Education Team
Collaborate with voluntary sector and families to provide/access out of school activities	New children integrating into local community	Ongoing: Working with voluntary sector on bespoke family learning arranged in local school. Collaborative working with youth service and playbus	Youth Service, Traveller Education Team, Traveller Organisations

Strategic Action	Target	Current Position	Lead Partner
Goal 11 Raise the engagement with learning opportunities for all traveller families visiting Brighton and Hove			
To continue to provide a specialist/outreach provision to support all Traveller families to access learning opportunities	Increase uptake in local provision including family learning	Ongoing: Specialist / outreach in place as above	Traveller Education Team
To provide additional teaching support for those with learning deficit (due to mobility)	Improvement in attainment - Foundation Stage, KS2 and 4	Ongoing: Peripatetic teachers assess before or day 1 of enrolment (only short stay pupils)	Traveller Education Team & Schools
To offer alternative education provision where required for 14-19 secondary aged pupils	Improved uptake of educational opportunities	Ongoing: Traveller pupil needs profile raised with schools and colleges re transition and accessing college opportunities via Vulnerable Learners Network	Traveller Education Team & Engagement Team
Involve Traveller groups in education services development	Consult with local Travellers	Ongoing: Traveller families consulted over action plan. Their views recorded and collated	Traveller Education Team & Schools/Nurseries
Goal 12 Secure engagement of families from the early years			
To deliver weekly outreach under 5s play sessions to all families using the Traveller education team playbus in partnership with health and other professionals.	To engage all newly arrived families with mainstream services. eg children centres, early years settings and specialist services eg speech and language therapists	Ongoing: Weekly multi agency outreach visits in place and specialist services accessed. Health outreach to additional visits to transit	Traveller Education Team & Health visitors
To provide a parent and under 5s drop-in group for Traveller parents on site	Attendance and participation in the bespoke group within Children's Centre and to increase participation and inclusion in wider children centre activities	Ongoing: Bespoke group until Christmas when families left area. Transit being refurbished and bespoke to be re-planned when transit reopens	Early Years Coordinator Traveller Education Team Moulsecoomb Children's Centre

Strategic Action	Target	Current Position	Lead Partner
Involve Traveller groups in education services development	Improve participation and uptake of 2 yr old nursery funding	In progress: Formal consultation took place in June/July. Participation in GRT History Month	Health Visitors, Early Years Coordinator, Traveller Education Team
To provide training to early years settings, children's centres, school staff re good practice in working with GRT families as both bespoke and part of LEAs training programme	Increased skills and confidence of EYs staff in working with GRT families – result increase in uptake of mainstream provision	Ongoing: Provided Equalities training with City EYs and childcare team. Joint training with EMAS. Training given to PVI's. Contributed to "Celebration of Good Practice in Early Years" regional conference	Traveller Education Team
To arrange nursery places when necessary to newly arrived families and support child into nursery, to provide teaching support to children with an identified need	Increased uptake of Early Years Educational Entitlement (EYEE)	Ongoing: 14 pre school children supported into nursery. EYEE funding arranged (Annual Report Oct 12)	Traveller Education Team
Goal 13 Improve further the awareness in schools about Traveller History and Culture			
Offer cultural awareness training to all educational establishments and to embed this in LEAs rolling training programme	Uptake of training	Ongoing. Various Cultural awareness training in LA workforce development programme	Traveller Education Team, Healthy Schools Team
Promote national initiatives such as Gypsy Roma Traveller History Month and encourage schools to participate	Schools participation in GRT History Month	Ongoing: Successful GRT History Month events held in June 2013. Schools participation in GRT month plus participation in national competition	Traveller Education Team, Partnered with Traveller Organisations
Involve Traveller groups in education services development of cultural awareness and equalities training	Travellers Participation in training	Ongoing: Collaborative working with Travellers on GRT History Month. Traveller led event – musical evening at Hove Town Hall	Traveller Education Team, Partnered with Traveller Organisations and individuals
Continue to contribute to schools curriculum diversity by providing lesson models, resources and artefacts.	Culturally reflective curriculum in schools with Traveller children on roll	Ongoing: Reference the Annual Report 2011-12	Traveller Education Team, Healthy Schools Team
Information for schools updated and available via website	Schools have accessible resources	Website undergoing revision	Traveller Education Team

Strategic Outcome 4: Improve community cohesion

Strategic Action	Target	Current Position	Lead Partner
Goal 14	Increasing awareness of different cultures		
Develop a greater understanding amongst the media of Traveller issues	Ongoing work	Work is ongoing to support the Traveller team and provide a clear and consistent message	Brighton & Hove City Council
Improve further the awareness in schools about Traveller History and Culture	Various (see Goal 12)	Ongoing: Various (see Goal 12)	Traveller Education Team, and Traveller Orgs.
BHCC Promotion of GRT History Month	June - annually	Promoted the community event organised to mark Gypsy Roma Traveller History Month 2013 and provided funding for event	BHCC Communities & Equality Team
Run regular Councillor Traveller awareness sessions	2012 & 2013 (and every 2 years following elections)	Member Development session held in 2012 and a Travellers seminar has been added to the Member Development plan 2013/14	Brighton & Hove City Council
Traveller staff – workforce monitoring and action/support from BME Workers Forum	Various as part of People Strategy and Implementation plan	Equalities monitoring form updated in March 2013 Identifying Gypsy or Irish Traveller as a separate ethnic group. Ongoing work to increase the number and diversity of BME Workers Forum membership	Brighton & Hove City Council
Improve Community Development Workers / Local Action Teams	July 2012 and ongoing	Currently on hold. Review in future based on the provision of permanent site	BHCC, Friends Families & Travellers
Goal 15	Involve Travellers and their advocates in service design and delivery		
Set up a Brighton & Hove Traveller Forum	Following discussions with Community Safety Team and representatives of the Travelling Community the development of the Forum is on hold until the permanent site is developed or there is a demand for a forum coming from the Travelling community. Costed options are being put together.		Brighton & Hove City Council
Progress opportunities for supporting Travellers into work and learning	To be determined	In progress. Potential European funding being explored and links to City Employment & Skills Plan	Brighton & Hove City Council

