





**Brighton & Hove
City Council**

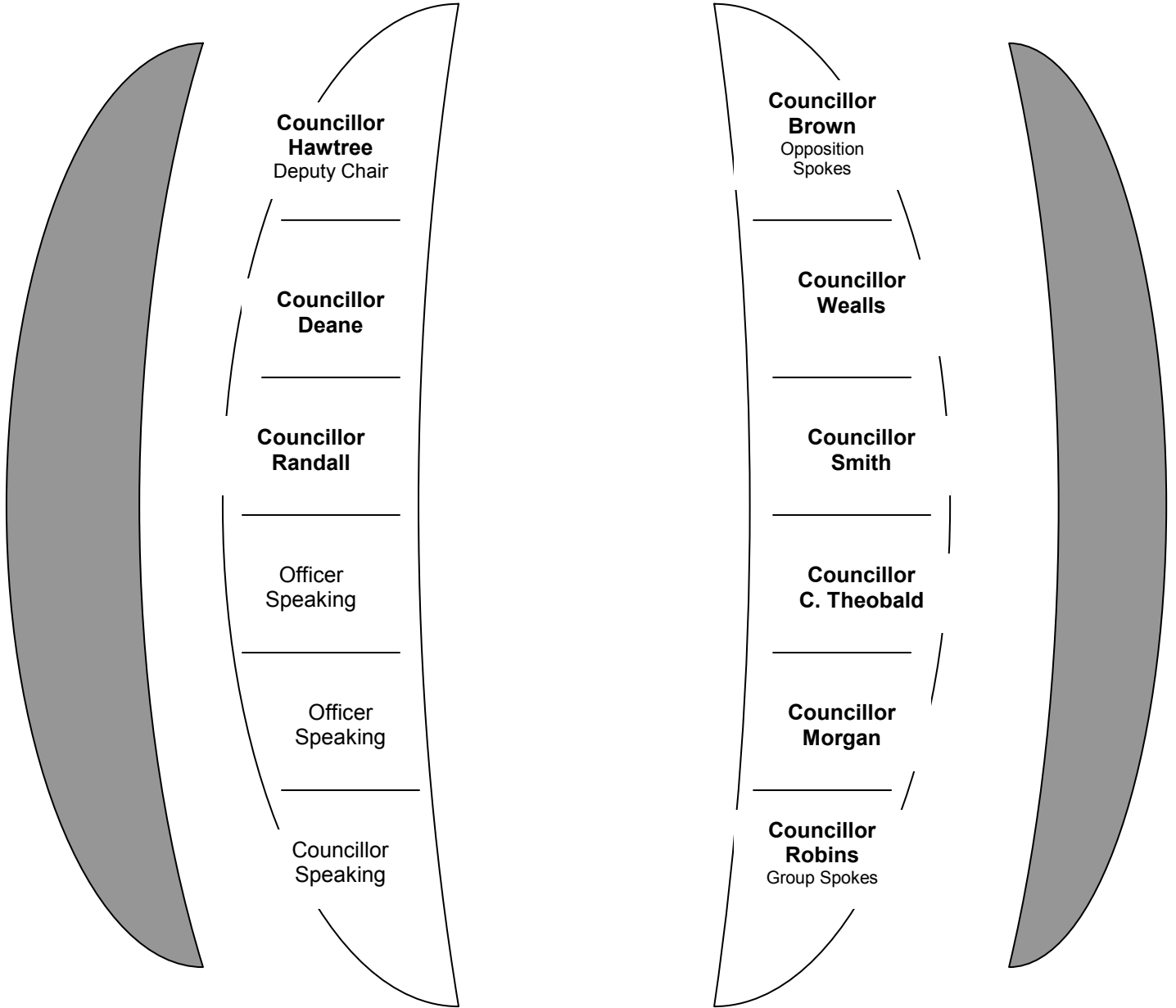
Economic Development & Culture Committee

Title:	Economic Development & Culture Committee
Date:	15 January 2015
Time:	4.00pm
Venue	Council Chamber, Hove Town Hall
Members:	Councillors: Bowden (Chair), Hawtree (Deputy Chair), Brown (Opposition Spokesperson), Deane, Randall, Smith, Morgan, Robins, C Theobald and Wealls
Contact:	Penny Jennings Democratic Services Officer 29-1065 penny.jennings@brighton-hove.gov.uk

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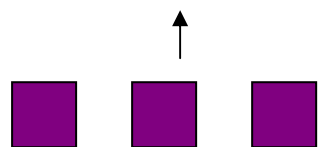
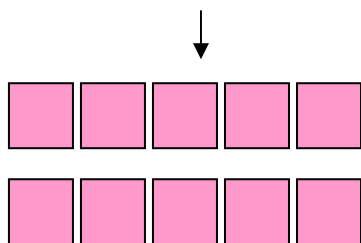
Democratic Services: Economic Development & Culture Committee

Executive Director	Councillor Bowden Chair	Legal Officer	Democratic Services Officer
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Public Speaker	Public Speaker
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Public Seating



Press

AGENDA

PART ONE

Page

46 PROCEDURAL BUSINESS

(a) Declaration of Substitutes: Where Councillors are unable to attend a meeting, a substitute Member from the same Political Group may attend, speak and vote in their place for that meeting.

(b) Declarations of Interest:

- (a) Disclosable pecuniary interests;
- (b) Any other interests required to be registered under the local code;
- (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

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

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

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

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

A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls.

47 MINUTES

1 - 16

To consider the minutes of the meeting held on 13 November 2014 (copy attached).

48 CHAIR'S COMMUNICATIONS

49 CALL OVER

ECONOMIC DEVELOPMENT & CULTURE COMMITTEE

- 54 REVIEW OF SECTION 106 DEVELOPER CONTRIBUTIONS TEMPORARY RECESSION MEASURES 105 - 110**
- Report of the Executive Director, Environment, Development and Housing (copy attached)
- Contact Officer: Debra May Tel: 29-2295*
Ward Affected: All Wards
- 55 LOCAL AGGREGATE ASSESSMENT FOR EAST SUSSEX AND BRIGHTON & HOVE 111 - 114**
- Report of the Assistant Director, Environment, Development and Housing (copy attached)
- Contact Officer: Steve Tremlett Tel: 29-2108*
Ward Affected: All Wards
- 56 UNIVERSITY OF SUSSEX - LISTED BUILDING HERITAGE PARTNERSHIP AGREEMENT 115 - 120**
- Report of the Executive Director, Environment, Development and Housing (copy attached)
- Contact Officer: Tim Jefferies Tel: 29-3152*
Ward Affected: Hollingdean & Stanmer
- 57 DESIGNATION OF NEIGHBOURHOOD/BUSINESS AREA AND NEIGHBOURHOOD FORUM - BRIGHTON MARINA 121 - 138**
- Report of the Executive Director, Environment, Development and Housing (copy attached)
- Contact Officer: Rebecca Fry Tel: 29-3773*
Ward Affected: Rottingdean Coastal
- 58 CONSERVATION STRATEGY REVIEW 139 - 192**
- Report of the Executive Director, Environment, Development and Housing (copy attached)
- Contact Officer: Tim Jefferies Tel: 29-3152*
- 59 ST AUBYNS PLANNING BRIEF 193 - 268**
- Report of the Executive Director, Environment, Development and Housing (copy attached)
- Ward Affected: Rottingdean Coastal*
- 60 GOVERNMENT CONSULTATION: PROPOSED CHANGES TO PLANNING POLICY STATEMENT FOR TRAVELLER SITES 269 - 290**
- Report of the Executive Director, Environment, Development and Housing

ECONOMIC DEVELOPMENT & CULTURE COMMITTEE

(copy attached)

Contact Officer: Sandra Rogers
Ward Affected: All Wards

Tel: 29-2502

61 HOUSING STANDARDS REVIEW CONSULTATION 2014

291 -
312

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

Contact Officer: Rebecca Fry
Ward Affected: All Wards

Tel: 29-3773

62 MAJOR PROJECTS UPDATE

313 -
326

This standing item will provide an opportunity for relevant issues to be updated on (copy of schedule attached)

63 ITEMS REFERRED FOR COUNCIL

To consider items to be submitted to the 29 January 2015
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

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.

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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 Penny Jennings, (29-1065, email penny.jennings@brighton-hove.gov.uk) or email

ECONOMIC DEVELOPMENT & CULTURE COMMITTEE

democratic.services@brighton-hove.gov.uk

Date of Publication - Wednesday, 7 January 2015

BRIGHTON & HOVE CITY COUNCIL

ECONOMIC DEVELOPMENT & CULTURE COMMITTEE

4.00pm 13 NOVEMBER 2014

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillors Bowden (Chair), Councillor Hawtree (Deputy Chair), Brown (Opposition Spokesperson), Deane, Randall, Smith, Morgan, Robins, C Theobald and Wealls

PART ONE

31 PROCEDURAL BUSINESS

31a Declaration of Substitutes

31.1 There were none.

31b Declarations of Interest

3.2 There were none.

31c Exclusion of the Press and Public

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

31.4 **RESOLVED** – That the press and public not be excluded from the meeting during consideration of any item on the agenda.

32 MINUTES

32.1 **RESOLVED** – That the Chair be authorised to sign the minutes of the meeting held on 19 September 2014 as a correct record.

33 CHAIR'S COMMUNICATIONS

- 33.1 The Chair explained that although he would be referring to a few highlights as part of his communications a full text in respect of recent and upcoming events would be recorded in the substantive minutes of the meeting.

Royal Pavilion Music Room

- 33.2 The Chair stated that The Royal Pavilion's Music Room now featured a stunning new installation called 'Peepers' by artist Maisie Broadhead as part of the Pavilion Contemporary programme. The installation would run until 1 March 2015. He was also pleased to note that the Ice Rink had re-opened recently, this had now become established as a popular seasonal venue with the Pavilion as a stunning backdrop.

Tourism & Venues

Partnerships

- 33.3 There were currently 444 partners an increase of 24 from the figure reported at the previous meeting of the Committee. Partnerships were one of Visitbrighton's cornerstones showing as they did a collaborative approach to public and private sector working.

On-line Marketing

- 33.4 In the first 6 months of the year visits to www.visitbrighton.comwebsite had exceeded 1 million unique users – growth of 1.2% on the equivalent period in 2013. The www.visitbrighton.com would feature prominently on the landing page of a new 'Wireless City' initiative between Brighton & Hove Council & BT, due to go live in November 2014, this would offer blanket free wifi coverage across many key visitor areas of the city.
- 33.5 Final sign off was being obtained to re-design www.visitbrighton.com so that it was adjusted to fit mobile devices and integrate channel managers into the site, potentially increasing income from accommodation sales, www.christmasinbrighton.co.uk was to be launched shortly to promote the fantastic winter offering in Brighton & Hove and to encourage visitors to book a break in the city.

Offline Marketing

- 33.6 In the first 6 months of the year the city had hosted over 75 press trips – 35% of which had been for UK journalists and 65% for overseas journalists. As a result, 140 features and articles had appeared in the UK media, including The Telegraph, The Daily Express, The Sunday Times and The Metro. 70 articles and features had been generated in overseas media, including L'Express, Elle Decoration, the Times of India and The Sydney Morning Herald, the advertising value equivalent of this

coverage had exceeded £3.m. Currently, the team were actively engaged in promoting the Rugby World Cup to both domestic and overseas visitors and journalists.

Conference Sales

- 33.7 The Chair explained that in the first 6 months of the year 32 events had been confirmed with the CVB which will bring £41m of economic benefit to the City. Notable wins included: British Council Conference – December 2014 – 600 delegates, British Medical Laser Association – April 2015 – 200 delegates, Search & Rescue Conference – May 2015 – 300 delegates and Society for Experimental Biology – July 2016 – 850 delegates, Girl Guides – June 2017 – 2000 delegates.

Visitor Services

- 33.8 Last year Brighton & Hove had been selected by VisitEngland as one of four destinations to be included in their Access for All Campaign, this year the city was the only destination that VisitEngland were taking forward for Phase 2 of the campaign. The campaign, used EU funding drawn down by VisitEngland with the aim of improving accessibility that disabled visitors could plan their trip in full confidence of finding accommodation that would suit their needs and things to do and see that they could access easily.

Libraries

Expansion of community services in our libraries:

Arts and Culture in Libraries:

- 33.9 Twenty Three young people and 5 artists had been engaged to produce original work for the “Evolving in Conversation” project over the summer on the theme of how individuals make society change. Over 3000 people between the ages of 2 and 73 had attended Jubilee Library for the Showcase Day on October 18, with 140 attending workshops and over 200 people attending talks. Customers had been asked to write down three words that best described their thoughts on the day. The three words that came up most often were **Interesting, Intriguing** and **Inspiring**. This positivity had also been reflected in the more in-depth evaluation forms where **100%** of people said they would recommend the day to a friend.

Financial Inclusion

- 33.10 Building on the existing financial inclusions services Brighton & Hove Libraries in partnership with MACS (Money Advice & Community Support) would be extending the availability of the money advice service to two more libraries in the Hangleton and Woodingdean areas, in addition to the sessions already held at Jubilee and Hove libraries.

Jobseekers

- 33.11 In January 2015, working in partnership with BHCC Supported Employment, the Library service would be setting up job seekers clubs in libraries across the city. This initiative would start with a four week course at Hove Library and work would be undertaken with other libraries and volunteers to set up relevant IT skills sessions throughout the year to assist those seeking work. The sessions would include such skills as creating a CV, setting up an email account, job searching, applying for jobs, form filling, using social media to job search.

Support for Dementia

- 33.12 On Friday 10 October - World Mental Health Day, Jubilee Library had hosted an event to raise awareness of the effects of dementia on individuals and carers. Local author, Jo Gatford, who had won the 2013 Luke Bitmead Bursary for new writers, read from her novel *White Lies*, described as 'an unflinching depiction of dementia, old age and family relationships', answered questions and signed copies of her book.

Health Walks

- 33.13 The Library Service had linked up with Healthwalks to deliver a series of Healthwalks which would begin and end at libraries across the city. After their walk, participants would have the opportunity to come into the library for a cup of tea and to browse the library's collection of Mood-boosting and walking books, promoting both physical and mental wellbeing. The first library Healthwalk would take place on Saturday 15 November from Jubilee Library. Please see <http://www.brighton-hove.gov.uk/content/leisure-and-libraries/sports-and-activity/healthwalks-programme> for more library Healthwalks.

Sports and Leisure

St Luke's Community Swimming Pool

- 33.14 The Chair stated that he was pleased to announce the re-opening of St Luke's Swimming Pool. Following storm damage to the roof and subsequent closure of the pool, the Council had decided to seize the opportunity to re-glaze the entire roof and remove the suspended ceiling that was above the pool, thereby blocking the view of the wonderful ceiling.
- 33.15 Now this stunning Grade II Listed Victorian building's architecture, vaulted ceiling (and the sky) could be admired whilst doing laps of the pool. St Luke's Pool had been built at the turn of the last century and was one of Brighton & Hove's little gems. The pool was well used by local residents, schools and community groups and provides a great opportunity to help people be more active, more often.

City Sports and Physical Activity Awards

- 33.16 The 2014 City Sports and Physical Activity Awards event had taken place at the Royal Pavilion on 22 October. It celebrated those who contributed to sport and physical activity in the City, whether as a sports provider, administrator, coach, volunteer or athlete. The Awards also raise the profile of sport and physical activity

in the City which contributes greatly to improving the health and well-being of residents, brought communities together and benefitted the local economy. The nominations for the nine awards were received from the public - the winners and those high commended were recognised for their special achievements in developing and sustaining sport.

The winners were:

Young Sports Personality of the Year – supported by Brighton Youth Sports Partnership

- Joel Thompson

Sports School of the Year - supported by Freedom Leisure

- Goldstone Primary School

Sports/PE Teacher of the Year

- Stephen Feeney

Participation Award – supported by Mytime Active

- “Sound Tennis Sussex”
- Organised by City Synergy, East Sussex Association for the Blind, and Sussex LTA

TAKEPART Club of the Year

- Brighton Table Tennis Club

Sport & Physical Activity Champion of the Year

- Ben Sherratt

Volunteer of the Year

- Reg Hook

Coach of the Year

- Jon Biggs

SeeThat Team of the Year

- Sussex Under 12's Girl's Tennis Team

33.17 **RESOLVED** – That the contents of the Chair's Communications be noted and received.

34 CALL OVER

34.1 The following items were not called for discussion and were therefore taken as having been received and the reports' recommendations agreed.

Item 41 – Draft Statement of Community Involvement; and

Item 42 – Accessible Housing and Lifetime Homes Planning Advice No.te

35 PUBLIC INVOLVEMENT

35a Petitions

35.1 Four petitions had been received as set out below and in the report provided by the Head of Law:

(i) **Enforcement of Article 4 Direction**

- 35.2 The following petition had been referred from the meeting of Council held on 23 October 2014:

“We call on Brighton and Hove Council to fully implement and enforce the Article 4, Direction, and complete the licensing of HMOs.

There is a high concentration of Houses in Multiple Occupation in our area. This has caused a significant deterioration of the quality of life for long term residents. We now experience more noise, rubbish on the street, lack of concern for the upkeep of properties and for the local environment. Community cohesion is seriously adversely affected. The Council does not have sufficient staff, or interest in dealing with these issues. Action was promised but is not evident. Please support our petition to the Council to remedy this.”

(45 signatures)

The Chair responded as follows:

- 35.3 “I can assure you that the Planning Investigations and Enforcement Team is aware of the petition and can confirm and provide assurance that a number of properties concerned have live investigations open and in process. There is an assurance that these investigations will not be closed without either enforcement action being completed or other valid planning reason why enforcement action is not appropriate or possible (for example further action is not possible if the property was in use as an HMO prior to the Article 4 direction coming into effect). Any residents or Councillors who have brought such matters to our attention will be kept informed as the matters formally progress. The investigations team is undertaking background work to ensure that further such cases can be investigated and processed for formal action quickly and efficiently in the future.
- 35.4 The Planning Investigations Team provides an assurance that a substantial number of the investigations will be significantly progressed by the end of December 2014 and an update to ED & C will be provided. (It is not possible to state that formal notices will be served on all cases but where the circumstances are correct and it is desirable and necessary formal action will.
- 35.5 There is an assurance that these investigations will not be closed without either enforcement action being completed or other valid planning reason why enforcement action is not appropriate or possible (for example further action is not possible if the property was in use as an HMO prior to the Article 4 direction coming into effect). Any residents or Councillors who have brought such matters to our attention will be kept informed as the matters formally progress. The investigations team is undertaking background work to ensure that further such cases can be investigated and processed for formal action quickly and efficiently in the future. The Planning Investigations Team provides an assurance that a substantial number of investigations will be significantly progressed by the end of December 2014 and an update will be provided to the E D & C Committee. (It is not possible to state that formal notices will be served on all cases but where the circumstances are correct and it is desirable and necessary formal action will be taken).

36.6 **RESOLVED** – That the contents of the petition be received and noted.

(ii) Community Value of Pubs

35.7 The following petition had been referred from the meeting of Council held on 23 October 2014.

35.8 “We the undersigned “We the undersigned petition Brighton & Hove Council to - develop planning policies to better protect local public houses based on the principles of the pub protection policies developed by Lewisham Council and Cambridge City Council; - under the Sustainable Communities Act, submit a proposal to Government to "protect community pubs in England by ensuring that planning permission and community consultation are required before community pubs are allowed to be converted to betting shops, supermarkets and pay-day loan stores or other uses, or are allowed to be demolished." - help facilitate community groups to nominate pubs as Assets of Community Value; - write to the Secretary of State at the Department of Business Innovation & Skills supporting plans to introduce a Statutory Code to ensure tied publicans are treated fairly.”

Justification

For many people community public houses are important amenities that support positive interactions between people from different backgrounds and enhance community cohesion;- the New National Planning Policy Framework makes specific reference to the need to safeguard public houses;- high residential property values in Brighton & Hove are endangering the future of valued public houses and that effective local planning rules allow public houses to be demolished or converted into betting shops, pay-day loan stores, supermarket metro stores and other uses without planning permission; - the Assets of Community Value scheme introduced in the Localism Act 2011 allows local communities to secure a degree of additional protection for local community assets;- in some cases, excessively high rents and tied product prices contribute to the failure of otherwise profitable pus.

This petition is submitted on behalf of the Brighton & South Downs branch of CAMRA. CAMRA, the Campaign for Real Ale is an independent, voluntary organisation campaigning for real ale, community pubs and consumer rights. In the present day, CAMRA has 161,672 members and has been described as the most successful consumer campaign in Europe. The Brighton & South Downs branch has 1,759 members.

(45 signatures)

35.9 The Chair responded in the following terms:

“Thank you for your petition that asks the city council to consider measures to protect local public houses. In terms of planning policy, I can confirm that we will be considering

a policy to protect community facilities, including pubs, through Part 2 of the City Plan. Work will start on that document early next year. The City Council is responsible for maintaining a Register of Assets of Community Value and will be making local community groups, neighbourhood forums and pressure groups (like CAMRA) aware of the Register and its purpose. I can confirm I am happy to write to the Secretary of State (for the Department of Business Innovation and Skills), as requested, to support plans to protect publicans of tied pubs. If the opposition spokes are willing to support the letter being sent to the Secretary of State on behalf of the Economic Development and Culture Committee.” The two Opposition spokesperson’s confirmed that they were happy for the Chair to write as suggested.

35.10 **RESOLVED** – That the contents of the petition be received and noted.

(iii) 50m Pool 4 Hove

35.11 The following petition had been referred from the meeting of Council held on 23 October 2014, where it had been presented and spoken to by the MP for Hove, Mike Weatherley.

35.12 “We the undersigned back calls from Mike Weatherley MP, Shiverers Swimming Club and the King Alfred with a new more flexible 50m pool that includes leisure and diving facilities for the benefit of Brighton and Hove residents.”

(1,154 signatures) (plus a further on-line
petition containing 543 signatures)

35.13 The Chair responded in the following terms:

“Thank you for your petition. The Council agreed at the Policy and Resources Committee in July 2013 the mix of facilities for a new sports centre to replace the existing King Alfred. A 50m swimming pool and provision for diving was not ruled out should a developer come up with a viable proposal to incorporate into this scheme.

However, the council’s cross party Project Board for the redevelopment is keen to provide swimming facilities that cater for a range of users including leisure water for families and young people, a teaching pool for the important provision of swimming lessons , as well as a main pool for recreational and competitive swimmers.”

35.14 **RESOLVED** – That the contents of the petition be noted and received.

(iv) Concorde Lift

35.15 The following petition had been referred from the meeting of Council held on 23 October 2014. Mr and Mrs Mairesse were invited to speak to their petition.

“I live opposite the Concorde lift and through the years I have come to notice what an important service it provides for those in wheelchairs and for families using buggies and for the elderly and small children who are not able to manage the steps. It would be wonderful to have it working all throughout the year during weekends even if at reduced hours. Winter is also a beautiful time for sea front strolls and to go down for a snack in the local cafés.”

(24 signatures at going to print on line
plus 1,200 on separate printed petition)

35.16 The Chair responded in the following terms:

“Thank you for your petition, we do recognise the benefit that the Madeira Lift provides to assist with access to Madeira Drive.

Unfortunately, due to the Madeira Lift being an historic structure which is located in the middle of another property, the operational arrangements for the lift are not straight-forward. The lift is operated by the tenant of Concorde II as part of the Lease agreement for that property and can only operate when Concorde II is open with a dedicated member of staff present. This lease agreement specifies the operating hours of the lift and any change would require the agreement of the tenant and compensation for the additional responsibility.

The tenant has been contacted and advised that he is not in a position to take on the additional responsibility on a regular or consistent basis, therefore unfortunately it will not be possible to extend the opening times.”

35.17 **RESOLVED** – That the contents of the petition be received and noted.

35b Written Questions

35.18 There were none.

35c Deputations

35.19 There were none.

36 MEMBER INVOLVEMENT

36a Petitions

36.1 There were none.

36b Written Questions

36.2 There were none.

36c Letters

36.3 There were none.

36d Notices of Motion

36.4 There were none.

37 PRIDE 2015-2020

- 37.1 The Committee considered a report of the Assistant Chief Executive explaining that Landlords consent had been granted to Pride CIC on 14th November 2013 for three years. Based on learning from this year's Pride event (including a new format trialled to improve safety for the Pride Village Party in the St James' Street area). This report set out further proposals aimed at strengthening Pride, improving community safety and increasing its contributions to local communities and the city as a whole.
- 37.2 it was explained that Landlord's consent was being sought to stage Pride Festival activities in Preston Park and the Pride Village Party over the first weekend in August including delivery of the Pride Parade from Madeira Drive to Preston Park. This agreement would be for five successive years starting in 2015.
- 37.3 The Deputy Head of Law, Bob Bruce referred to the communication which had been e mailed to all Members of the Committee from the Head of Legal of a company which owned one of the public houses in the PVP area which raised various legal and other issues in relation to the event. He confirmed that none of the matters referred to were considered such that they could not be resolved, and that the council would not be acting ultra vires. All of the recommendations if agreed remained subject to a number of conditions and further negotiation and would be referred back to the Committee in the event of any problems.
- 37.4 The Head of Policy and Communities, Richard Butcher Tuset explained that the LGBT community had staged an annual Pride event in the city for over twenty years. Its history was diverse and it had grown with each successive event and generated an estimated £13.5 million for the city's economy. Landlord's consent had been granted to Pride CIC on 14 November 2013 for three years. Based on experience gained from the 2014 event (including a new format trailed to improve safety for the Pride Village Party in the St James' Street area), it was proposed that Landlord's consent be given to stage Pride Festival activities in Preston Park and the Pride Village Party over the first weekend in August including delivery of the Pride Parade from Madeira Drive to Preston Park. The agreement would be for five successive years starting in 2015.
- 37.5 The Head of Policy and Communities explained that permission for a period of five years would assist the organisers with their on-going and long term planning for the series of events over each Pride weekend in concert with other partners and agencies. Each event would be subject to conditions and guidance as detailed in the Health and Safety Executive (HSE) Purple Guide which set out the requirements that must be met and signed off by the responsible lead agency and, where applicable, the City Safety Advisory Group. In order to meet the requirements of the Outdoor Events Policy in relation to major events the event organisers would need to produce a comprehensive event plan. This would be subject to on-going and continuous review.
- 37.6 In answer to questions it was explained that notwithstanding the success of the event this year following a detailed feedback process further amendments would be made as a result of "lessons learned" including access for residents and businesses in the St James' Street area and maintenance of public safety would remain paramount.

- 37.7 Councillor Brown commended the officer report which had detailed the arrangements made and the rationale for them and, also the hard work which had been undertaken by all parties to ensure that this year's event had been safe and successful. Whilst recognising all of the hard work that had taken place Councillor Brown stated that she hoped that the event could become self-supporting in the longer term. It was confirmed that the organisers were actively working towards this.
- 37.8 Councillor Morgan whilst fully supporting the event had some concerns regarding the proposed use of Madeira Drive, with its easy access to the beach, as a decanting area as this could give rise to individuals using this area to continue to party and drink which would give rise to problems. Councillor Wealls considered that the terminology referring to the beach area for "decanting" was unfortunate, he considered that controlled means of dispersal were appropriate and commended all of the hard work that had been undertaken. Councillor Randall was in agreement.
- 37.9 Councillor Hawtree said that all involved with the event should be congratulated for their hard work in seeking to ensure that those attending all of the events remained safe. He considered that making the St James' Street party glass free had contributed significantly to this.
- 39.10 Councillor Smith stated that he was glad that this report had been called for discussion as it had given members the opportunity to recognise the hard work carried out by all parties which had helped to ensure the success of this event which continued to improve year n year.
- 37.11 **RESOLVED** – (1) That the Committee grant Landlord's consent for five successive years, commencing August 2015, to Brighton Pride Community Interest Company (BPCIC) to stage the Pride Parade through the city and a fenced and ticketed Pride Festival in Preston Park and Pride Village Party in the St James' Street area, with all three elements subject to the conditions as set out in 3.28 and 3.29 - 3.33 of this report;
- (2) That, subject to the standards and requirements referred to in paragraphs 3.29 to 3.33 being met and the appropriate documentation being produced, the Committee authorises the Assistant Chief Executive to implement the recommendations set out in 3.28.2, 3.28.4, 3.28.6, 3.28.9, 3.28.11, 3.28.13, 3.28.16 and 3.28.22 and to determine with BPCIC the final event formats, fees, charges and conditions as appropriate;
- (3) That the Committee agrees that landlord's consent may be withdrawn should BPCIC fail to comply with the conditions and recommendations as set out in the report;
- (4) That the Committee agrees that, following past practice, a guarantee against damage to the park will be sought and evidence of adequate insurance cover will be required; and
- (5) That the Committee delegates authority to the Assistant Chief Executive to agree any further necessary permissions associated with Pride events including finalising arrangements for the proposed community fund for Preston Park and the St James' Street areas.

38 OUTDOOR EVENTS IN PARKS AND OPEN SPACES 2015

- 38.1 The Committee considered a report of the Assistant Chief Executive seeking approval from members for landlord's consent for the proposed programme of events in parks and open spaces in 2015
- 38.2 The Head of Sport and Leisure, Ian Shurrock explained that although the report detailing proposed events in the city's parks and open spaces usually came to the January Committee cycle the decision had been taken to bring it forward earlier this year in order to assist organisations in their forward planning.
- 38.3 The Head of Sport and Leisure went on to explain that many of the events set out in appendix 1 to the report had taken place before and retained their traditional place in the calendar of outdoor events. However, several new or amended event applications for 2015 had been received and a summary of these was set out in paragraph 3.4 of the report.
- 38.4 Councillor Brown welcomed the diversity of events and sought confirmation that arrangements were in place to ensure that the cost of re-instating any damage sustained to Hove Lawns as a result of the 10 mile Road Race would be met by the organisers. It was confirmed that this would be the case.
- 38.5 Councillor Brown referred to the ceramic poppies commemorating the First World War which had been displayed as an art installation at the Tower of London until recently. It was understood that following their removal from the Tower it had been proposed that they form part of a touring exhibition. If it was possible to bid for them to be displayed in the city she felt sure that this would be welcomed by residents and visitors and would enrich the city's cultural offer. The Chair, Councillor Bowden was in agreement and confirmed that he was aware that this was being actively pursued.
- 38.6 **RESOLVED** – (1) That the committee grants landlord's consent for the events listed in appendix 1 to the report;
- (2) That the committee authorise officers to enter into formal agreements with event organisers to determine conditions, fees and levels of support as appropriate; and
- (3) That the committee authorises the Assistant Chief Executive, after consultation with the Chair of the committee and opposition spokespersons, to make any alterations to the events programme as necessary and to approve new applications in accordance with the Outdoor Events Policy.

39 OUTDOOR EVENTS - MADEIRA DRIVE ROAD CLOSURES 2015

- 39.1 The Committee considered a report of the Assistant Chief Executive seeking approval from members for landlord's consent of the proposed programme of events on Madeira Drive in 2015 and the associated road closures.
- 39.2 The Head of Sport and Leisure, Ian Shurrock explained that in common with the previous item on the agenda, relating to events being held in the city's parks and open spaces, this report had been brought forward to Committee earlier in the cycle than usually to assist event organisers with forward planning for their events.

- 39.3 It was explained that Madeira Drive was a very important venue for events in the city. The long heritage of events on Madeira Drive was reflected by most of the events listed in Appendix 1 to the report having taken place at this location previously retaining their usual format. The events drew residents and visitors to Madeira Drive, which extended the Seafront offer both geographically (along from the main tourism area between the piers) and seasonally (by holding events throughout the year).
- 39.4 The Head of Sport and Leisure highlighted the success of the Tour of Britain from the current year's programme and two new events for the 2015 programme – and two new events for the 2015 programme - Velocity (community cycling event) and the Rugby World Cup Fanzone which would both take place in September 2015.
- 39.5 Councillor Deane stated that it was pleasing to note that the new events for Madeira Drive in 2015 did not feature motorised vehicles. However, Councillor Deane was still concerned at the number of vehicle rallies that are within the overall programme.
- 39.6 **RESOLVED** – (1) That the committee grants landlord's consent for the 2015 programme of events on Madeira Drive and the associated road closures as listed in Appendix 1 of the report;
- (2) That the committee authorises officers to enter into formal agreements with event organisers to determine conditions, fees and levels of support as appropriate; and
- (3) That the committee authorises the Assistant Chief Executive, after consultation with the Chair of the committee and opposition spokespersons, to make any alterations to the events programme as necessary and to approve new applications in accordance with the Outdoor Events Policy.

40 DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT - TECHNICAL CONSULTATION ON PLANNING

- 40.1 The Committee considered a report of the Executive Director, Environment, Development and Housing seeking approval and endorsement of the interim response sent by officers on behalf of the council in response to the recent government consultation on proposals to further streamline the planning system.
- 40.2 It was explained that an interim response (set out in Appendix 1 to the report) had been submitted to the Department for Communities and Local Government (DCLG) in order to meet the consultation deadline of 26 September 2014, but this was subject to the approval and endorsement of the response at this meeting.
- 40.3 The Head of City Planning and Development, Martin Randall explained that on the 31 July 2014 the Government had published a wide-ranging set of proposed changes to the planning system for a six week period of consultation covering: speeding up neighbourhood planning; changes to the use class order and expanding permitted development rights; improving the use of planning conditions and the planning application process; raising the screening thresholds for Environmental Impact Assessment; and further changes to the nationally significant infrastructure consents regime. Some of the proposals were intended to make permanent a number of

temporary permitted development rights arrangements which had been introduced in May 2013 in order to stimulate development during the recession, whilst others had been announced during the March 2014 Budget, such as further clarification of the proposed 'three tier' development management system. The general direction of most of the proposals was one of deregulation and streamlining, but a small number of the provisions sought to provide local planning authorities with greater controls.

- 40.4 Councillor Morgan stated that whilst broadly supporting the approach that had been taken and fully understanding the current thrust of the National Policy Framework, he none the less had concerns in relation to the level of student housing especially in relation student housing, specifically where this was provided in what had previously been modestly sized scale family homes. This could result in cramped, over crowded poor quality accommodation for the students and could easily lead to noise nuisance issues and other due to the close proximity to neighbouring dwellings. Councillor Morgan stated that he also had concerns in respect of the potential loss of shop and office accommodation and the fact that premises offering pay day loans at high interest were included in the B1 use class.
- 40.5 Councillor Brown enquired why a report on this subject had not been put to the Committees' September meeting. It was explained that the time scale for doing so had been too tight. Councillor Brown explained that she considered this was unfortunate, as although supportive of the response overall there were elements of it with which the Conservative Group representatives on the Committee could not agree, namely in relation to parking standards and also in relation to the use of Article 4 Directions. Whilst she considered that it could be appropriate to apply maximum figures for parking in the city centre she did not agree this was appropriate on the outskirts. Moreover in relation to Article 4 Directions, Councillor Brown stated that whilst obviously there was a need generally to protect major employment sites there were also vacant offices which had been empty for a long time and it could be beneficial to use these brown field sites for much needed housing before using the urban fringe. Councillor Brown went on to state that because she was unable to vote in support of the response in its totality that she would abstain from voting.
- 40.6 The Head of City Planning and Development stated that the response given had been intended to provide flexibility and to recognise that there were some differences between the city centre.
- 40.7 Councillor Hawtree stated that the response represented a cogent and firm response. He noted that it was disappointing that even when Planning Permission was granted due to market and other factors this did not always result in developments being built.
- 40.8 Councillor Randall supported the response as in his view it had sought to illustrate the need for mixed development, the Open Market development in London Road was a recent and splendid example of that.
- 40.9 A vote was taken and on a vote of 4 for with 6 abstentions the recommendations set out in the report and below were agreed.

40.10 **RESOLVED** – (1) That the Committee approves and endorses the interim response to the Government’s consultation seeking to further streamline the planning system (Appendix 1) of the report ; and

(2) That the Committee requests the Department for Communities and Local Government to consider giving short term holiday lets their own planning use class.

Note: Councillors Brown, Morgan Robins, Smith, C Theobald and Wealls abstained from voting.

41 STATEMENT OF COMMUNITY INVOLVEMENT

41.1 **RESOLVED** – That the content of the report be noted and the Revised Draft Statement of Community Involvement for public consultation for a period of eight weeks from 20th November 2014 be approved.

42 ACCESSIBLE HOUSING PLANNING ADVICE NOTE

42.1 **RESOLVED** – (1) That the committee approve the draft PAN 03 for consultation for a period of a minimum of 6 weeks (as a temporary measure); and

(2) That the committee adopt the interim PAN 03 as the interim guidance for applicants for development control purposes.

43 RECREATE PROGRAMME – PROGRESS UPDATE

43.1 The Committee considered a report of the Executive Director of Environment, Development and Housing which provided the Committee with an update on progress made on the Brighton & Hove City Council element of the Recreate project. This was accompanied by a Power Point presentation given by the Economic Development Manager, Cheryl Finella.

43.2 The report and presentation detailed the approach which had been adopted and how Recreate had brought together creative entrepreneurs from the Arts and Creative industries. New collaborations had been made and support provided for new business ideas, and had helped new creative businesses to look at ways they could showcase and test their business ideas. This support had played a part in the growth of the Creative and Digital Information Technology (CDIT) sector, which had in turn brought regeneration to the city.

43.3 Councillor Morgan recognised the value of this project but expressed some concerns that this sum of money, albeit grant funding, had been focused on one central area within the city, when there were a number of deprived areas elsewhere in the city, which would also have benefitted from similar injections of funding. Councillor Robins concurred in that view, citing areas of his own ward in Portslade.

43.4 Councillor Randall stated that although funding had focused on the refurbishment of New England House as a creative hub, its benefits were city wide in terms of the training and employment opportunities it had and would continue to create, especially bearing in mind the links that had been developed with City College and local secondary schools.

43.5 **RESOLVED** - That the committee notes the progress made with the Recreate project and the outcomes achieved to date.

44 MAJOR PROJECTS UPDATE

44.1 The Committee considered the circulated schedule which provided an update on the current progress of major projects across the city.

44.2 Councillor C Theobald enquired regarding the time frame for provision of a permanent travellers site and it was confirmed that it was expected that work would begin on site in March 2015.

44.3 Councillor Smith enquired regarding the period for which use of the Compound at Black Rock had been granted. The Deputy Head of Law, Bob Bruce explained that he did not have that information to hand but would provide it to Councillor Smith following the meeting.

44.4 **RESOLVED** – That the contents of the schedule be noted and received.

45 ITEMS REFERRED FOR COUNCIL

45.1 There were none.

The meeting concluded at 5.55pm

Signed

Chair

Dated this

day of

Subject:	Fees & Charges 2015/16 – Assistant Chief Executive Directorate		
Date of Meeting:	15th January 2015		
Report of:	Assistant Chief Executive		
Contact Officer:	Name:	Ian Shurrock	Tel: 29-2084
		Toby Kingsbury	29-2701
	Email:	ian.shurrock@brighton-hove.gov.uk	
		toby.kingsbury@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The fees and charges for services are reviewed annually in line with the Corporate Fees & Charges Policy. As a minimum, all fees and charges are increased by the corporate rate of inflation which has been set at 2.0%. This is the same percentage by which income budgets will be increased. For the Sports Facilities Contract there is a formula to calculate the inflationary price increase linked to the All Items Retail Prices Index Excluding Mortgage Interest Payments (RPIX). The increase calculated for 2015/16 is 2.63%.
- 1.2 The council's Financial Regulations require that any proposed increases in fees and charges over and above inflation are agreed by the council. They also state that it is good practice to report on fees and charges that are rising by inflation only.
- 1.3 This combined report presents the review of fees and charges across six service areas: Libraries, Royal Pavilion and Museums, Seafront, Sports Facilities, Venues and Outdoor Events. The changes would be implemented from April 2015 unless otherwise stated.
- 1.4 The proposals should also be viewed in the context of the very challenging financial position facing the council, with an estimated £102m savings requirement by 2019/20. A range of the proposals in the report to increase fees and charges above the inflation rate are to increase income and achieve budget savings with increased income targets.

2. RECOMMENDATIONS:

- 2.1 That the committee approves the fees and charges for Libraries and Information Services for 2015/16 in Appendix 1a.
- 2.2 That the committee approves the fees and charges for the Royal Pavilion & Museums for 2015/16 in Appendix 2.