Strategic Action	Target	Current Position	Lead Partner
Involve Travellers in development and design of permanent site	Updated timescale. Throughout 2012-2014	In progress. First stages of Traveller consultation complete	Brighton & Hove City Council
Consult on procedures for Tolerated sites	Subject to draft guidance	To be completed once draft guidance has been produced [See Goal 3]	Brighton & Hove City Council
Involve Travellers in service development, cultural awareness, equalities training	Travellers participating in training	Ongoing. Building upon previous successes	Traveller Education Team, Schools/Nurseries, Traveller Orgs.

Goal 16

Effective management of unauthorised encampments

To review and update the Operation Monza Tactical Plan	Annual review according to operational need	Monza reviewed and expanded. Team extended to 3 Police and PCSOs. Multi-agency group developed a tactical Prevention, Intelligence, Enforcement & Reassurance Plan (PIER) for 2013	Sussex Police
To provide a dedicated full time Traveller Liaison Officer	Full time officer in post	Ongoing: A full time officer has been in post for several years	Sussex Police
Ensure Section 61 and Section 62A CJ&POA 1994 applications comply with guidance	As far as possible all applications are to be considered by local Commanders to ensure consistency	Ongoing	Sussex Police
Provide a consistent response to all unauthorised encampments	Develop a joint Sussex Wide Unauthorised Encampment Protocol	Good ongoing progress between Police and Local Authorities	Sussex Police, Brighton & Hove City Council, East & West Sussex councils
Pro-actively liaise with any settled community affected by an encampment	Ongoing	Ongoing. Community engagement through a range of expanding mechanisms including residents visits, leaflets LAT meeting and Twitter	Brighton & Hove City Council

Strategic Action	Target	Current Position	Lead Partner
Expand Operation Monza into a joint approach	Council Traveller Liaison Officer to accompany Police on daily visits to sites	Ongoing discussions with other areas of the Council to carry out multi-disciplinary visits	Sussex Police & Brighton & Hove City Council
Provide necessary support the those residing on an unauthorised encampment	Ongoing	Ongoing: Work already in progress	Brighton & Hove City Council
Take appropriate action to move on an encampment based on community impact and Traveller needs	Ongoing	Ongoing. New Community Impact document developed and being trialled	Brighton & Hove City Council
Work across the region to share good practice	To work through the new Sussex Joint Local Authority Traveller Forum	Ongoing	Brighton & Hove City Council

Goal 17

Ensure sensitive sites are protected

Develop a corporate proactive approach to the protection of sensitive sites within available resources	To be developed during 2012/13	Cityparks are maintaining and continuously reviewing existing protection measures around the city. Improvements are made where they are affordable within existing budgets	Brighton & Hove City Council
Assess sites on an ongoing basis in response to unauthorised use	Ongoing monitoring of sites	Ongoing: Successful works carried out to Withdean Park, Greanleas Recreation Ground and the Ladies Mile Nature Reserve. Improvements have also been made to Carden Park and Hollingbury Park	Brighton & Hove City Council

Strategic Action	Target	Current Position	Lead Partner
Goal 18 Tackling crime, anti-social behaviour and nuisance			
To review and update the Operation Monza Tactical Plan	Annual review according to operational need	Monza has been reviewed and updated. A multi-agency group has developed a tactical PIER plan (Prevention, Intelligence, Enforcement & Reassurance) to be delivered in 2013	Sussex Police
To provide a dedicated full time Traveller Liaison Officer	Full time officer in post	Ongoing: A full time officer has been in post for several years	Sussex Police
Provide a prompt, efficient and sustainable waste collection service that tackles fly-tipping	New contract to start August 2012	Completed and ongoing: 6 x 1100litre waste bins being emptied once a week	Brighton & Hove City Council
Goal 19 Tackling racism, sexism and homophobia			
Developing new ways to encourage the reporting of crimes and incidents will be taken forward by community safety services and included within a work programme to develop community based reporting centres throughout the city for hate crimes.	Work to be undertaken during 2012 and will be completed by March 2013	Ongoing: Although in the last year there have not been any hate incidents directly reported by the travellers to the casework team, as a result of partnership with Traveller Liaison Team 7 referrals have been received through this route	Joint Community Safety Delivery Unit
Goal 20 Develop a protocol for addressing Van Dwellers who are often mistaken for Travellers			
Develop protocol, Equality Impact Assess, consult, launch	To be developed in 2012/13	Drafting in progress	Brighton & Hove City Council

Housing Strategy Team

Brighton & Hove City Council,
4th Floor Bartholomew House,
Bartholomew Square, Brighton BN1 1JE

e: housing.strategy@brighton-hove.gov.uk
w: www.brighton-hove.gov.uk/housingstrategy