- 2.3 That the committee approves the fees and charges for the Seafront for 2015/16 in Appendix 3.
- 2.4 That the committee approves the fees and charges for Sports Facilities for 2015/16 in Appendix 4.
- 2.5 That the committee approves the fees and charges for the Brighton Centre for 2015/16 in Appendix 5
- 2.6 That the committee approves the fees and charges for Outdoor Events for 2015/16 in Appendix 6
- 2.7 That the committee grants delegated authority for officers to negotiate hire fees where commercially necessary outside the approved fees & charges.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The fees and charges proposed in the attached appendices have been increased by the base line of 2.0% (or 2.63% in the case of sports facilities) unless indicated otherwise. However, the amounts have been rounded for ease of administration and therefore the actual percentage increase is often not exactly 2.0% or 2.63%. Where a percentage increase above inflation is proposed an explanation is given in this main report.

3.2 LIBRARIES & INFORMATION SERVICES (please see Appendix 1)

- 3.2.1 Brighton & Hove Libraries provide unique free to use public spaces and services open and available to all communities of all ages:

- Free to join at any age
- Free to go into and spend time in
- Free loan of books and 'e' books
- Free access to consult books, read newspapers and magazines
- Free access to information
- Free unlimited wi-fi use
- Free story times
- Free class visits
- Free space for community run activities
- Free promotion/outreach to schools and other community partners

- 3.2.2 Charges are currently made for a range of facilities and services.

- There are concessions on charges based on low income or disability
- There are commercial and community rates around the hire of spaces.

- 3.2.3 Current charges for facilities and services are:

- Overdue charges for late return of books and other materials

- Loan of audio-visual materials - audio books, music compact discs, films on DVD, music score sets
- Reserving stock
- Photo-copying and printing
- Room hire and exhibition spaces

Proposals for 2015 – 2016

- 3.2.4 As many Library Service charges are only a few pence it is not possible to increase them annually by inflation. Instead, most prices are left unchanged for a number of years until an increase in real prices can be adopted. For this reason, many of the fees and charges are remaining the same, and where increases have been proposed, they are above the rate of inflation.
- 3.2.5 In order to meet the annual increase in income targets for inflation and to help address the budget gap for the coming year, a number of existing charges are proposed to be increased, and a number of new charges are proposed to be introduced.
- 3.2.6 Additional income will also be achieved through increased commercial activity and actively seeking donations from the public.
- 3.2.7 All of these changes will enable Library Services to achieve an additional £52,000 of income next year, bring the total income target for Library Services for 2015-16 to £493,100. After taking account of the inflation uplift, this will mean a contribution of £43,000 toward the meeting the budget gap.

Maintenance of concessionary rates and exemptions:

- 3.2.8 The comprehensive range of concessionary and exemption arrangements for disadvantaged borrowers will be maintained:
- 3.2.9 Concessions on charges - usually half price will be available to:
- People receiving job seekers allowance, employment and support allowance, income support and pension credit. This will be expanded to cover Universal Credit when this is introduced.
 - People receiving disability living allowance, personal independence payment or with other verification of long standing disability.
- 3.2.10 People with learning disabilities, for example Compass Card holders, are exempt from charges. There will continue to be no charges for children and young people for fines and reservations.
- 3.2.11 Summary of the changes to fees and charges:

Change	Current	Proposed	% increase
Increase in charges for hire of Jubilee Library conference rooms (discount rates):			
Conference room 1 full day	£180	£190	5.5%
Conference room 1 half day	£110	£115	4.5%
Conference room 3 full day	£150	£165	10%
Conference room 3 half day	£ 90	£ 95	5.5%

Evening supplement for all hires per hour	£25	£30	20%
Increase exhibition space hire per week (commercial)	£100	£150	50%
(discount)	£50	£100	100%
Increase in hire charge for community library rooms (Coldean, Hangleton, Hove, Patcham, Whitehawk, Woodingdean) - Discount rate	£25	£40	60%
Increase in hire charge for community library rooms (Hollingbury, Moulsecomb, Portslade, Rottingdean, Saltdean, Westdene) – Discount rate	£25	£30	20%
Increase in charges for computer printing per sheet			
A4 black & white / colour	10p/15p	12p/20p	20% / 33%
A3 black & white / colour	50p/£1	60p/£1	20% / 0%
Increase in photocopier charges			
A4 black & white / colour	10p/15p	12p/20p	20% / 33%
Increase reader printer charges per sheet	25p	50p	100%
Increase in reservation charges BHCC stock			
Full price / concessionary price	50p/25p	90p/45p	80%
Increase in fines for adults for late return of books & CDs	20p	25p	25%
Increase hire charge for DVD box sets p.w.	£3	£5	66%
Music Score Sets: Stop borrowing in scores from other services as very expensive to administer Remaining sets in BHCC stock to be available for hire at a flat rate for all groups to cover costs	£15	£60	300%
Increase in income from the Booklover Store	Estimated to achieve additional £10,000		
Actively seeking public donations	Aiming to achieve £3,000 in first year		

3.2.12 Music score sets will no longer be borrowed from other authorities as this is a very expensive service to provide, and the remaining sets in BHCC stock will continue to be hired out at an increased charge to cover costs. Many authorities have also stopped providing this service for cost reasons, including West Sussex and Surrey. The service is only used by 15 groups, one third of which are outside the city but with a local member. The groups using this service will be signposted to other library authorities who still provide this service.

3.2.13 The proposed increase to the reservations charges is to reflect the true administration costs of providing this service. All of the remaining increases are to charges that have not been increased for at least four years and in some cases no change has been made since 2000. Appendix 1a shows the dates all Library charges were last increased.

3.2.14 New charges to be introduced:

New Charge	Detail																		
For additional hours (above one hour of free use) of library computers	<table> <tr> <td>First hour</td> <td>Free</td> </tr> <tr> <td>Additional hour</td> <td>£1 per hour</td> </tr> <tr> <td><i>Concessions</i></td> <td><i>First two hours free</i></td> </tr> </table>	First hour	Free	Additional hour	£1 per hour	<i>Concessions</i>	<i>First two hours free</i>												
First hour	Free																		
Additional hour	£1 per hour																		
<i>Concessions</i>	<i>First two hours free</i>																		
For events and activities in libraries	<p><u>Events and activities for adults</u></p> <table> <tr> <td>Coffee mornings</td> <td>£1 for coffee and biscuits</td> </tr> <tr> <td>Talks/events/performances</td> <td>Usual charge £3-£5 per person</td> </tr> <tr> <td>Book and writing groups (in house)</td> <td>£5 per person p.a.</td> </tr> <tr> <td>Book and writing groups (external)</td> <td>£30 per group p.a.</td> </tr> <tr> <td><i>Concessions</i></td> <td><i>half price</i></td> </tr> </table> <p><u>Events and activities for children</u></p> <table> <tr> <td>Baby boogie</td> <td>Donations – suggested £1</td> </tr> <tr> <td>Craft activities</td> <td>Charge to cover cost. Minimum £1</td> </tr> <tr> <td>Talks/events/performances</td> <td>Charge to cover cost. Minimum £1 per person</td> </tr> <tr> <td><i>Concessions</i></td> <td><i>half price</i></td> </tr> </table>	Coffee mornings	£1 for coffee and biscuits	Talks/events/performances	Usual charge £3-£5 per person	Book and writing groups (in house)	£5 per person p.a.	Book and writing groups (external)	£30 per group p.a.	<i>Concessions</i>	<i>half price</i>	Baby boogie	Donations – suggested £1	Craft activities	Charge to cover cost. Minimum £1	Talks/events/performances	Charge to cover cost. Minimum £1 per person	<i>Concessions</i>	<i>half price</i>
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<i>Concessions</i>	<i>half price</i>																		

3.2.15 There will still be free access to library IT facilities for one hour per day, and additional free access and targeted support will be provided to people who are identified as digitally excluded e.g. job seekers need longer than one hour to complete job applications or apply for benefits. There will also be additional supported free sessions for job seekers to help them find work or access benefits.

3.2.16 People with learning disabilities, for example Compass Card holders are exempt from charges so will be able to attend the activities and events for free.

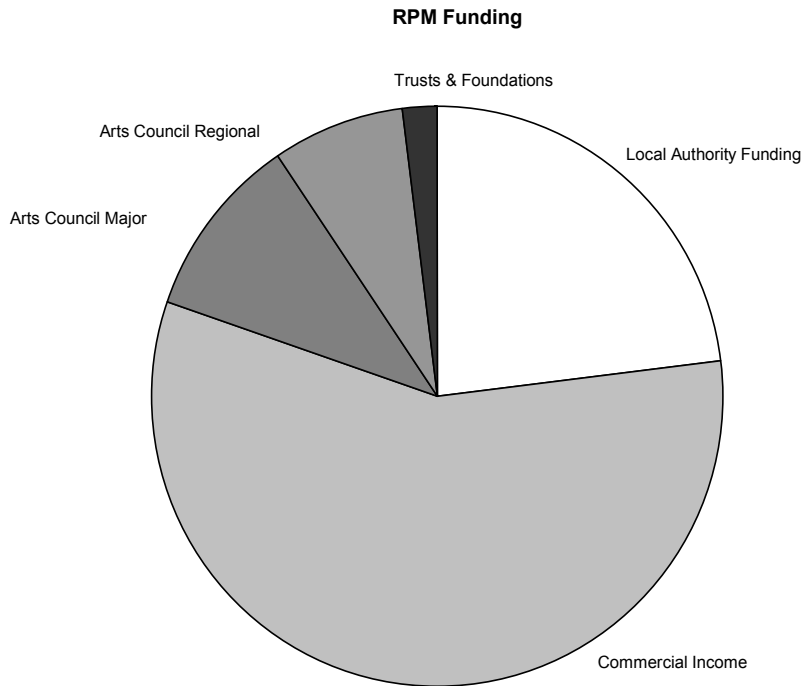
3.2.17 There will still be some events and activities that Libraries will put on for free as part of special projects, for instance, to reach vulnerable people. There may be special circumstances where the cost of putting on a high profile event will require a higher charge.

3.2.18 A full list of all Libraries fees and charges is in Appendix 1a. All changes have been highlighted.

3.2.19 A table of comparisons with other authorities is in Appendix 1b.

3.3 **ROYAL PAVILION & MUSEUMS (please see Appendix 2)**

3.3.1 The Royal Pavilion & Museums (RPM) currently covers 57% of its own running costs through fees and charged activity, catering and retail. A further 20% is secured through grants and trusts including Major Partner Museum Funding from the Arts Council and the work of the Royal Pavilion Foundation. The BHCC contribution is 23% of an annual turnover of £6.9million.



Admission Charges Royal Pavilion & Preston Manor

- 3.3.2 Admission charges for the Royal Pavilion, Preston Manor and charged exhibitions were approved by Economic Development and Culture Committee in January 2014. Approval was at that time given for prices up to March 2016. The income target for 14/15 for the Royal Pavilion alone is £2,480,266, and, in line with the corporate budget inflationary uplift of 2.0% on income targets, this will increase by £49,605 for the financial year 15/16 and an additional £50,597 in 16/17 i.e. £100,202 inflationary uplift in two years. As a result, this means that there is very limited scope to generate additional income from Royal Pavilion admissions to offset reductions in core budgets.
- 3.3.3 Travel Trade and group bookings in 2013/14 made up 40% of business to the Royal Pavilion, bringing in excess of 139,000 visitors and over £900,000 worth of income. Due to booking timescales, marketing strategies and pricing for travel trade must be planned a year to 18 months in advance to fit in with industry press offers. It is therefore imperative that prices are agreed well in advance to maximise coverage in industry press, and provide correct information at trade fairs to secure bookings to allow sufficient planning for this key business area.
- 3.3.4 Attached in Appendix 2 are agreed prices to March 2016 and proposed prices to March 2017.
- 3.3.5 The % increases shown in Appendix 6 relate to the inflation of prices from 15/16 to 16/17. Prices have again been inflated above 2.0% particularly on ticket prices where the larger proportions of visitors are admitted e.g. group rates. The group business has been flourishing over recent years and many groups are entitled to

trade rates below the advertised group rate due to the number of visitors they bring to the venues. This strategy has been adopted to maximise potential income growth in line with expectations around level of budget savings required for 15/16 and beyond.

- 3.3.6 The charging practices and visitor trends of comparable paid for visitor attractions are kept under review on a continuous basis and are shown in the table below. Royal Pavilion comparators are other Historic houses/castles from Visit England's top attractions monitor plus leading attractions in 45 minute drive time. Preston Manor comparators are historic houses/castles of similar scale within 45 minute drive time:-.

Prices 2014/15			
	CHILD	ADULT	CONCESSION
Royal Pavilion 14/15	£6.00	£11.00	£9.00
Royal Pavilion Previously agreed 15/16	£6.20	£11.50	£9.50
Arundel Castle	£9.00	£16.00	£13.50
Buckingham Palace	£11.25	£19.75	£18.00
Hampton Court Palace & Gardens	£9.10	£18.20	£15.40
Leeds Castle	£16.00	£24.00	£21.00
Petworth House & Park	£6.20	£12.50	NA
The Roman Baths, Bath	£8.80	£13.50	£11.75
Waddesdon Manor & Gardens	£9.00	£18.00	N/A
Warwick Castle	£21.00	£24.00	£16.80
Windsor Castle	£11.00	£18.50	£16.75
Preston Manor 14/15	£3.40	£6.40	£5.20
Preston Manor previously agreed 15/16	£3.50	£6.50	£5.40
Anne of Cleves House	£2.10	£5.20	£4.80
Charleston	£6.00	£11.00	£10.00
Michelham Priory	£4.20	£7.80	£6.80
Parham Park	£5.00	£10.00	£9.00

Please note 15/16 prices for other attractions listed here will be increasing but amounts are not all in the public domain at this time.

- 3.3.7 Visitor research shows that the attractions are perceived as providing good value for money. In 2014/15 for the period April - Sept, 74% of visitors to the Pavilion rated it as excellent or good value for money, with figures of 85% at Preston Manor.

Admission Charges, Brighton Museum,

- 3.3.8 In support of the 2015/16 budget strategy and the need to deliver savings, it is proposed to introduce admission charges for the first time to Brighton Museum. A full-year saving of £200,000 has been proposed and reported to Policy &

Resources Committee on 4th December 2014. Charges will be introduced from 1 May 2015.

- 3.3.9 Proposed charges are set out in Appendix 2 and are in line with the existing pricing structure for the Royal Pavilion & Preston Manor. As such, concessions are available to students, seniors and unemployed and carers accompanying disabled visitors are admitted free. Brighton & Hove residents and their children will continue to enjoy free admission.
- 3.3.10 RPM also has a number of free and discounted admission arrangements for various disadvantaged groups such as looked after children, disability groups, home schooled children, armed forces members as well as a heavily discounted charity rate. All of these rates will be available at the Museum. All children attending in a school group will enjoy free admission regardless of whether their school is within Brighton & Hove.
- 3.3.11 It is proposed to offer saver joint tickets to the Royal Pavilion & Brighton Museum to encourage visits across the sites.
- 3.3.12 It is anticipated for the purposes of calculating income potential that Museum visitor numbers will drop by 50% following the introduction of admission charges. This has been the pattern with the National museums.
- 3.3.13 The introduction of charges for Brighton Museum will have a negative effect on other income streams within the Museum namely donations and exhibition income. Income targets for both will be revised and the separate charges for one exhibition a year at Brighton Museum dropped for fee paying visitors. Brighton & Hove resident adults will continue to be charged a reduced rate for visiting the major exhibition each year.
- 3.3.14 The Royal Pavilion & Museums Foundation membership scheme, now with in excess of 4,300 members, will continue to offer free entry year round to all charged sites within RPM.
- 3.3.15 The admission charges of a number of local museums and some other local authority museums have been considered in setting proposed rates.

Proposed Prices 2015/16	Adult
Brighton Museum	£5.00
Brighton Toy and model Museum	£4.50
Ditchling Museum	£6.50
Lewes Castle Museum	£7.00
Hastings Jerwood	£8.00
Seaford Museum	£2.00
Newhaven Fort	£2.00
Norwich Castle	£7.95
Bath Museum & Assembly Rooms	£8.00
Dulwich	£6.00
Pallant House	£8.50

Corporate Hire & Weddings

- 3.3.16 Broadly speaking a 2.5% rise has been added to all Functions and Private hire prices with prices being rounded. Prices have remained static since 2009/10 when both the corporate hire and wedding business were severely hit by the recession nationally. Business for 2013/14 reached 91% of pre re-recession levels which had dropped as low as 69%. A comprehensive weddings and events benchmarking exercise was carried out in Summer 2014 which has informed the price setting for the coming year.
- 3.3.17 The major change proposed for 2015-16, is the introduction of a 15% surcharge for events held on a Saturday and Sunday throughout the year. This has been introduced to reflect the higher staffing costs for weekend events. The Council's Pay and Allowances Modernisation introduced in October 2013 has increased staffing costs for evenings and weekends. These increased costs cannot be covered within existing budgets and therefore need to be passed on to clients.
- 3.3.18 As prices for Weddings are commonly higher at weekends across venues in the City and further afield, RPM will publicise both weekday and weekend rates, as opposed to high season (April –Sept) and low season (Sept - March) previously publicised.
- 3.3.19 In addition from 1 April internal events that are hosted at RPM that fall into the category of 'free hires', subventions or in-kind contributions will need to have all 'at cost' charges met by the department booking the event, i.e staffing, security, admin.

Image Reproduction

- 3.3.20 Following our successful free release of over 380 hi-res assets relating to WW1 under a non-commercial Creative Commons licence, we will extend this across our digital collections. This will support our commitment to open data, and support our aim of using our digital assets to support learning initiatives across the city. It also follows the widely recognised success of the Rijksmuseum's recent decision to promote similarly free access to its digitised collections.
- 3.3.21 We will no longer be offering a print reproduction service and as a result these fees have been removed. This change reflects the ongoing decline in print image sales across the heritage sector.

Services to schools & Booking Fees for groups

- 3.3.22 Charges are made for taught school sessions at RPM sites. These have not increased since 2009. In order to meet the increased costs of running these sessions caused by an increase in fees to our facilitators, we propose to raise all charges by £1.00. This brings charges into line with other providers in the south east so the charge will remain competitive. It will also ensure full cost recovery on these sessions. See Appendix 2.
- 3.3.23 Brighton & Hove schools will continue to have free admission to Pavilion, Preston Manor. Admission for all school groups visiting Brighton Museum, Hove Museum & the Booth Museum will be free.

3.3.24 All RPM telephone bookings and general enquiries are handled through the RPM bookings office. The office also books school and group visits on behalf of a number of other heritage attractions throughout the city. A booking fee of £1.50 is charged on all bookings through the office whether that be a single ticket for a lecture of £5 for a multiple group booking of in excess of £500. It is proposed from 1 April to charge a booking fee of £3.50 for group bookings. Individual bookings will remain at £1.50.

3.4 SEAFRONT (please see Appendix 3)

Volks Railway Fees & Charges

3.4.1 The proposal for 2015/16 is to increase the Senior Citizen single journey rate by 30p to £2.10. All other single journey ticket prices are around 75% of the price of a return ticket except for the Senior rate which is slightly lower at 67%. This increase will bring the percentage relationship for single/return tickets in line with the other age categories. The VERA special rate has remained at 50p for the past few years and has not been increased. The proposal for 2015/16 is to increase it by 10p which is a 20% increase. In reality, this increase will only affect a handful of customers as those VERA members who regularly help at the railway generally travel for free.

Beach Chalets

3.4.2 There are 105 brick built beach chalets in Brighton & Hove which are owned by the council and rented for an annual fee by tenants. The council is responsible for the on-going maintenance costs of the chalets and utility charges. The demand for beach chalets is extremely strong and the waiting lists have been closed since 2003 with some people having been on the lists for over 10 years.

3.4.3 In April 2011, to assist with the reduction in the waiting lists, it was agreed that all new tenants have 5 year fixed term tenancies and must be residents of the city, a pricing differential was introduced between residents and non-residents, and prices increased from a low base of 10% (with an inflationary increase in 2013/14). This has resulted in a small number of new tenants (4 or 5 each year) but not sufficient to re-open the waiting lists. Therefore, the following proposals are aimed at both generating additional income as a budget saving, meeting increased costs e.g. utilities, and increasing the turnover of tenants to enable more residents to enjoy these most sought after amenities.

3.4.4 The proposal is for a 50% increase on the current price spread over the next 2 years, starting with a 25% increase in 2015 /16 with the remaining 25% the following year. For fixed term tenancies in Saltdean & Rottingdean this equates to a charge of £1.77 per day or approximately £10 per month extra in year one, with a further £10 per month increase in year 2. For fixed term tenancies in Hove this equates to a charge of £3.03 per day or approximately £18 per month extra in year one, with a further £18 per month increase in year 2. This stepped increase will enable chalet tenants to make an informed decision over next summer as to whether they are maximising the use and value of their chalet. This also allows for the tenant to hand the chalet back before the final 25% increase the following year.

3.4.5 Comparisons with chalets in other seafront locations and with a similar type of facility are not easy to make. The best comparator that has been identified are the brick built chalets in Worthing which have water but no electricity supply. The charge for these beach chalets is £1,160 per annum for the current financial year. The proposed increased charge for 2015/16 for the Hove chalets compares very favourably with Worthing, as the Hove chalets have an electricity supply met by the council.

3.5 SPORTS FACILITIES (please see Appendix 4)

3.5.1 Six council sports facilities are operated on behalf of the council by Freedom Leisure. Under the terms of the contract, Freedom Leisure retain the income generated and are responsible for all of the operational costs associated with the delivery of the service.

3.5.2 The fees and charges that Freedom Leisure implement are controlled by the contract which allows for an annual maximum uplift in line with inflation. The All Items Retail Prices Index Excluding Mortgage Interest Payments (RPIX) is used to provide the relevant percentage uplift.

3.5.3 Proposed charges for the sports facilities for 2015/16 are included in Appendix 4. The majority of fees and charges for the sports facilities operated by Freedom Leisure on behalf of the council are proposed to be increased by the contractual rate of 2.63%. Charges for health & fitness memberships are proposed to be held at the current year's level.

3.6 BRIGHTON CENTRE (please see Appendix 5)

3.6.1 Proposed charges for the Brighton Centre for 2015/16 are included in Appendix 5. These proposed charges are required to achieve the corporate rate of inflation of 2% plus additional VFM savings included in the 2015-16 Revenue Budget.

3.6.2 The Brighton & Hove Schools Concert will continue to receive favourable rates as in previous years to minimise the risk to Brighton & Hove Music Service for this important annual event.

3.7 OUTDOOR EVENTS (please see Appendix 6)

3.7.1 Proposed charges for Outdoor Events for 2015/16 are included in Appendix 6. These proposed charges are primarily in line with the corporate rate of inflation having been uplifted by 2.0%.

3.7.2 An above inflation increase is proposed for the "Enthusiast" category of events on Madeira Drive which are the motorised vehicle rallies in order that a greater value can be achieved from these events. In addition, significant increases are proposed for the charges for Commercial Promotions i.e. poster sites, due to the strong demand for these advertising locations.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 The rationale for the proposed increases in the fees and charges are indicated in the body of the report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

5.1 There has been public consultation on the proposed new charges in Libraries. All but three of the proposals received majority support from the respondents, so most of the proposed new charges remain unchanged. The main area of concern was the introduction and level of charges for children's events and activities, and the book/writing group charges. However there was a general willingness from many respondents to making a small payment to cover costs, and a concern to ensure that those on low incomes were not put off coming to libraries.

5.2 There were 308 responses to the consultation. The majority of respondents supported the proposed new charges for computer use and for events and activities for adults, with the exception of the book/writing group charges. The majority of respondents did not support the level of charges proposed for children's activities and events, with the exception of a charge for Baby Boogie, although staff have raised concerns over how this charge might be administered in an open library setting.

5.3 The following changes have been made to the proposals as a result:

- All concessions and exemptions will be better advertised so that those on low incomes or who are disabled get the concessionary half price rate, or free if they are entitled to an exemption. This also applies to children of adults with those concessions or exemptions.
- Baby Boogie will not have a fixed charge. Instead there will be an active collection of donations at every event, with a suggested rate of £1 per child. This will be much easier for staff to administer and more acceptable to participants as it can be built into the activity itself.
- Children's events and craft activities will be charged at a rate to cover the cost of delivering the event, with a minimum charge of £1 per child per event or activity.
- Book/writing groups will be charged at an annual rate of £30 per group for external groups and £5 per person p.a. for library run groups. The costs will cover the costs of administration of the service.

5.4 Consultation has been undertaken with Freedom Leisure in relation to the Sports Facilities charges. Customers are used to the annual uplifts and are notified of them at least one month in advance of them being implemented.

6. CONCLUSION

6.1 The proposed fees and charges across the six service areas are considered proportionate and reasonable. Where charges are proposed for increases above inflation there are sound business reasons.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The fees and charges included in this report have been reviewed in accordance with the Corporate Fees and Charges policy and are expected to achieve the income targets included in the draft 2015/16 budget strategy.

Finance Officer Consulted: Michael Bentley

Date: 18/12/14

Legal Implications:

The Fees and Charges Policy has been properly applied and the proposals in the report are considered to be reasonable, proportionate and appropriate.

Lawyer Consulted: Bob Bruce

Date: 18/12/14

Equalities Implications:

- 7.2 When fees and charges are proposed, a balance needs to be found to ensure services remain financially sustainable whilst still providing value for money. The proposed fees and charges provide a range of flexible pricing to minimise price being a barrier to participation.

Sustainability Implications:

- 7.3 In order to assist with the long-term sustainability of services and to continue providing a quality service, it is necessary that the charges be set at an appropriate level.

Any Other Significant Implications:

- 7.4 None

SUPPORTING DOCUMENTATION

Appendices:

1. Appendix 1a – Libraries Fees & Charges 2015/16
- 1a. Appendix 1b – Comparisons with other authorities
2. Appendix 2 – Royal Pavilion & Museums Fees & Charges 2015/16
3. Appendix 3 – Seafront Fees & Charges 2015/16
4. Appendix 4 – Sports Facilities Fees & Charges 2015/16
5. Appendix 5 – Brighton Centre Fees & Charges 2015/16
6. Appendix 6 – Outdoor Events Fees & Charges 2015/16

Documents in Members' Rooms

None

Background Documents

None

APPENDIX 1A

LIBRARY SERVICE PROPOSED FEES AND CHARGES 2015-16

(Proposed changes are highlighted)

SUMMARY OF CHARGES:	Current	Date last changed	Proposed
RESERVATION CHARGES			
Items in stock in Brighton & Hove	50p	2008	90p
Inter-library loans from outside Brighton & Hove and the SELMS Consortium	£3.50	2013	£7.00
Inter-library loans from authorities in the SELMS Consortium	£2.00	2013	£3.00
Print Disabled card holders – print and talking books	Free	Pre 1997	Free
Print Disabled card holders – all other materials incl AV	Half price	2008	Half price
Exempt card holders (people with learning disabilities) – All materials	Free	2008	Free
Concessionary Card Holders	Half price	Pre 1997	Half price
Children and young people’s reservations	Free		Free
LOST ITEMS - CHARGES			
Books and other resources (all members)	Replacement cost	Pre 1997	Replacement cost
Computer ticket replacement (all members)	£1.00	Pre 2000	£1.00
TALKING BOOKS CHARGES			
Spoken word recordings (abridged editions) Single Issue Fee per 3 week loan	80p	Pre 2000	80p
Spoken word recordings (unabridged editions) Single Issue Fee per 3 week loan	£1.50	Pre 2000	£1.50
Spoken word loans to Print Disabled card holders	Free	Pre 1997	Free
Spoken word loans to Exempt card holders (people with learning disabilities)	Free	Pre 1997	Free
Spoken word loans to Concessionary card holders	Half price	Pre 1997	Half price
Language courses per 3 weeks (all members)	£2.00	Pre 2000	£2.00
AUDIO VISUAL AND MUSIC CHARGES			
Annual Subscription (enabling free CD loan and half price DVDs)	£30.00	2008	£30.00

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Quarterly subscription (enabling free CD loan and half price DVDs)	£10.00	2008	£10.00
Music recordings Single Issue Fee for one week loan	£1.00	2008	£1.00
Scores per set – BHCC sets only	£15.00	2013	£60.00
DVD box set loans to adults – Hire charge per week	£3.00	2008	£5.00
DVD loans to adults – Hire charge per week for premium films	£3.00	2008	£3.00
DVD loans to adults – Hire charge per week for other DVDs	£2.00	2010	£2.00
DVD loans to children and young people – Hire charge per week	£1.50	2008	£1.50
All audio-visual loans to print disabled and concessionary card holders	Half price	2008	Half price
All audio-visual loans to Exempt Card Holders (people with learning disabilities)	Free	2009	Free
OVERDUE CHARGES	Current		Proposed
Books on loan to adults - overdue charge per book per day with maximum charge of £8 per loan	20p	2010	25p
Books on loan to children and young people - overdue charge per day	No charge	2008	No charge
Music CDs on loan to adults - overdue charge per CD per day – (all members)	20p	2008	25p
Toys - overdue charge per day	No charge	2008	No charge
DVDs on loan to adults – overdue charge per day – (all adult members)	60p	2008	60p
DVDs on loan to children and young people – overdue charge per day	30p	2005	30p
Books and talking books on loan to print disabled card holders – overdue charges	Free	Pre 1997	Free
All loans, including loans of audio-visual material, to Exempt card holders (people with learning difficulties)	Free	2009	Free
USE OF COMPUTERS			
First hour per day	Free		Free
Additional hours – per hour or part of hour	Free		£1
Concessions – first two hours	Free		Free
Concessions – additional hours	Free		£1
Children and young people (0-19)	Free		Free
PRINTING, COPYING AND SENDING FAXES			
All charges apply to all library users:			
Printing from IT equipment A4 black & white	10p	2002	12p
A3 black & white	15p	2002	20p
A4 colour	50p	2000	60p

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	A3 colour	£1	2000	£1
Photocopier charges	A4 black and white	10p	2000	12p
	A3 black and white	15p	2000	20p
	A4 colour	£1.00	2000	£1.00
	A3 colour	£1.50	2000	£1.50
	Reader printer (Jubilee and Hove Libraries) per A4 sheet	25p	2000	50p
	Fax – sending - per page	£1.00	2001	£1.00
	Fax – receiving - per page	10p		10p
		plus £2 handling charge	2008	plus £2 handling charge
SUMMARY OF FEES FOR ADDITIONAL SERVICES:		Current	Last changed	Proposed
RESEARCH FEES				
Research carried out by Library staff for private individual - flat rate fee per hour, plus any online fees, copying or printing costs.		£20	2010	£20
Research carried out by Library staff for business/commercial user - flat rate fee per hour, plus any online fees, copying or printing costs.		£40	2010	£40
EXHIBITIONS		Current		Proposed
Jubilee Library – commercial hire – fee per week		£100	2008	£150
Jubilee Library – discount - fee per week		£50	2008	£100
Hove Library – fee per week		£20	2008	£20
Hove Library - Hire of display cabinets – fee per week per cabinet		£10	2008	£10
Above costs are within core library opening hours. Additional Facilities Management costs apply if access required outside these hours.				
HIRE OF LIBRARY PREMISES				
Charge per Session for Coldean, Hangleton, Hove, Patcham, Whitehawk and Woodingdean libraries. These libraries have good IT and other facilities which are included in the room hire.				
Commercial hire	Morning	£80	2012	£80
	Afternoon	£80	2012	£80
	Evening	£80	2012	£80
Discount rate:	Morning	£25	2012	£40
	Afternoon	£25	2012	£40
	Evening	£25	2012	£40
Charge per Session for Hollingbury, Moulsecoomb, Portslade,				

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Rottingdean, Saltdean and Westdene libraries.				
Commercial hire	Morning	£60	2012	£60
	Afternoon	£60	2012	£60
	Evening	£60	2012	£60
Discount rate:	Morning	£25	2012	£30
	Afternoon	£25	2012	£30
	Evening	£25	2012	£30
Hire cost includes use of all facilities including IT at no extra cost.				
Library reserves right to pass on any additional costs incurred as a result of use, e.g. cleaning.				
HIRE OF JUBILEE LIBRARY CONFERENCE ROOMS				
Standard Hire:				
Conference Hall - full day		£575	2008	£575
Conference Hall – half day		£380	2008	£380
Conference room 1 - full day		£290	2008	£290
Conference room 1 - half day		£180	2008	£180
Conference room 2 - full day		£320	2008	£320
Conference room 2 - half day		£220	2008	£220
Conference room 3 – full day		£250	2008	£250
Conference room 3 – half day		£150	2008	£150
Discount rate:				
Conference Hall - full day		£400	2008	£400
Conference Hall - half day		£290	2008	£290
Conference room 1 - full day		£180	2008	£190
Conference room 1 - half day		£110	2008	£115
Conference room 2 - full day		£220	2008	£220
Conference room 2 - half day		£140	2008	£140
Conference room 3 – full day		£150	2008	£165
Conference room 3 – half day		£90	2008	£95
Evening supplement for all hires per hour		£25	2008	£30
Activity space in children’s library – hire per hour		£25	2008	£25
Library main hall – available for hire		POA		POA
Hire costs (exclusive of V.A.T.) includes use of all facilities including presentation and IT equipment at no extra cost.				
Above costs are within core library opening hours. Additional Facilities Management costs apply outside these hours.				
EVENTS AND ACTIVITIES				

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For Adults:			
Coffee mornings including	Free	New	£1
Talks / events / performances – usual charge	Free	"	£3-£5
Book and writing groups – external group fee p.a.	Free	"	£30
Book and writing groups – in-house group fee per person p.a.	Free	"	£5
Concessions	Free	"	Half price
For Children (up to age 19):			
Baby boogie per child	Free	New	Donation suggest £1
Craft Activities			
	Free	"	Cost of activity minimum £1
Talks / events / performances – usual charge	Free	"	Cost of Event minimum £1
Concessions	Free	"	Half price
<p>People with learning disabilities, for example Compass Card holders are exempt from charges so will be able to attend the activities and events for free.</p> <p>There will still be some events and activities that Libraries will put on for free as part of special projects, for instance, to reach vulnerable people.</p> <p>There may be special circumstances where the cost of putting on a high profile event will require a higher charge.</p>			
MISCELLANEOUS			
Tours of Jubilee Library	£25	2008	£25
IMAGE REQUESTS – SERVICE FEES	See separate list	2006	See separate list
REPRODUCTION CHARGES	See separate list	2006	See separate list

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SUMMARY OF CONCESSIONS AND EXEMPTIONS	
CONCESSIONARY CARD HOLDERS	
Concessionary cards are for people on low income or for people with disabilities . Suitable proof of entitlement is required. (See list of accepted proofs)	
Card holder entitlement:	
Audio-visual materials, talking books, - hire charges	Half price
Reservations – all materials	Half price
All overdue charges	Full price
Events and activities	Half price
Computer use – First two hours per day	Free
Computer use – additional hours per day	£1
Language courses – hire charges and overdue charges	Full price
All other fees and charges	Full price
SENIOR CITIZENS DISCOUNT SUBSCRIPTION CARD	
People aged 60 or over can purchase an audio-visual discount card that will entitle them to half price audio-visual loans. Suitable proof of entitlement is required. (See list of accepted proofs)	
Annual or quarterly subscription card entitles holder to: Free CD loans Half price DVD loans (maximum 4 items at any one time)	Half price
PRINT DISABLED CARD HOLDERS	
Print disabled cards are only available for people who cannot use standard print – e.g. people with visual impairment, or people with dyslexia, or those with a physical disability that prevents them holding a book. Suitable proof of entitlement is required. (See list of accepted proofs)	
Card holder entitlement:	
Talking books – issues and overdue charges	Free
Reservations – print and talking books	Free
Reservations – all other materials	Half price

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Audio-visual materials – hire	Half price
Audio-visual materials – overdue charges	Full price
Language courses – hire charges and overdue charges	Full price
All other fees and charges	Full price
EXEMPT CARD HOLDERS (PEOPLE WITH LEARNING DISABILITIES)	
Exempt cards are available for adults with learning disabilities, children with learning disabilities and special needs. Suitable proof of entitlement is required. (See list of accepted proofs)	
Card holder entitlement:	
Overdue charges - all materials	Free
Reservations – all materials	Free
Talking books – issues	Free
Audio-visual materials – hire	Free
Computer use	Free
Events and activities	Free
Language courses – hire charges and overdue charges	Full price
All other fees and charges	Full price

Appendix 1b - Comparisons with other authorities

Information taken sourced from Fines and Charges in Public Libraries in England and Wales 2014.

- DVD hire length varies between 2/3/7 days

Neighbouring Authority	Adult fines per day	Reserve fee for local stock adult and child	DVD hire	Music score loans	Photocopy charges	Computer printout charges	PC hire
Brighton & Hove	20p CD 20p	50p Child free	£3.00/£2.00	£25.00 (£15.00 local groups) per set per month	A4b/w 10p A3b/w 15p A4col £1.00 A3col £1.50	A4b/w 10p A4col 15p	Free
East Sussex	17p CD loan charge	80p Child free	£3.50/£2.50	£30 per set for first three months, then +£30 per extra month	A4b/w 10p A3b/w 15p A4col £1.00 A3col £1.50	A4b/w 20p A4col 50p	Free
West Sussex	20p CD 20p	75p 60p online Child free	£3.00/£2.00	N/A	A4b/w 10p A3b/w 15p A4col 50p A3col £1.00	A4b/w 15p A4col 50p	£30 annual £2.50 phr

Surrey	20p CD 20p	£1.20 Online 60p Child free	£2.00-£6.00	£5-8 per month per set of 20 (£7-10 outside Surrey)	A4b/w 10p A3b/w 20p A4col £1.00 A3col £1.50	A4b/w 20p A4col£1.00	Free but £2 phr for non-members and extra time
SELMS Authority	Adult fines per day	Reserve fee for local stock adult and child	DVD hire	Music score loans	Photocopy charges	Computer printout charges	PC hire
Buckinghamshire	25p CD 40p	free	£1.50-£2.80	£15 per set	A4b/w 15p A3b/w 20p A4col 50p A3col 75p	A4b/w 15p A4col 20p	Members 1hr free the 50p per 15mins Non-members 50p per 15mins
Camden	30p CD 30p	82p Child free	£3.00/£2.00 conc	N/A	A4b/w 20p A3b/w n/a A4col 25p A3col n/a	A4b/w 20p A4col£1.00	Free £1.50 phr guests
Hertfordshire	20p CD loan charge	60p Child free	£2.00-£3.00	£7 per set per month	A4b/w 10p A3b/w 20p A4col n/a A3col n/a	A4b/w 15p A4col 50p	Free 1hr then £2.40 phr

Kent	15p CD loan charge	35p Child free	£5.00/£1.00	£10 per set per month / £4 for local groups Small sets £2.00 per set per month/£2.00 for local groups	A4b/w 10p A3b/w 15p A4col £1.00 A3col £1.00	A4b/w 10p A4col£1.00	Free to members Non-members variable
Medway	20p/5p over 60s CD n/a	free	£1.10/£2.50	N/A	A4b/w 10p A3b/w 20p A4col 75p A3col £1.00	A4b/w 10p A4col 20p	free
Milton Keynes	26p CD26p	80p Child free	£2.75 £5.50 boxed set	£11 per set	A4b/w 20p A3b/w 30p A4col £1.20 A3col £1.60	A4b/w 25p A4col 75p	Free 0.5hr for members Non-members and extra 0.5hr £1.30
Richmond Upon Thames	20p CD loan charge	free	£5.25/£1.00	£16 for every 25 copies or part thereof	A4b/w 10p A3b/w 20p A4col £1.00 A3col £1.50	A4b/w 10p A4col£1.00	free
Slough	15p CD15p	50p Child free	£1.70/2.70	N/A	A4b/w 10p A3b/w 20p A4col n/a	A4b/w 20p A4col 50p	free

West Berkshire	20p CD 60p	free	£3.00/£2.00	£15 per set per month / £12 for local groups	A3col n/a A4b/w 10p A3b/w 30p A4col £1.00 A3col £1.60	A4b/w 10p A4col£1.00	free
Windsor & Maidenhead	20p CD 20p	free	£2.40/£2.95	Price on application	A4b/w 15p A3b/w 30p A4col 30p A3col 60p	A4b/w 15p A4col 30p	Free 45mins then £1.00 phr
Comparator Group Authority	Adult fines per day	Reserve fee for local stock adult and child	DVD hire	Music score loans	Photocopy charges	Computer printout charges	PC hire
Bath & NE Somerset	15p CD 15p	£1.00 Child free (AV £1.00)	£2.00	£25.00/50.00 (registered groups)	A4b/w 10p A3b/w 20p A4col 80p A3col £1.50	A4b/w 10p A4col 50p	Free 30mins then £3 phr (£3.60 non-members) Concessions 90mins free then £1.80 phr
Bedford	26p CD loan charge	£1.25 Child free	£2.90	£13.50/£27.00	A4b/w 10p A3b/w 20p A4col£1.00	A4b/w 10p A4col 45p	Free 1 st 0.5hr then £1.20 per 0.5hr Concessions 60p U16 free

Blackpool	20p CD n/a	60p Child free	N/A	N/A		A3col £1.50 A4b/w 10p A3b/w 75p A4col £1.00 A3col £1.20	A4b/w 10p A4col 75p	free				
Bournemouth	18p CD 15p	£1.10 Child free	£1.00/£2.50	£6.00/£18.00		A4b/w 10p A3b/w 20p A4col 50p A3col £1.00	A4b/w 15p A4col 50p	free				
Bristol	15p CD loan charge	£1.00 Child free (AV £1.00)	£1.00/£2.80	£18 per set		A4b/w 10p A3b/w 20p A4col £1.00 A3col£2.00	A4b/w 10p A4col 60p (child 25p)	free				
North Tyneside	15p CD 15p	Free (Premier card) others 50p Child free	£1.30	N/A		A4b/w 10p A3b/w 20p A4col £1.00 A3col £1.50	A4b/w 10p A4col 30p	Premier free, other members 3hrs per week free then £1phr Guests £1.50 phr				
Plymouth	13p CD 25p	free	£0.70/£3.00	£1.70 per month per copy (local) £3.00-£3.50 (outside Plymouth)		A4b/w 10p A3b/w 20p A4col £1.00	A4b/w 10p A4col £1.0	Residents free Visitors £1.0 per 15mins				

Portsmouth	17p CD 30p	free	£2.50/£3.50	£15 per set of 40	A3col £1.50 A4b/w 10p A3b/w 20p A4col £1.00 A3col £1.50	A4b/w 50p A4col £1.00	Free up to 4hrs per day
Reading	25p CD 40p	50p Child free	£2.00/£4.00	£4.00/6.00/+12.00 (booking fee)	A4b/w 10p A3b/w 20p A4col n/a A3col n/a	A4b/w 15p A4col n/a	free
Sefton	12p for first 12 days then 20p CD loan charge	free	£2.50	N/A	A4b/w 10p A3b/w 25p A4col 50p A3col £1.00	A4b/w 10p A4col 15p	Free for 2 hrs daily
Southampton	15p CD 25p	free	£1.00/2.00 £4 box set	£20 per set of 40 not in stock	A4b/w 10p A3b/w 20p A4col 50p A3col £1.00	A4b/w 10p A4col 50p	free
Southend-on-Sea	15p CD 15p	free	£2.50	50p per copy per 4 week period/£6.00 for sets.	A4b/w A3b/w A4col	A4b/w 30p A4col n/a	Free 1hr then £1.50phr

Torbay	16p CD 16p	60p Child free	£2.60/£2.00	£1.70 per month per copy								
Trafford	12p CD n/a	free	£2.00	£40/£35/£30/£25								
York (York Libraries are now an Industrial Provident Society)	15p CD loan charge	free	N/A	N/A								

NB. No other authorities identify a separate reader printer charge

Fees & Charges 2015/16

Appendix 2 - Royal Pavilion & Museums

2015/17 Admission Charges

(Charges are VAT exempt)

Dates	2014/2015 Current	2015/16 Previously Agreed	2016/17 Proposed	Increase % 15/16 - 16/17
Royal Pavilion				
Adult	£11.00	£11.50	£12.00	4.35%
Adult groups/web/promotions	£10.00	£10.35	£11.00	6.28%
B & H Schools	Free	Free	Free	0.00%
Child	£6.00	£6.20	£6.50	4.84%
Child Group	£5.50	£5.90	£6.20	5.08%
Concession Senior/Student	£9.00	£9.50	£10.20	7.37%
Concession Group	£8.00	£8.60	£9.00	4.65%
Family 1 Adult & 2 Children	£17.00	£17.70	£18.50	4.52%
Family 2 Adult & 2 Children	£28.00	£29.20	£30.50	4.45%
Resident Adult	£5.50	£5.75	£6.00	4.35%
Resident Child	Free	Free	Free	0.00%
Preston Manor				
Adult	£6.40	£6.50	£6.60	1.54%
Adult groups/web/promotions	£5.60	£5.70	£5.90	3.51%
B & H Schools	Free	Free	Free	0.00%
Child	£3.40	£3.50	£3.50	0.00%
Child Group	£3.20	£3.40	£3.40	0.00%
Concession Senior/Student	£5.20	£5.40	£5.50	1.85%
Concession Group	£4.80	£5.00	£5.20	4.00%
Family 1 Adult & 2 Children	£9.80	£10.00	£10.10	1.00%
Family 2 Adult & 2 Children	£16.10	£16.50	£16.70	1.21%
Resident Adult	£3.20	£3.25	£3.30	1.54%
Resident Child	Free	Free	Free	
N.B Exhibition charges dropped from 15/16 for non residents as Museum Admission Charged (SEE BELOW)				
Brighton Museum Exhibitions				
Adult	£6.50	No additional charge	No additional charge	
Adult groups/promotions	£5.50	No additional charge	No additional charge	
B & H Schools	Free	No additional charge	No additional charge	
Child	Free	No additional charge	No additional charge	
Child Group	Free	No additional charge	No additional charge	
Concession Senior/Student	£4.50	No additional charge	No additional charge	
Concession Group	£4.00	No additional charge	No additional charge	
Resident Adult	£3.25	£3.50	£3.50	
Resident Child	Free	Free	Free	
Guided Tours	£4.00	£4.50	£4.50	0.00%
Corporate/Specialist Guided tours	£6.00	£6.50	£6.50	0.00%

2015/17 New Admission Charges

(Charges are VAT exempt)

Dates	2014/2015 Current	2015/16 Proposed	2016/17 Proposed	Increase % 15/16 - 16/17
Brighton Museum				
Adult	Free	£5.00	£5.00	0.00%
Adult groups/web/promotions	Free	£4.00	£4.00	0.00%
B & H Schools	Free	Free	Free	0.00%
Child	Free	£2.80	£2.80	0.00%
Child Group	Free	Free	Free	0.00%
Concession Senior/Student	Free	£4.00	£4.00	0.00%
Concession Group	Free	£3.50	£3.50	0.00%
Family 1 Adult & 2 Children	Free	£7.80	£7.80	0.00%
Family 2 Adult & 2 Children	Free	£10.60	£10.60	0.00%
Resident Adult	Free	Free	Free	0.00%
Resident Child	Free	Free	Free	0.00%

Fees & Charges 2015/16

Appendix 2 - Royal Pavilion & Museums

Proposed 2015/16 Corporate Hire & Wedding Rates

NB. Concessionary rate and BHCC internal hiring 20% discount applies (Room hire is VAT exempt)

Venue / Room	Current	Proposed	Proposed	Increase	Increase
	2013/14 Rate	2014/15 Rate	2015/16 Rate	£	%
Royal Pavilion					
Great Kitchen	£2,300	£2,300	£2,360	£60	2.61%
Great Kitchen and Banqueting Room	£3,500	£3,500	£3,600	£100	2.86%
Music Room	£2,300	£2,300	£2,360	£60	2.61%
Music Room, Banqueting Room and Great Kitchen	£5,050	£5,050	£5,200	£150	2.97%
State Room wedding ceremony	£3,000	£3,000	£3,000	£0	0.00%
William IV Room					
4 hour booking - corporate	£980	£980	£1,050	£70	7.14%
4 hour booking – wedding reception	£1,040	£1,040	£1,100	£60	5.77%
all day rate (8am-6pm)	£1,350	£1,350	£1,400	£50	3.70%
Red Drawing Room					
evening hire	£980	£980	£1,050	£70	7.14%
all day rate (8am-6pm)	£1,350	£1,350	£1,450	£100	7.41%
civil wedding ceremony (weekend and Bank holiday rate)	£650	£680	£750 weekend & bank holiday rate	£70	10.29%
civil wedding ceremony (weekday)	£600	£600	£680 weekday rate	£80	13.33%
William IV and Red Drawing Room - wedding ceremony and reception package (weekend and Bank holiday rate)	£1,600	£1,600	£1700 weekend & bank holiday	£100	6.25%
William IV and Red Drawing Room - wedding ceremony and reception package (weekday)	£1,550	£1,550	£1600 weekday	£50	3.23%
William IV and Red Drawing Room Day Conference package	£1,600	£1,600	£1,650	£50	3.13%
Evening guided tour - charge per person - min charge for 25	£6.00	£6.00	£6.50	£1	8.33%
The Adelaide Rooms Evening Hire Only			£1,230.00		
Small Adelaide					
per 2 hour booking exclusive use	£100	£100	£100	£0	0.00%
Gardens (half day – Western Lawns)	£700	£700	PoA	£20	2.86%
Gardens (eastern lawns) Grounds Fee	£3-5,000	£3-5,000	PoA	£0	
Gardens (eastern lawns) event management fee day rate	£2,000	£2,000	PoA	£50	2.50%
Preston Manor					
House Dinner	£900	£900	£925	£25	2.78%
Wedding/ Civil Ceremony (2 hour hire)	£570	£570	£585	£15	2.63%
House Drinks Reception	£550	£550	£565	£15	2.73%
Lawns	£1,400	£1,400	£1,450	£50	3.57%
Meeting Room					
4 hour booking	£50	£50	£55	£5	10.00%
all day rate (9am-5pm)	£100	£100	£105	£5	5.00%
NB. Stewarding for meeting room charged separately					

Brighton Museum & Art Gallery					
Entire Museum	£2,200	£2,200	£2,275	£75	3.41%
Ground floor	£1,420	£1,420	£1,460	£40	2.82%
Education Pavilion -					
4 hour booking	£65	£65	£68	£3	4.62%
all day rate (9am - 5pm)	£130	£130	£135	£5	3.85%
NB. Stewarding for Education Pavilion charged separately					
Seminar Room -					
4 hour booking	£45	£45	£47	£2	4.44%
all day rate (9am - 5pm)	£90	£90	£93	£3	3.33%
NB. Stewarding for Seminar Room charged separately					
Courthouse lecture theatre					
half day rate / evening lecture	£525	£525	£575	£50	9.52%
all day rate (8am-6pm)	£1,000	£1,000	£1,100	£100	10.00%

Weekend Rate for all of the above Plus 15% (with exception of wedding prices where prices include weekend supplement)
NB Any internal 'free' / in-kind / subvention 'at cost charges' will be recovered from client i.e staffing, security, admin

Fees & Charges 2015/16

Appendix 2 - Royal Pavilion & Museums

Proposed Image Reproduction & Licensing rates 2015/16

Hardcopy Prints

	Current 2014/15 Rate	Proposed 2015/16 Rate
(8x10 inches; 254x203mm)	£10	No longer available
(16x12 inches; 406x305mm)	£30	No longer available

Digital Images

Digital Image (for private, non-reproduction purposes) From existing digital images		
Up to 1,000 pixels on largest side	Free	Free
Image Supply		£0
By email or online transfer		£5
By CD (per disc)		£5

Creation of new images

New Digital Images		
Scanning	£15	£15
In-house photography	£50	£50
External photography	Negotiable	Negotiable

Commercial Licensing

Television (cable, digital, satellite, terrestrial and web streaming / on-demand)		
Provincial broadcast:	£40	£40
Single country broadcast:	£75	£75
World broadcast rights:	£150	£150
10 year buyout	£300	£300

All retail DVD, Blu-Ray and direct pay per view will require 10 year buyout rights.

Commercial Web, Product and Site use (eg. display panels, greeting cards, stationery etc.)		
One time use, Brighton & Hove based business	£25	£25
One time use, Non Brighton & Hove based business	£100	£100
10 year buyout	£300	£300

	Current 2014/15 Rate	Current 2014/15 Rate	Proposed 2015/16 Rate	Proposed 2015/16 Rate
Books (including audio books, podcasts and e-books)	inner page	cover	inner page	cover
Print run up to 4000 units:	Free	Free	Free	Free
For print-based academic publications: this means the one-time use of Content (ie for one edition only) for a printed publication by an academic publisher with a print-run of up to and including 4,000 copies				
Print run over 4000 units				
Single country	£60	£200.00	£60	£200.00
World	£100	£300.00	£100	£300.00
Newspapers (includes web use for same feature)	inner page	cover	inner page	cover
Provincial paper	£20	£50.00	£20	£50.00
National paper	£60	£150.00	£60	£150.00
Magazines (includes web use for same feature)	inner page	cover	inner page	cover
Local	£20	£50.00	£20	£50.00
National	£60	£150.00	£60	£150.00

Fees & Charges 2015/16

Appendix 2 - Royal Pavilion & Museums

Proposed School Session Charges 2015/16

Session	Current	Proposed	Increase
	2014/15	2015/16	%
	Rate	Rate	
1 hour museum workshop	£2.50	£3.50	40%
1.5 hour museum workshop	£2.50	£4.00	60%
1.5 hour role play	£3.50	£4.50	29%
2 hour role play	£3.50	£4.50	29%

Last Increase in School Charges was 2009

Booking Fees	Current	Proposed	Increase
	2014/15	2015/16	%
	Rate	Rate	
Group Booking (15+ tickets)	£1.50	£3.50	133%
Individual Booking	£1.50	£1.50	0%

Booking fees have not changed since they were first introduced in 2009

Fees & Charges 2015/16

Appendix 3 - Seafront

Seafront	Current Price 2014/2015 Incl VAT	2% increase for 2015/2016 Incl VAT	Proposed 2015/16 (rounded to nearest 50p)	Increase £	Increase %
Beach Hut Licence Hove Prom	314.75	321.05	321.05	£ 6.30	2.0%
Beach Hut Transfer Administration Fee (see 3.4.4 in main report)	77.00	78.54	78.50	£ 1.50	1.9%
Winch or Capstan Site	25.50	26.01	26.00	£ 0.50	2.0%
Beaching Permit for pleasure/sailing/rowing boat	34.00	34.68	34.50	£ 0.50	1.5%
Beach Lock Site – small (self build)	25.50	26.01	26.00	£ 0.50	2.0%
Beach Lock Site – large (self build)	50.50	51.51	51.50	£ 1.00	2.0%
Beach Locker – (locker owned by council)	84.50	86.19	86.00	£ 1.50	1.8%
Beach Volleyball (court hire - peak)	23.50	23.97	24.00	£ 0.50	2.1%
Beach Volleyball (court hire – off peak)	15.50	15.81	16.00	New	New
Beach Basketball Court	Free	Free	Free	Free	Free

Beach Chalets	Current Price 2014/2015 (incl VAT)	50% increase over 2 years - Proposed 2015/16	50% increase over 2 years - Proposed 2016/17	Year 1 Increase £	Increase %	Total Increase by year 2 £	Increase %
Tenants of Brighton & Hove							
Hove	928.86	1,161.08	1,393.29	£ 232.22	25%	464.43	50%
Madeira Drive	637.55	796.94	956.33	£ 159.39	25%	318.78	50%
Saltdean	541.25	676.56	811.88	£ 135.31	25%	270.63	50%
Rottingdean	541.25	676.56	811.88	£ 135.31	25%	270.63	50%
Ovingdean	604.85	756.06	907.28	£ 151.21	25%	302.43	50%
Non-Tenants of Brighton & Hove							
Hove	1114.61	1,393.26	1,671.92	£ 278.65	25%	557.31	50%
Madeira Drive	765.11	956.39	1,147.67	£ 191.28	25%	382.56	50%
Saltdean	649.54	811.93	974.31	£ 162.39	25%	324.77	50%
Rottingdean	649.54	811.93	974.31	£ 162.39	25%	324.77	50%
Ovingdean	725.80	907.25	1,088.70	£ 181.45	25%	362.90	50%
Tenants Fixed Term Tenancies							
Hove	883.45	1,104.31	1,325.18	£ 220.86	25%	441.73	50%
Madeira Drive	608.59	760.74	912.89	£ 152.15	25%	304.30	50%
Saltdean	516.65	645.81	774.98	£ 129.16	25%	258.33	50%
Rottingdean	516.65	645.81	774.98	£ 129.16	25%	258.33	50%
Ovingdean	577.33	721.66	866.00	£ 144.33	25%	288.67	50%

Volks Railway	Current Price 2014/2015	2% increase for 2015/2016	Proposed 2015/2016 (rounded up to nearest 10p)	Increase £	Increase %
Adult single	2.70	2.75	2.80	£ 0.10	3.7%
Adult return	3.60	3.67	3.70	£ 0.10	2.8%
Child single	1.60	1.63	1.70	£ 0.10	6.3%
Child return	2.10	2.14	2.20	£ 0.10	4.8%
Senior single	1.80	1.84	2.10	£ 0.30	16.7%
Senior return	2.70	2.75	2.80	£ 0.10	3.7%
Family single	6.90	7.04	7.10	£ 0.20	2.9%
Family return	9.30	9.49	9.50	£ 0.20	2.2%
Adult group return	2.60	2.65	2.70	£ 0.10	3.8%
Child group return + talk	2.70	2.75	2.80	£ 0.10	3.7%
Child group return	1.70	1.73	1.80	£ 0.10	5.9%
Halfway Adult single	1.60	1.63	1.70	£ 0.10	6.3%
Halfway child single	1.00	1.02	1.10	£ 0.10	10.0%
VERA Members	0.50	0.51	0.60	£ 0.10	20.0%
Special	1.00	1.00	1.00	Keep the same	0.0%

This brings the percentage relationship for single/return tickets in line with the other age categories.

Bandstand Ceremony Hire Fees	Current Price already approved for 2014 & 2015 seasons (April - September)	Proposed 2016 & 2017 seasons booking fees (set for 2 years)	Proposed 2016 & 2017 seasons booking fees rounded up to nearest £5 (set for 2 years)	Increase £	Increase %
Bandstand (top deck)	£550	605.00	605.00	£ 55.00	10.0%
Bandstand + west wing	£750	825.00	825.00	£ 75.00	10.0%

Fees & Charges 2015/16 - Appendix 4 - Sports Facilities

Prince Regent Swimming Complex & Slipper Baths

Main Heading	Type	Current 2014/15	Proposed 2015/16	% increase
Swim	Adult	£ 4.45	£ 4.55	2.25%
	Child	£ 2.65	£ 2.70	1.89%
	Over 60	£ 2.65	£ 2.70	1.89%
	Adult Leisure Card	£ 2.65	£ 2.70	1.89%
	Junior Leisure Card	£ 1.60	£ 1.65	3.12%
	Over 60 Leisure Card	£ 1.60	£ 1.65	3.12%
	Family	£ 11.15	£ 11.45	2.69%
	Adult Monthly	£ 41.85	£ 42.95	2.63%
	Junior Monthly	£ 27.00	£ 27.70	2.59%
	Over 60 Monthly	£ 27.00	£ 27.70	2.59%
	Adult Monthly Leisure Card	£ 25.10	£ 25.75	2.59%
	Swim Direct Debit	£ 24.70	£ 25.35	2.63%
	Swim Direct Debit Leisure Card	£ 18.00	£ 18.00	0.00%
	Adult Weekly	£ 12.40	£ 12.75	2.82%
	Junior Weekly	£ 6.75	£ 6.95	2.96%
	Over 60 Weekly	£ 6.75	£ 6.95	2.96%
	Adult Concession Leisure Card	£ 7.45	£ 7.65	2.68%
	School LA	£ 2.05	£ 2.10	2.44%
	Aqua Natal	£ 4.50	£ 4.60	2.22%
	Aqua Natal Leisure Card	£ 2.70	£ 2.80	3.70%
	Water Workout	£ 6.30	£ 6.50	3.17%
	Water Workout Leisure Card	£ 3.80	£ 3.90	2.63%
	50+ Water Workout	£ 4.00	£ 4.10	2.50%
	Child Lesson	£ 6.00	£ 6.15	2.50%
	Child Diving Lesson	£ 6.00	£ 6.15	2.50%
	Adult Lesson	£ 7.05	£ 7.25	2.84%
	Over 60s Lesson	£ 6.00	£ 6.15	2.50%
	Playgroup	£ 4.85	£ 5.00	3.09%
	Child 1 to 1 Lesson	£ 19.40	£ 19.90	2.58%
	Adult 1 to 1 Lesson	£ 21.50	£ 22.05	2.56%
	Gala Hire	£ 399.80	£ 410.30	2.63%
	Gala Hire Additional Hour After 3	£ 158.25	£ 162.40	2.62%
	Gala Non Local Hire	£ 538.90	£ 553.10	2.63%
Gala Non Local hire Additional Hour After 3	£ 193.80	£ 198.90	2.63%	
Swim Club Hire	£ 168.00	£ 172.40	2.62%	
Main Pool Hire	£ 133.85	£ 137.35	2.61%	
Shallow Pool Hire	£ 45.40	£ 46.60	2.64%	
Flexi Pool Hire	£ 67.55	£ 69.35	2.66%	
Teaching Pool Hire	£ 67.55	£ 69.35	2.66%	
Fitness Suite	Adult Peak Casual	£ 7.65	£ 7.85	2.61%
	Adult Off Peak Casual	£ 6.50	£ 6.70	3.08%
	Adult Peak Casual Leisure Card	£ 4.60	£ 4.70	2.17%
	Adult Off Peak Casual Leisure Card	£ 3.90	£ 4.00	2.56%
	Pilates	£ 5.45	£ 5.60	2.75%
	Junior Casual	£ 3.40	£ 3.50	2.94%
	Student Casual	£ 4.75	£ 4.90	3.16%
	Sauna/Steam & Swim	£ 6.90	£ 7.10	2.90%
	Sauna/Steam & Swim Family	£ 13.65	£ 14.00	2.56%
	Personal Training Member	£ 37.00	£ 38.00	2.70%
	Personal Training Non-Member	£ 43.45	£ 44.60	2.65%
	Membership 6 Site Single DD	£ 48.50	£ 48.50	0.00%
	Membership 6 Site Joint DD	£ 94.90	£ 94.90	0.00%
	Membership 6 Site Family DD	£ 97.00	£ 97.00	0.00%
	Membership 6 Site Student DD	£ 27.75	£ 27.75	0.00%
	Membership 6 Site Corporate DD	£ 42.05	£ 42.05	0.00%
Membership 6 Site Single DD Leisure Card	£ 27.75	£ 27.75	0.00%	
Miscellaneous	Adult Spectator	£ 1.45	£ 1.50	3.45%
	Child Spectator	£ 1.05	£ 1.10	4.76%
	Over 60 Spectator	£ 1.05	£ 1.10	4.76%
	Concession Spectator	£ 1.05	£ 1.10	4.76%
	Creche	£ 0.55	£ 0.55	0.00%

Fees & Charges 2015/16 - Appendix 4 - Sports Facilities

King Alfred Leisure Centre

Main Heading	Type	Current 2014/2015	Proposed 2015/2016	% increase
Swimming	Adult Swim Member	£ 4.05	£ 4.15	2.47%
	Adult Swim Member Leisure Card	£ 2.45	£ 2.50	2.04%
	Adult Swim Non Member	£ 4.45	£ 4.55	2.25%
	Adult Swim Non Member Leisure Card	£ 2.65	£ 2.70	1.89%
	Junior Swim/Senior Citizen Member	£ 2.15	£ 2.20	2.33%
	Junior Swim/Senior Citizen Non Member	£ 2.65	£ 2.70	1.89%
	Junior Swim/Senior Citizen Member Leisure Card	£ 1.30	£ 1.35	3.85%
	Junior Swim/Senior Citizen Non Member Leisure Card	£ 1.60	£ 1.65	3.12%
	Family Swim Member	£ 9.55	£ 9.80	2.62%
	Family Swim Non Member	£ 11.15	£ 11.45	2.69%
	Parent Swim(with child on lesson) Non Member	£ 2.65	£ 2.70	1.89%
	Adult Monthly Swim Member	£ 40.40	£ 41.45	2.60%
	Adult Monthly Swim Member Leisure Card	£ 24.25	£ 24.90	2.68%
	Junior/Senior Citizen Monthly Swim Member	£ 23.05	£ 23.65	2.60%
	Junior/Senior Citizen Monthly Swim Member Leisure Card	£ 13.85	£ 14.20	2.53%
	Adult Monthly Swim Non Member	£ 41.85	£ 42.95	2.63%
	Adult Monthly Swim Non Member Leisure Card	£ 25.10	£ 25.75	2.59%
	Junior/Senior Citizen Monthly Swim Non Member	£ 27.00	£ 27.70	2.59%
	Junior/Senior Citizen Monthly Swim Non Member Leisure Card	£ 16.20	£ 16.65	2.78%
	Swim Membership Direct Debit	£ 24.70	£ 25.35	2.63%
	Swim Membership Direct Debit Leisure Card	£ 18.00	£ 18.00	0.00%
	Adult Member 10 Swims For Price of 9	£ 36.45	£ 37.35	2.47%
	Adult Member 10 Swims For Price of 9 Leisure Card	£ 22.05	£ 22.50	2.04%
	Adult Non Member 10 Swims For Price of 9	£ 40.05	£ 41.40	3.37%
	Adult Non Member 10 Swims For Price of 9 Leisure Card	£ 23.85	£ 24.30	1.89%
	Junior/Senior Citizen Member 10 Swims For Price of 9	£ 19.35	£ 19.80	2.33%
	Junior/Senior Citizen Member 10 Swims For Price of 9 Leisure Card	£ 11.70	£ 12.15	3.85%
Junior/Senior Citizen Non Member 10 Swims For Price of 9	£ 23.85	£ 24.50	2.73%	
Junior/Senior Citizen Non Member 10 Swims For Price of 9 Leisure Card	£ 14.40	£ 14.85	3.13%	
Swim Lessons	Junior Member Group Swimming Lesson	£ 5.60	£ 5.75	2.68%
	Junior Non Member Group Swimming Lesson	£ 6.00	£ 6.15	2.50%
	Adult Member Group Swimming Lesson	£ 6.30	£ 6.45	2.38%
	Adult Non Member Group Swimming Lesson	£ 7.05	£ 7.25	2.84%
	Adult Individual Swim Lesson	£ 19.40	£ 19.90	2.58%
	Junior Individual Swim Lesson	£ 15.15	£ 15.55	2.64%
Spectators	Adult Spectator	£ 1.45	£ 1.50	3.45%
	Junior/Senior Citizen Spectator	£ 1.05	£ 1.10	4.76%
	Concession Spectator	£ 1.05	£ 1.10	4.76%
Pool Sessions	Aqua Sessions 3/4 hr Member	£ 4.35	£ 4.45	2.30%
	Aqua Sessions 3/4 hr Non Member	£ 5.45	£ 5.60	2.75%
	Ducklings 3/4 Hour Member	£ 4.15	£ 4.25	2.41%
	Ducklings 3/4 Hour Non Member	£ 4.75	£ 4.85	2.11%
Pool Parties	Party/Tea Activity Room	£ 19.65	£ 20.15	2.54%
	Teaching Pool Per Hour including parties	£ 63.70	£ 65.40	2.67%
Pool Hire	Gala (3 Hours)	£ 391.10	£ 401.40	2.63%
	Gala State School/Dolphins/Marlins	£ 231.70	£ 237.80	2.63%
	Dolphins	£ 78.85	£ 80.90	2.60%
	State School Teaching Pool 1/2 Hour	£ 22.60	£ 23.20	2.65%
	State School Whole Main Pool 1/2 Hour	£ 45.20	£ 46.40	2.65%
	State School Half Main Pool 1/2 Hour	£ 22.60	£ 23.20	2.65%
	State School One Lane 1/2 Hour	£ 11.30	£ 11.60	2.65%
	State School Lagoon 1/2 Hour	£ 11.30	£ 11.60	2.65%
	Private School Teaching Pool 1/2 Hour	£ 45.20	£ 46.40	2.65%
	Private School Whole Main Pool 1/2 Hour	£ 63.80	£ 65.60	2.82%
	Private School Half Main Pool 1/2 Hour	£ 31.90	£ 32.80	2.82%
	Private School One Lane 1/2 Hour	£ 15.95	£ 16.35	2.51%
	Private School Lagoon 1/2 Hour	£ 15.95	£ 16.35	2.51%
	Special School Per Child Per 1/2 Hour	£ 2.05	£ 2.10	2.44%
	Membership	Adult	£ 16.35	£ 16.80
Junior		£ 9.00	£ 9.25	2.78%
Senior Citizen		£ 9.00	£ 9.25	2.78%
Leisure Card		£ 9.80	£ 10.05	2.55%
Family		£ 38.80	£ 39.80	2.58%
Replacement Card		£ 5.30	£ 5.45	2.83%
Adult Daily Membership		£ 1.45	£ 1.50	3.45%
Junior/Senior Citizen Daily Membership		£ 1.05	£ 1.10	4.76%
Fitness Suite	Leisure Card Daily Membership	£ 1.05	£ 1.10	4.76%
	Adult Casual Member 1 Hour Training	£ 4.90	£ 5.05	3.06%
	Adult Casual Non Member 1 Hour Training	£ 5.35	£ 5.50	2.80%
	Adult Casual Member 1 Hour Training Leisure Card	£ 2.95	£ 3.05	3.39%
	Adult Casual Non Member 1 Hour Training Leisure Card	£ 3.20	£ 3.30	3.12%
	Junior Session Member	£ 3.95	£ 4.05	2.53%
	Junior Session Non Member	£ 4.25	£ 4.35	2.35%
	Junior Session Member Leisure Card	£ 2.35	£ 2.40	2.13%
	Junior Session Non Member Leisure Card	£ 2.55	£ 2.60	1.96%
	50+ Session	£ 3.40	£ 3.50	2.94%
	Induction Course Group Member	£ 12.10	£ 12.40	2.48%
	Induction Course Group Non Member	£ 16.50	£ 16.95	2.73%
	Individual Induction Member	£ 21.75	£ 22.30	2.53%
	Individual Induction Non Member	£ 21.75	£ 22.30	2.53%
	Compass & Listen Up Card Induction	£ 15.45	£ 15.85	2.59%
	FWORKS Inclusive Membership DD (should be 6 site DD)	£ 48.50	£ 48.50	0.00%
	FWORKS Gym & Swim Membership DD	£ 42.50	£ 42.50	0.00%
	FWORKS Gym Only Membership DD	£ 37.25	£ 37.25	0.00%
	FWORKS Gym Off Peak Only DD	£ 31.90	£ 31.90	0.00%
	1 to 1 Fitness Assessment DD	£ 15.90	£ 16.30	2.59%
	1 to 1 Fitness Assessment Member	£ 15.90	£ 16.30	2.52%
	1 to 1 Fitness Assessment Non Member	£ 21.25	£ 21.80	2.59%

Sports Hall Hire	Adult Badminton 1 Hour	£ 9.70	£ 9.95	2.58%	
	Adult Off Peak Member Badminton 1 Hour	£ 7.65	£ 7.85	2.61%	
	Junior Badminton 1 Hour	£ 4.55	£ 4.70	3.30%	
	Junior Off Peak Member Badminton 1 Hour	£ 3.70	£ 3.80	2.70%	
	Junior Member Badminton Course 1.5 Hours	£ 5.05	£ 5.20	2.97%	
	Junior Non Member Badminton Course 1.5 Hours	£ 5.45	£ 5.60	2.75%	
	Adult Table Tennis 1 Hour	£ 4.10	£ 4.20	2.44%	
	Adult Off Peak Member Table Tennis 1 Hour	£ 3.40	£ 3.50	2.94%	
	Junior Table Tennis 1 Hour	£ 3.50	£ 3.60	2.86%	
	Junior Member Off Peak Table Tennis 1 Hour	£ 2.65	£ 2.70	1.89%	
	Adult Badminton 1 Hour Leisure Card	£ 5.80	£ 5.95	2.59%	
	Adult Off Peak Member Badminton 1 Hour Leisure Card	£ 4.60	£ 4.70	2.17%	
	Junior Badminton 1 Hour Leisure Card	£ 2.75	£ 2.80	1.82%	
	Junior Off Peak Member Badminton 1 Hour Leisure Card	£ 2.20	£ 2.25	2.27%	
	Adult Table Tennis 1 Hour Leisure Card	£ 2.45	£ 2.50	2.04%	
	Adult Off Peak Member Table Tennis 1 Hour Leisure Card	£ 2.05	£ 2.10	2.44%	
	Junior Table Tennis 1 Hour Leisure Card	£ 2.10	£ 2.15	2.38%	
	Junior Member Off Peak Table Tennis 1 Hour Leisure Card	£ 1.60	£ 1.65	3.12%	
	Sports Hall 1 Hire 1 Hour	£ 56.30	£ 57.80	2.66%	
	Sports Hall 1 Member Hire Off Peak 1 Hour	£ 42.30	£ 43.40	2.60%	
	Sports Hall 1 Hire 1 Hour Junior	£ 36.45	£ 37.40	2.61%	
	Sports Hall 2 Hire 1 Hour	£ 40.65	£ 41.70	2.58%	
	Sports Hall 2 Member Hire Off Peak 1 Hour	£ 30.30	£ 31.10	2.64%	
	Sports Hall 2 1/2 Hall	£ 24.15	£ 24.80	2.69%	
	Sports Hall 2 1/2 Hall Off Peak	£ 18.05	£ 18.50	2.49%	
	Other Rooms	Multi Purpose Room	£ 24.15	£ 24.80	2.69%
		Training Rooms	£ 18.00	£ 18.45	2.50%
	Other Activities	Mini Mayhem	£ 3.85	£ 3.95	2.60%
Mini Mayhem Extra Child		£ 2.00	£ 2.05	2.50%	
Holiday Member 1.5 Hours		£ 3.95	£ 4.05	2.53%	
Holiday Non Member 1.5 Hours		£ 4.25	£ 4.35	2.35%	
Holiday Member 2 Hours		£ 4.65	£ 4.75	2.15%	
Holiday Non Member 2 Hours		£ 5.10	£ 5.25	2.94%	
Aerobics+Circuits+Core Conditioning+Yoga+ Spinning Member		£ 4.35	£ 4.45	2.30%	
Aerobics+Circuits+Core Conditioning+Yoga+ Spinning Non Member		£ 5.30	£ 5.45	2.83%	
Pilates Drop In Member		£ 5.30	£ 5.45	2.83%	
Pilates Drop In Non Member		£ 6.60	£ 6.75	2.27%	
Spinning Core Member		£ 2.30	£ 2.35	2.17%	
Spinning Core Non Member		£ 2.90	£ 3.00	3.45%	
Sports Saver		£ 1.95	£ 2.00	2.56%	
Shower		£ 2.35	£ 2.40	2.13%	
Junior Trampoline Course Member 3/4 Hour		£ 4.15	£ 4.25	2.41%	
Junior Trampoline Course Non Member 3/4 Hour		£ 4.75	£ 4.90	3.16%	
Adult Trampoline Course Member 3/4 Hour		£ 3.60	£ 3.70	2.78%	
Adult Trampoline Course Non Member 3/4 Hour		£ 4.15	£ 4.25	2.41%	
Party Tea/Activity Room		£ 19.65	£ 20.15	2.54%	
Dry Party		£ 63.75	£ 65.45	2.67%	
Mini Mayhem Party		£ 88.25	£ 90.60	2.66%	
Ballroom Prices		Mon - Friday 8am -6pm per hour	£ 52.80	£ 54.20	2.65%
	Mon - Thurs 6pm - midnight per hour	£ 58.45	£ 60.00	2.65%	
	Mon - Thurs after midnight per hour	£ 76.45	£ 78.45	2.62%	
	Friday 6pm - midnight per hour	£ 64.10	£ 65.80	2.65%	
	Friday after midnight per hour	£ 76.45	£ 78.45	2.62%	
	Saturday 8am-6pm per hour	£ 58.45	£ 60.00	2.65%	
	Saturday 6pm - midnight per hour	£ 69.70	£ 71.55	2.65%	
	Saturday after midnight per hour	£ 100.00	£ 102.65	2.65%	
	Sunday 8am to 6pm per hour	£ 82.05	£ 84.20	2.62%	
	Sunday 6pm to Midnight per hour	£ 100.00	£ 102.65	2.65%	
	Mon - Thurs 6-12 (charges are from 6-1am)	£ 427.10	£ 438.35	2.63%	
	Mon - Thurs 6-12.30 (charges are from 6-1.30am)	£ 465.35	£ 477.60	2.63%	
	Mon - Thurs 6-1.00 (charges are from 6-2am)	£ 503.55	£ 516.80	2.63%	
	Friday (Colleen) 7-11.30 (charges are from 7-12.30am)	£ 358.55	£ 368.00	2.64%	
	Friday 6-12 (charges are from 6-1am)	£ 460.85	£ 473.00	2.64%	
	Friday 6-12.30 (charges are from 6-1.30am)	£ 499.05	£ 512.20	2.64%	
	Friday 6-1.00 (charges are from 6-2am)	£ 537.25	£ 551.40	2.63%	
	Saturday 6-12 (charges are from 6-1am)	£ 521.55	£ 535.30	2.64%	
	Saturday 6-12.30 (charges are from 6-1.30am)	£ 571.55	£ 586.60	2.63%	
	Saturday 6-1.00 (charges are from 6-2am)	£ 621.55	£ 637.90	2.63%	
	Sunday- Colleen- Dance infinity	£ 519.15	£ 532.80	2.63%	
	Sunday (Spiral) Registered Charity Rate (less 20%)	£ 291.30	£ 298.95	2.63%	
	Carola (Saturday) 7-12 (charges are from 7-1)	£ 451.25	£ 463.10	2.63%	
	Carola (Saturday) 8-1 (charges are from 8-2)	£ 481.05	£ 493.70	2.63%	
Saturday - Colleen- Dance infinity	£ 451.25	£ 463.10	2.63%		
Kingsway Multiplay	Adults Football Half Pitch Per Hour	£ 14.40	£ 14.80	2.78%	
	Juniors Football Half Pitch Per Hour	£ 10.10	£ 10.35	2.48%	
	Adult Netball Half Pitch Per Hour	£ 14.40	£ 14.80	2.78%	
	Juniors Netball Half Pitch Per Hour	£ 10.10	£ 10.35	2.48%	
	Tennis Hut - Summer Season (March - Sept)	£ 116.90	£ 119.95	2.61%	
	Tennis Hut Hire Per Hour	£ 10.65	£ 10.95	2.82%	
	Tennis Hut- Winter Season	£ 58.45	£ 60.00	2.65%	
Indoor Bowls	Roll Up 1½ hrs	£ 3.00	£ 3.10	3.33%	
	Drive	£ 5.45	£ 5.60	2.75%	
	Roll Up 2 hr	£ 4.15	£ 4.25	2.41%	
	Locker	£ 10.30	£ 10.55	2.43%	
	Rink Hire 3 hrs	£ 23.40	£ 24.00	2.56%	
	Rink Hire 2 hrs	£ 16.40	£ 16.85	2.74%	
	Rink Hire 1½ hrs	£ 12.75	£ 13.10	2.75%	
	League per Rink (3 hours)	£ 28.70	£ 29.45	2.61%	

St Luke's Swimming Pool

Main Heading	Type	Current 2014/15	Proposed 2015/16	% increase
Swim	Adult	£ 4.45	4.55	2.25%
	Adult Leisure Card	£ 2.65	2.7	1.89%
	Child	£ 2.65	2.7	1.89%
	Child Leisure Card	£ 1.60	1.65	3.12%
	Over 60	£ 2.65	2.7	1.89%
	Over 60 Leisure Card	£ 1.60	1.65	3.12%
	Family	£ 11.15	11.45	2.69%
	Water Workout	£ 6.30	6.45	2.38%
	Water Workout Leisure Card	£ 3.80	3.9	2.63%
	50+ Water Workout	£ 4.00	4.1	2.50%
	Child Lesson	£ 6.00	6.15	2.50%
	Child Diving Lesson	£ 6.00	6.15	2.50%
	Adult Lesson	£ 7.05	7.25	2.84%
	Over 60s Lesson	£ 6.00	6.15	2.50%
	Child 1 to 1 Lesson	£ 19.40	19.9	2.58%
	Adult 1 to 1 Lesson	£ 21.50	22.05	2.56%
	Adult 10 swim pass	£ 40.05	41.1	2.62%
	Child/Over 60/Leisure Card 10 swim pass	£ 23.85	24.5	2.73%
	Swim Membership Direct Debit	£ 24.70	25.35	2.63%
	Swim Membership Direct Debit Leisure Card	£ 18.00	18.00	0.00%

Fees & Charges 2015/16 - Appendix 4 - Sports Facilities

Withdean Sports Complex

Main Heading	Type	Current 2014/2015	Proposed 2015/2016	% increase
Indoor Tennis Courts	Adult Peak	£ 21.20	21.75	2.59%
	Adult Off Peak	£ 16.95	17.40	2.65%
	Over 60 Off Peak	£ 11.70	12.00	2.56%
	Junior Off Peak / Family	£ 6.15	6.30	2.44%
			0.00	
Outdoor Tennis Courts	Adult	£ 8.30	8.50	2.41%
	Adult with Floodlights	£ 9.55	9.80	2.62%
	Junior	£ 3.80	3.90	2.63%
	Adult Leisure Card	£ 5.00	5.15	3.00%
	Family	£ 3.85	3.95	2.60%
	Junior with Floodlights	£ 5.10	5.20	1.96%
	Adult with Floodlights Leisure Card	£ 5.75	5.90	2.61%
	5-A-Side Court	£ 15.20	15.60	2.63%
				0.00
Junior Tennis Coaching	Mini Tennis Red	£ 5.10	5.25	2.94%
	Mini Tennis Orange	£ 7.10	7.30	2.82%
	Mini Tennis Green	£ 7.10	7.30	2.82%
	Mini Tennis Futures	£ 5.10	5.25	2.94%
	RAW Tennis	£ 7.90	8.10	2.53%
			0.00	
Junior Drop In Tennis Coaching	Diddy Tennis	£ 2.40	2.45	2.08%
	Schools Out	£ 4.40	4.50	2.27%
	Fun Club	£ 4.40	4.50	2.27%
			0.00	
Adult Tennis Coaching	Adult Coaching (1.5hrs)	£ 11.70	12.00	2.56%
	Un coached sessions (1.5hrs)	£ 5.05	5.20	2.97%
			0.00	
Squash	Adult Peak	£ 9.05	9.30	2.76%
	Adult Off Peak	£ 6.70	6.90	2.99%
	Junior Off Peak	£ 4.65	4.75	2.15%
	Adult Peak Leisure Card	£ 5.45	5.60	2.75%
	Adult Off Peak Leisure Card	£ 4.05	4.15	2.47%
	Junior Off Peak Leisure Card	£ 2.80	2.85	1.79%
			0.00	
Miscellaneous	Racket Hire	£ 2.45	2.50	2.04%
	Deposit	£ 6.10	6.25	2.46%
	Priority Booking Card (Per Year)	£ 44.45	45.60	2.59%
	Creche Non Member	£ 2.35	2.40	2.13%
	Minor Clubhouse Per Hour	£ 19.05	19.55	2.62%
	Dance Studio Per Hour	£ 24.55	25.20	2.65%
				0.00
Fitness Suite	Gym Induction	£ 21.75	22.30	2.53%
	Adult Peak Gym Session	£ 7.65	7.85	2.61%
	Adult Off Peak Gym Session	£ 6.45	6.60	2.33%
	Adult Peak Gym Session Leisure Card	£ 4.60	4.70	2.17%
	Adult Off Peak Gym Session Leisure Card	£ 3.85	3.95	2.60%
	Junior Gym Session	£ 3.40	3.50	2.94%
	Programme Review	£ 7.65	7.85	2.61%
	Personal Training Member	£ 36.90	37.85	2.57%
	Personal Training Non Member	£ 42.90	44.00	2.56%
	Membership 6 Site Single DD	£ 48.50	48.50	0.00%
	Membership 6 Site Joint DD	£ 94.90	94.90	0.00%
	Membership 6 Site Family DD	£ 97.00	97.00	0.00%
	Membership 6 Site Student DD	£ 28.70	28.70	0.00%
	Membership 6 Site Corporate DD	£ 42.10	42.10	0.00%
	Membership 6 Site Single DD Leisure Card	£ 27.75	27.75	0.00%
			0.00	
Health Suite	Session	£ 6.35	6.50	2.36%
			0.00	
Aerobics Classes	Class (Non BTS)	£ 5.55	5.70	2.70%
	Bodypump/combat/attack	£ 6.35	6.50	2.36%
	Indoor Pursuit Cycling	£ 5.55	5.70	2.70%
	Back to Back Classes	£ 9.75	10.00	2.56%
	Back to Back including BTS	£ 10.30	10.55	2.43%
			0.00	
Combination Packages	Gym & Health Suite	£ 10.40	10.65	2.40%
	Gym & Exercise Class	£ 10.40	10.65	2.40%
	Exercise Class & Health Suite	£ 10.40	10.65	2.40%
			0.00	
Athletic Training	Adult	£ 4.10	4.20	2.44%
	Junior	£ 2.80	2.85	1.79%
	Adult Concession	£ 2.45	2.50	2.04%
	Spectator	£ 0.70	0.70	0.00%
			0.00	
Athletics Season Tickets	Adult Full Year	£ 147.55	151.45	2.64%
	Junior/Leisure Card Full Year	£ 95.25	97.75	2.62%
	Adult April – September	£ 82.30	84.45	2.61%
	Junior Leisure Card April - September	£ 58.25	59.80	2.66%
			0.00	
Stadium Hire Per Hour	Athletics event (schools)	£ 40.80	41.85	2.57%
	Athletics event (club)	£ 50.35	51.65	2.58%
	Football Match	£ 159.85	164.05	2.63%

Fees & Charges 2015/16 - Appendix 4 - Sports Facilities

Stanley Deason Leisure Centre

Main Heading	Type	Current 2014/2015	Proposed 2015/2016	% increase
Admission	Adult	£ 1.45	1.50	3.45%
	Junior	£ 1.05	1.10	4.76%
Squash	Adult Peak	£ 8.60	8.85	2.91%
	Adult Off Peak	£ 6.20	6.35	2.42%
	Junior Off Peak	£ 2.65	2.70	1.89%
	Special (8.50am - 11.30am Mon-Fri)	£ 5.15	5.30	2.91%
	Adult Peak Leisure Card	£ 5.15	5.30	2.91%
	Adult Off Peak Leisure Card	£ 3.70	3.80	2.70%
	Junior Off Peak Leisure Card	£ 1.60	1.65	3.12%
				0.00
Badminton	Adult Peak	£ 9.70	9.95	2.58%
	Adult Off Peak	£ 7.65	7.85	2.61%
	Junior Off Peak	£ 3.70	3.80	2.70%
	Adult Peak Leisure Card	£ 5.80	5.95	2.59%
	Adult Off Peak Leisure Card	£ 4.60	4.70	2.17%
	Junior Off Peak Leisure Card	£ 2.20	2.25	2.27%
			0.00	
Table Tennis	Peak	£ 7.35	7.55	2.72%
	Off Peak	£ 5.95	6.10	2.52%
	Peak Leisure Card	£ 4.40	4.50	2.27%
	Off Peak Leisure Card	£ 3.55	3.65	2.82%
			0.00	
Fitness Suite	Peak Casual	£ 4.55	4.65	2.20%
	Off Peak Casual	£ 3.30	3.40	3.03%
	Peak Casual Leisure Card	£ 2.75	2.80	1.82%
	Off Peak Casual Leisure Card	£ 2.00	2.05	2.50%
	Induction Price Casual	£ 21.75	22.30	2.53%
	Membership - 6 site DD	£ 48.50	48.50	0.00%
	Membership SDLC & MSLC Single DD	£ 34.60	35.50	2.60%
	Membership SDLC & MSLC Single DD Leisure Card	£ 20.35	20.90	2.70%
Courses per Session	Adult	£ 4.25	4.35	2.35%
	Junior	£ 4.25	4.35	2.35%
			0.00	
Sports Hall Hire	Whole Hall Hire Peak	£ 48.80	50.10	2.66%
	Whole Hall Hire Off Peak	£ 39.65	40.70	2.65%
	Half Hall Hire Peak	£ 24.35	25.00	2.67%
	Half Hall Hire Off Peak	£ 19.85	20.35	2.52%
All Weather Pitches - Astro	Whole Pitch Peak	£ 48.20	49.45	2.59%
	Whole Pitch Off Peak	£ 29.85	30.65	2.68%
	Half Pitch Peak	£ 36.90	37.85	2.57%
	Half Pitch Off Peak	£ 25.00	25.65	2.60%
	5-A-Side Peak	£ 29.85	30.65	2.68%
	5-A-Side Off Peak	£ 20.05	20.60	2.74%
	Whole Pitch Peak With Lights	£ 66.05	67.80	2.65%
	Whole Pitch Off Peak With Lights	£ 48.20	49.45	2.59%
	Half Pitch Peak With Lights	£ 46.50	47.70	2.58%
	Half Pitch Off Peak With Lights	£ 33.00	33.85	2.58%
	5-A-Side Peak With Lights	£ 38.15	39.15	2.62%
	5-A-Side Off Peak With Lights	£ 28.75	29.50	2.61%
All Weather Pitches - 3G	Whole Pitch Peak	£ 51.50	52.85	2.62%
	Whole Pitch Off Peak	£ 31.85	32.70	2.67%
	Half Pitch Peak	£ 39.40	40.45	2.66%
	Half Pitch Off Peak	£ 26.70	27.40	2.62%
	5-A-Side Peak	£ 31.85	32.70	2.67%
	5-A-Side Off Peak	£ 21.45	22.00	2.56%
	Whole Pitch Peak With Lights	£ 70.55	72.40	2.62%
	Whole Pitch Off Peak With Lights	£ 51.50	52.85	2.62%
	Half Pitch Peak With Lights	£ 49.70	51.00	2.62%
	Half Pitch Off Peak With Lights	£ 35.00	35.90	2.57%
	5-A-Side Peak With Lights	£ 40.75	41.80	2.58%
	5-A-Side Off Peak With Lights	£ 30.75	31.55	2.60%
Racket Sports Membership (Annual Payment)	Adult	£ 33.70	34.60	2.67%
	Junior	£ 16.85	17.30	2.67%
	One Plus One	£ 51.35	52.70	2.63%
	Family	£ 54.40	55.85	2.67%

Fees & Charges 2015/16 - Appendix 4 - Sports Facilities

Moulsecomb Community Leisure Centre

Main Heading	Type	Current 2014/2015	Proposed 2015/2016	% increase
Admission	Adult	£ 1.45	£ 1.50	3.45%
	Junior	£ 1.05	£ 1.10	4.76%
Badminton & Table Tennis	Adult Peak	£ 7.40	£ 7.60	2.70%
	Adult Peak Leisure Card	£ 4.45	£ 4.55	2.25%
	Adult Off Peak	£ 3.50	£ 3.60	2.86%
	Adult Off Peak Leisure Card	£ 2.10	£ 2.15	2.38%
	Adult Off Peak Non Member	£ 3.80	£ 3.90	2.63%
	Adult Off Peak Non Member Leisure Card	£ 2.30	£ 2.35	2.17%
	Junior Off Peak	£ 1.90	£ 1.95	2.63%
	Junior Off Peak Leisure Card	£ 1.15	£ 1.20	4.35%
Table Tennis	Adult Peak	£ 4.45	£ 4.55	2.25%
	Adult Peak Leisure Card	£ 2.65	£ 2.70	1.89%
	Adult Off Peak	£ 2.10	£ 2.15	2.38%
	Adult Off Peak Leisure Card	£ 1.25	£ 1.30	4.00%
	Adult Off Peak Non Member	£ 2.30	£ 2.35	2.17%
	Adult Off Peak Non Member Leisure Card	£ 1.40	£ 1.45	3.57%
	Junior Off Peak	£ 1.15	£ 1.20	4.35%
	Junior Off Peak Leisure Card	£ 0.70	£ 0.70	0.00%
Fitness Suite	Peak Casual Session	£ 4.75	£ 4.85	2.11%
	Off Peak Casual Session	£ 2.80	£ 2.85	1.79%
	Peak Casual Leisure Card	£ 2.85	£ 2.90	1.75%
	Off Peak Casual Leisure Card	£ 1.70	£ 1.75	2.94%
	Casual Induction	£ 21.75	£ 22.30	2.53%
	Casual Induction Leisure Card	£ 13.05	£ 13.40	2.68%
	Membership - 6 site DD	£ 48.50	£ 48.50	0.00%
	Membership SDLC & MSLC Single DD	£ 34.60	£ 35.50	2.60%
	Membership Off Peak DD	£ 24.15	£ 24.80	2.69%
	Membership SDLC & MSLC Single DD Leisure Card	£ 20.35	£ 20.90	2.70%
	Membership Off Peak DD Leisure Card	£ 14.20	£ 14.60	2.82%
	Main Hall Hire	Whole Hall Peak	£ 45.05	£ 46.25
Whole Hall Off Peak		£ 20.15	£ 20.70	2.73%
Half Hall Hire Peak		£ 23.85	£ 24.50	2.73%
Half Hall Hire Off Peak		£ 9.85	£ 10.10	2.54%
Function (ie 9am till 13.30)		£ 200.00	£ 205.25	2.63%
Function (ie 12 till)		£ 401.30	£ 411.85	2.63%
Bar	None Function per hour	£ 17.65	£ 18.10	2.55%
	Function	£ 212.00	£ 217.60	2.64%
Pool Room				
	Hire Per Hour	£ 17.60	£ 18.05	2.56%
Haven Suite				
	None Function per hour	£ 17.60	£ 18.05	2.56%
	Function	£ 212.00	£ 217.60	2.64%
Birthday Parties				
	First Hour	£ 36.15	£ 37.10	2.63%
Coaching per Session				
	Adult	£ 4.25	£ 4.35	2.35%
	Junior	£ 4.25	£ 4.35	2.35%
Outside Multicourt Whole Pitch				
	Peak	£ 22.35	£ 22.95	2.68%
	Off Peak	£ 11.70	£ 12.00	2.56%
	Peak With Lights	£ 26.05	£ 26.75	2.69%
	Off Peak With Lights	£ 14.15	£ 14.50	2.47%
Racket Sports Membership (Annual Payment)				
	Adult	£ 11.75	£ 12.05	2.55%
	Adult Ass	£ 23.55	£ 24.15	2.55%
	Junior	£ 3.55	£ 3.65	2.82%
	Family	£ 14.05	£ 14.40	2.49%
	Family Ass	£ 47.00	£ 48.25	2.66%

Fees & Charges 2015/16

Appendix 5 - Brighton Centre

	2014/15	2015/16	% increase
Auditorium 1			
* Open Days	£ 11,400.00	£ 11,700.00	2.6
* Prep / Clearing Days	£ 7,400.00	£ 7,600.00	2.6
Per hour charge after 1800pm			
* 1800pm - 0100am	£ 430.00	£ 440.00	2.3
* 0100am - 0800pm	£ 540.00	£ 550.00	1.8
Auditorium 2			
* Open Days	£ 3,900.00	£ 4,000.00	2.5
* Prep / Clearing Days	£ 2,650.00	£ 2,720.00	2.6
Per hour charge after 1800pm			
* 1800pm - 0100am	£ 200.00	£ 205.00	2.4
* 0100am - 0800pm	£ 235.00	£ 240.00	2.1
Syndicate 1,2,3,4			
* Open Days	£ 2,000.00	£ 2,050.00	2.4
* Prep / Clearing Days	£ 1,250.00	£ 1,280.00	2.3
The Restaurant	£ 1,250.00	£ 1,280.00	2.3
MASS MEDIA AREA			
* Open Days	£ 1,575.00	£ 1,610.00	2.2
* Prep / Clearing Days	£ 1,050.00	£ 1,075.00	2.3
Meeting Room 1			
* Open Days	£ 1,200.00	£ 1,230.00	2.4
* Prep / Clearing Days	£ 820.00	£ 840.00	2.4
Office 2	£ 240.00	£ 245.00	2.0
Meeting Rooms/Office 3-5			
Meeting Room 3	£ 660.00	£ 675.00	2.2
Office 4	£ 240.00	£ 245.00	2.0
Meeting Room 5	£ 475.00	£ 485.00	2.1
Entire Suite			
- Per day up to 4 days	£ 695.00	£ 710.00	2.1
- Per day for additional days	£ 310.00	£ 315.00	1.6
Meeting Rooms/Office 6-8			
Meeting Room 6	£ 240.00	£ 245.00	2.0
Office 7	£ 160.00	£ 165.00	3.0
Meeting Room 8	£ 240.00	£ 245.00	2.0
Entire Suite			
- Per day up to 4 days	£ 575.00	£ 590.00	2.5
- Per day for additional days	£ 290.00	£ 295.00	1.7
Meeting Rooms/Offices 9-13	£ 620.00	£ 635.00	2.4
Meeting Room 14	£ 240.00	£ 245.00	2.0
Meeting Room 15	£ 235.00	£ 240.00	2.1
FOYER DISPLAY AREAS			
* Open Days per m2	£ 11.20	£ 11.50	2.6
* Prep / Clearing per m2	£ 9.65	£ 9.85	2.0
TEMP BANK	£ 205.00	£ 210.00	2.4
MEZZANINE BARS	£ 565.00	£ 580.00	2.6
First Aid	£ 17.00	£ 17.45	2.6

Notes:

Stewarding costs are charged separately from Hire Fees

Normal Working Day : 0800am – 1800pm

Brighton Centre charges are all shown net of VAT.

Fees & Charges 2015/16

Appendix 6- Outdoor Events

Outdoor Events	Current 2014/2015	Proposed 2015/2016	Increase £	Increase %
Application Fee				
Commercial	£100.00	£100.00	£0.00	0.0%
Charity (National)	£75.00	£75.00	£0.00	0.0%
Enthusiast	£50.00	£50.00	£0.00	0.0%
Community	£0.00	£0.00	£0.00	0.0%
Hire of Parks & Open Spaces				
Commercial				
Small	£1,000.00	£1,020.00	£20.00	2.0%
Medium	£2,000.00	£2,040.00	£40.00	2.0%
Large	Negotiable	Negotiable	Negotiable	Negotiable
Charity				
Small	£500.00	£510.00	£10.00	2.0%
Medium	£1,000.00	£1,020.00	£20.00	2.0%
Large	£2,000.00	£2,040.00	£40.00	2.0%
Community				
Small	£125.00	£125.00	£0.00	0.0%
Medium	£250.00	£255.00	£5.00	2.0%
Large	£500.00	£510.00	£10.00	2.0%
Hire Of Maderia Drive (per day including road closure 6am-6pm)				
Commercial	£8,365.00	£8,535.00	£170.00	2.0%
Charity	£2,680.00	£2,735.00	£55.00	2.1%
Enthusiast	£1,580.00	£1,738.00	£158.00	10.0%
Community*	£1,500.00	£1,530.00	£30.00	2.0%
Commercial Promotions				
Per day (weekends)	£1,250.00	£1,500.00	£250.00	20.0%
Per day (weekdays)	£1,000.00	£1,250.00	£250.00	25.0%
Reinstatement Deposit				
Commercial	£5,000.00	£5,000.00	£0.00	0.0%
Charity/Community	£500.00	£500.00	£0.00	0.0%
Advertising Sites				
Poster Sites 10 Day Period	£5.00	£5.10	£0.10	2.0%

*Community events may be eligible for a full or partial waiver of the hire fee. Refer to the council's Outdoor Events Policy.

Subject:	Review of Parking Standards for new development Supplementary Planning Document (SPD)		
Date of Meeting:	15th January 2015		
Report of:	Executive Director Environment Development & Housing		
Contact Officer:	Name:	Steven Shaw	Tel: (01273) 292368
	Email:	steven.shaw@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 When considering new development proposals as part of the planning application process, the city council as both Planning and Highway Authority will consider the transport provision and implications of the proposal. This will include the amount and standard of parking provision for vehicles and bicycles. An initial and consistent assessment is made by comparing proposals with existing policies. These include the council's current Supplementary Parking Guidance Note 4 (also known as SPG4) on parking standards for new development, which was originally approved/adopted in 2000.
- 1.2 The council's Local Development Framework [LDF] sets out the city's new approach to planning policy. Within the LDF process, the council has an approved City Plan Part 1 submission (modifications were recently approved for consultation in October 2014) which includes Policy CP9 on Sustainable Transport. Part 6 of this policy states that the council will produce new guidance on parking requirements for new development. The current standards in SPG4 need to be updated, especially in the context of the current Government's National Planning Policy Framework (NPPF) which indicates that local authorities are responsible for setting local parking standards and outlines matters that should be taken into account when doing so.
- 1.3 This report seeks committee approval to undertake formal public consultation on the draft Parking Standards Supplementary Planning Document (SPD). Formal consultation will be undertaken for a six week period and seek the views of stakeholders, developers, Councillors and residents. The report also seeks committee support to undertake a best practice guidance note on parking design and layout which could be in the form of a Planning Advice Note (PAN) to be produced at a later date.

2. RECOMMENDATIONS:

- 2.1 That the committee notes the outcome of the issues and options consultation undertaken prior to the development of new parking standards for new development.

- 2.2 That the committee authorises the Executive Director Environment, Development & Housing to undertake formal public consultation on the draft Parking Standards SPD, attached at Appendix 1, and request that a report on the results is brought to a future meeting of this committee.
- 2.3 That the committee requests that the Executive Director Environment, Development & Housing prepares a best practice guidance document which shall include parking design and layout and that a draft document is brought to a future meeting of this committee.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 SPDs provide detail on interpreting and implementing planning policies. They provide clarity on the meaning of policies and how to implement them.
- 3.2 The Parking Standards Supplementary Parking Guidance (SPG4) sets out Brighton & Hove's current parking standards for new development. These standards are used as a guide when assessing the levels of all types of parking in new developments which require planning permission, and should reflect current national and local policy and circumstances, as outlined earlier in this report.
- 3.3 Earlier this year (March to April 2014) an initial issues and options consultation was undertaken to assist in developing the new standards. This was the first stage of developing the SPD and the responses to this consultation have been used to inform the draft SPD. This consultation sought views from stakeholders, developers and planning agents, Councillors and residents groups on issues surrounding parking in new developments in Brighton & Hove. Issues on which views were sought included:
- What types of parking should be included within a future SPD?
 - How should the city be segregated into different zones to apply the parking standards?
 - Which land uses should be included within a future SPD?
 - Should a design guide be produced to provide additional supporting guidance in relation to the design and layout of parking?
- 3.4 The issues and options consultation received a total of 75 different respondents. The number of responses to each question can be seen in Appendix 2. Responses came from a broad range of interested parties. These included developers, consultants, residents and residents groups, Brighton & Hove buses, Brighton & Hove Access Forum, City Car Club, Brighton Motorcycle Action Group, landlords and housing associations. Some of the main comments and findings included:
- Support for the inclusion of additional types of parking to be included within the standards. These could include delivery and servicing, pick up and drop off, motorbike and scooter parking.
 - Support for a multiple zone approach with different standards in each zone, which take into account the differing levels of public transport accessibility within the city. The option to retain the two zone approach currently used in SPG4 was also popular.

- Several respondents wanted the inclusion of student accommodation in any new standards. However, the majority of people (57%) wanted the existing land uses to be retained.
 - The majority (74%) of respondents wanted a design guide to be produced which provides best practice guidance on parking layout and design. However, comments were made that a pragmatic and case by case assessment must still be taken for each application rather than setting inflexible rules.
- 3.5 The responses from this initial consultation were used to inform the production of the draft SPD. In addition to the initial public consultation and its assessment, additional work was undertaken in order to inform the draft standards. This work included the following, analysis of census data, best practice guidance literature review, public transport accessibility modelling, and evaluation of other authorities' standards and testing of the standards.
- 3.6 The consultation, research and analysis were used to inform the production of the draft Parking Standards.
- 3.7 The parking standards set out within the draft SPD provides the Council's guidance for all types of parking within all new developments. The overall approach reflects local circumstances and strikes the right balance between providing appropriate levels of car parking spaces while also promoting sustainable forms of transport in areas of good public transport accessibility.
- 3.8 A zonal approach is therefore proposed to reflect different levels of sustainable transport access in the city. The overarching principle of the zonal approach is that developments being located within central areas, close to good public transport services, local facilities and public car parks will require less parking, than equivalent development, in areas with lower levels of public transport accessibility; especially in outer areas of the city. Therefore a three zone approach has been adopted. The zones are as follows:
- Central Area – this incorporates the most central area of Brighton & Hove (Controlled Parking Zones (CPZ) Z, Y and M)
 - Key Public Transport Corridors – this includes the corridors along Lewes Road (A270), London Road (A23) and Western Road/Church Road
 - Outer Areas – this includes outer suburban areas of the city.
- 3.9 A map detailing the extent of these three zones is included within the draft Parking Standards SPD in Appendix 1. A detailed map will be produced prior to external consultation which will allow users to clearly see which zone an individual site is within.
- 3.10 The availability of car parking can have a major influence on the means of transport people choose for their journeys, especially for destination land uses (those other than residential). Therefore, as set out within policy CP9 of the Brighton & Hove City Plan Part 1, the proposed approach is to have maximum car parking standards throughout the city for all land uses.

- 3.11 The standards for cycle parking, disabled user parking, motorcycle and servicing are expressed as minimum standards which must be met to ensure appropriate levels of provision.
- 3.12 Car parking proposed in a new development below the maximum standard will generally be deemed acceptable. However, the provision of adequate parking facilities and their design should be appropriate to the scale, nature, location and users of the proposed development.
- 3.13 The main, changes in the new parking standards are:
- Updating of car parking standards to especially reflect accessibility by having a three zone approach.
 - The introduction of electric vehicle charging provision for major residential and office developments on the basis of 10% of the overall car parking provision.
 - The need to provide shower and changing facilities in workplace developments over 500m² gross floor area.
 - Disabled user car parking guidance is to be based on that contained in the Department for Transport Traffic Advisory Leaflet 5/95 Parking for Disabled People.
 - Motorcycle parking standards are now provided.
 - The addition of standards for student residential accommodation.
- 3.14 Clearer guidance on when car free housing developments will be approved is included in the new standards. Where residential development is proposed within CPZs, the Local Planning Authority will assess each development on a case by case basis and permit free development will be approved having regard to a number of factors outlined in the SPD.
- 3.15 Subject to committee approval, a formal six week public consultation will be undertaken on the draft Parking Standards between January and March 2015. Following this, the responses will be assessed and changes made to the standards as necessary. It is intended that the proposed final Parking Standards SPD will then be reported back to the Economic, Development & Culture Committee with a recommendation for approval and formal adoption in summer 2015.
- 3.16 To complement the parking standards, and provide all interested parties with a clear indication of the council's primary transport focuses when designing development schemes, it is proposed that further guidance is prepared on the nature, design and layout for all types of parking and servicing for new development. It is expected that this will be in the form of a a Planning Advice Note (PAN). Subject to this Committee's approval, a separate piece of work on the PAN will begin at a later date and the adoption of the guidance would be subject to a period of consultation and approval by the Economic, Development & Culture Committee.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The current parking standards for new development proposals in the city were previously approved in 2000, and therefore need to be brought up to date to reflect existing national and local policies, principles and circumstances.
- 4.2 The opportunity to identify and/or propose alternative options has been available through the consultation on the issues and options associated with updating the parking standards. Officers have taken the responses received from consultees into account when preparing the draft SPD. .

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 As explained in section 3 of this report, the development of the draft SPD has involved a consultation on initial issues and options relating to the matter. This considered and explored potential options and views were sought on these. A four week consultation period was undertaken between March and April 2014.
- 5.2 Internal consultation within the council with Development Control, Planning Policy and other relevant Transport teams has been undertaken and comments incorporated into the draft Parking Standards SPD.
- 5.3 Subject to Committee approval, a formal six week consultation of the draft Parking Standards SPD will be undertaken to seek further views on the proposals.

6. CONCLUSION

- 6.1 The purpose of the report is to gain formal approval to commence wider consultation on the draft Parking Standards SPD. It is also proposed that that a technical note which will include guidance on parking design and layout should be produced at a later date. The proposed SPD will result in the council's parking standards being updated to provide clearer advice for all parties involved in the planning process and fulfil the intention to do so as set out within Policy CP9 of the City Plan Part 1.
- 6.2 Subject to approval, formal external consultation on the draft SPD will commence in January 2015 and take place for a six week period. Following that, any decision to formally adopt the SPD will be taken by Economic, Development and Culture Committee.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The costs associated to the production, publication and consultation of the draft Parking Standards SPD have been funded from existing resources within the Transport revenue budget. It is anticipated that any financial implications to the council expected to arise from complying and implementing elements of the Planning Document will be funded from existing revenue funding.

Finance Officer Consulted: Steven Bedford

Date: 17/12/14

Legal Implications:

- 7.2 The application of up to date parking standards to development in the city is an important component of robust decision making. The consultation and adoption process set out in the report are reasonable and appropriate.

Lawyer Consulted: Bob Bruce

Date: 11/12/14

Equalities Implications:

- 7.3 An Equality Impact Assessment [EIA] has been carried out as part of this work in line with the approach set out within the council's EIA toolkit. This assessment primarily focuses on ensuring appropriate levels of disabled user parking are secured and implemented in new developments. This is to ensure that all new development is accessible for all members of society, irrespective of their mobility.

Sustainability Implications:

- 7.4 As is a requirement of producing an SPD a Sustainability Appraisal Scoping Report was undertaken by the council. On the basis of the screening process it showed that it is unlikely that the SPD will cause any significant environmental effects. The main environmental issues that are relevant to this SPD are those related to transport. Parking availability has a major influence on choice of mode of travel. The adopted approach within the SPD encourages more sustainable forms of travel in areas of good public transport accessibility. This could have positive environmental implications including reducing carbon emissions, airborne pollutants and noise. The promotion of active forms of travel can also have public health benefits.

Any Other Significant Implications:

- 7.5 There are no other significant implications of this report in relation to crime and disorder, risk management and opportunity or corporate/citywide issues.

SUPPORTING DOCUMENTATION

Appendices:

1. Draft Parking Standards SPD
2. Schedule of responses at Issues & Options Stage.

Documents in Members' Rooms

1. None

Background Documents

1. National Planning Policy Framework (NPPF) – March 2012

2. Brighton & Hove Local Plan (2005)
3. Brighton & Hove City Plan Part One (2014)
4. Supplementary Planning Guidance Note 4 (SPG4) - Parking Standards (2000)
5. Traffic Advisory Leaflet 5/95 Parking for Disabled People



spd 13

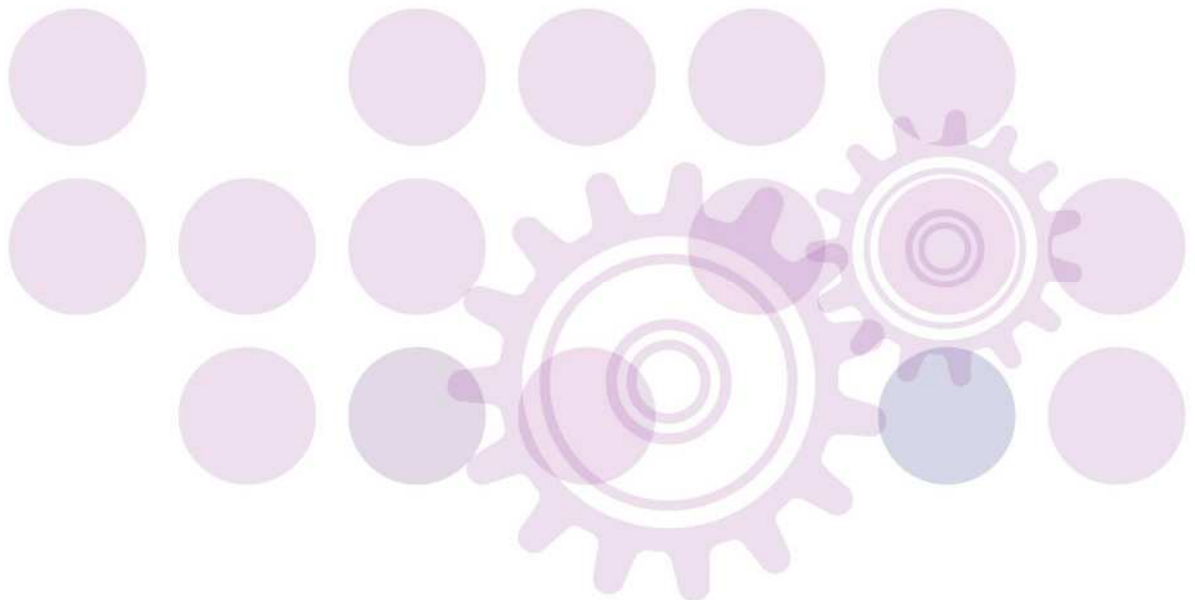
supplementary planning document

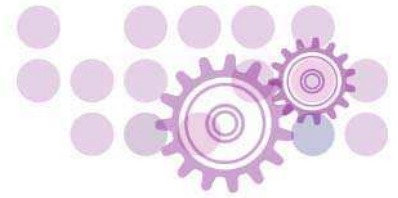


Brighton & Hove City Council Local Development Framework

draft January 2015

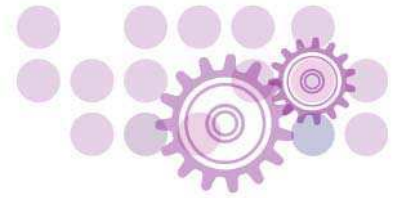
Parking Standards





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1 Introduction

What is an SPD?

A Supplementary Planning Document (SPD) is one of the material considerations that can be taken into account when determining a planning application. SPDs are intended to elaborate upon policies in the Development Plan, in this instance the 'saved' policies in the adopted Brighton and Hove Local Plan (2005) and the emerging policies in The City Plan.

This SPD is one of a series produced by Brighton & Hove City Council and has been subject to a period of consultation prior to adoption as a formal planning document. This SPD supplements policies TR1, TR2, TR7, TR14, TR17, TR18, TR19, HO7 and SU2 of the Brighton & Hove Local Plan 2005 and policies CP8 and CP9 of the submission City Plan Part One. Once adopted, the City Plan Part One will replace policies TR1, TR2, TR19, SU2 and HO7 in the Local Plan. The City Plan is at a late stage of production and therefore in accordance with guidance in the National Planning Policy Framework (NPPF) and should be given moderate weight in making planning decisions. It is intended the remaining policies in the Local Plan will be replaced by Part Two of the City Plan; which shall be produced at a later date.

The standards in this SPD supersede those in the Parking Standards SPG04, which were adopted in 2000.

What is the purpose of this SPD?

This SPD provides Brighton & Hove City Council's parking standards for all new developments in the city. The purpose of this SPD is to provide clear information and guidance to allow document users to easily determine the right level of parking for developments in different locations and with different land uses.

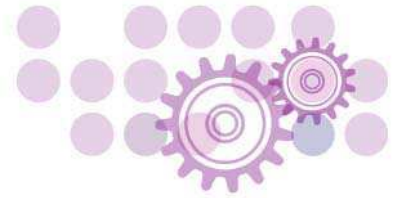
The document is intended for use by applicants, agents, developers, architects, consultants, residents with interest in an application, elected Members of the Council, and other decision-making bodies. For applicants, agents and architects it should be used during the preparation of a planning application, or prior to seeking more formal pre-application advice from the Council. For residents with an interest in a planning application, this document provides parking standards against which planning applications will be determined.

Policy Context

This SPD has been informed by, and is based on both national and local planning policy. The planning policies relevant to this SPD are detailed below.

The NPPF states that when setting local parking standards for development local planning authorities should take into account:

- the accessibility of the development;
- the type, mix and use of development;
- the availability of and opportunities for public transport;



- local car ownership levels; and
- an overall need to reduce the use of high-emission vehicles.

The above factors have been taken into account when formulating Brighton & Hove's updated parking standards contained within this SPD.

In accordance with national policy, it is important to ensure that Brighton & Hove's parking standards reflect local circumstances and strike the right balance between providing appropriate levels of car parking spaces while also promoting sustainable forms of transport in areas of good public transport accessibility.

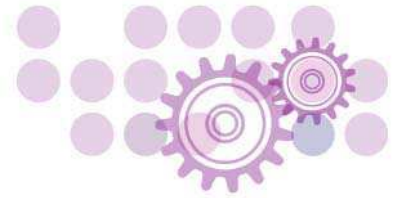
In relation to local planning policy, policy CP9 of the Brighton & Hove City Plan Part One states that:

"The council will work with partners, stakeholders and communities to provide an integrated, safe and sustainable transport system that will accommodate new development; support the city's role as a sub-regional service and employment hub; and improve accessibility.

It will promote and provide measures that will help to manage and improve mobility and lead to a transfer of people and freight onto sustainable forms of transport to reduce the impact of traffic and congestion, increase physical activity and therefore improve people's health, safety and quality of life."

This SPD and the guidance contained within forms part of an overall strategy to help deliver an integrated, safe and sustainable transport system for the city.

2 Guiding Principles of the Standards



Background

The parking standards set out within this SPD provide guidance on the levels of parking provision permitted in association with new development in different areas of the city. This SPD provides the guidance framework to which planning applications will be assessed against.

The availability of car parking can have a major influence on the means of transport people choose for their journeys; especially for destination land uses (those other than residential). Therefore as set out within policy CP9 of the Brighton & Hove City Plan Part One, the adopted approach is to have maximum car parking standards throughout the city for all land uses. Maximum parking standards define the maximum acceptable provision for the each land use. However, it is acknowledged that because of the differing levels of accessibility the guidance allows different levels of parking in different areas of the city; with lower levels of parking sought in central areas compared to outlying areas of the city.

This SPD also sets out standards for cycle parking, disabled parking, electric vehicle charging and servicing requirements. These standards are expressed as minimum standards in order to ensure a suitable level of provision is provided within all new developments.

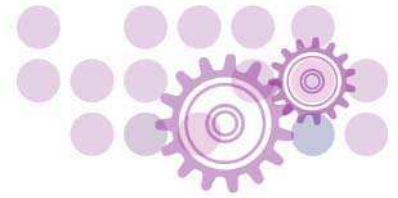
Zonal approach

Accessibility in terms of public transport and access to local facilities and services varies throughout Brighton & Hove. As with most central urban areas, the central areas of Brighton & Hove benefit from the highest levels of public transport accessibility and are well served by cycle and walking facilities and public car parking. The central areas also have the highest density of development within the city.

Immediately beyond the central area other areas of Brighton & Hove also benefit from good levels of public transport accessibility via both local bus and national rail services. These services provide access to both central Brighton & Hove but also other destinations within the city and beyond the cities boundary. These areas also have the benefit of being located close to Key Public Transport Corridors where measures have been implemented to improve access by public transport, for cyclists and pedestrians. These corridors include Lewes Road (A270), London Road (A23) and Western Road/Church Road (B2066).

Beyond these areas there are outer areas of the city which do not benefit from as good access to public transport and local services in comparison to more central areas of the city.

The nature and characteristics of Brighton & Hove in terms of accessibility, land use and density of development provides an ideal scenario to adopt a zonal approach to parking standards. The overarching principle being that developments located within central areas, close to good public transport services and local facilities and with operational Controlled Parking Zones (CPZs) will require less parking than equivalent developments in areas with lower levels of public transport accessibility; especially in outer areas of the city.



From undertaking public transport accessibility mapping and analysing census car ownership levels in different areas of the city, a three zone approach has been adopted. The three zones are as follows:

1. Central Area
2. Key Public Transport Corridors
3. Outer Areas

The Central Area forms the most central part of Brighton & Hove and consists primarily of retail and commercial properties with some residential land use. The area benefits from the highest levels of public transport accessibility with both Brighton railway station and numerous bus interchange opportunities within this area. This area also contains the largest proportion of public off-street car parking spaces within the city.

Areas within the Key Public Transport Corridors zone are predominantly of a residential nature with retail and commercial frontages on certain roads. This area is well served by local bus services and some suburban railway stations such as London Road and Aldrington.

The Outer Areas zone is predominantly either residential in nature or designated as National Park under the South Downs National Park (SDNP). Within this area there is some commercial and retail land uses but these are less concentrated when compared to more central areas. These areas experience lower levels of public transport accessibility given their proximity from the centre of Brighton & Hove.

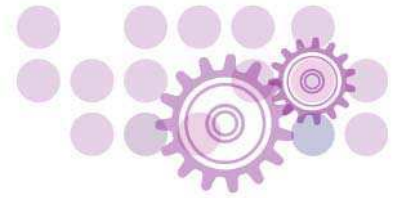
A map detailing the extent of these three zones can be accessed here and seen in Appendix 1: *Insert link to parking standards zone map*

Car Free Housing

Car free housing relates to housing developments where occupants do not have access to car parking and are precluded from applying for a residents parking permit within a CPZ.

Across the city, proposals are considered for residential schemes where residential units do not have an allocated parking space. In some cases there will be a lower number of spaces than units (e.g. 90 flats, 10 spaces); in other cases there will be no vehicular parking proposed. This is allowed for through the maximum parking standards.

When applications are considered for developments which do not provide on-site parking to address the demand they may create, the impact of potential overspill parking needs to be considered. These impacts may include localised increases in demand for on-street parking which can cause highway safety risks and can have a negative impact upon the amenity of existing residents in the vicinity of the site, as competition for on-street spaces in a particular area may increase.



Furthermore, a control over the parking which may occur outside the site (on-street) may encourage the use of sustainable transport modes and meet the wider strategic objectives set out policy CP9 of the City Plan.

Where residential development is proposed, within CPZs in the city, the City Council may restrict future occupants' eligibility for residents parking permits subject to the considerations below.

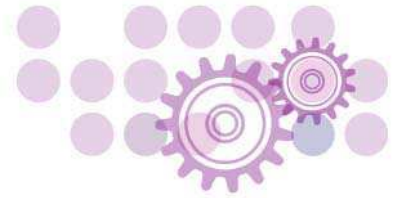
Each development will be assessed on a case by case basis and car free housing will be approved having regard of the following relevant factors:

- Scale of development (number of units)
- Type of development (unit types and sizes)
- Sustainability of location / accessibility to sustainable transport modes and local services
- Capacity for on-street parking in the immediate vicinity of the site and in the surrounding area. This should be demonstrated by the applicant through an on-street parking survey
- The level of vehicular parking which is proposed on site (if any)

Outside of the CPZ's, the Local Planning Authority will usually not be in a position to control overspill parking associated with proposed developments. In such locations, the applicant will be required to demonstrate the likely parking demand associated with the proposed development; the capacity for on-street parking in the immediate vicinity of the site and in the surrounding area; and any mitigation measures which are proposed as part of the supporting case for the planning application.

3 Brighton & Hove Parking Standards

Application of the Parking Standards



The following table provides the parking standards against which all new development within Brighton & Hove will be assessed. The standards apply to all categories of development for which planning permission is required (new developments, conversions, change of use). The table provides standards for all appropriate land uses within the Use Classes under the Town & Country Planning (Use Classes) Order 1987 (as amended). All standards which relate to floor space are expressed as a number of spaces per the total gross floor area (GFA) of the building in square metres and all standards are expressed as part thereof. Therefore standards should be rounded up to the next whole number (eg 1.5 spaces would be rounded to 2 spaces).

These standards provide guidance as to the maximum appropriate level of car parking to be provided in all developments and the minimum level of cycle, disabled, motorcycle and servicing which would be expected. Assessment of each application will be on a case by case basis taking into account the parking standards for guidance purposes.

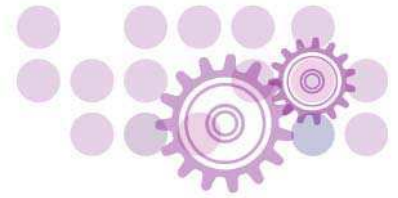
Car parking provision which is within the maximum standard will be considered appropriate in most circumstances. However, the provision of adequate parking facilities and their design should be appropriate to the scale, nature, location and users of the proposed development.

The Council recognises that lower parking thresholds than the maximum parking standard will be acceptable in cases where this would not lead to significant levels of overspill car parking which can be detrimental to highway safety and parking amenity of existing residents. If overspill car parking is likely from a proposed development the Highway Authority would look for an on-street parking survey to be undertaken and submitted with any planning application. Likewise, if applicants are relying upon existing off-street parking within the city to serve their development they will need to demonstrate that there is sufficient spare capacity within the area to accommodate the parking demand of the proposed development without adversely impacting upon the transport network.

In relation to servicing, applicants will be required to demonstrate that there is adequate provision and space within the site for the parking, manoeuvring, loading and unloading to meet the operational servicing requirements of the development. The space set aside for servicing should be of suitable size for the type and quantity of vehicles likely to be associated with the development. Delivery vehicles should ideally be able to safely enter and exit the site in a forward gear.

The standard for disabled user car parking provides guidance as to the minimum level of car parking which should be provided. In determining the appropriate level of disabled car parking to be provided consideration should be given to the likely demand generated by the proposed land use, the overall level of car parking provided, the opportunities to park in the local area and the distance and route from these potential parking locations to the development.

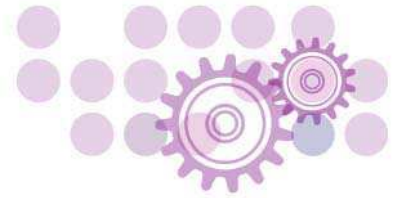
The provision of no on-site parking will not mean disabled car parking would not be required. Even if no on-site car parking is to be provided suitable levels of on-site disabled



car parking must still be provided for the likely users of the development. In most instances if disabled car parking is required a minimum of two spaces should be provided to ensure that alternative provision is available should one bay be in use. The Highway Authority is likely to seek higher levels of disabled car parking for C2 residential institutions such as care homes and hospitals and D1 medical and health clinics.

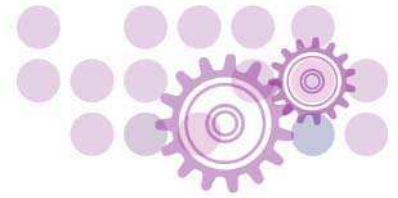
Parking Standards

Land Use	Parking Standard
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	Parking Type	Central Area	Key Public Transport Corridors	Outer Areas
A1 Shops (non-food retail) Shops, retail warehouses, hairdressers, undertakers, travel and ticket agencies, post offices	Car	Disabled user car parking only	1 space per 40m ²	1 space per 30m ²
	Cycle	Customer – 1 space plus 1 space per 200m ² (Short Stay) Staff – 1 space per 5 staff (Long Stay)		
	Disabled User Parking	Up to 200 bays – 3 bays or 6% of total capacity whichever is greater Over 200 bays – 4 bays plus 4% of capacity		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
A1 (Food retail)	Car	Disabled user car parking only	1 space per 25m ²	1 space per 15m ²
	Cycle	Customer - 1 space plus 1 space per 200m ² up to 2500m ² GFA thereafter 1 space per 500m ² (Short Stay) Staff - 1 space per 5 staff (Long Stay)		
	Disabled User Parking	Up to 200 bays – 3 bays or 6% of total capacity whichever is greater Over 200 bays – 4 bays plus 4% of capacity		
	Servicing	On-site servicing provision provided		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
A2 Financial & Professional Services Banks and building societies, estate agencies, employment agencies, betting offices	Car	Disabled user car parking only	1 space per 75m ²	1 space per 40m ²
	Cycle	1 space plus 1 space per 250m ² (Long Stay)		
	Disabled User Parking	Up to 200 bays – Individual bays for each disabled employee where known plus 2 bays or 5% of total capacity whichever is greater Over 200 bays – 6 bays plus 2% of total capacity		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		

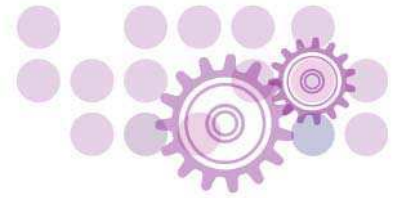
Land Use	Parking Standard			
	Parking Type	Central Area	Key Public Transport Corridors	Outer Areas
A3 Restaurant & Cafes	Car	Disabled user car	1 space per	1 space per 10m ² of



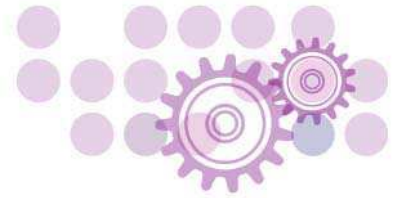
Brighton & Hove City Council's Local Development Framework

Restaurants, snack bars, cafes.		parking only	20m ² of public floor space	public floor space
	Cycle	Customer - 1 space plus 1 space per 250m ² (Short Stay) Staff - 1 space per 5 staff (Long Stay)		
	Disabled User Parking	Up to 200 bays – 3 bays or 6% of total capacity whichever is greater Over 200 bays – 4 bays plus 4% of capacity		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
A4 Drinking Establishments/Public Houses Public houses, wine bars or other drinking establishments bar night clubs	Car	Disabled user car parking only	1 space per 20m ² of public floor space	1 space per 10m ² of public floor space
	Cycle	Customer - 1 space plus 1 space per 250m ² (Short Stay) Staff - 1 space per 5 staff (Long Stay)		
	Disabled User Parking	3 bays or 6% of total capacity whichever is greater		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
A5 Hot Food Takeaways	Car	Disabled user car parking only	1 space per 35m ² of public floor space	1 space per 20m ² of public floor space
	Cycle	Customer - 1 space plus 1 space per 250m ² (Short Stay) Staff - 1 space per 5 staff (Long Stay)		
	Disabled User Parking	3 bays or 6% of total capacity whichever is greater		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		

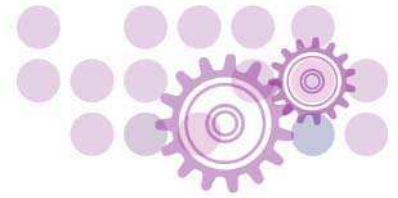
Land Use	Parking Standard			
	Parking Type	Central Area	Key Public Transport Corridors	Outer Areas
B1 Office	Car	Disabled user car parking only	1 space per 100m ²	1 space per 50m ²



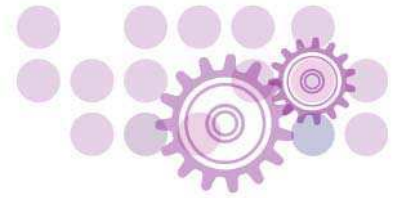
	Electric Vehicle	10% of car parking provision to have electric vehicle charging provision		
		10% of car parking provision to have passive provision to allow conversion at a later date		
	Cycle	Staff - 1 space plus 1 space per 100m ² (Long Stay) Visitors – 1 space plus 1 space per 750m ² (Short Stay) Showers and changing facilities should be provided for all office developments of 500m ² and above. Facilities should be provided on the basis to cater for a minimum of 10% of staff		
	Disabled User Parking	Up to 200 bays – Individual bays for each disabled employee where known plus 2 bays or 5% of total capacity whichever is greater Over 200 bays – 6 bays plus 2% of total capacity		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
B1 Industry Research and development of products and processes, light industrial appropriate for a residential area	Car	Disabled user car parking only	1 space per 150m ²	1 space per 100m ²
		Cycle	1 space plus 1 space per 200m ² (Long Stay)	
		Disabled User Parking	Up to 200 bays – Individual bays for each disabled employee where known plus 2 bays or 5% of total capacity whichever is greater Over 200 bays – 6 bays plus 2% of total capacity	
		Servicing	On-site servicing provision provided	
		Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.	



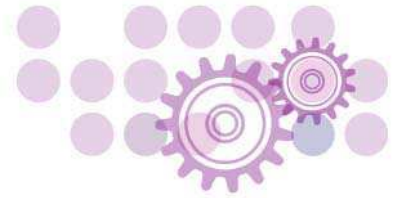
Land Use	Parking Standard			
	Parking Type	Central Area	Key Public Transport Corridors	Outer Areas
B2 General Industry Industrial process other than falling in class B1	Car	Disabled user car parking only	1 space per 150m ²	1 space per 100m ²
	Cycle	1 space plus 1 space per 300m ² (Long Stay) Showers and changing facilities should be provided for all industrial developments of 500m ² and above. Facilities should be provided on the basis to cater for a minimum of 10% of staff		
	Disabled User Parking	Up to 200 bays – Individual bays for each disabled employee where known plus 2 bays or 5% of total capacity whichever is greater Over 200 bays – 6 bays plus 2% of total capacity		
	Servicing	On-site servicing provision provided		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
	B8 Storage or Distribution	Car	Disabled user car parking only	1 space per 200m ²
Cycle		1 space plus 1 space per 350m ² (Long Stay) Showers and changing facilities should be provided for all industrial developments of 500m ² and above. Facilities should be provided on the basis to cater for a minimum of 10% of staff		
Disabled User Parking		Up to 200 bays – Individual bays for each disabled employee where known plus 2 bays or 5% of total capacity whichever is greater Over 200 bays – 6 bays plus 2% of total capacity		
Servicing		On-site servicing provision provided		
Motorcycle		Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		



Land Use	Parking Standard			
	Parking Type	Central Area	Key Public Transport Corridors	Outer Areas
C1 Hotels Hotels, boarding and guest houses	Car	0.25 spaces per bed	0.5 spaces per bed	1 space per bed
	Cycle	1 space per 10 bed spaces (Long Stay) 1 space per 5 staff (Long Stay)		
	Disabled User Parking	Up to 200 bays – 3 bays or 6% of total capacity whichever is greater Over 200 bays – 4 bays plus 4% of capacity		
	Taxi	Adequate taxi pick up and drop off		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
C2 Residential Institutions Residential care homes, nursing homes	Car	Staff - 1 space per 3 staff	Staff 1 space per 3 staff	Visitors 1 space per 8 residents
	Cycle	Staff – 1 space per 5 staff (Long Stay) Showers and changing facilities should be provided for all residential institutions of 500m ² and above. Facilities should be provided on the basis to cater for a minimum of 10% of staff Visitor – 1 space per 10 bed spaces (Short Stay)		
	Disabled User Parking	Up to 200 bays – 3 bays or 6% of total capacity whichever is greater Over 200 bays – 4 bays plus 4% of capacity		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		



Land Use	Parking Standard			
	Parking Type	Central Area	Key Public Transport Corridors	Outer Areas
C2 Hospitals	Car	Staff - 1 space per 5 staff	Staff 1 space per 3 staff Visitors 1 space per 3 beds spaces	
	Cycle	Staff – 1 space per 5 staff (Long Stay)		
	Disabled User Parking	Showers and changing facilities should be provided for all hospitals. Facilities should be provided on the basis to cater for a minimum of 10% of staff Visitor - 1 space per 10 bed spaces (Short Stay)		
	Motorcycle	Up to 200 bays – 3 bays or 6% of total capacity whichever is greater Over 200 bays – 4 bays plus 4% of capacity Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
C3 Dwelling Houses 1 - 2 beds	Car	0.25 spaces per dwelling	0.5 spaces per dwelling plus 1 space per 2 dwellings for visitors	1 space per dwelling plus 1 space per 2 dwellings for visitors
		On-street residents permits restricted in CPZ areas based on consideration of the relevant factors	On-street residents permits restricted in CPZ areas based on consideration of the relevant factors	
	Electric Vehicle	For schemes of 10 or more car parking spaces 10% of car parking provision to have electric vehicle charging provision 10% of car parking provision to have passive provision to allow conversion at a later date		
	Cycle	Residents - 1 cycle parking space per unit (Long Stay) Visitors from a threshold of 5 units – 1 cycle parking space per 3 units (Short Stay)		
	Disabled User Parking	1 space per wheelchair accessible unit plus 50% of the minimum parking standard for ambulant disabled people & visitors		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		



Land Use	Parking Standard			
	Parking Type	Central Area	Key Public Transport Corridors	Outer Areas
C3 Dwelling Houses 3 – 4+ beds	Car	0.4 spaces per dwelling	1 space per dwelling plus 1 space per 2 dwellings for visitors	1 space per dwelling plus 1 space per 2 dwellings for visitors
		On-street residents permits restricted in CPZ areas based on consideration of the relevant factors	On-street residents permits restricted in CPZ areas based on consideration of the relevant factors	
	Electric Vehicle	For schemes of 10 or more car parking spaces 10% of car parking provision to have electric vehicle charging provision 10% of car parking provision to have passive provision to allow conversion at a later date		
	Cycle	Residents – 2 cycle parking spaces per unit (Long Stay) Visitors from a threshold of 5 units – 1 cycle parking space per 3 units (Short Stay)		
	Disabled User Parking	1 space per wheelchair accessible unit plus 50% of the minimum parking standard for ambulant disabled people & visitors		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
C4 Houses in Multiple Occupancy Small shared houses occupied by between three and six unrelated individuals	Car	0.15 spaces per bedroom	0.25 spaces per bedroom	0.25 spaces per bedroom
		On-street residents permits restricted in CPZ areas based on consideration of the relevant factors	On-street residents permits restricted in CPZ areas based on consideration of the relevant factors	
	Cycle	1 space per 2 bed spaces (Long Stay)		
	Disabled User Parking	1 space per wheelchair accessible unit plus 50% of the minimum parking standard for ambulant disabled people & visitors		
	Motorcycle	Minor developments provision provided on a case by case basis.		

Land Use	Parking Standard
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	Parking Type	Central Area	Key Public Transport Corridors	Outer Areas
D1 Educational Establishments Nursery, Primary, Infant & Junior Schools	Car	1 space per 3 teaching staff member No on-site provision for parent pick up drop off	1 space per 2 teaching staff member No on-site provision for parent pick up drop off	1 space per 1 teaching staff member No on-site provision for parent pick up drop off
	Cycle	Nursery Staff - 1 space per 5 members of staff (Long Stay) Children - buggy and scooter parking Primary Staff - 1 space per 5 members of staff (Long Stay) Pupils – 1 space per 15 pupils (Long Stay) & scooter parking Visitors – 1 space plus 1 space per 100 children (Short Stay)		
	Disabled User Parking	Up to 200 bays – Individual bays for each disabled employee where known plus 2 bays or 5% of total capacity whichever is greater Over 200 bays – 6 bays plus 2% of total capacity		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
D1 Educational Establishments Secondary, 6th Form & Colleges Secondary schools, 6th forms and colleges	Car	1 space per 3 teaching staff member	1 space per 2 teaching staff member	1 space per 1 teaching staff member
	Cycle	Staff - 1 space per 5 members of staff (Long Stay) Pupils – 1 space per 5 pupils (Long Stay) Visitors – 1 space plus 1 space per 100 children (Short Stay)		
	Disabled User Parking	Up to 200 bays – Individual bays for each disabled employee where known plus 2 bays or 5% of total capacity whichever is greater Over 200 bays – 6 bays plus 2% of total capacity		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		



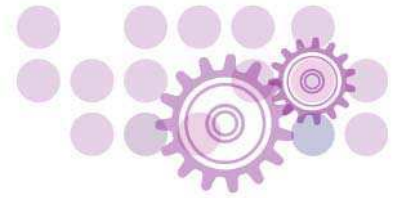
Land Use	Parking Standard			
	Parking Type	Central Area	Key Public Transport Corridors	Outer Areas
D1 Educational Establishments Higher & Further Education Higher and further educational establishments	Car	1 space per 3 teaching staff member	1 space per 2 teaching staff member	1 space per 1 teaching staff member
	Cycle	Staff - 1 space per 5 members of staff (Long Stay) Students – 1 space per 2 students (Long Stay) Visitors – 1 space plus 1 space per 75 students (Short Stay)		
	Disabled User Parking	Up to 200 bays – Individual bays for each disabled employee where known plus 2 bays or 5% of total capacity whichever is greater Over 200 bays – 6 bays plus 2% of total capacity		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
D1 Health Centres & Medical Clinics Doctors, dentists, medical & health clinics	Car	1 car parking space per consulting room	1 car parking spaces per consulting room + 1 car parking space per 2 members of staff	2 car parking spaces per consulting room + 1 car parking space per 2 members of staff
	Cycle	Staff – 1 space per 5 staff (Long Stay) Patients – 1 space per consulting room (Short Stay)		
	Disabled User Parking	Up to 200 bays – 3 bays or 6% of total capacity whichever is greater Over 200 bays – 4 bays plus 4% of capacity		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
D1 Community Centres, Church Halls, Public Halls, Places of Worship, Crematoria	Car	Disabled user car parking only	1 space per 30m ²	1 space per 20m ²
	Cycle	2 spaces plus 1 additional space per 350m ²		
	Disabled User Parking	3 bays or 6% of total capacity whichever is greater		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		

Land Use	Parking Standard
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	Parking Type	Central Area	Key Public Transport Corridors	Outer Areas
D1 Libraries, Art Galleries & Museums	Car	Disabled user car parking only	1 space per 45m ²	1 space per 30m ²
	Cycle	2 spaces plus 1 additional space per 200m ²		
	Disabled User Parking	3 bays or 6% of total capacity whichever is greater		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
D2 Cinema, music & concert halls, bingo hall	Car	Disabled user car parking only	1 space per 15 seats	1 space per 7.5 seats
	Cycle	Staff – 1 space per 5 staff (Long Stay) Customers – 1 space per 30 seats (Short Stay)		
	Disabled User Parking	Up to 200 bays – 3 bays or 6% of total capacity whichever is greater Over 200 bays – 4 bays plus 4% of capacity		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
D2 Swimming pools, ice rinks, sports centres, gyms & leisure centres	Car	Disabled user car parking only	1 space per 35m ²	1 space per 25m ²
	Cycle	Staff - 1 space plus 1 space per 5 staff (Long Stay) Visitors – 1 space per 50m ² up to 2000m ² thereafter 1 space per 250m ² (Short Stay)		
	Disabled User Parking	Up to 200 bays – 3 bays or 6% of total capacity whichever is greater Over 200 bays – 4 bays plus 4% of capacity		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
D2 Sports Pitches Outdoor sports and recreation pitches	Car	N/A	1 space per 2 players at busiest times	
	Cycle	N/A	1 space per 5 players at busiest times	
	Disabled User Parking	3 bays or 6% of total capacity whichever is greater		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		

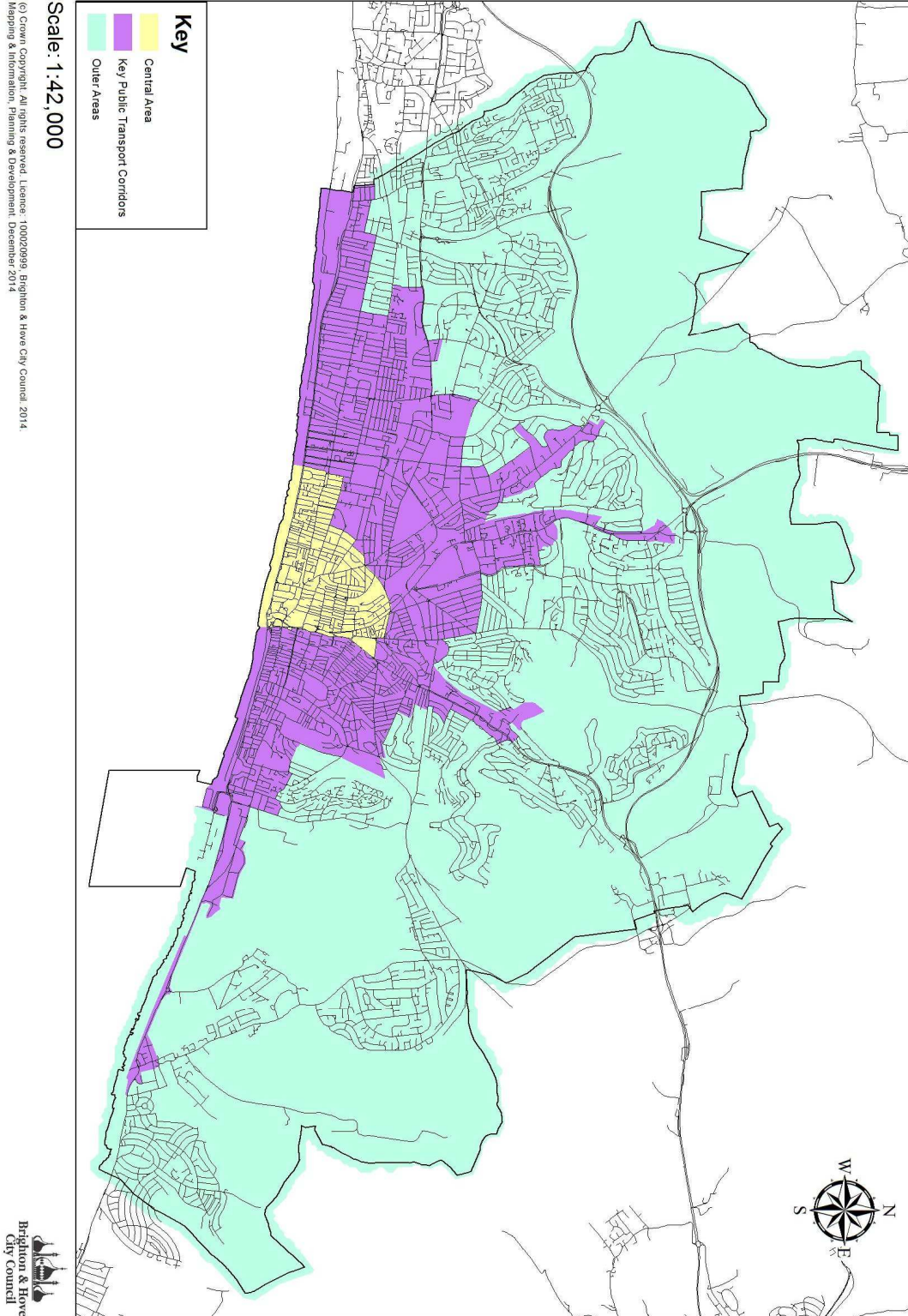
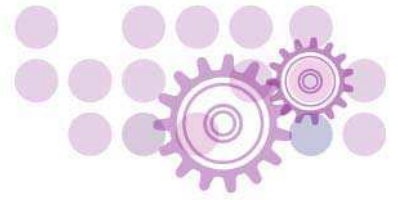
Land Use	Parking Standard			
	Parking	Central Area	Key Public	Outer Areas



	Type		Transport Corridors	
<p>Sui Generis Purpose Built Student Accommodation</p>	Car	Disabled user car parking only	0.25 spaces per bedroom	0.25 spaces per bedroom
		On-street residents permits restricted in CPZ areas based on consideration of the relevant factors	On-street residents permits restricted in CPZ areas based on consideration of the relevant factors	
	Cycle	Residents - 1 space per 1.5 bed spaces (Long Stay) Visitors – 1 space per 10 bed spaces (Short Stay)		
	Disabled User Parking	1 space per wheelchair accessible unit plus 50% of the minimum parking standard for ambulant disabled people & visitors		
	Servicing	On-site loading and un-loading for student move in move out at start and end of terms		
	Motorcycle	Major developments based on at least 5% of the maximum total car parking standard. Minor developments provision provided on a case by case basis.		
<p>Sui Generis Large Housing in Multiple Occupancy</p> <p>Large shared houses occupied by more than six unrelated individuals</p>	Car	0.15 spaces per bedroom	0.25 spaces per bedroom	0.25 spaces per bedroom
		On-street residents permits restricted in CPZ areas based on consideration of the relevant factors	On-street residents permits restricted in CPZ areas based on consideration of the relevant factors	
	Cycle	1 space per 2 bed spaces (Long Stay)		
	Disabled User Parking	1 space per wheelchair accessible unit plus 50% of the minimum parking standard for ambulant disabled people & visitors		
	Motorcycle	Minor developments provision provided on a case by case basis.		

4 Appendix

Parking Zones Map



City Planning
Brighton & Hove City Council
Hove Town Hall
Norton Road
Hove
BN3 3BQ



Schedule of responses at Issues & Options Stage

The Issues & Options survey received a total of 75 different respondents, not all respondents answered every question. Responses came from a broad range of interested parties. These included, developers, consultants, residents and residents groups, Brighton & Hove buses, Brighton & Hove Access Forum, City Car Club, Brighton Motorcycle Action Group, landlords and housing associations.

Each question and the number of responses to each potential option are recorded below.

Question 1 – What types of parking should be included in the new SPD?

Option A – The new SPD should retain the existing 6 types of parking contained within SPG04.

31 responses (42%)

Option B – The new SPD should expand from the existing 6 types of parking and include additional types of parking.

43 responses (58%)

Question 2 – How best is it to zone the city to take into account the differing local characteristics within different areas of the city?

Option A – The future SPD should maintain the principle of the two zone approach as set out in the adopted policy document SPG04 and as per Option A.

33 responses (44%)

Option B – The new SPD should maintain the principle of the two zone approach but the zones should be amended to take account of varying levels of public transport accessibility within the city, as per Option B.

6 responses (8%)

Option C – The future SPD should adopt a multiple zone approach as per Option C.

36 responses (48%)

Question 3 – Which land uses should be included in the new SPD?

Option A – The land uses set out in the existing SPG04 should be retained and form the basis of the forthcoming SPD.

41 responses (57%)

Option B – The council should incorporate additional land uses, along with the current land uses within SPG04, within the new SPD.

31 responses (43%)

Question 4 – What methodology should be used to determine the acceptable level of parking in the new SPD?

Option A – The SPD should utilise the principle of Option A (Maximum Standards and upper limit) in preparation for the council’s revised parking standards allowing for updates of existing or new land uses and users as appropriate.

32 responses (46%)

Option B – The SPD should use the principle of Option B (Variable Ratios according to level of accessibility) in preparation of the council’s revised parking standards allowing for updates of existing or new land uses and users as appropriate.

37 responses (54%)

Question 5 – Should the new SPD document also include additional supporting guidance in relation to parking?

Option A – The new SPD should not include a design guide for parking.

19 responses (26%)

Option B – The new SPD should include a design guide for parking.

53 responses (74%)

Question 6 – Car free housing is defined as a new residential development located within a Controlled Parking Zone (CPZ) which has no parking within the site (apart from essential disabled car parking where necessary) and occupiers of the development are not eligible to be issued with on-street parking permits. What approach should be taken to considering car free housing in the future SPD?

Option A – Car free housing should be a requirement of all new residential developments within a clearly defined central area of the city. Elsewhere in areas outside that defined central area but within a CPZ it can be voluntary.

28 responses (38%)

Option B – Car free housing should be entered into voluntarily on a case by case basis in CPZ areas.

32 responses (43%)

Option C – Other potential options.

14 responses (19%)

Subject:	Review of section 106 Developer Contributions Temporary Recession Measures		
Date of Meeting:	15th January 2015		
Report of:	Executive Director, Environment Development & Housing		
Contact Officer:	Name:	Debra May	Tel: 29-2295
	Email:	Debra.may@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

1.1 This report is to inform the Committee on the current practice of prioritised and reduced section 106 developer contributions. These measures were first introduced in 2010 due to the impact the economic circumstances at the time were having on development activity in the City.

1.2 This is the 5th annual review. This year the recommendation is that the measures are not renewed. If the recommendation is agreed the City Council will revert to the guidance and processes in the approved Developer Contributions Technical Guidance.

2. RECOMMENDATIONS:

2.1 That the Committee agrees not to renew the Section 106 Developer Contributions Temporary Recession Measures and that they no longer apply after 31st January 2015.

3. CONTEXT/ BACKGROUND INFORMATION

Policy context

3.1 To meet planning policy requirements to enable the granting of planning permission for development it may be necessary for developers to mitigate potential negative impacts by providing or upgrading infrastructure. These requirements are secured through section 106 Planning Obligations, commonly known as developer contributions. Developer contributions are sought, where necessary, in accordance with existing planning policy, as set out in the current adopted development (local) plan, to mitigate site specific impacts or contribute towards the necessary infrastructure needs that the development creates.

Current Practice

- 3.2 During 2009/10 in view of the prevailing economic conditions the Council reviewed its approach in respect of negotiating developer contributions. In April 2010 the Council agreed support to the development industry by introducing short term Temporary Recession Measures that allowed for reduced or waived s106 planning contributions. This has been applied through minor changes or the application of a flexible approach in certain types of developer contributions where accumulatively they could impede development and economic activity.
- 3.3 The ‘recession’ measures have been renewed annually since 2010 in recognition of the need to enable appropriate development in the City.
- 3.4 As a “snap-shot” of development activity, information from the Council’s regular monitoring shows a steady increase in the number of residential completions since 2010/11 (287 in 2010/11 – 436 in 2013/14). The number of unimplemented planning permissions for residential development is now at the highest level (apart from 2010/11) for six years.
- 3.5 In view of the above information the recommendation now is that after January 31st 2015 the temporary measures will cease to apply and the Council will revert to securing necessary planning contributions as per the earlier approved Developer Contributions Technical Guidance. Although the blanket approach of reducing or waiving certain contributions on all development will not be continued the City Council will continue the normal practice of constructive negotiations on developer contributions on individual developments including consideration of financial viability when relevant in order for appropriate development in the city to go ahead.

3.6 Future approach and guidance on securing developer contributions

To meet planning policy objectives, development will be required to provide adequate mitigation or support for community infrastructure through planning obligations. Obligations will continue to provide a valuable means of securing site specific mitigation in order to make developments acceptable in planning terms.

- 3.7 To ensure consistency when seeking developer contributions and to provide developers and the public with a clear understanding of what is expected in terms of calculating the necessary s106 contributions detailed guidance is identified in the Developer Contributions Technical Guidance approved by Cabinet on 17th February 2011. This document provides further guidance on:
- Affordable Housing,
 - Local Employment & Training,
 - Sustainable Transport,
 - Recreation Open Space,
 - Education provision
 - Sustainable Buildings – and
 - Nature Conservation

The guidance also sets out the methodology, thresholds and calculations and further details on how contributions will be spent.

- 3.8 The Technical Guidance is subject to a current review and is being updated to accord with updated government legislation, together with minor textual changes

and clarification on methodology for assessing contributions. The full level of contributions required will be agreed by negotiation through the planning process. It is expected that an update of the Technical Guidance will be reported to the next meeting of this committee.

4 ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 An alternative option is to extend the temporary s106 measures until January 2016. This may affect the level of supporting infrastructure or mitigation provided on future development.

COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The temporary s106 Recession Measures were introduced during the economic recession in response developers and the business community concerns. No objections have been raised generally to the principle of planning contributions. Further internal consultation has been undertaken and comments are included in this report.

6. CONCLUSION

- 6.1 The recommendation is to not renew the temporary recession measures on s106 requirements for a further year and to revert to the full Developer Contributions Technical Guidance.
- 6.2 There are clear indications from the development industry of a recovery of property values with willingness, for example, to pay for pre-application advice and clear indicators of development schemes being commenced.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 Developer financial contributions (through Section 106 obligations) are commonly used to secure infrastructure and services created by the demand from new development. They include highways infrastructure, transport improvement and travel initiatives, education, health, community or recreation facilities. The removal of temporary recession relief measures and priorities increases the potential contributions from developers.

Finance Officer Consulted: Name Jeff Coates

Date: 09/12/2014

Legal Implications:

- 7.2 Developer contributions are secured under planning obligations agreed or offered under s106 of the Town and Country Planning Act 1990. Any obligation must meet the statutory tests set out in Regulation 122 of the Community Infrastructure Regulations 2010. The viability of a proposal development is capable of being a material planning consideration and is therefore something

that the local planning authority is able to take into account in considering the amount and nature of s106 obligations sought

Lawyer Consulted: Alison Gatherer

Date: 05/12/14

Equalities Implications:

- 7.3 Developer contributions can provide wide community benefits and contribute towards physical, social or community infrastructure. This may include highways works, local employment, affordable housing, recreation space and education facilities or other related impacts from a development that needs to be provided or managed in order to enable the development to proceed.

Sustainability Implications:

- 7.4 The aim of developer contributions is to assist in enabling development to contribute towards the establishment of sustainable communities. The continuation of seeking contributions will ensure appropriate measures are secured to the wider infrastructure to help provide long-term sustainable development for the city.

Any Other Significant Implications:

As Appendix 1

SUPPORTING DOCUMENTATION

Appendices:

None

Documents in Members' Rooms

None

Background Documents

1. Brighton & Local Plan 2005
2. Developer Contributions Technical Guidance – 17th February 2011
3. Brighton & Hove submission City Plan Part One

Crime & Disorder Implications:

- 1.1 Where appropriate agreements may include requirements to address community and public safety initiatives, such as lighting improvements.

Risk and Opportunity Management Implications:

- 1.2 Decisions on determining planning applications should take account of all material considerations including the provision of the infrastructure necessary to support the development. If development takes place without adequate contributions to infrastructure provision, a strain is placed on existing facilities to the detriment of the wider community and public resources.

Public Health Implications:

- 1.3 Developer Contributions may be secured towards retention or provision of new health facilities for the city and address inequalities that can impact upon health.

Corporate / Citywide Implications:

- 1.4 Reverting to the Developer Contributions Technical Guidance will ensure that the Council's policies on securing contributions towards appropriate supporting infrastructure and services will help deliver the Sustainable Community Strategy priorities to improve housing and affordability, promote sustainable transport and improve health and well being in the city.

Subject:	Local Aggregate Assessment for East Sussex and Brighton & Hove		
Date of Meeting:	15 January 2015		
Report of:	Executive Director – Environment, Development & Housing		
Contact Officer:	Name:	Steve Tremlett	Tel: 29-2108
	Email:	Steve.tremlett@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 This report sets out to the Economic Development and Culture Committee the outcome of the joint Local Aggregate Assessment 2013/14 for the Mineral Planning Authorities (MPAs) of Brighton & Hove City Council, East Sussex County Council and the South Downs National Park Authority.
- 1.2 The National Planning Policy Framework requires MPAs to produce an annual Local Aggregate Assessment (LAA) to assess the demand for and supply of aggregates in their area. The LAA is based on the Plan Area for the East Sussex, South Downs and Brighton & Hove Waste and Minerals Plan which was adopted in February 2013. The Plan Area covers the administrative areas of East Sussex and Brighton & Hove including those parts which lie within the South Downs National Park.

2. RECOMMENDATIONS:

- 2.1 That the Local Aggregate Assessment 2013/14 for East Sussex and Brighton & Hove be approved and published.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The National Planning Policy Framework states that Mineral Planning Authorities should plan for a steady and adequate supply of aggregates by preparing an annual LAA. It is important to maintain an adequate supply of aggregates to ensure there is sufficient material available for construction activities and to facilitate economic growth in the city.
- 3.2 The National Planning Practice Guidance indicates that a LAA should contain three elements:
 - A forecast of the demand for aggregates based on the rolling average of 10 year sales data and other relevant local information;
 - An analysis of all aggregate supply options;

- An assessment of the balance between demand and supply, and the economic and environmental opportunities and constraints that might influence the situation. It should conclude if there is a shortage or surplus of supply and, if the former, how this is being addressed.
- 3.3 It is not considered that any of the main components in supply and demand have altered since the 2012/13 LAA was agreed by the Committee, although there have been some minor changes.

Forecast of Demand

- 3.4 Due to the limited amount of aggregate production in the Plan Area, a LAA based on a rolling average of 10 years sales data is not considered appropriate. Over half of the 10 years period would be zero returns and the rest is a confidential figure due to individual sites being involved. The figure is too volatile and not a good indicator of demand.
- 3.5 As a substitute, it is proposed to use the apportionment figure of 0.1m tonnes per annum utilised in the adopted Waste & Minerals Plan as the principal local indicator of demand. This was the figure proposed in the Secretary of State's Changes to Policy M3 of the South East Plan.

Supply

- 3.6 There are large scale permitted reserves in the far east of the Plan Area, totalling approximately 4m tonnes of sand and gravel, where extraction could last until 2026. Additionally, significant quantities of marine dredged aggregates have been imported through the ports of Shoreham, Newhaven and Rye, and this is likely to continue provided sufficient wharf capacity is safeguarded.
- 3.7 The best estimate of secondary (recycled) aggregates production in the Plan Area is 240,000 tonnes per annum (tpa). It is estimated that an additional 68,000 tonnes of secondary aggregate are produced from two main sources: Ashdown Brickworks, near Bexhill, produces approximately 10,000tpa of reject bricks and the Newhaven Energy Recovery Facility creates around 58,000tpa of incinerator bottom ash. The latter is exported by rail to Brentford for use as a road construction material.

Balance of Supply and Demand

- 3.8 The requirement for land-won aggregates of 0.1mtpa over the Plan period is more than met by the existing planning permissions in the far east of the Plan Area. However production of aggregates from Lydd Quarry in 2012 and 2013 were significantly higher than the anticipated rate, and the operators have estimated that if such a high production rate continues the reserves at the quarry will be exhausted much more quickly than originally planned. The adopted Waste & Minerals Plan includes a commitment that if it appears supply is not being maintained, the relevant policy in the Plan will be reviewed. The situation will be monitored.
- 3.9 Substantial marine aggregates reserves exist along the South Coast and there is more than adequate supply of marine dredged aggregates to meet demand if

land won sources were further depleted. The principle constraint on maintaining levels of marine aggregates is therefore not the level of reserves, but maintenance of wharf capacity.

- 3.10 A considerable quantity of construction and demolition waste is processed into secondary aggregates, as noted in paragraph 3.7. Policies in the WMP seek to increase the contribution of secondary aggregates to total demand, however the availability rate remains unpredictable and substitution is not always possible. Primary resources will be required to a significant extent for the foreseeable future.
- 3.11 The Authorities will continue to closely monitor the situation over aggregate supplies in relation to any decision to review the minerals policy in the Adopted WMP.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 None considered appropriate.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 A draft LAA was circulated to neighbouring Mineral Planning Authorities, the Marine Management Organisation and the Mineral Products Association for comments.
- 5.2 The South East England Aggregates Working Party (SEEAWP) was consulted on the draft LAA. The LAA was circulated to SEEAWP members and was reported to SEEAWP at its meeting on 27 October 2014, where the draft LAA was approved.

6. CONCLUSION

- 6.1 The City Council, as a Mineral Planning Authority is required by the National Planning Policy Framework to produce a Local Aggregates Assessment. The LAA has been produced jointly with East Sussex County Council and the South Downs National Park Authority to reflect the Plan Area of the adopted Waste and Minerals Plan.
- 6.2 The LAA concludes that existing planning permissions and marine reserves should be sufficient to main an adequate supply of aggregates to support development in East Sussex and Brighton & Hove until 2026. The situation will be monitored.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no direct financial implications arising from the recommendations in the report. The cost to the council of producing the Local Aggregate Assessment 2012/13 for East Sussex and Brighton & Hove have been met from the existing revenue budget within the Planning service.

Finance Officer Consulted: Steven Bedford

Date: 21/11/14

Legal Implications:

- 7.2 There is no statutory requirement for Mineral Planning Authorities to produce Local Aggregate Assessments and there are no direct legal implications arising from the report.

Lawyer Consulted:

Name Hilary Woodward

Date: 26/11/14

Equalities Implications:

- 7.3 None arising directly from this report.

Sustainability Implications:

- 7.4 The planning system has a clear purpose to contribute towards the achievement of sustainable development. A steady and adequate supply of aggregates facilities the new development required to support economic growth in the city.
- 7.5 The LAA notes that there are moves to increase utilisation of recycled aggregates.

Any Other Significant Implications:

- 7.6 The City Council, as a Minerals Planning Authority is required by the National Planning Policy Framework to produce a LAA. Failure to do so would risk inadequately planning for the steady and adequate supply of aggregates required to support future development.

SUPPORTING DOCUMENTATION

Appendices:

1. Local Aggregates Assessment for East Sussex County Council, Brighton & Hove City Council and the South Downs National Park Authority 2013/14.
- 2.

Documents in Members' Rooms

- 1.
- 2.

Background Documents

1. East Sussex, South Downs and Brighton & Hove Waste and Minerals Plan (February 2013).

Subject:	University of Sussex – Listed Building Heritage Partnership Agreement		
Date of Meeting:	15 January 2015		
Report of:	Executive Director Environment Development and Housing		
Contact Officer:	Name:	Tim Jefferies	Tel: 29-3152
	Email:	tim.jefferies@brighton-hove.gov.uk	
Ward(s) affected:	Hollingdean and Stanmer		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 New legislation came into force in April 2014, under the Enterprise and Regulatory Reform Act 2013 (the ERR Act), which introduced new optional powers for listed building control. These include the power to make Listed Building Heritage Partnership Agreements to manage alterations to major listed buildings or groups of listed buildings in the same ownership.
- 1.2 This report seeks approval for statutory consultation on a draft Listed Building Heritage Partnership for the eight grade I and grade II* listed buildings at the University of Sussex campus. This would be one of the very first such agreements to be made nationally under the new powers.

2. RECOMMENDATION:

- 2.1 That the Committee approve the draft Listed Building Heritage Partnership Agreement (LBHPA) for land at the University of Sussex, for the purposes of public consultation.

3. CONTEXT / BACKGROUND INFORMATION

- 3.1 Listed Building Heritage Partnership Agreements may be entered into between local planning authorities and owners of large scale listed buildings or major groups of similar listed buildings, setting out works for which listed building consent is granted (excluding demolition). The Council considers that it would be appropriate to enter into such an agreement with the University of Sussex, together with English Heritage, in respect of the several high-grade listed buildings on the campus (designed by Sir Basil Spence in the 1960s). Such an agreement would replace and review the current non-statutory Listed Building Guidelines that have been in place since 1997 and which were last reviewed in 2002. The proposed Agreement has been very much welcomed by the University.

- 3.2 The listed buildings at the University of Sussex designed by Sir Basil Spence have many design features in common and it is considered important that these features should be safeguarded as a major contributor to the significance of the buildings, including their group value. These common features include the use of flat roofs; the use of a good quality red brick set in a slightly cementitious mortar of a yellowy buff colour; the use of board-marked concrete; segmental arches, particularly in concrete, both externally and internally; the use of exposed brickwork internally; and purpose-designed internal fixtures and fittings, such as found in laboratories in science buildings, in lecture theatres and in the library.
- 3.3 The main function of the LBHPA is that it would grant Listed Building Consent for certain types of work. These Consented Works (the type 2A works) are set out in section 3 of the draft Agreement and are generic and repetitive works that apply similarly to a number of the listed buildings at the University. They are works for which Listed Building Consents have previously been granted by the Council and satisfactorily implemented for specific listed buildings. They include works to repair or replace external historic fabric; works to original internal fixtures and finishes to enable the University to meet modern teaching expectations; and works deemed to be required for safety and/or accessibility reasons. They are works that would affect the special architectural or historic interest of the buildings and which could potentially cause harm to the special interest of the buildings, including the loss of important features, if not so managed.
- 3.4 In the absence of an LBHPA the University would need to apply for Listed Building Consent for each building and may need to make several applications for each building, to address issues as and when they arise in each case. This LBHPA enables the University to plan strategically for the carrying out of the Consented Works, thus avoiding the need for repeated applications of an individually minor nature, thereby saving time and resources for the University, the Council and English Heritage.
- 3.5 The LBHPA would further ensure that the Consented Works are carried out in an appropriate manner or design and/or using appropriate details and materials so that the special interest of the buildings is conserved. They would ensure that such works are carried out in a consistent manner across all of the listed buildings referred to for each of the Consented Works, thereby conserving the group value of the buildings. In order to meet the objectives outlined above, each of the Consented Works would be subject to particular conditions; these are set out in Section 3.
- 3.5 In addition the draft LBHPA clarifies, for the benefit of all three partners, the position with regard to other types of work as follows:
- Type 1 works, are works which can be categorised as ‘de minimis’.

- Type 2B works are those for which it has been agreed by all three parties that the University may apply in each case for a Certificate of Lawful Proposed Works (CLPW). Such certificates were also introduced by the ERR Act 2013, to provide greater certainty over works that are judged to not require Consent provided they are carried out in a certain way. The University has long been carrying out best practice for such works and they have historically been included in the non-statutory Listed Building Guidelines. Details of these works are included at Annex F of the LBHPA for information until such a time as the University is able to submit applications for CLPWs to the Council.
- Type 3 works are those kinds of works which will always need Listed Building Consent and do not currently fall within this LBHPA. These will require rigorous scrutiny and the usual consents. Works of this nature should be preceded by pre-application discussion between the partners to the LBHPA.

3.6 It is proposed that the LBHPA would run for a period of ten years, with a review period at year five and year nine. All Consented Works would have to be completed by the end of year nine. In addition to the review meeting at the mid-point of the term of the LBHPA, the Council would co-ordinate regular (bi-annual) meetings with the all partners, as an informal opportunity to review the running of the LBHPA and address any issues arising.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 The only alternative option would be to continue with the current arrangement whereby a non-statutory set of guidelines is in place and the University would have to continue to apply for individual Listed Building Consent to address issues as and when they arise in each case. The University currently makes several such application annually (for which no fee is payable to the Council) and the LBHPA would therefore be a more cost effective solution for both the Council and the University (and for English Heritage as a statutory consultee).

5. COMMUNITY ENGAGEMENT & CONSULTATION

5.1 Informal consultation has been carried out with the 20th Century Society on the draft LBHPA. They have requested clarification of three matters of detail relating to the Consented Works and two minor amendments are to be made to the draft Agreement as a result of these queries.

5.2 The Regulations that accompany the legislation require that the Council must publicise the draft LBHPA for a minimum of 28 days and such publicity will be undertaken if the committee approves the draft document. As part of such publicity the draft LBHPA would be referred to the Conservation Advisory Group for comment and the 20th Century Society would be formally consulted.

5.3 The Regulations also require English Heritage to be consulted on the Agreement, though in this case they are anyway one of the partners to it and have been greatly involved in its drafting.

6. CONCLUSION

- 6.1 Subject to consultation, the LBHPA would provide for a consistent, carefully controlled and cost effective means of managing future changes to the listed buildings at the University of Sussex. The University very much welcomes the proposed document.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The cost of officer time associated to producing the Listed Building Heritage Partnership Agreement (LBHPA) has been met from existing Planning & Building Control revenue budget. Any further costs to the council associated to producing the final agreement and compliance with the agreement will be met from existing revenue resources.

Finance Officer Consulted: Steven Bedford Date: 09/12/14

Legal Implications:

- 7.2 The Planning (Listed Buildings and Conservation Areas) (Heritage Partnership Agreements) Regulations 2014 require that where a local planning authority proposes to make a listed building heritage partnership agreement it must consult the Commission and make the agreement available for public inspection for a period of not less than 28 days.

Lawyer Consulted: Alison Gatherer Date: 09.12.14

Equalities Implications:

- 7.3 An Equalities Impact Assessment (EQIA) of the Conservation service in Planning was undertaken in 2010.

Sustainability Implications:

- 7.4 The proposals in this report have no substantial impact upon the four priorities of the UK's Sustainable Development Strategy.

Any Other Significant Implications:

- 7.5 None

SUPPORTING DOCUMENTATION

Appendices:

None

Documents in Members' Rooms

1. Draft Listed Building Heritage Partnership Agreement relating to land at the University of Sussex

Background Documents

None.

Subject:	Designation of Business/Neighbourhood Area and Neighbourhood Forum – Brighton Marina		
Date of Meeting:	Economic Development & Culture Committee 15 January 2015		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Rebecca Fry	Tel: 29-3773
	Email:	rebecca.fry@brighton-hove.gcsx.gov.uk	
Ward(s) affected:	Rottingdean Coastal		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The purpose of this report is to determine two neighbourhood planning applications. One relates to the designation of Brighton Marina as a Business Neighbourhood Area. The other application is linked to the area application and relates to the designation of the neighbourhood forum for Brighton Marina. These designations are part of the neighbourhood planning provisions introduced by the Localism Act 2011. Once designated they will enable the forum to prepare a neighbourhood development plan for the area.

2. RECOMMENDATIONS:

- 2.1 That the committee approve the designation of a Brighton Marina Business Neighbourhood Area as a business area neighbourhood area within the meaning of the Town and Country Planning Act 1990 the extent of which Area is delineated on the map forming appendix 1 to this report.
- 2.2 That the committee approve the designation of the Brighton Marina Neighbourhood Forum as a neighbourhood forum within the meaning of the Town and Country Planning Act 1990.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Through the Localism Act 2011, which introduced “neighbourhood planning”, the Government is seeking to give local communities more power to influence the future of the places in which they live. A key element of neighbourhood planning is the ability to produce neighbourhood development plans (to be referred to as neighbourhood plans in this report).
- 3.2 Neighbourhood planning is optional, however if a neighbourhood plan is prepared it must comply with national policy and be in general conformity with the strategic policies of the development plan (eg the Brighton & Hove Local Plan / City Plan). They must therefore contribute to the achievement of sustainable development. A neighbourhood plan enables a community to set out planning

policies in relation to the development and use of land in a particular neighbourhood area. Once adopted, a neighbourhood plan will be used by the Local Planning Authority, together with its development plan (eg the Local Plan / City Plan), to help determine planning applications for the neighbourhood plan area. In order to have such influence in the planning system neighbourhood plans must go through a statutory process. Only designated bodies that meet specified requirements (or a Parish Council) can produce a neighbourhood plan for a designated area.

- 3.3 One of the first stages in producing a neighbourhood plan is to designate the neighbourhood area. An application for designation must be submitted to the local planning authority by a relevant body, (a parish council or a neighbourhood forum). The neighbourhood forum must be designated in accordance with the relevant legislation.
- 3.4 The Local Planning Authority determines whether or not a proposed neighbourhood area is an appropriate area for designation. In general a proposed area should be considered appropriate except where it overlaps with another neighbourhood area or has been submitted by a non qualifying body. Where an area is not considered appropriate the Local Planning Authority must seek to secure that some or all of the specified area applied for forms part of one or more neighbourhood areas (the Local Planning Authority has powers to modify existing neighbourhood area designations).
- 3.5 Whenever a local planning authority exercises powers to designate an area as a neighbourhood area, consideration must be given as to whether the authority should designate the area concerned as a business area. Designation as a business area can only be agreed if the authority considers that the area is wholly or predominantly business in nature.
- 3.6 In order for a local planning authority to designate a neighbourhood forum the authority must be satisfied that the neighbourhood forum meets certain statutory criteria. These are set out in section 61F (5) of the Town and Country Planning Act 1990 and are as follows:
 - That the forum is established for the express purpose of promoting or improving the social, economic and environmental wellbeing of an area that consists of or includes the neighbourhood area concerned;
 - The forum's membership must be open to individuals who live or work in the neighbourhood area and to councillors any of whose ward falls within the area;
 - The forum must have at least 21 members each of whom lives, works or is a councillor in the area;
 - The forum must have a written constitution
- 3.7 In addition to the above, when determining an application for a neighbourhood forum the Local Planning Authority must have regard to the desirability of designating a forum that:
 - Has taken reasonable steps to secure membership that includes at least one person from each of the three aforementioned groups;

- Has membership drawn from different places in the area and from different sections of the community in the area; and,
 - Whose purpose reflects the character of the area.
- 3.8 Only one forum can be designated for a neighbourhood area. A forum designation ceases after 5 years.
- 3.9 The Government sets out the benefits of neighbourhood planning in a respective Impact Assessment (DCLG, March 2012). It states “The empowerment of neighbourhood communities will lead to community ownership of plans and plans that better reflect the wishes of local communities. It is hoped that this will lead to behavioural change in such a way as to make local communities more predisposed to accept development. As a result, it is anticipated that greater community engagement, coupled with an appropriate sharing in the benefits (including financial benefits) of development, could lead to an increase in development..... that is in-line with local needs” It is also considered it will create greater certainty for applicants and reduce the number of planning appeals.

4. The Proposal

- 4.1 The Brighton Marina Neighbourhood Area and Forum applications were submitted in September 2014. The geographical area proposed is the same as the area defined in the Brighton Marina Act. It is bounded by the cliffs to the north and the harbour arms to the south, east and west where it is also bounded by the access road. Appendix 1 shows the extent of the area delineated on a map.
- 4.2 The applicant has indicated they consider the neighbourhood area should be designated a business area.
- 4.3 **Area Application** - The determination of a neighbourhood area application should be judged on the appropriateness of the proposed area / boundary, compliance with legislation and take into account the representations received during the consultation period with regard also given to forum membership (whilst forum membership is continually evolving and thus subject to change it is considered appropriate to have regard to the membership information submitted because it helps to indicate a level of support). National Planning Practice Guidance (NPPG) makes clear neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their area. The NPPG provides guidance on designating neighbourhood areas and what could be considered when deciding boundaries (please see Appendix 2).
- 4.4 The informal view from DCLG in respect of designating a different area to that applied for is as follows: “A local planning authority must designate a neighbourhood area if it receives a valid application and some or all of the area has not yet been designated. While planning guidance encourages local planning authorities to aim to designate the area applied for, the courts (Daws Hill case) have confirmed that the discretion that primary legislation gives to local planning authorities to refuse to designate the area applied for if they consider the area is not appropriate is a broad discretion as long as it is exercised rationally.”

- 4.5 **Forum application** - The determination of a neighbourhood forum must include confirmation that the forum complies with the statutory criteria set out in paragraph 3.6 above and regard should be given to the desirable factors as detailed in paragraph 3.7 above. Only one forum can be designated for a neighbourhood area (which cannot overlap with another neighbourhood area). Determination cannot take into account financial implications. To accord with the purposes/objectives of localism and legislation, forum membership can only include residents, workers and elected members from within the neighbourhood area (for example, a forum cannot be made up of and thus dominated by members from outside the area) . The designation of the Forum is therefore dependent upon the boundaries of the neighbourhood area to be designated.
- 4.6 It should be noted that the designation of a neighbourhood area and forum alone will not affect planning decisions. It will however enable the designated forum to prepare a Neighbourhood Plan which, subject to meeting certain requirements, will carry similar planning weight as the adopted Local Plan.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Prior to the submission of the applications, the respective forum endeavoured to engage the local community via various methods but most notably a newsletter.
- 5.2 Upon receipt of an application for the designation of a neighbourhood area and an application for the designation of a neighbourhood forum the City Council is required to publicise the proposed designation for a minimum of 6 weeks.
- 5.3 The Brighton Marina neighbourhood area and forum applications were publicised for the minimum 6 week period. The applications were advertised on the City Council's website from 2 October 2014 to 13 November 2014. In addition to this 24 notices were displayed within the area. People and bodies on the email circulation list for the weekly planning application list were notified of the applications. Prior to the closing date key respondents to the City Plan proposals for this area were also notified as a follow up to the site notices. Twenty three internal council teams were also consulted. The publicity arrangements complied with the Neighbourhood Planning (General) Regulations 2012
- 5.4 **Consultation responses** : There were in total 16 respondents to the Brighton Marina neighbourhood area and forum applications (please see Appendix 3 for a summary of responses). Copies of responses received can be found in the application folders.
- 5.5 **Forum membership** : According to information submitted by the forum, Brighton Marina Neighbourhood Forum has 26 members spread throughout the area. This is broken down as follows:
- Resident (13) 50%
 - Worker (11) 42%
 - Councillor (2) 8%

 - 18-34 23%
 - 35-50 27%
 - Over 50 50%

- Female 38%

6. ANALYSIS & CONSIDERATION OF OPTIONS

- 6.1 The appropriateness of the proposed area and its boundary need to be considered first because if amendments are to be sought the make up of the forum is also likely to need amending.
- 6.2 This is a statutory procedure and non designation or the seeking of an alternative boundary without justification could lead to legal challenges. As raised in 3.4 and 4.4 above the city council must designate some or all of the area applied for. Paragraph 4.3 above and Appendix 2 set out the key factors that should be taken into consideration.
- 6.3 Defining appropriate boundaries for a neighbourhood area within urban areas is not straightforward. People within the same street are likely to define their neighbourhood differently based on a number of factors such as where they shop, work and whether they have children or not (e.g. familiarity with local schools and open spaces). Urban neighbourhood boundaries are therefore unlikely to follow clear widely recognisable boundaries for all people within an area in respect of all relevant factors such as geographical, social, cultural, community etc. However, in respect of the Marina there are a number of features which make this area distinct.
- 6.4 In respect of the guidance provided in the NPPG (please Appendix 2 for relevant extract) the Marina benefits from a number of elements including: being part of a coherent estate; having relatively distinct physical appearance and characteristics; a defined natural boundary by virtue of infrastructure and physical features (for example the Marina sea wall, access ramps and cliff).
- 6.5 However 12 respondents indicated they did not think the boundary of the proposed area to be appropriate. This should therefore be balanced and considered against the 3 respondents who did feel the boundary to be appropriate and the 26 members of the forum who seek the designation of this area.
- 6.6 Whilst there could be some merit in an extended area, as suggested by some respondents, to align with the City Plan development area DA2 or to include areas outside the Marina which may be affected by development within the Marina it is considered the proposed boundary is distinct and easily defined and there is no overriding support for an amended boundary.
- 6.7 The impact of development in a designated area will not be confined within the boundaries. Neighbourhood plans are subject to public consultation, an independent examination and a referendum. It is therefore imperative the Forum not only engage people from within its area but also adjoining areas and take into account all representations, in forming its neighbourhood plan. It is likely, especially where significant development is proposed, that the referendum area will be extended beyond the neighbourhood area. It is important, therefore, that the opinions of people in adjoining areas are incorporated into the plan-making process so that the plan can receive wide support as it passes through

examination and referendum. The Forum will therefore need to work with residents, businesses and berth holders within and in areas adjoining its neighbourhood area in order to consider and incorporate respective views when drafting its neighbourhood plan.

6.8 When all relevant factors are taken into account, including the community response and submitted forum membership data, it is considered reasonable and rational to accept the submitted neighbourhood area as being appropriate.

6.9 **Business Area status**

Under section 61H of the 1990 Act whenever a local planning authority exercises powers under section 61G to designate an area as a neighbourhood area, consideration must be given as to whether the authority should designate the area concerned as a business area. Designation as a business area can only be done if the authority considers that the area is wholly or predominantly business in nature [section 61H(3)]. In respect of this application the submitting body, which is currently detailed to have 26 members, seeks business area designation. There are 13 respondents who do not feel the area should be designated a business area.

6.10 There are a number of dwellings at the Marina however there is a significant element of business. It is currently designated a District Centre in the adopted Local Plan. Whilst the City Plan Proposed Modifications seek to alter this designation in response to the Inspector's comments, the modifications recognise it is still a retail destination. In addition to the currently designated retail area there are a number of business operations including a multi-screen cinema, Casino, bowling alley, Health and Fitness Club, fishing and tour boats and a boatyard. The Marina is a private estate and thus in effect operated as a commercial venture.

6.11 Whilst additional dwellings are proposed in the emerging City Plan and one development site is in the early stages of commencement it is considered reasonable to consider the nature of the Marina at this moment in time. In effect the difference between a business area and one that is not a business area is that in addition to the normal 'residents' referendum on the neighbourhood plan there is also a 'business' referendum. Should the outcome of the two referendums differ it is for the local authority to decide whether to make a neighbourhood plan (or order), a decision which would not be made lightly. On balance it is felt reasonable to consider the Marina to be predominantly business in nature especially in view that this should not prejudice the residents but to fail to do so would prejudice the workers/businesses within the area. The specified area is therefore considered to meet the requirements and should be designated as a business area.

6.12 **Name of Neighbourhood Area:**

Legislation makes provision for the designation of a neighbourhood area which may also be designated a business area should the neighbourhood area be considered to be wholly or predominantly business in nature. A business area designation can only occur when a neighbourhood area is designated. It is therefore considered that should the neighbourhood area be designated a business area that this be clear in the name and the title should be "Brighton Marina Business Neighbourhood Area".

6.13 Forum Application and Designation:

The Forum application has more than the required 21 members, membership is open to people who live, work or is a councillor in the area, it has a written constitution and the application form confirms the forum has been established for the express purpose of promoting and improving the social, economic and environmental wellbeing of Brighton Marina. Whilst one respondent queries the wording in the constitution on the basis it appears to favour residents over workers, the constitution makes clear the forum “shall promote and improve the social, economic and environmental well being of the area”. It is considered the purpose of the Forum detailed in the constitution is acceptable and is not considered to conflict with the aims of the strategic DA2 policy in the emerging City Plan with which a neighbourhood plan must accord, especially with the designation of the area as a business area. The forum application is therefore considered to meet the requirements set out in paragraph 3.6.

6.14 Some respondents considered the forum fails to meet some of the desirable factors that a local authority must have regard to, which are set out in paragraph 3.7. The respondents consider the forum is not appropriately representative of the area primarily by way of : age profile and proportion of workers versus residents. The application included confidential information about forum membership, in addition to that required by legislation, to help inform the recommendation in respect of the forum application. The forum has secured membership from all three specified groups (residents, workers and Councillors in the area) and has a range of ages and gender. Membership appears to be well spread throughout the area. It is therefore considered the forum has endeavoured to address the desirable factors.

6.15 Whilst one respondent suggests the forum’s meeting will be held at times that will not be convenient for residents who work, based on the information provided in the constitution it is not considered that meetings to “normally be held on weekdays and start between 14.00 and 20.00” is unduly restrictive such that this should result in the refusal of forum designation. The forum is open to all the required groups within the area and thus meeting times and proxy voting is for the forum to determine as considered convenient. Another respondent raises concern over the inability for berth holders to become members of the forum if they are not a resident, worker or Councillor within the area. Whilst this is evident in the constitution it is considered this accords with the requirements detailed in the Localism Act 2011. For the reasons detailed in paragraph 6.7 this does not and should not preclude berth holders from being involved in the preparation of a neighbourhood plan.

6.16 When all relevant factors are taken into account, including the community response and submitted forum membership data, it is considered reasonable and rational to accept the submitted neighbourhood forum as being appropriate.

7. CONCLUSION:

7.1 After considering all relevant factors the committee is recommended to approve the designation of the Brighton Marina Business Neighbourhood Area as delineated in appendix 1 and to approve the designation of the Brighton Marina Neighbourhood Forum.

8. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 8.1 It is anticipated that costs will be incurred within the Planning revenue budget to provide support and advice to communities wishing to undertake neighbourhood plans, consultation, publication of neighbourhood plans, examinations and any other steps that may be needed for the neighbourhood plan to come into legal force, including referendums.
- 8.2 DCLG funding is available to Local Planning Authorities in the 2014/15 financial year of up to £30,000 per neighbourhood plan in recognition of the costs to the council outlined above. This amount is payable to the council in stages depending on requirements being met. It is currently unclear if this funding will be available after the 2014/15 financial year.
- 8.3 The DCLG impact assessment estimates costs to local planning authorities of between £20k and £86k per plan with more plans being towards the lower end of the range. It is therefore possible that the funding available will not be sufficient to cover the costs of supporting this process. In addition the DCLG estimate that the cost of keeping the plan under review would be 70% of the original cost, every ten years. If costs arise which cannot be met from the DCLG funding or managed within the existing Planning budgets then additional funding will need to be identified.

Finance Officer Consulted: Steven Bedford

Date: 03/12/14

Legal Implications:

- 8.4 The legislative background to neighbourhood planning, including the considerations to be taken into account by the local planning authority when determining applications for the designation of neighbourhood areas and neighbourhood forums, is set out in the body of the report.

There are no adverse human rights implications to draw to Members' attention.

Lawyer Consulted:

Name Hilary Woodward

Date: 10/12/14

Equalities Implications:

- 8.5 There are no identified equalities implications arising from this report. The designation of a Neighbourhood Area and/or Forum by themselves does not give rise for a need to carry out an Equality Impact Assessment. Whilst it enables the production of a Neighbourhood Development Plan the effects of which will be assessed when any such plan is determined. (Issues regarding membership of the Forum are addressed at Paragraph 6.14 Above)

Sustainability Implications:

- 8.6 There are no implications arising from this report. The designation of a Neighbourhood Area and/or Forum by themselves does not have sustainability implications. Whilst it enables the production of a Neighbourhood Development Plan the effects of this will be assessed when any such plan is determined.

Any Other Significant Implications:

8.7 Corporate / Citywide Implications:

This is a statutory procedure enabling a local community to take advantage of the non compulsory Neighbourhood Planning system. The city council has a duty to support communities wishing to undertake Neighbourhood Planning, the principle of which is considered to be consistent with the council's priorities. It is also consistent with the objectives of the Sustainable Community Strategy and Neighbourhood Decision Making. The emerging City Plan makes clear support will be given to communities for neighbourhood planning, reflecting the council's aspirations and the new statutory duties. The designation of a Neighbourhood Area and/or Forum by themselves is not felt to affect other services, agencies and the city as a whole. Whilst it enables the production of a Neighbourhood Development Plan the effects of which will be assessed when any such plan is determined.

SUPPORTING DOCUMENTATION

Appendices:

1. Brighton Marina Business Neighbourhood Area
2. National Planning Practice Guidance Extract re Designating Neighbourhood Areas
3. Brighton Marina Neighbourhood Area and Forum Applications – Consultation Responses : Summaries

Documents in Members' Rooms

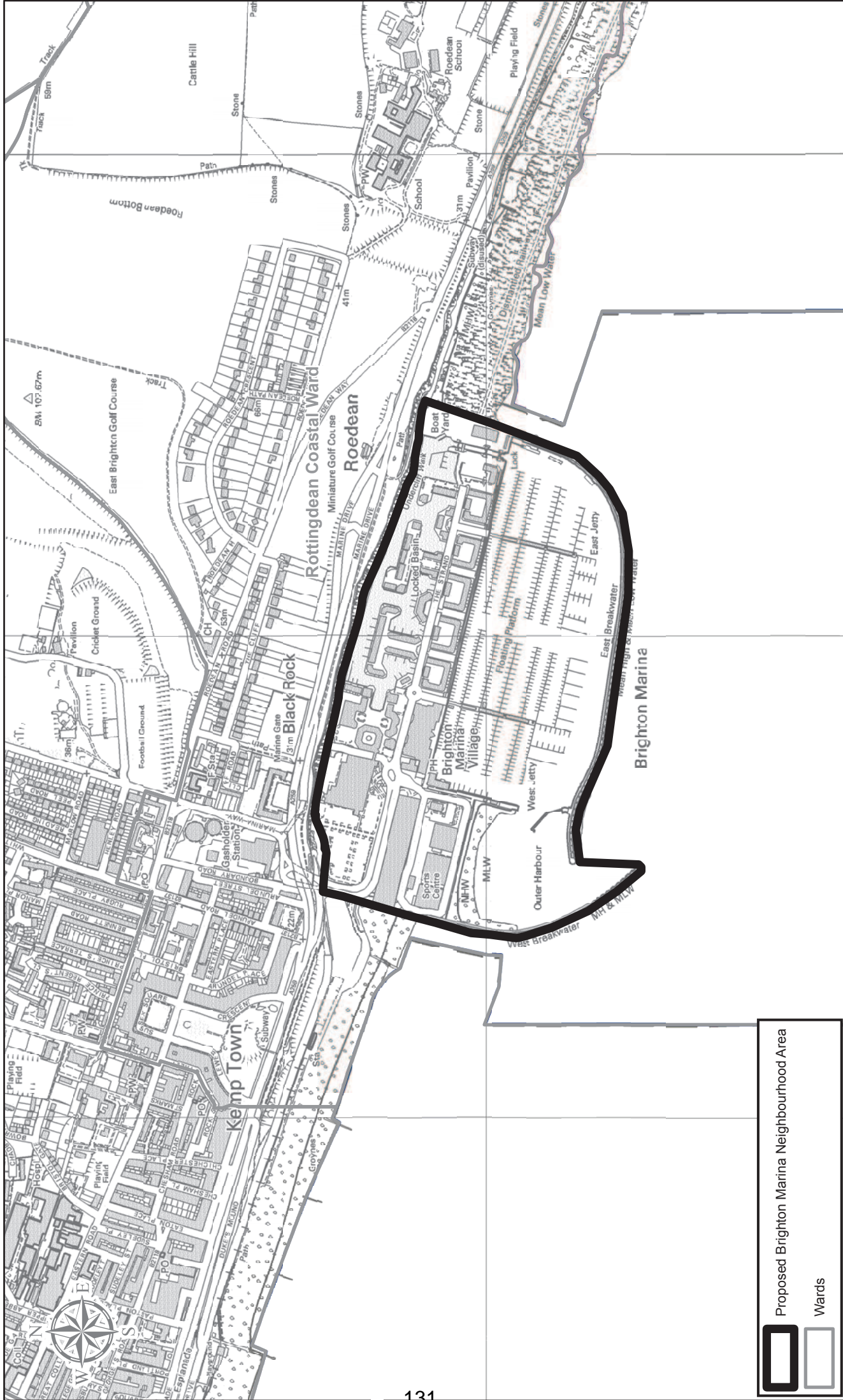
None

Background Documents

1. The Localism Act 2011
2. The Neighbourhood Planning (General) Regulations 2012
3. Localism Act : Neighbourhood Plans and Community Right to Build – Impact Assessment (DCLG, March 2012)

Brighton Marina Business Neighbourhood Area

Proposed Brighton Marina Neighbourhood Area



Scale: 1:10,000 0 260 520 1,040 Meters

Legend:
 Proposed Brighton Marina Neighbourhood Area
 Wards

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 Mapping & Information, Planning Strategy Group.

**National Planning Practice Guidance Extract – Designating
Neighbourhood Areas**

National Planning Practice Guidance – Relevant Extracts

What flexibility is there in setting the boundaries of a neighbourhood area? (Paragraph: 032 Reference ID: 41-032-20140306 - Revision date: 06 03 2014)

In a parished area a local planning authority is required to have regard to the desirability of designating the whole of the area of a parish or town council as a neighbourhood area (see 61G(4) of the Town and Country Planning Act 1990). Where only a part of a parish council's area is proposed for designation, it is helpful if the reasons for this are explained in the supporting statement. Equally, town or parish councils may want to work together and propose that the designated neighbourhood area should extend beyond a single town or parish council's own boundaries.

In areas where there is no parish or town council those wishing to produce a neighbourhood plan or Order must put forward a neighbourhood area using their understanding and knowledge of the geography and character of the neighbourhood.

What could be considerations when deciding the boundaries of a neighbourhood area? (Paragraph: 033 Reference ID: 41-033-20140306 - Revision date: 06 03 2014)

The following could be considerations when deciding the boundaries of a neighbourhood area:

- village or settlement boundaries, which could reflect areas of planned expansion
- the catchment area for walking to local services such as shops, primary schools, doctors' surgery, parks or other facilities
- the area where formal or informal networks of community based groups operate
- the physical appearance or characteristics of the neighbourhood, for example buildings may be of a consistent scale or style
- whether the area forms all or part of a coherent estate either for businesses or residents
- whether the area is wholly or predominantly a business area
- whether infrastructure or physical features define a natural boundary, for example a major road or railway line or waterway
- the natural setting or features in an area
- size of the population (living and working) in the area

Electoral ward boundaries can be a useful starting point for discussions on the appropriate size of a neighbourhood area; these have an average population of about 5,500 residents.

Appendix 3

Brighton Marina Business / Neighbourhood Area and Forum Applications - Consultation Summary

To facilitate the consultation process and to help ensure representations were not misinterpreted a questionnaire was provided and the consultation portal used in addition to other written methods for example, letter or email.

Responses

Number of people who participated to the consultation	
<i>Consultation portal</i>	<i>14</i>
<i>Email</i>	<i>2</i> <i>(5 in total however 3 also responded on portal)</i>
Total	16
Number of respondents from within area	1
Number of respondents from outside area	14
Number of respondents location indefinable	1

The following organisations/bodies submitted representations:

Organisation	Object/Support Applications	Response in Brief
Kemp Town Society	Object	Area should be bigger
South Downs Society	Object	Area should be bigger - response was an endorsement of Kemp Town Society's comments
Land Securities	Object	Area should be bigger
Brighton Marina Berth Holders Association	Object to Forum	Berth Holders should be allowed to be Forum Members

The following sets out the responses to the questions set out on the consultation portal. The email responses did not specifically answer these questions, however, an 'interpreted/assumed' response from the comments presented in the emails is shown in brackets.

Question 1 - Do you recognise the proposed area as a distinct neighbourhood?	Portal responses	Interpreted response - emails
Don't know/not sure		
No	9	(1)
Yes	5	(1)
Total	14	(2)

Question 2 - Do you think that the boundaries of the proposed area are appropriate?	Portal responses	Interpreted response - emails
Don't know/not sure		
No	10	1(1)
Yes	3	
Total	13	1(1)

Nb one respondent on portal left this question blank

Question 3 - Do you think the area is wholly or predominantly business in nature and therefore agree it should be designated a Business Area?	Portal responses	Interpreted response - emails
Don't know/not sure		?
No	13	?
Yes	1	?
Total	14	

NB Question 4 was for respondents to add any further comments about the neighbourhood area. Please see the key issues section below which sets out the main points raised in response to question 4 and 7 and in emails.

Question 5 - Do you think the Brighton Marina Neighbourhood Forum should be approved (designated)?	Portal responses	Interpreted response - emails
Don't know/not sure	2	?
No	8	(2)
Yes	3	?
Total	13	(2)

Nb one respondent on portal left this question blank and there was insufficient direction in one email to provide an interpreted assumption.

Question 6 - Is the Forum representative of people who live and work in the area?	Portal responses	Interpreted response -
--	-------------------------	-------------------------------

		emails
Don't know/not sure	5	
No	8	(2)
Yes		
Total	13	(2)

Nb one respondent on portal left this question blank

NB Question 7 was for respondents to add any further comments about the neighbourhood forum. Please see the key issues section below which sets out the main points raised in response to questions 4 and 7 and in emails.

Key Issues Raised in Representations

Comments were submitted in response to question 4 and 7 and via emails. The main issues raised have been summarised below. Please note some respondents raised more than one issue. It is also important to note the analysis only indicates the number of people who have raised the issue, it should not therefore be assumed all other respondents think the opposite.

Issue	Count
The Area (and the forum) should be bigger :	10
It should include :	
Roedean;	9
Marine Gate;	5
the Kemp Town Estate;	6
Arundel Street;	2
The French Apartments;	1
Courcels;	3
Gaswork site (see **);	3
Black Rock (see **);	5
East Brighton Park;	1
The Cliffs (views off);	1
Bell Tower Estate;	1
All who overlook Marina and need access;	1
*(Marine Gate and Roedean count includes response seeking inclusion of area above the cliff to the north of Marina)	2
** (Gasworks and Blackrock count includes response seeking area alignment with the DA2 boundary)	1
Lack of infrastructure - Marina has no school or NHS presence of its own. Too small to be a viable neighbourhood. Any increase in development at Marina will have direct traffic impacts upon adjoining area as access only via ramps. (one respondent raised lack of a park)	2
Regard should be given to the surrounding area – it is a highly sensitive site: a variety of different elements were detailed by respondents including: Ecological/wildlife assets, environmental, architectural, traffic, South Downs National Park/the Downs, recreational assets (including sailing, walking, cycling, fishing and the important SE surf spot to the east of Marina,).	4

Proposal will enable commercially interested parties/Brunswick Development Group within Marina to be dominant and will not adequately reflect the broader interests of all those who should be embraced under the scope of 'localism' for this area (eg those within and in surrounding area who will be affected).	5
Forum membership is not representative. The various reasons provided included (nb each respondent may have indicated more than one): Workers and enterprise under represented in view of importance of Marina for employment and enterprise; Forum age profile not representative; Occupants muzzled by communal associations/Brunswick Group; Area needs to be extended and forum amended to be representative of wider area; Constitution focuses on well being of individuals living or wanting to live in Marina and fails to make reference to people working or wanting to work in the Marina. Fails to meet DA2 which seeks sustainable mixed use district; Meetings will fail to represent those at work (outside area) due to meeting times/ Forum should exclude BMRA.)	6 5
The Marina Berth Holders should be allowed to be included within the Forum. Marina includes approximately 1,000 boats used by at least 3,000 people who are not represented on the Forum.	1

Late Representations

3 late representations were submitted these were as follows:

Organisation/Person	Object/Support Applications	Response in Brief
Brighton Marina Neighbourhood Forum	Support	Rebuttal to Kemp Town Society Comments
Brighton Marina Residents Association	Support	Rebuttal to Kemp Town Society Comments
Individual	Support	Support for Brighton Marina Residents Association's comments

Subject:	Conservation Strategy Review		
Date of Meeting:	15 January 2015		
Report of:	Executive Director Environment Development and Housing		
Contact Officer:	Name:	Tim Jefferies	Tel: 29-3152
	Email:	tim.jefferies@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The current Conservation Strategy was adopted in 2003 to clarify the council's responsibilities and reaffirm its commitment toward the conservation of Brighton & Hove's historic built environment. It includes a programme of action for the management of the city's heritage assets. This Strategy has been largely very successful but is now due for review.
- 1.2 This report gives details of the review of the current Strategy, including the response to consultation, and seeks approval for the adoption of a revised Conservation Strategy for the city for the next ten years.

2. RECOMMENDATION:

- 2.1 That the Committee approve the revised Conservation Strategy (Appendix 1).

3. CONTEXT / BACKGROUND INFORMATION

- 3.1 The review has taken account of all the progress against the aims of the original Strategy, changes over the past ten years in national planning legislation and policy and revised local policies and priorities. More recently the Strategy has been further reviewed to take account of the restructure of the Planning and Building Control service and the associated changes to resources.
- 3.2 The National Planning Policy Framework (NPPF) of 2012 states that "*local planning authorities should set out in their Local Plan a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk through neglect, decay or other threats*". The revised Conservation Strategy is intended to meet this expectation and is specifically referred to in policy CP15 of the council's draft City Plan (Part 1). The Strategy will also ensure that the council continues to meet its duties and responsibilities under the Planning (Listed Buildings and Conservation Areas) Act 1990.

- 3.3 This Strategy seeks to positively manage change within the city's renowned historic environment. It will guide future work programmes and ensure that the city's historic built environment is managed in a co-ordinated and structured way. The Strategy highlights key objectives, helping to prioritise action and helping to ensure that available resources are directed to best effect. It will assist the making of bids for resources, including partnership funding, to deliver regeneration projects that respect the historic environment. It will be consistent with and help achieve the council's commitments.
- 3.4 The Strategy has a number of priorities. The first of these is to provide effective specialist advice on proposals that would impact on heritage assets, as part of the Development Management service. Another priority is to reduce the number of heritage assets that are 'at risk'. This includes pro-actively seeking new uses for redundant or long term vacant listed buildings and bringing them back into good repair, as well as putting in place the necessary measures to address those conservation areas that are "at risk" (Benfield Barn; East Cliff; Queen's Park; Sackville Gardens; and Valley Gardens as explained in the Strategy).
- 3.5 In respect of listed buildings the Strategy proposes a new Supplementary Planning Document (SPD) to provide detailed policy guidance on alterations. It also proposes that the council takes the opportunity offered by new legislation that came into force in April 2014 to enter into a Listed Building Heritage Partnership Agreement with the University of Sussex and English Heritage in respect of the listed buildings on the campus. This will be one of the first such Agreements nationally.
- 3.6 A very high priority for early part of the Strategy period will be the adoption of a new Local List of heritage assets, and work is already in progress on this.
- 3.7 With regard to conservation areas it is proposed that priority be given to the review of those conservation areas that currently have no Character Statement at all in place. These are College, Old Town and Queen's Park. The Strategy sets out criteria for the designation of new conservation areas and proposes some areas for possible future consideration. However, the Strategy intends that no new conservation areas will be considered for designation until all existing conservation areas have a character statement in place. Further designations will be made only if the council is satisfied it can meet its consequential duties and responsibilities, which include producing character statements and enhancement plans, and that there is a strong local commitment.
- 3.8 The Strategy acknowledges that existing Article 4 Directions controlling some permitted development will in some cases need to be reviewed to ensure that all potentially harmful permitted development rights are included. After that any priority for introducing further Article 4 Directions will be given firstly to those conservation areas 'at risk' and after that to those areas where the need for such controls has already been established in a character statement. All such proposals would be subject to public consultation.

- 3.9 This revised Strategy has a section on Heritage Assets and Climate Change, in acknowledgement of the increasing importance of mitigating and adapting to the impacts of climate change on the historic environment. The priority action will be to produce a new web page on energy efficiency and historic buildings, with basic guidance on the typical types of works and links to sources of advice, including proposed technical guidance on energy efficiency and retrofitting.
- 3.10 Successful delivery of the Conservation Strategy will depend upon making the most effective use of the resources available. Increasingly it is anticipated that the council will need to look at opportunities to work with local community groups and amenity societies to help deliver joint aspirations for the conservation of historic areas.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The only alternative option would be not to review the Conservation Strategy. This would result in the absence of an up-to-date, long term strategic view on the city's historic environment, which is a key factor in attracting visitors and investment. The failure to retain and conserve heritage assets could lead to their eventual loss and could result in significant adverse publicity for the council.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Consultation was undertaken on the draft of the revised Conservation Strategy between 20 November and 24 December 2013. All local conservation and amenity societies covering historic areas of the city were consulted, together with groups or organisations representing local business and cultural interests, as well as Rottingdean Parish Council and English Heritage. A presentation was made to the Conservation Advisory Group and the draft Strategy was publicised on the council's website. The Diocese of Chichester was consulted during the drafting of the Strategy with regard to the updated situation on Anglican churches at risk.
- 5.2 A total of ten responses were received, in addition to the minuted comments of the Conservation Advisory Group. These are summarised at Appendix 2 together with an officer response to each comment.
- 5.3 Overall there was positive support for the document from most of the respondents. Many of the detailed comments related to matters of policy. However, the Conservation Strategy is primarily a long-term work programme not a policy document and therefore cannot itself address policy matters.
- 5.4 Of the other comments received a number of common themes emerged. There was a wish amongst some respondents, including the Conservation Advisory Group, for greater priority to be given to the designation of new conservation areas, with voluntary involvement of amenity societies. Designating a conservation area carries significant resource implications for the council, even with voluntary involvement. Such an approach would take priority away from the existing conservation areas that are 'at risk'. Further designations should only be made only if the council is satisfied it can meet its consequential duties and responsibilities, which include producing character statements and enhancement plans and putting in place regulatory controls such as Article 4 Directions.

- 5.5 There was also a wish amongst some respondents for greater priority to be given to updating some conservation area character statements. The Strategy sets out the criteria for reviewing character statements, which should only take place once all conservation areas have such a statement in place. Priority would then be given to those areas with an older character statement where there has been substantial change or where there is substantial pressure for change.
- 5.6 There was much support for further Article 4 Directions and the review of existing ones to cover front boundary walls and solar panels in particular. The draft reflected the concern of amenity groups and this support is welcomed. Nevertheless priorities must be carefully considered and these are set out in section 10 of the Strategy and remain unchanged from the draft. The resource implications of new Directions cover not only the resources involved in making them (including public consultation) but also the fact that planning applications that are necessary as a result of an Article 4 Direction do not attract a fee, whilst failure to comply with the Direction may create additional enforcement workload.
- 5.7 A common view was that greater emphasis should be placed on the conservation of the public realm in historic areas, including street lights, street trees, street signs, paving, communal bins and street furniture and that there should be a commitment to greater quality in the public realm and a commitment to the retention of historic features. In response to this section 12 of the Strategy has been expanded to confirm and clarify the importance of the public realm to the special interest of historic areas. However, most work to the public realm is outside the scope of planning controls and is subject to current and future council budgets. The Conservation Strategy cannot commit other council services to additional expenditure.
- 5.8 The restructure of the Planning & Building Control service followed from a customer service review.

6. CONCLUSION

- 6.1 The Conservation Strategy will reaffirm the council's long term commitment toward the conservation of Brighton and Hove's historic built environment. It will guide future work programmes and ensure that the city's historic built environment is managed in a co-ordinated, structured and corporate way that makes the most effective use of the resources available. It will be consistent with and help achieve the council's corporate goals and commitments.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The costs of updating the Conservation Strategy have been funded from existing revenue resources within the Planning & Building Control revenue budget. Any financial implications expected to arise from complying with and implementing elements of the Strategy will be funded from within existing revenue budgets.

It is anticipated that the reviewed strategy will assist in the making of bids for resources, including partnership funding to deliver regeneration projects.

Finance Officer Consulted: Steve Bedford

Date: 27/11/14

Legal Implications:

- 7.2 The Strategy will ensure that the council continues to meet its duties and responsibilities having regard to the Planning (Listed Buildings and Conservation Areas) Act 1990.

No adverse human rights implications arise from this report.

Lawyer Consulted:

Hilary Woodward

Date: 3/12/14

Equalities Implications:

- 7.3 An Equalities Impact Assessment (EQIA) of the Conservation service in Planning was undertaken in 2010.

Sustainability Implications:

- 7.4 The proposals in this report have no substantial impact upon the four priorities of the UK's Sustainable Development Strategy. But in terms of Sustainable Consumption and Production, the retention and timely repair of existing buildings reduces construction and demolition waste.

Any Other Significant Implications:

- 7.5 The Sustainable Community Strategy contains a commitment to implement the Conservation Strategy (which will be reviewed in 2013). The repair and reuse of historic buildings contributes towards the Corporate Plan 2011-15 priority of creating a more sustainable city and particularly the outcome of a healthier and higher quality built environment. The Corporate Plan includes a performance indicator that seeks a reduction in the number of listed buildings at risk.

SUPPORTING DOCUMENTATION

Appendices:

1. The Conservation Strategy 2015
2. Summary of Comments and Officer Responses

Documents in Members' Rooms

None.

Background Documents

1. The Conservation Strategy (2003)
2. Minutes of the Conservation Advisory Group of 9 December 2013
3. Written responses to the draft Conservation Strategy review.

Conservation Strategy (2015)

1. Introduction

1.1 The first Conservation Strategy was adopted in 2003 to clarify the council's responsibilities and reaffirm its commitment toward the conservation of Brighton and Hove's historic built environment. It included a programme of action for the future management of the city's cultural heritage. This Strategy has been reviewed to take account of progress against the aims of the Strategy, changes over the past ten years in national planning legislation and policy and revised local policies and priorities. The new Strategy also acknowledges the challenges posed by ongoing restrictions on local government finances and the consequent need to explore new approaches to service delivery where possible.

Contents

1. Introduction
2. Aims of the Conservation Strategy
3. Listed Buildings
4. Conservation Areas
5. Registered Parks and Gardens
6. Local List of Heritage Assets
7. Archaeology
8. Heritage at Risk
9. New Development in Historic Areas and Historic Settings
10. Policy Guidance and Regulatory Planning Controls
11. Heritage Assets and Climate Change
12. Conservation Led Regeneration and Enhancing the Public Realm
13. Promotion and Community Engagement
14. Delivery

1.2 The National Planning Policy Framework (NPPF), published in March 2012, states at paragraph 1.26 that *"local planning authorities should set out in their Local Plan a positive strategy for the conservation and enjoyment of the historic environment, including heritage assets most at risk through neglect, decay or other threats"*. The council's Draft City Plan (Part 1) includes, in policy CP15 Heritage, a commitment that *"the Conservation Strategy will be taken forward and reviewed as a framework for future conservation area management proposals; to provide criteria for future conservation area designations and other local designations, controls and priorities; and to set out the council's approach to dealing with heritage at risk"*. The updated Conservation Strategy is intended to meet these requirements and to ensure that the council continues to meet its duties and responsibilities having regard to the Planning (Listed Buildings and Conservation Areas) Act 1990.

1.3 This is a shared commitment; the council cannot work alone. As noted in English Heritage's 'Conservation Principles' document (2008), the historic environment is a shared resource. Conserving the city's heritage assets requires broad public support, understanding and indeed involvement. The Sustainable Community Strategy for Brighton & Hove has *"strengthening communities and involving people"* as one of its priority areas. The Conservation Strategy will provide for such involvement in respect of the historic environment. The council is proud of the city's cultural heritage, for which the city has international renown. It seeks to make best use of this considerable asset, and through the publication of this updated strategy, to drive forward projects for the continued conservation and enhancement of this heritage.

2. Aims of the Conservation Strategy

2.1 This Strategy will guide future work programmes, influence resource decisions and ensure that the city's historic built environment is managed in a co-ordinated, structured and corporate way. The Strategy will highlight key objectives and targets, help to prioritise action and help to ensure that available resources are directed to best effect. It will assist the making of bids for future resources, including partnership funding, to deliver regeneration projects that respect the historic environment. It will be consistent with and help achieve the council's corporate goals and commitments. Above all it will aim to provide a quality conservation service.

2.2 The overarching objective is to:

Adopt a revised Conservation Strategy that will seek to positively manage change within the city's historic environment and to ensure that the available resources are put to best use, having regard to the council's commitments to:

- ***the conservation of the city's listed buildings and their settings;***
- ***the conservation or enhancement of the character and appearance of the city's designated conservation areas and their settings;***
- ***the conservation or enhancement of the city's registered parks and gardens of special historic interest and their settings;***
- ***the conservation of designated archaeological assets;***
- ***identifying and conserving other, non-designated heritage assets;***
- ***reducing the number of heritage assets that are at risk;***
- ***maintaining and promoting high quality architecture, streets and open spaces within the historic areas of the city;***
- ***mitigating and adapting to the impacts of climate change on the historic environment;***
- ***investment in the historic environment for the economic well being of the city as a visitor destination and sub-regional commercial and cultural centre;***

2.3 The Strategy has been subject to widespread consultation and involvement in its development. It will be reviewed again in ten years time.

3. Listed Buildings

3.1 The statutory lists for both Brighton and Hove were reviewed in the late 1990s by English Heritage and the Government's Department of Culture, Media and Sport. A number of 'spot listing' additions have been made to the lists since then and the lists are considered comprehensive and up to date. They include nearly 3,400 listed buildings and approximately 14% of these are graded I and II*, which is notably greater than the national figure of around 8%. From time to time the council receives

suggestions for buildings to be added to the statutory lists. In such cases we will advise of the likelihood of the building being considered by English Heritage, having regard to the priorities for 'spot listing' set out in the National Heritage Protection Plan¹. We will encourage local amenity societies to take the lead on applications for spot listing of buildings within their areas. The council will only seek to have a building added to the statutory lists in exceptional cases: where new evidence demonstrates clearly the significance of the building; where it is at urgent risk of demolition or major change; and where there is no active local amenity society for the area within which it is situated.

3.2 It is vitally important that owners are made aware if their property is listed, and that new purchasers are made aware of their consequential responsibilities, as 'guardians' of this valued heritage.

Actions:

Owners of newly listed buildings will be notified promptly and details of the implications of listing, and the responsibilities of owners, will be made available on the heritage pages of the council's website.

The council will continue to publish an abridged list of listed buildings within the city on the heritage pages of the council's website and will provide a link to the full list entries on the English Heritage website.

3.3 The council will continue to give owners of historic buildings advice on works requiring listed building consent and on appropriate ways to carry out such works of alteration or repair to their property without harm to its special interest. Wherever possible, owners will be referred to publications that set out council policy and/or technical guidance.

3.4 Many of the city's historic buildings are houses in multiple occupation or in a use other than that for which they were originally designed. The council is aware that owners of such listed properties are faced with reconciling the sometimes conflicting demands of many statutory acts and regulations including for example the Disability Discrimination Act, the Housing Act and both the Building and Fire Regulations.

Actions:

The council will, as a matter of priority, adopt a Supplementary Planning Document (SPD) to provide detailed policy guidance on Listed Buildings. This will combine and update existing Supplementary Planning Guidance notes.

3.5 In cases where important new or additional evidence on the significance of a listed building comes to light (e.g. as part of research submitted with an application) we will pass this information to English Heritage, for consideration of an amendment to the list entry, and to East Sussex County Council for inclusion in the Heritage Environment Record (HER).

¹ This is English Heritage's overall strategy which aims to identify those parts of the country's heritage that matter to people most and are at greatest risk and then to concentrate efforts on saving them.

3.6 Heritage Assessments and Conservation Plans for major listed buildings are very useful for assessing significance and helping to determine applications for alterations. In recent years such Assessments or Plans have been produced for Brighton Station, the Hippodrome in Middle Street, the Theatre Royal in New Road, the Corn Exchange and St Peter's Church in Brighton.

Action:

The council will encourage owners of major listed buildings to produce a Heritage Assessment and/or Conservation Plan for the building prior to submitting applications for substantial alterations.

3.7 New legislation came into force in April 2014² which introduced new optional powers for listed building control. These are known as Listed Building Heritage Partnership Agreements, Local Listed Building Consent Orders and Certificates of Lawful Proposed Works. New legislation is also due to come into force to provide for National Listed Building Consent Orders.

3.8 Listed Building Heritage Partnership Agreements (LBHPA) may be entered into between local planning authorities and owners of large scale listed buildings or major groups of similar listed buildings, setting out works for which listed building consent is granted (excluding demolition). The council considers that it would be appropriate to enter into such an agreement with the University of Sussex and English Heritage in respect of the several high-grade listed buildings on the campus (designed by Sir Basil Spence in the 1960s). Such an agreement would replace and review the current non-statutory Listed Building Guidelines that have been in place since 1997 and which were last reviewed in 2002. The proposed Agreement would be subject to public consultation prior to its introduction, in accordance with the relevant Regulations.

3.9 By applying for a Certificate of Lawful Proposed Works (CLPW), owners and developers can obtain formal confirmation from the local planning authority that the works alteration or extension works (but not demolition) they are proposing do not require listed building consent because they do not affect the special architectural and historic interest of the building. A number of CLPWs are proposed as part of the LBHPA for the University of Sussex.

3.10 Under both the National and Local Listed Building Consent orders works of the type described in the national or local order would not then require an application for listed building consent. Any such national consent orders would be a matter for the Government. Local consent orders would be for local planning authorities to put in place. At this stage the council does not foresee making any Local Listed Building Consent Orders (LLBCO) for Brighton & Hove, but we will monitor the impact of this legislation and will review the need for them depending upon experience of their implementation in practice.

² Enterprise and Regulatory Reform Act 2013, Part 5, paragraphs 60 and 61 and schedule 16.

Action:

The council will in 2015 prepare and adopt, together with the University of Sussex and English Heritage, a Listed Building Heritage Partnership Agreement (LBHPA) for the listed buildings at the University of Sussex campus at Falmer. The LBHPA will refer to a number of proposed Certificates of Proposed Lawful Works (CPLW) and these will added to the LBHPA as and when they are approved.

3.11 Until such time as a Heritage Partnership Agreement is in place the existing Listed Building Guidelines (together with the University's Conservation Plan) will be continue to be used to guide listed building control matters on the campus.

4. Conservation Areas

4.1 The Council has responsibility for designating as conservation areas any 'areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance'³. These are areas of high townscape quality and historic interest, each with its own distinctive character, which gives cohesion to buildings of intrinsic merit and creates a sense of place. The council has a duty under the Act to review its conservation areas from time to time and to consider whether there is merit in amending their boundaries or in designating additional conservation areas.

4.2 There are currently 34⁴ areas of Brighton & Hove that have been designated as Conservation Areas; the first in 1969; the most recent in 2008. Some 18% of the city's built up area lies within a conservation area. These areas vary in character and include:

- residential estates from different periods of history, each with its own distinctive uniform character,
- downland villages that have evolved gradually and piecemeal through the centuries, whilst maintaining their own particular distinctiveness, and
- mixed use areas exhibiting rich architectural variety and a strong sense of place and community.

4.3 Details of all existing conservation areas, including boundaries, dates of designation and character statements, are published on the heritage pages of the council's website. Each of these conservation areas is considered very deserving of the designation.

Conservation Area Review

4.4 There is a need to complete the coverage of conservation area character statements. These give justification and credence to conservation area designations and form the groundwork for later enhancement plans, where needed. Whilst there

³ The Planning (Listed Building and Conservation Areas) Act 1990, s69.

⁴ This figure includes Stanmer conservation area, which falls within the South Downs National Park. Planning applications and enforcement action within this area are the responsibility of the National Park Authority.

is no statutory requirement to prepare conservation area character statements, local authorities are encouraged by the NPPF to identify and assess the significance of all heritage assets. Character statements carry considerable weight when planning appeals or appeals against enforcement action are considered by the Planning Inspectorate and can offer constructive guidance for owners when preparing their own development proposals. They also help to remove uncertainty because informed decisions can be made more efficiently.

4.5 Reviews of conservation areas also give consideration to the boundaries of conservation areas and whether any additional streets, land or properties should be included and whether any should be removed. The boundaries may be extended where evidence and evaluation demonstrate that the additional streets or land possess similar special interest as the existing area. Streets or land may, on the other hand, be removed where their special interest has been irreparably lost or eroded, for example as a result of inappropriate permitted development or neglect.

4.6 Over the past ten years twelve existing conservation areas have been reviewed and character statements adopted. These are: Montpelier & Clifton Hill; Ovingdean; Patcham; Portslade Old Village; Preston Park; Preston Village; Regency Square; Rottingdean; Round Hill; Stanmer; Tongdean; West Hill.

4.7 Future reviews may allow for partnership working with local amenity societies, particularly in respect of historic research and survey work. Nevertheless, there are insufficient resources to complete full reviews of character statements and enhancement plans, where necessary, for all the city's conservation areas within the next 10 years and therefore priorities have been identified.

Actions:

Future priority will be given to the review of those conservation areas where:

- ***there is no current character statement in place;***

After that priority would be given to the review of any conservation areas where it is considered that:

- ***there has been substantial physical change to an area's character or appearance since the current character statement was produced; or***
- ***there is substantial pressure for change within or to the setting of a conservation area, such that it is at risk as a result.***

Such reviews will involve local residents, businesses, ward councillors and amenity societies

4.8 Currently three of the city's existing conservation areas have no conservation area statement. These are College, Old Town and Queen's Park. Others have only brief statements, which would benefit from full review. These are The Avenues; Brunswick Town; Cliftonville; Denmark Villas, The Drive; Pembroke & Princes; and Willett Estate. Only a minority of the conservation areas have an enhancement plan in addition to a character statement.

4.9 Five⁵ of the city's conservation areas are 'at risk' in the English Heritage register of Heritage at Risk for the south east region. These are: Benfield Barn; East Cliff; Queen's Park; Sackville Gardens; and Valley Gardens. This subject is addressed further in section 8 of this Strategy, but it should be noted that a character statement is a prerequisite to any action to address the reasons why an area is at risk.

Actions:

Priority will be given to the adoption of character statements, and where appropriate enhancement plans, for the following conservation areas:

- ***Old Town***
- ***Queen's Park***
- ***College***

After that priority would be given to a review of the character statement for Brunswick Town, subject to resources.

New Conservation Area designations

4.10 The NPPF states that "when considering the designation of conservation areas, local planning authorities should ensure that an area justifies such status because of its special architectural or historic interest, and that the concept of conservation is not devalued through the designation of areas that lack special interest". Designating any part of the city as a conservation area also carries significant resource implications for the council.

4.11 Further designations will therefore be made only if the council is satisfied it can meet its consequential duties and responsibilities, which include producing character statements and enhancement plans, and that it is satisfied that there is a strong local commitment. Whilst there are many non-designated areas with townscape quality in the city, the council does not foresee there being justification for many additional conservation areas in Brighton and Hove within the next ten years.

4.12 Over the past ten years one conservation area has been designated: the Carlton Hill conservation area. In addition extensions have been designated to the following conservation areas: Ovingdean; Patcham; Regency Square; Stanmer; and Tongdean. In the same period minor boundary changes have been made to the following conservation areas: Portslade Old Village; Rottingdean

4.13 The following criteria will be used for the selection of new conservation areas, including extensions to existing conservation areas.

Actions:

When considering future designations, areas will be required to satisfy the following criteria:

⁵ Plus Stanmer, which is the responsibility of the South Downs National Park Authority.

- (i) the area must have demonstrable townscape quality and interest;**
- (ii) its special architectural or historic character or appearance should be largely intact.**

In addition the area may either:

- (iii) make a positive contribution to the setting of a listed building or existing conservation area or***
- (iv) have made a significant contribution to the social or historic development of the city or***
- (v) be an exemplar of estate planning,***

and there must be a local community commitment to its preservation.

4.14 Areas that may merit further investigation include:

- Parts of the area of Hove between Old Shoreham Road, the west coastway railway line, Dyke Road and Fonthill Road.
- Palmeira Avenue in Hove, south of Lansdowne Road
- The Barrowfield area of Hove
- The Brangwyn Estate in Brighton

Actions:

Priority will be given to any conservation area extensions and modifications recommended in the reviews of the Old Town, Queen's Park and College conservation areas.

No new conservation areas will be considered for designation until all existing conservation areas have a character statement in place.

After that and subject to future resources priority would be given to consideration of designating:

- ***Parts of the area of Hove between Old Shoreham Road, the west coastway railway line, Dyke Road and Fonthill Road.***

4.15 In considering new designations, or extensions or modifications to existing areas, the council will have regard to English Heritage guidance contained in 'Understanding Place: Conservation Area Designation, Appraisal and Management' (2011).

5. Registered Park and Gardens

5.1 The Register of Parks and Gardens of Special Historic Interest in England is maintained by English Heritage. These are designed landscapes that are considered to be of national importance.

5.2 In Brighton and Hove, the following parks and gardens are currently listed:

- Kemp Town Enclosures (including Dukes Mound)

- Preston Manor grounds, including Preston Park and The Rookery
- Queens Park
- The Royal Pavilion Estate
- Stanmer Park (including the farmland estate and Coldean Wood)
- Woodvale Cemetery

5.3 They do not enjoy any additional legal protection but are designated heritage assets as set out in the NPPF. Consequently, the effect of any proposed development on the significance of a registered park or garden or its setting is a material consideration in the determination of a planning application.

5.4 Where the council receives suggestions for parks or gardens to be added to the statutory register we will advise of the likelihood of the park or garden being considered by English Heritage, having regard to the priorities set out in the National Heritage Protection Plan⁶. We will encourage local amenity societies to take the lead on applications for further registered parks and gardens within their areas.

Action:

The heritage officers in the Planning service will work corporately with other council departments and teams, notably City Parks, and provide specialist advice to ensure that the special interest of these parks and gardens is taken into account in any proposed improvement schemes or other changes.

5.5 Stanmer Park falls within the South Downs National Park and planning matters are the responsibility of the National Park Authority. The Park is the only one of the above on English Heritage's 'at risk' register (see paragraph 8.18). The council is landowner of the Park and responsible its upkeep. The heritage officers in the Planning service will, as a matter of priority, work corporately with City Parks and Property and Design to help to conserve and enhance the special interest of Stanmer Park and the council-owned buildings within it. This will be undertaken in partnership with the South Downs National Park Authority and should include for the production of a Conservation Management Plan.

5.6 After that priority will be given to working with other council services and stakeholders on improvements to the Royal Pavilion Gardens, which suffer from issues arising from heavy public use and anti-social behaviour, with the aim of reinforcing their status as part of a royal estate of linked buildings and gardens.

5.7 The production of Conservation Management Plans for all registered parks and gardens will be encouraged and supported over the period of this Strategy, subject to the above-mentioned priorities.

⁶ This is English Heritage's overall strategy, which aims to identify those parts of the country's heritage that matter to people most and are at greatest risk and then to concentrate efforts on saving them.

6. Local List of Heritage Assets

6.1 Local authorities are empowered to draw up lists of locally important heritage assets. There are currently separate local lists for Hove and for Brighton covering buildings only. Guidance on local listing produced by English Heritage (2012) makes clear that local lists can cover other heritage assets. These are assets that are valued locally but which do not have sufficient national significance for statutory listing.

6.2 The current Hove list was last updated in 1997 and the current Brighton list is over 20 years old. These local lists are now considered to be out of date and would benefit from a thorough and comprehensive review.

Action:

The council will, by 2015, complete a review of the Local List and extend this review to include historic parks and gardens of local interest. The review will be subject to engagement with local community groups and public consultation.

6.3 Inclusion in the Local List does not give any additional protection against loss or alteration of heritage buildings, parks and gardens. However, it is a material consideration when planning applications are determined. Through local plan policy the retention, good repair and continued use of assets on the Local List will be strongly encouraged.

7. Archaeology

7.1 There are 16 nationally designated Scheduled Monuments (SM) within Brighton and Hove (including those that fall within the South Downs National Park). In addition there are 12 SMs on land owned by the council outside of Brighton and Hove. In terms of local designations there are over 80 Archaeological Notification Areas (ANA) in Brighton and Hove. These areas are designated by the East Sussex County Archaeologist on behalf of the City Council.

7.2 The council has a Service Level Agreement in place with East Sussex County council for the provision of archaeological services by the County Archaeologist. This includes: the maintenance and updating of the Historic Environment Record; reviewing ANAs from time to time; updating records of SMs; providing formal advice on archaeological matters in relation to local plan preparation, site allocation, planning applications and land management of archaeological sites; and the licensing of archaeological investigations (including metal detecting) on city council owned land. This arrangement provides the most cost-effective means of ensuring that the council meets its duties under the NPPF and that appropriate specialist advice is available.

7.3 The council owns many archaeological sites, including two SMs of international importance (Hollingbury Hillfort and Whitehawk Camp) and is responsible for their management. The council's heritage officers act as a liaison point between the County Archaeologist and other council departments and teams, chiefly the council's Property & Design team and the City Parks service, on this issue.

7.4 The council works closely with local archaeological organisations and in particular Brighton and Hove Archaeological Society and acknowledges their valuable assistance.

7.5 As part of the National Heritage Protection Plan the condition of archaeological sites and threats to them will need to be monitored and action taken to prevent or mitigate damage in association with English Heritage. The council as local planning authority is responsible for enforcement action where damage may be being caused to archaeological assets⁷ and in respect of compliance with relevant conditions placed on planning permissions.

7.6 There remains an ongoing issue of storage space for archaeological finds. The council's Royal Pavilion & Museums service is leading a Sussex Museums Group working party to explore the issues around development-led archaeology and the storage of archives, including if/how developers should pay for the processing and storage of material excavated as part of developments

Action:

The council will, subject to regular review and value for money, continue to maintain a Service Level Agreement with East Sussex County Council for the provision of specialist archaeological services.

The council will, in consultation with the County Archaeologist, consider whether a full review of Archaeological Notification Areas is required.

The council will review the management of archaeological sites in its ownership and where appropriate produce management plans and, subject to resources, carry out enhancement and restoration works, seeking grant funding for these.

The council will consider designating Article 4 Directions controlling permitted development on important archaeological sites to protect them where appropriate.

7.7 English Heritage is responsible for enforcing statutory protection of SMs and determining SM Consent applications. However, changes in legislation proposed by government but not yet enacted may result in these responsibilities being devolved to local planning authorities. This would have resource implications.

8. Heritage at Risk

Historic Buildings

8.1 Owners of listed buildings or buildings within conservation areas have no specific duty to keep their buildings in a good state of repair, and may be reluctant to do so when the building is perceived to be of insufficient value to justify its long term up keep. The council is however empowered to take action where a building has deteriorated to such an extent as to put its preservation at risk and / or to cause wider visual harm to the area.

⁷ Except where the asset falls within the South Downs National Park.

8.2 Various powers are open to the council under the Planning Acts to address historic buildings in poor repair. Each power has particular implications, which must be taken in to account in deciding on an appropriate course of action.

8.3 Under section 54 of the Planning (Listed Buildings and Conservation Areas) Act 1990 the council may issue a notice advising that urgent works are to be carried out to preserve an unoccupied listed building. If the owner does not volunteer to do the specified work, the council may carry out the works itself and recover the costs from the owner (under section 55). This action is generally appropriate for temporary works to stabilise a building and make it weather tight and secure whilst a long term solution is sought.

8.4 Section 48 of the same Act allows the council to serve a Repairs Notice on any listed building where it considers that reasonable steps are not being taken to preserve it. However, if that notice is not complied with, the only power open to the council is compulsory acquisition (under section 47). Consequently such action would be used in exceptional cases only and it would be necessary, before doing so, to enter into agreement with a potential new owner for the building, in order to ensure that the council is not left with long term liability and costs. This therefore requires a corporate approach and formal resolution.

8.5 A more general power is available to the council under section 215 of the Town and Country Planning Act 1990. This allows the service of a Notice if it is considered that the condition of a building or land is adversely affecting the amenity of an area. Failure to comply with a Notice brings liability to prosecution, which may lead to a fine. Alternatively, the council may carry out the works and recover the costs from the owner. As 'amenity' is the key test, the scope of such notices is confined to visible parts of buildings and they cannot be used to require substantial restoration or structural repairs.

8.6 Over the past 20 - 30 years the appearance of the city's historic areas has steadily improved, as a result of successive historic building grant schemes, enforcement action and an increased public appreciation of, and commitment to, the conservation of the city's historic fabric.

8.7 Because many of the city's historic buildings have a painted finish requiring a regular maintenance cycle and are exposed to an aggressive marine environment, there will at any one time be a proportion of buildings that require redecoration. However, there are now no historic areas that, taken as a whole, are considered to be in especially poor condition. Those problems that remain generally fall into one of two types: certain owners who neglect their properties; and major listed buildings for which a new use has proved difficult to find and/or have suffered unforeseen structural problems.

8.8 The original Conservation Strategy proposed that the council produce a register of listed Buildings at Risk (BAR), based upon national English Heritage criteria. This was produced for the first time in 2008 and has since been updated on an annual basis. The council is committed to reducing the number of buildings at risk in Brighton & Hove and to ensuring adequate levels of maintenance for all historic buildings, including those in its ownership.

8.9 The BAR register includes a record of the condition and appearance of neglected buildings, ownership details and progress towards repair and or/re-use. It will inform any future bids for grant funding from governmental agencies etc. It is a working tool, helping to define the scale of the problem and to prioritise action, including pro-actively seeking new uses for redundant or long term vacant listed buildings. Buildings on the register will be considered as live cases requiring regular review and action. The council will work with local amenity societies to identify potential buildings at risk and will support and work with those local groups or organisations who wish to become involved in the restoration and re-use of historic buildings.

8.10 Other historic buildings may simply be suffering from a lack of maintenance that is clearly harming the visual amenity of the area. In such cases the council, will where appropriate, take action to secure their repair and redecoration. In deciding whether to take action, regard will be had to the council's Planning Enforcement Policy (2011).

Actions:

The council will continue to make use of its statutory powers under sections 47, 48, 54 and 55 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and under section 215 of the Town and Country Planning Act 1990.

The first priority for action will be those listed buildings that have been identified as being 'at risk' or vulnerable to risk through vacancy, neglect, decay or other threats. The second priority will be other historic buildings in substantial need of maintenance.

For the first priority the council will continue to maintain a Register of Buildings at Risk. The council will act corporately to secure the repair and reuse of buildings at risk or vulnerable to risk.

For the second priority the council will respond to concerns raised by local amenity groups and the public and in these cases the most appropriate form of action, where necessary, will normally be a section 215 Notice. In all such cases the following criteria will be applied in judging whether such a notice is appropriate:

- ***The prominence of the building within the street or area;***
- ***The length of time since the property was repaired or decorated; and***
- ***The extent of decay.***

8.11 Action under Section 215 will normally focus on works of minor repair and redecoration and is considered inappropriate if it would simply mask more serious problems. The scope of works appropriate to a Section 215 Notice will vary in each case. Relevant factors will include whether or not the building is listed and whether or not it forms part of a uniform group or terrace. The extent of restoration works that can be achieved to any architectural features of a building, such as decorative mouldings or iron railings, will depend on their degree of prominence in the street scene.

8.12 The city has a remarkably high number of Anglican churches of rich architectural diversity and these now exceed the number that can be sustained as places of worship. Over the decades some have been demolished, more recently several have been adapted to new uses. Those remaining are of an age incurring ever increasing costs of maintenance. A number of these, including some listed churches, have been formally closed for public worship.

8.13 In 2006 the Diocese of Chichester published the Brighton and Hove Pastoral Strategy Review. This included a total of 47 churches that fall within the boundary of the City Council. Of these, six were recommended for formal closure for public worship, including three listed churches: Holy Trinity, Blatchington Road; St Barnabas, Byron Street; and Stanmer Church. All have since closed except St Barnabas, where a final decision has not yet been made. The 2006 report recommended that a further nine churches should be specifically kept under review and this included six listed churches. All currently remain in use for worship but their longer term future is uncertain. A notable positive step during the period of the last Conservation Strategy has been the successful reopening and ongoing repair of St Peter's Church in Brighton.

Action:

The council will continue to assist the church authorities in finding future uses for redundant historic churches, including with heritage assessments of the architectural or historic merits of individual churches and their adaptability to change.

Historic Areas

8.14 The city's conservation areas are largely in good condition and well preserved. However, five⁸ of the city's conservation areas are rated as being 'at risk' in the English Heritage register of Heritage at Risk for the south east region. These are: Benfield Barn; East Cliff; Queen's Park; Sackville Gardens; and Valley Gardens. The council is committed to reducing the number of conservation areas at risk in Brighton and Hove.

8.15 In the case of Benfield Barn the reasons for this are related to the 'at risk' status of the barn itself (and associated derelict outbuildings and demolished farm cottages) and a long term solution will involve addressing this issue. This may require the preparation of a Planning Brief.

8.16 The East Cliff, Queen's Park and Sackville Gardens conservation areas are at risk primarily due the gradual loss of historic architectural features as a result of 'permitted development' rights, particularly those available to single dwellinghouses. The solution to this issue would be to make these areas subject to Article 4 Directions that remove certain permitted development rights. Such action should be identified as being necessary in a character statement and/or enhancement plan for the area. This has been done in the East Cliff Study. But in the case of Queen's Park

⁸ Plus Stanmer, which is the responsibility of the South Downs National Park Authority.

and Sackville Gardens, priority would first have to be given to the publication of up-to-date character statements (see section 4 above).

Actions:

Public consultation will be undertaken on proposed Article 4 Directions in the East Cliff, Queen's Park and Sackville Gardens conservation areas and, subject to support, Article 4 Directions will be introduced.

8.17 The Valley Gardens conservation area is at risk for a number of reasons: the poor quality of the public open space and public realm; the adverse impact of vehicular traffic, the conflicting pressures on the area; the presence of several significant vacant buildings; and the number of historic buildings in need of repair. In recognition of this, a specific policy on the Valley Gardens area has been included in the draft version of the City Plan Part 1⁹. The solution will necessitate a comprehensive improvement scheme of the public open space and public realm, including potential traffic measures, together with action to secure the repair and re-use of historic buildings and the appropriate redevelopment of key sites. This may include a bid for area regeneration funding from the Heritage Lottery Fund or funding from other sources (see section 12 of this Strategy).

Parks and Gardens

8.18 The only registered historic park and garden in Brighton and Hove on English Heritage's 'at risk' register is Stanmer and action to address that will be a matter for the South Downs National Park Authority (see section 5 of this Strategy).

Archaeological Sites

8.19 Currently there are no Scheduled Monuments at risk within Brighton and Hove.

9. New Development in Historic Areas and Historic Settings

9.1 In the city's many historic areas there are sites and properties that either make little contribution or cause actual harm to the area's character, and which would benefit from new development. These sites may be identified in the Brighton & Hove City Plan, in a Supplementary Planning Document or planning brief or in a character statement & management plan for a particular area.

9.2 Equally there are historic buildings that make a very positive contribution to an area's character and yet are having a damaging visual effect through neglect or because no new economic use can be found for the building.

9.3 The council is committed to preserving the best from the past, yet it also seeks to meet the city's new development requirements by good quality contemporary architecture, which will be as admired in years to come as the Regency terraces are admired today. This requires design skill, a proper understanding of the historic environment and sensitivity to its quality, urban grain, scale and prevailing historic materials.

⁹ Policy SA3

9.4 The NPPF makes clear that new development in conservation areas, and within the setting of heritage assets, should take the opportunity to enhance the significance of those areas or settings or better reveal their significance, wherever possible. Some of the city's conservation areas are very cohesive and would often be best enhanced through careful infill buildings that authentically reflect historic precedents. Other areas are more diverse in appearance and are very capable of accepting bold and innovative contemporary designs as long as, for example, rhythm, proportion and choice of materials all respect the prevailing historic context.

9.5 The council will base its design assessment of the appropriateness of any building design on the particular quality of the building itself, its contribution to the wider street scene and its impact on strategic and other key views. Objective design statements to accompany new development in historic areas should address the criteria set out in the government sponsored documents - 'Buildings in Context: New Development in Historic Areas' (2001), 'Urban Design Compendium parts 1 and 2' (2000 and 2007), and 'By Design: Better places to live' (2000). Developers of major housing schemes will be encouraged to demonstrate, as part of their Design and Access Statement, how the development would meet the 'Building for Life' criteria.

9.6 The NPPF states that "local authorities should have design review arrangements in place to provide assessment and support to ensure high standards of design". The council receives valued advice from its Conservation Advisory Group (CAG) when considering planning applications at pre-application stage for both major and minor schemes. A review of the structure and role of this group was completed in 2012.

9.7 Major schemes may, with the applicant's agreement and at the applicant's expense, be considered by the South East Regional Design Panel. The council is exploring the possibility of establishing a more local Design Panel along similar lines, possibly in conjunction with neighbouring local authorities. The council will also continue to encourage developers to undertake pre-application consultation with local communities and local amenity societies on major schemes.

Actions:

For prominent or otherwise visually sensitive development in historic areas or settings the council will encourage pre-application discussions with owners/developers and their architects.

For major schemes the council will support the approach of selecting architects and/or designs by competitive means, and will encourage public involvement, whether directly or through the use of consultative groups, including local community representation.

The council will support and work with conservation and amenity groups, individually and collectively under the mantle of the Conservation Advisory Group, to ensure that new development in conservation areas and the settings of listed buildings conserves the special character and appearance of those areas and settings.

The council will explore the potential to establish a local Design Panel, to serve the Planning Committee.

9.8 The Sussex Historic Landscape Characterisation (2010) and the Historic Character Assessment report for Brighton and Hove (2007) published as part of the Sussex Extensive Urban Survey, provide an assessment of the city's rural hinterland and historic core respectively. Appraisals of individual conservation areas are set out in published character statements for those areas.

9.9 To provide guidance for those parts of the city beyond the central conservation areas, the council in 2009 published an Urban Characterisation Study, which provides a comprehensive understanding of the diversity and quality of the city's urban character, its sensitivity to change and the development trends and pressures that affect Brighton and Hove. This will be taken forward into policy form as a Supplementary Planning Document (SPD) to be called an Urban Design Framework, which will support policy CP12 in the Draft City Plan (Part 1). This SPD will set out those areas of the city which should largely be conserved; those areas suitable for localised, incremental development and enhancement; and those areas where positive and pro-active measures are required to secure major enhancement. It will also identify strategic views and landmarks that must be taken into consideration when major new development schemes are determined. The SPD will be subject to both informal and formal public consultation

9.10 Since the original Conservation Strategy was published the council has fulfilled its commitment to produce Supplementary Planning Guidance on the appropriateness of tall buildings in Brighton and Hove, including guidance on the design and location of such buildings. This guidance has been incorporated into policy CP12 in the Draft City Plan (Part 1) and more detail on area boundaries and appropriate heights in each area will be included in the proposed Urban Design Framework SPD.

Action:

The council will publish an Urban Design Framework, possibly in the format of a Supplementary Planning Document to support the City Plan Part 1.

9.11 The council will also encourage appropriate new development proposals for development sites allocated through the City Plan, by the publication of planning briefs and/or Supplementary Planning Documents. Where these would affect historic areas or historic settings the heritage officers will continue to work closely with other teams and departments to ensure that the new development would conserve or enhance the historic environment.

9.12 The council has major aspirations for the enhancement of the Royal Pavilion Estate, which is the internationally renowned heart of the city centre and is recognised by its iconic domes and its 'Cultural Quarter' status. The Estate comprises of the Royal Pavilion, Museum and Art Gallery, Pavilion Gardens, Brighton Dome Concert Hall, Corn Exchange and Studio Theatre. The council's Royal Pavilion & Museums service is working in partnership with Brighton Dome & Brighton Festival

on proposals to realise the cultural potential of the Estate and enhance its historic significance.

10. Policy Guidance and Regulatory Planning Controls

10.1 Since the original Conservation Strategy was published the council has adopted a Supplementary Planning Document (SPD) on Architectural Features, which sets out the local planning policy on external alterations to historic buildings, and a design guide SPD for alterations and extensions to all residential buildings. Separate SPDs have been published on Shop Front Design and Advertisements.

Action:

The existing Supplementary Planning Guidance note on External Paint Finishes and Colours will be reviewed and updated as a Planning Advice Note.

10.2 Quite minor alterations to historic buildings can cumulatively have a very damaging effect upon the quality of the street environment and can undermine the restoration work achieved through other schemes. Such alterations to unlisted buildings do not always require planning permission (or express consent under the Advertisement Regulations) and can, if left unchecked, lead to the loss of the area's special interest. This could then lead to the de-designation of conservation areas or parts of areas.

10.3 However there are many streets that are subject to additional planning restrictions introduced by the council, to help preserve the quality of the historic environment. For example 'single colour' or 'restricted colour' uniform painting schemes apply to those historic squares and terraces, designed as formal architectural set pieces. Controls known as Article 4 Directions, which remove permitted development rights, are also in place in many conservation areas. These ensure conservation policies can be applied consistently to all properties by bringing under planning control, for example, the demolition of boundary walls and railings and alterations to roofs and facades of single family houses. Since 2003 such Article 4 Directions have been introduced in the North Laine, Ovingdean, Patcham, Portslade Old Village, Rottingdean and Stanmer conservation areas.

10.4 In some cases the existing Article 4 Directions may need to be reviewed to consider whether the controls should be amended, reduced or extended in response to changes in permitted development rights; as a result of emerging impacts; or to achieve consistency of control. In particular consideration may need to be given to controlling the demolition of front boundary walls and/or the installation of solar panels on visible street-facing roof slopes in some conservation areas.

10.5 The need for new controls elsewhere will, where applicable, be identified in conservation area character statements and all proposals will be subject to informal engagement with local amenity societies and formal public consultation.

Actions:

Priority will be given to reviewing existing Article 4 Directions to ensure that all potentially harmful permitted development rights are included. Particular

consideration will be given to controls over front boundary walls and solar panels.

Priority for introducing further Article 4 Directions will be given firstly to those conservation areas on the English Heritage 'at risk' register and after that to those areas where the need for such controls has already been established in a character statement. Areas meeting these criteria are:

- ***East Cliff***
- ***Queen's Park***
- ***Sackville Gardens***

And then

- ***Montpelier and Clifton Hill***
- ***Regency Square***
- ***Woodland Drive***

10.6 In the case of Queen's Park and Sackville Gardens, character statements will be required before any Article 4 Direction can be introduced (see section 4 of this Strategy).

10.7 The Hove Borough Council Act 1976 includes a requirement for the fronts of all properties in the original Brunswick Estate to be maintained unaltered and painted every five years. This Act succeeds the Brunswick Town Act of 1830 which was introduced to preserve a unity of appearance following completion of the Estate. The Act applies to 1-58 Brunswick Square, 1-42 Brunswick Terrace and 1-8 Brunswick Place.

10.8 During the ten year period of this Strategy repainting will fall due in 2015 and 2020. As a result of concerns expressed by some property owners and their agents regarding the durability of the current specification (introduced in 2000 and reviewed in 2008), the paint specification was independently reviewed ahead of the 2015 painting cycle. That review resulted in minor changes to the specification to improve the performance of the specified paint system.

Action:

The council will continue to enforce the repainting of properties in the Brunswick estate under the terms of the Hove Borough Council Act 1976.

10.9 In 2010 the display of residential for sale and to let boards was brought under planning control within most of the central conservation areas of Brighton and Hove by means of a Regulation 7 Direction. This replaced previous controls which were restricted to a small number of the city's historic squares. The effect of the direction is that no residential sale or letting boards may be displayed on the street frontages of the affected properties without express consent.

10.10 The Regulation 7 Direction applies to the following conservation areas; Cliftonville; Denmark Villas; Willett Estate; The Drive; The Avenues; Brunswick Town;

Montpelier and Clifton Hill; West Hill; North Laine; East Cliff; College and Kemp Town conservation area. It also applies to parts of the Regency Square and Valley Gardens conservation areas.

10.11 It is not proposed to introduce any further controls over the display of estate agent boards or any other forms of advertisements during the period of this Strategy.

11. Heritage Assets and Climate Change

11.1 The NPPF requires local planning authorities to actively support energy efficiency improvements to existing buildings whilst at the same time conserving designated heritage assets (such as listed buildings or conservation areas) and their settings.

11.2 Keeping heritage assets in use is inherently sustainable as it avoids the consumption of building materials and the generation of waste and energy from demolition and the construction of replacement buildings. Where proposals that are promoted for their contribution to climate change objectives have a potentially harmful effect on a heritage asset or its setting, the council will wherever possible help the applicant to identify feasible solutions that deliver similar climate change objectives but with less or no harm to the heritage asset or its setting.

11.3 A significant body of research and guidance is emerging on both the existing energy efficiency of historic buildings and how it can be further and suitably improved. This includes research guidance from national bodies such as English Heritage, the Society for the Protection of Ancient Buildings, Historic Scotland and the Sustainable Traditional Buildings Alliance. It also includes local initiatives and publications with wider implications, such as the Warmer Bath study undertaken by the Bath Preservation Trust and the Centre for Sustainable Energy and the guidance on retrofitting buildings in Soho produced by Westminster City Council in partnership with English Heritage.

11.4 Drawing on existing research and guidance where appropriate the council will explore how best to make suitable practical guidance available for Brighton and Hove's historic built environment.

Actions:

Priority will be given to producing a new council web page on energy efficiency and historic buildings, with basic guidance on the typical types of improvement works and links to other sources of advice and guidance.

The council will consider the adoption of a Planning Advice Note (PAN) or other technical guidance on energy efficiency and retrofitting, with specific reference to the historic environment of Brighton & Hove.

11.5 The council is a member of the UK Green Building Council and through that organisation will contribute to, and share, national guidance specifically aimed at addressing the planning issues of retrofitting existing buildings.

12. Conservation Led Area Regeneration and Enhancing the Public Realm

12.1 The council has not bid for funding to run area grant schemes since the last Conservation Strategy was published in 2003. In that year the Regency/Brunswick Conservation Area Partnership Scheme and the St James's Street/St George's Road Heritage Economic Regeneration Scheme both came to an end. These schemes concluded many years of substantial investment in the historic areas of Brighton and Hove, in partnership with English Heritage and the Heritage Lottery Fund (HLF), which greatly enhanced a number of the central urban conservation areas in particular. Since 2003 restoration work within Preston Park, a grade II urban park on the historic parks and gardens register, has been completed with the assistance of Heritage Lottery funding. A successful bid for HLF funding also enabled the full restoration in 2013 of the historic open space of The Level, including its historic structures.

12.2 As a result of this past investment the city's conservation areas are largely in good condition and well preserved. In most cases there should therefore be no need for further public subsidy. Nor would it be an appropriate use of public funds simply to assist with modest repair or routine maintenance costs, which secure the value of a property. However there are some historic structures which provide little or no financial return, but which nevertheless are of considerable public interest and value and which contribute to the cherished local scene. The council will continue to support one-off bids for funding to repair and restore such structures and will work with owners and community or friends groups to identify sources of funding.

12.3 The one conservation area which would benefit from a targeted and comprehensive scheme for conservation-led area regeneration is the Valley Gardens conservation area. As noted in paragraph 8.9 of this Strategy, this area suffers from a lack of investment and is 'at risk' for a number of reasons, which include the presence of several significant vacant buildings and the considerable number of historic buildings in need of some repair.

Action:

The Valley Gardens conservation area will be the priority for any future bids for historic area regeneration funding.

12.4 Such funding is most likely to be in the form of a Townscape Heritage Initiative in partnership with the HLF. Any such bid would include funding to cover the appointment of a project officer for the life of the scheme in order to ensure that delivery is properly resourced. Such a scheme would complement the completed works to The Level and the masterplan that was approved in 2013 for improvements to the public open spaces and road layout of Valley Gardens. Subject to funding and further public consultation it is hoped that implementation of phase 1 of that masterplan will begin in the latter part of 2015.

12.5 The public realm in historic areas is of great importance to the special appearance and character of those areas and contributes significantly to the setting of historic buildings. Even quite minor changes to the public realm can have a harmful impact, particularly through the introduction of unnecessary street clutter. The public realm is increasingly faced with challenges resulting from the need for the

council to reduce its overall budget and the need to find more efficient ways of delivering services such as refuse collection, recycling and car parking controls. The heritage officers in the Planning service will advise other council services on the heritage implications of proposed works or projects affecting the public realm in historic areas.

12.6 Throughout the city the council's Streetscape Design Guidelines, which were adopted in 2010, will be used to determine the use of appropriate and consistent street furniture and surfaces. New improvement schemes will seek to reduce street clutter wherever possible.

12.7 Since the last Conservation Strategy was published in 2003 the council has implemented the award winning re-design of New Road using the approach advocated by the council's Public Space Public Life study (2007). Work is currently nearing completion on the Brighton Station Gateway scheme to improve the area around the main entrance of the listed Station building. Works and traffic restrictions to improve the Old Town conservation area, by reducing the adverse impact of vehicular traffic and creating greater pedestrian priority, are also in progress..

12.8 The Draft City Plan (Part 1) sets out policy on improving public streets and spaces in the city and identifies the priority areas for implementation as Brighton Station Gateway, Lewes Road, London Road, Edward Street/Eastern Road, Old Shoreham, Road, A259 Seafront, Seven Dials, Hove Station, Pool Valley and local shopping areas.¹⁰ A number of these fall wholly or partly within conservation areas and/or affect the setting of listed buildings and the heritage officers in the Planning service will work corporately with the Transport Planning and Policy teams to ensure that these heritage assets are enhanced by future schemes. Additionally, the City Plan's Seafront policy commits the council to delivering the regeneration of Madeira Drive as a centre for sports and family based activities supported by a landscaping and public art strategy which also provides for an improved public realm and the conservation and enhancement of the historic environment.

12.9 The city's conservation areas contain a large number of historic, cast iron street lighting columns of various patterns, sometimes with historic lanterns. A number of these are included on the statutory list and consequently benefit from legal protection but the majority do not. The council does not have sufficient resources to guarantee the retention of all historic lighting columns. The heritage officers in the Planning service will therefore work with the Street Lighting team to identify the priorities for future conservation, which may for example be particularly significant streets or squares and any rare column patterns.

12.10 The council will continue to support local amenity societies in the replacement and reintroduction of historic street name plates where appropriate and subject to funding and/or by agreement with developers.

¹⁰ Policy CP13 of the draft City Plan part 1.

13. Promotion and Community Engagement

13.1 There remains a need to raise awareness of what makes the city's heritage so important, to develop a positive city-wide appreciation of these special qualities and to create a pride in the historic environment and confidence in its future conservation.

13.2 The council will therefore work with others to promote better understanding of the extent and significance of all the city's heritage assets and their settings in order to ensure a well informed and proportionate approach to their conservation. The council will also promote the 'stitch in time'¹¹ approach to building maintenance in order to prevent future disrepair, and increased costs to the owner, wherever possible.

13.3 The council is very keen to continue to work with the voluntary sector, including local resident groups, amenity societies and 'Friends' groups to deliver the actions within this strategy. Opportunities for joint initiatives may be identified through the Conservation Advisory Group. The council is however also anxious to involve those who in the past may have considered the historic environment to have no relevance to them or even perhaps to be an obstacle to their aspirations.

13.4 The council's website will increasingly form the primary means of promotion and we will explore the use of social media and mobile technology in order to disseminate information and seek feedback. Printed leaflets will play a much lesser role in future promotion but the council will be happy work with local amenity societies and conservation groups to support any publications that may provide practical guidance. This may include guidance on the repair and renewal of stucco render.

13.5 The city already has the benefit of the Royal Pavilion Estate to provide an important 'entry point' in public engagement with, and understanding of, Brighton & Hove's rich Regency and Victorian heritage. Proposals for the future enhancement of the Estate have the potential to reinforce and widen that role.

Actions:

The council will review its web pages to ensure that information on heritage matters is as comprehensive, up-to-date and easy to access as possible.

The council will continue to support and sustain those groups who volunteer their time to manage and promote local environmental projects and historic areas and properties.

The council will continue to produce and maintain information sheets on technical matters and records of specialist craft skills, contractors, suppliers etc. as well as, where necessary, practical guidance on common forms of works.

¹¹ 'A Stitch in Time' published by the Society for the protection of Ancient Buildings and the Institute for Historic Building Conservation (2002).

The council will continue to assist, wherever possible, with research for and publication of leaflets / displays / interpretation boards promoting the activities of local amenity societies.

The council will continue to support and advise on commemorative plaques where appropriate.

14. Delivery

14.1 Delivery of the Conservation Strategy is the lead responsibility of the executive director for Environment, Development & Housing. The duty of care runs throughout the council but a front line heritage service exists within Planning and Building Control. This service provides: conservation policy and technical advice; designation, assessment and interpretation of heritage assets; provision of additional regulatory controls; specialist advice for development control and enforcement; and support for the promotion of the city’s cultural heritage.

14.2 The Major Projects, Heritage & Design team includes 3.8 full time equivalent staff specialising in heritage and, in order to implement this Strategy and provide the most efficient service, the team aims to divide its staff resources as follows:

- Specialist advice to Development Control and others : 55%
- Heritage policy, conservation area designation and controls 25%
- Promotion and public advice 10%
- Heritage at Risk 8.5%
- Archaeology 1.5%

14.3 With regard to specialist advice to Development Control, the team aims to provide formal comments on all applications for Listed Building Consent and on major and significant planning applications within conservation areas or which affect the setting of listed buildings, conservation areas and registered parks and gardens. Over the past two years the team has commented on around 800 applications in total each year. The team also provides pre-application advice to Development Control and, particularly in respect of listed buildings, directly to applicants and agents.

14.4 With regard to policy work, the team will continue to contribute to the City Plan and other local plan documents and, where necessary, will provide specialist advice in respect of Neighbourhood Plans.

14.5 The delivery of the proposed actions and priorities within this Strategy are based upon the continuation of existing specialist staff resources and supporting services for those staff.

14.6 In respect of archaeology, as noted in section 7 of this Strategy, English Heritage is currently responsible for enforcing statutory protection of Scheduled Monuments and determining Scheduled Monument Consent applications. However, changes in legislation proposed by Government but not yet enacted may result in

these responsibilities being devolved to local planning authorities. This would have resource implications.

14.7 It must also be noted that some of the proposed actions will have resource implications for other teams and services. In particular, planning applications that are necessary as a result of an Article 4 Direction do not attract a fee. Therefore there would be unfunded resource implications for the Development Control team in making any new Directions, as well as subsequently enforcing them, and this would need to be carefully considered as part of any detailed proposals and decisions.

14.8 Any future bid for area regeneration funding would need to include for funding for a temporary project officer for the preparation of the detailed bid and the implementation of the scheme.

14.9 In addition other council services have complementary responsibilities, interests and expertise, particularly in regard to the council's own historic buildings. The Royal Pavilion and Museums service is responsible for the ongoing conservation and restoration of a number of important heritage assets. These are opened to the public to provide inspiration, learning and enjoyment to both city visitors and residents alike. Buildings include the internationally important Royal Pavilion and its gardens, listed buildings like Brighton Museum, the Booth Museum of Natural History and Preston Manor and its gardens. Ongoing development and research into restoration techniques and materials will ensure the long term preservation and high quality restoration of these landmark buildings. This service also plays an important role in raising the awareness and appreciation of cultural heritage through exhibitions, displays, publications, talks, lectures, and other educational and promotional events.

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Consultee	Summary of comments	Officer response
The Brighton Society	Informative, well-intentioned and consistently relevant to the conservation of the city’s townscape and heritage assets. Overall welcomed and supported.	Noted.
	Paragraph 2.1 - support the intention to deliver regeneration projects that respect the historic environment, but note that it has not been followed in practice e.g. City College, Circus Street, Anston House. Housing figures are so pressing to local authorities that other standards seem to be swept aside.	Noted. This is a matter of policy and development management.
	Paragraph 2.1 - hope that the strategy will not be hidden away, and that other sections of the planning authority will pay proper attention to the perspective and advice provided by this service.	Once the final Strategy is adopted it will be publicised both internally and externally and made available on the council’s website.
	Paragraph 2.2 – support the commitment to the conservation or enhancement of conservation areas and their settings, but consider this has not been followed in respect of the Circus Street, City College and Anston House briefs and decisions. Would add bullet points to state that “the art of leaving well designed buildings and street furniture alone is an undervalued art” and that “all of a piece’ streetscapes deserve great respect before new buildings are designed to be inserted into them.”	The proposed bullet points are considered to be too detailed for the overarching objective.
	Paragraph 3.2 - not all the owners of newly listed buildings have internet access so how will they receive this information?	All owners and occupiers of newly listed buildings will continue to be notified of the listing by letter as per current practice and would only be notified by e-mail in those cases where an e-mail contact is already known. It is not considered necessary for the Conservation Strategy to provide details of this process.
	Paragraph 3.4 - look forward to the proposed supplementary planning document on listed buildings, but worried that previous SPDs have been under-publicised, overlooked and under-enforced. Would like sellers and buyers of already listed	All SPDs are material considerations in the determination of planning applications. They are publicised when adopted and made available on the

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	<p>properties, along with associated advertisers and conveyancing professionals, to be more forcefully alerted to, or reminded of, the significance of listing in this city, and at least encouraged if not required to raise the profile of this responsibility.</p>	<p>council’s website. The fact of a building’s listing is disclosed when a land charges search is undertaken.</p>
	<p>Paragraph 4.14 - suggest that it would be far better to have a policy of implementing conservation area designation, if it was felt that a particular area was in urgent need of greater protection, and accept that a character statement would have to be prepared at a later date. This would not be an ideal solution, but at least the conservation area designation would immediately bring greater protection.</p>	<p>To designate a conservation area without producing a Character Statement and without, where necessary, putting in place an Article 4 Direction, would be likely to mean that the new conservation area would immediately be ‘at risk’.</p>
	<p>Parts 5 and 6 - in view of the increasing pressure for housing and other developments within the city, perhaps this topic could be related to paragraphs 9.8 / 9.9, as an acknowledgment of the value of various urban green spaces not designated in heritage terms and a cross reference of the legal and policy frameworks for their protection from any future development?</p>	<p>Historic open spaces may be locally designated as heritage assets in the new Local List, as set out in part 6. Open space that does not have heritage value is not a matter for the Conservation Strategy. Open Space policy is addressed in the existing Local Plan and the draft City Plan.</p>
	<p>Paragraphs 8.13 & 8.14 - share the desire to see improvements to the Valley Gardens conservation area but would like to see recognition of the particular sensitivity of each of the historic green spaces, instead of the dismissive reference to their utility in general as “poor quality public space and public realm”. The priority accorded Valley Gardens is very welcome, but extremely concerned that parts of the master plan for the area will diminish the character and condition of the historic architecture and the fundamentally green spaces.</p>	<p>The distinctiveness of each historic green space is set out in policy SA3 of the draft City Plan (part 1). Separate public consultation has been undertaken on the Valley Gardens masterplan and will be carried out on each phase of that plan.</p>
	<p>Part 9 - endorse the sentiments that new development should respect or enhance the character of settings and that new design should be of the highest quality; but these intentions are far more easily asserted than achieved, and are often claimed, with little substantiation, to be essential factors in planning briefs or major applications. In recent decades many of the prominent new</p>	<p>Noted but this is a matter of Development Management and cannot be addressed in the Conservation Strategy. However, the council will continue to encourage pre-application consultation with local communities</p>

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	developments have been thoroughly mediocre or disastrously misconceived. The city has a better and more popular record where local opinion was closely consulted or the designs involved rigorous attention to the historic setting.	and the Strategy has been amended to refer to this.
	Paragraph 9.4 – welcome this statement would question whether this policy is currently being implemented.	Noted.
	Paragraph 9.7 - There is not much information about the proposed design panel to be set up to advise the planning committee. While the council cannot afford fully to staff the CAG, why propose another group which would also have to be serviced?	Further details of the form, composition and set up of the suggested local Design Panel have not yet been agreed. But this would be an arms-length panel and it is expected that developers would pay for this service and that it would complement, not replicate, the advice provided by CAG.
	Paragraph 9.10 – question if the Urban Design Framework SPD would take precedence over the Tall Buildings policy or operate within it? If it is the latter, would it in fact have any real effect or would it just play an advisory role in determining any planning application?	The SPD would provide greater detail on the proposed tall buildings policy and areas, to support the primary policy in the draft City Plan (part 1). Once adopted the existing guidance would be superseded. All SPDs are material considerations in the determination of planning applications.
	Paragraph 10.2 - it is equally true that quite minor changes to the public realm can have a damaging impact on the environment. Too often the efforts of local householders are undermined by the maintenance of the public realm. The state of street lights, trees, signs, paving, communal bins and street furniture all make an important contribution to the environment and can either enhance it or detract from it. The only recognition of this is in paragraphs 12.8 and 12.9 about the streetscape and street lights.	The Strategy has been amended at Part 12 to stress the importance of the public realm to the character and appearance of conservation areas.
	Paragraph 10.3 – Article 4 Directions should be extended to many more conservation areas.	The Actions after paragraph 10.5 set out the priorities for future Article 4 Directions and it is considered that this

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		is already ambitious given the level of resources required.
	Paragraph 10.5 - none of the existing Article 4 Directions include controls over solar panels. Many buildings and in some cases whole streets in conservation areas have been severely affected by the unsuitable (and uncontrolled) installation of solar panels. This is a critical problem that should be given high priority. All existing Directions need to be urgently updated to include controls on solar panels.	There is no simple process available to 'update' an Article 4 Direction within the legislation. To modify an existing Direction the council would have to cancel the existing Direction and prepare a replacement, with full public consultation.
Brunswick & Adelaide Residents Group	Welcome the document and many of its proposals in particular the immediate setting up of an architects' panel, Urban Design Panel and an SPD.	Noted.
	The Departments with which Conservation co-operates and consults should include Highways, Lighting, Pavements, Tourism, City Parks and City Clean. Actions and inactions by these departments frequently work against the interests of Heritage, and impede the excellent work of the Conservation Team	This is not a matter for the Conservation Strategy.
	The Estate Agents' Association could be used to promote the importance of conservation policies and the obligations of landowners and tenants	Noted. This can be raised with the Association and the practicalities and resource implications for both sides need to be considered. The Strategy has been amended to cover this but in a more generalised way as other options may also need to be explored.
	Recommends an increase in resources for promotion of the different areas of special interest, e.g. Brunswick Town	The Strategy states that 10% of staff time will be spent on promotion work and it is not considered practical to increase that. We would increasingly wish to encourage local societies to promote their areas and would provide some support to them to do this.
	The use of the Residents' Associations appears to be increased which we welcome.	Noted.

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	The setting of the Brunswick Terraces is at risk because of lack of designation for the lawns and increasing commercial activities, proposals for cycling on the promenade and lack of maintenance of the seafront railings.	Noted. However, the Conservation Strategy is not a policy document and does not provide detailed proposals for specific areas.
	The need for an updated Character Statement is considered of higher importance than the three identified, and would request Brunswick Town be in the top three.	The Strategy sets out the priority criteria for future character statements, with highest priority given to those conservation areas at risk. Brunswick town is given the next highest priority.
	The side streets and Mews and the maintenance of the pavings and roadways are a matter of concern.	Noted. However, the Conservation Strategy does not provide detailed proposals for specific areas.
	Adelaide Crescent is outstanding in its pavements and street furniture. However, pavements in Brunswick including Lansdowne Place, Lansdowne Street and Western Road have deteriorated and are unsafe and unsightly.	Noted. However, the Conservation Strategy does not provide detailed proposals for specific areas.
	The gardens in the Squares have been suffering from neglect. To prevent all the gardens, including Norfolk Square from further deterioration, an increased budget is needed. These Squares/Gardens are essential to the setting of Brunswick Town.	The Conservation Strategy does not allocate funding.
	Recommend that all Squares be on the English Heritage Register.	That is a matter for English Heritage. The Strategy encourages local societies to make applications to English Heritage for new listing proposals and has been amended to make clear that this also applies to applications for parks and gardens.
	Recommend that St. Ann’s Well Gardens should be listed as an historic park.	That is a matter for English Heritage. The Strategy encourages local amenity societies to make applications to English Heritage for new listing and designation proposals.
	The reference to the painting programme and the proposed Review is welcomed. However, more council sponsored guidance	Full guidance on the revised specification will be provided in time

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	on the nature and type of paint accompanied by a manufacturers' training programme for painters.	for the next repainting cycle. Discussions have already been held with the Friends of Brunswick Square & Terrace about a seminar or workshop event for contractors.
	Would welcome a more prescriptive role by the council on enforcement.	The council has a separate Planning Enforcement Policy.
Conservation Advisory Group	Greater priority should be given to the designation of new conservation areas, with voluntary involvement of amenity societies.	The Strategy sets out why priority is to be given to ensuring that all existing conservation areas are protected by having a character statement in place and, where necessary, an Article 4 Direction. This is to reduce the number of conservation areas 'at risk'. Diverting resources to designating new conservation areas would risk increasing rather than reducing the number of areas at risk. The offer of voluntary involvement of amenity societies is welcomed but designation would still require significant resources from the council.
	With regard to the criteria for designation, residents don't live in certain areas, therefore society interest must be considered carefully within these areas.	The Strategy states that a potential conservation area should have "local community commitment to its preservation". This does not only mean residents but could be a local business community or neighbourhood forum as well. But without any such commitment from those who live or work in an area conservation designation would not be sustainable.
	Concern that the Valley Gardens masterplan is very damaging to	This is not a matter for the

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	a very important space and query the involvement of the Heritage Team.	Conservation Strategy. There has been separate public involvement in the masterplan and further such involvement is planned for each phase of the scheme.
	Stanmer tends to fall through the crack as the planning authority is the National South Downs Park Authority. The Stanmer Preservation Society's museum is being evicted from its premises; and there is no protection for the Museum and Stanmer Church.	This council is not the local planning authority Stanmer, but the Strategy makes clear that the Heritage Team will work corporately with City Parks and Property and Design to help to conserve Stanmer Park and the council-owned buildings within it.
	Queried how the council's service level agreement on archaeology would be affected if ESCC reduce their archaeological service.	The council has considered running its own archaeological service but there is insufficient work to justify this. However, by combining with other local councils its is considered that there is enough work for ESCC to continue running a long term service.
	Pleased at the idea within the Strategy of setting up a 'Local Design Panel'.	Noted.
	A lot of work is done without Listed Building Consent and that there is potential for local consent orders in some conservation areas of Brighton & Hove, which would free up resources for the Heritage team for other work.	The setting up of local listing building consent orders would require significant initial resources and would also be likely to have greater implications for future enforcement work. At the current time we do not consider such orders would be worthwhile. But this can be reviewed in later years once there is evidence from elsewhere of how they are operating in practice. The Strategy has been amended to accommodate this.
	Notes with dismay the loss of front gardens in conservation areas	The Conservation Strategy already

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	and throughout the city and urges the council first to introduce regulations throughout the city to prevent further loss and second to introduce policies to encourage the restoration of front gardens which have already been converted to hard standings for vehicles and other uses.	prioritises reviewing Article 4 Directions with particular reference to controls over front boundary walls. Article 4 Directions outside of conservation areas are not within the remit of the Conservation Strategy. The Conservation Strategy is not a policy document.
Kemp Town Society	<p>The Conservation Strategy should include the following paragraphs:</p> <p>"Any planning permission for the development of the Brighton Marina should not have an impact on the Grade 1 Listed estate of the Kemp Town Conservation Area and the height restrictions of the Brighton Marina Act 1968 should be implemented whenever the City Council considers any planning application for the development of the Brighton Marina".</p> <p>"Any Planning application for the development of the Black Rock Site should recognise its proximity to the Grade 1 Listed Kemp Town conservation area and any planning permission for the development of the site should limit its impact on the Kemp Town Conservation Area and should not exceed the height of the Marine Parade"</p>	The Conservation Strategy is not a policy document. Policy matters will be addressed through the City Plan (parts 1 and 2) and Supplementary Planning Documents where appropriate.
Kingscliffe Society	Paragraph 2.2 - support this and all the following bullet pointed commitments. Would welcome an additional reference to the maintenance of listed structures that feature among the council's property. The seafront decorative ironwork is always of greatest concern, forming one of the principal iconic images of the city.	Noted. Such a reference would be unduly detailed for the overarching objective. This objective covers all heritage assets, irrespective of ownership or location.
	Paragraph 3.4 Actions - support this priority, and hope that the document will help address the problem of widespread ignorance of and indifference to the listed status of many buildings.	Noted.
	Paragraph 4.7 Actions - western end of East Cliff conservation	The East Cliff Study is considered to

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	area suffers from policies promoting St James’s Street as a place for alcohol, gambling and clubbing. This results in a persistent and chronic struggle to preserve the historic fabric of the street and the character of the quiet residential streets leading from it. The Study should seek more firmly to promote the historic as well as “exuberant” cultural heritage of this locality, and to seek to reverse the outwardly sad and lurid decline of its architecture.	remain generally up-to-date and relevant and is not a priority for review under the Strategy.
	Paragraph 8.12 – would welcome suggested Article 4 Direction for East Cliff conservation area.	Noted.
	Paragraphs 10.2 - 10.4 – look forward to the implementation of these proposals for Article 4 Directions.	Noted.
	Paragraph 10.9 - can confirm that the appearance and comfort of the East Cliff area have distinctly been enhanced by the Regulation 7 Direction on estate agents boards and its enforcement.	Noted.
	Paragraph 12.3 - would be delighted if Valley Gardens could receive a programme of genuinely conservation-led restoration that respects its historic architectural and topographical nature, not transformation into a traffic dominated, disfigured area of hard surfacing and inappropriate planting.	This is not a matter for the Conservation Strategy. There has been public involvement in the masterplan and further involvement is planned for each phase of it.
	Paragraph 12.7 - in terms of public art, a fresh start could be made by removal of the tawdry ‘I have great desire. My desire is great’ and its replacement with something more suited to the Madeira Terrace.	This is not a matter for the Conservation Strategy.
Montpelier & Clifton Hill Association	Paragraph 10.2 - wholly endorse this view. But quite minor changes to the public realm can have a damaging impact on the environment. For the most part in the Montpelier and Clifton Hill conservation area houses are maintained to a very high standard. But too often the efforts of local householders are undermined by the maintenance of the public realm. The state of street lights, street trees, street signs, paving, communal bins and street furniture all make an important contribution and can either enhance it or detract from it. The only real recognition of this is in	The Conservation Strategy has been amended to make greater reference to the important contribution that the public realm makes to the special interest of conservation areas. But the Strategy does not allocate maintenance funding; that is a separate matter for the appropriate council services. All relevant teams will

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	paragraphs 12.8 and 12.9 about the streetscape and street lights.	be made aware of this Strategy.
	There are a number of street lamps in the MCHA area of original 1930s design. If one becomes unsafe would wish it to be replaced with a replica. In conservation areas the council should replace unsafe heritage street lamps with replicas. Many streets in the area have lost their original street lamps. Ideally would like to see modern lamp standards replaced by replicas. In some cases an acceptable compromise could be to use modern columns painted black with a swan neck. In terms of priorities architectural set pieces such as Montpelier Crescent should be top of list, as should streets with large numbers of listed buildings.	Funding for street lighting is not within the remit of the Conservation Strategy but the council does not have sufficient resources to guarantee the retention of all historic lighting columns in the city. The Strategy does commit the Heritage team to working with the Street Lighting team to identify the priorities for future conservation, which may be particularly important streets or squares or rare column patterns.
	The Conservation Strategy should state that healthy trees should be preserved and that the council should voluntarily ask the Planning Committee to approve any works to its trees in the same way that private landowners have to.	This is not a matter for the Conservation Strategy.
	The M&CH conservation area has a small number of original street signs. If one has to be replaced it should be replaced with a replica. Would also like to see all plastic street signs replaced over time with signs fixed to walls as in the past and with 'heritage signs' where appropriate.	The Strategy has been amended to include support for the principle of reinstating traditional street signs where appropriate and where funding has been made available.
	Pavements in the conservation area should be surfaced with traditional paving slabs. Original features, such as the cast iron covers over coal holes, kerb stones and the stone setts lining the gullies, should also be protected. Bollards should be of a traditional design.	The Conservation Strategy has been amended to make greater reference to the important contribution that the public realm makes to the special architectural and historic interest of conservation areas. But the Strategy does not allocate maintenance funding; that is a separate matter for the appropriate council services. All relevant teams will, though, be made aware of the Strategy once adopted.
	The council should review the number and location of communal bins with a view to minimising the impact on the conservation	This is not a matter for the Conservation Strategy.

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	area. Some of the central conservation areas still have rubbish and recycling collections. Brunswick, for example, still has twice-weekly rubbish collections. The council should review its collection rounds with a view to reducing the proliferation of communal bins.	
	The council should review and remove unnecessary street clutter.	The Strategy has been amended to make greater reference to the important contribution the public realm makes to the special architectural and historic interest of conservation areas, including the importance of uncluttered historic spaces.
	Welcome the proposed Article 4 Direction in the Montpelier and Clifton Hill Area (para.10.5). In recent years there has been a particular threat to front boundary walls and consequently gardens from the creation of hard-standings and to facades from the use of plastic or otherwise inappropriate fenestration.	Noted.
	Would suggest that St Anne's Well Gardens should also have the status of a registered park and garden of special historic interest.	That is a matter for English Heritage. The Strategy encourages local amenity societies to make applications to English Heritage for new listing and designation proposals.
North Laine Community Association	Welcome and support the draft strategy.	Noted.
	Acknowledge that there are conservation areas at risk, particularly Valley Gardens, and that there is a need to work more closely with conservation area societies.	Noted.
	Paragraph 2.1 - support this intention, but we have concerns that it has not been followed in practice, e.g. City College.	Noted.
	Paragraph 2.2 - support this section, but have concerns about the Circus Street proposal and the affect on Valley Gardens.	Noted.
	Paragraph 3.2 - look forward to the proposed SPD on Listed Buildings and the assurance that the document's policies and	Noted. The council has a separate Planning Enforcement Policy.

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	proposals will be enforced.	
	Part 9 - support these comments apart from the word “enhance” as it can be misconstrued as “develop” to developers.	Enhance is an integral part of planning legislation and national policy on heritage matters and has an established meaning in planning law.
	Paragraph 9.7 - There is no information about how the proposed design panel would be set up and who would be on the panel. We feel CAG fills this need and a design panel is unnecessary as it would create more work for the already over-stretched conservation and planning officers.	Further details of the form, composition and set up of the suggested local Design Panel have not yet been agreed. But it is expected that this would be an arms length panel and that developers would pay for this service and that it would complement, not replicate, the advice provided by CAG.
	Paragraphs 10.3-10.5 - would like to see Article 4 Directions extended to cover all conservation area and to cover control of solar panels. Many conservation areas have already been blighted by solar panels. North Laine does not suffer (yet) because the majority of the houses face east/west.	The existing Article 4 Direction for North Laine is an area-wide one. The Conservation Strategy prioritises the review of Article 4 Directions to consider controls over solar panels where necessary.
The Regency Society	Welcome the decision to review the city’s conservation strategy and find much to support in the resulting draft.	Note.
	Support the view expressed in paragraph 1.3 that the task of conserving the city’s heritage assets should involve the public. But feel that this principle of public involvement is not reflected in the remainder of the document as fully as it might be.	The Strategy has further identified some areas of work where partnership working with local amenity societies would be helpful. Other opportunities are likely to arise as implementation of the Strategy proceeds.
	Have had problems establishing whether buildings are listed. The list on the English Heritage web site does not permit a search based on the area of Brighton & Hove City Council and the list published by the council itself is not complete. Paragraph 3.2 proposes that the Council continue to publish an abridged list.	The summary list on the council’s web site is complete. We do not currently have the list entries in electronic format in order to be able to publish them online and this is dependent

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	<p>Would suggest that the action proposed should be to seek to improve access to information on listed buildings by publishing a full list and/or by persuading English Heritage to improve the search functions on its web site.</p>	<p>upon English Heritage. The council has no control or influence over the English Heritage web site.</p>
	<p>On the proposed Heritage Partnership Agreement for the University of Sussex, the society is not opposed to the principle of such agreements but would like to see a commitment in the strategy to some form of consultation before such an agreement is finalised. This could be achieved by asking the Conservation Advisory Group to review and comment on the terms of the agreement.</p>	<p>The new Regulations on Heritage Partnership Agreements, which were published after the draft Conservation Strategy, set out the requirements for public consultation and these requirements will be followed by the council. The Strategy has been amended to refer to this.</p>
	<p>Paragraphs 4.8 and 4.9 identify the need for character statements to be prepared or reviewed for a number of conservation areas. The priorities outlined reflect the lack of resources to carry out this work. Reference could be made to further priorities which could perhaps be pursued with the help of volunteers from within the conservation community, as represented for example by the membership of the Conservation Advisory Group.</p>	<p>The expectation is already that local amenity groups would assist in the research for the proposed character statements. But there would still remain significant resource implications for the council and it is not considered that capacity exists to make commitments beyond those in the Strategy.</p>
	<p>Paragraph 4.11 says that new conservation areas will only be designated if the Council has resources available to produce character statements and enhancement plans. This policy could result in an area which was a suitable candidate for conservation area status being denied the additional protection that stems from designation until such time as resources became available. There is a risk that valuable heritage assets may be degraded or lost. This policy should be reconsidered to allow the possibility of designation even though resources may not exist to implement the authority's "consequential duties and responsibilities". This again is an area where voluntary help could perhaps be used.</p>	<p>The Strategy sets out those areas that warrant future consideration for the designation as a conservation area. However, the Strategy sets out why priority is to be given to ensuring that all existing conservation areas are protected by having a character statement in place and, where necessary, an Article 4 Direction. This is to reduce the number of conservation areas 'at risk'. If the council were to divert resources to designate new conservation areas</p>

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		without regard to future “consequential duties and responsibilities” it may result in simply creating new areas that are immediately themselves ‘at risk’. The offer of voluntary involvement of amenity societies is welcomed but designation would still require significant council resources.
	Paragraph 4.13 suggests that an area would only be designated as a conservation area if there is local community commitment to its preservation. Areas of significant heritage value may be left at risk simply because there is no strong local community. We would suggest that the wording of this section be changed to reflect the fact that not all areas have such local communities and that community support from throughout the city, for example as expressed by city-wide societies such as our own, could be a basis for designation.	The phrase “local community commitment to its preservation” does not only mean residents but could be a local business community or local neighbourhood forum or other grouping. But without evidence of any such commitment from those who live or work in an area, conservation designation would not lead to the type of cooperation that is necessary for the long term conservation of the area.
	Paragraph 6.3 - would therefore like to see an explicit commitment in the Strategy document to ensuring that attention is drawn to buildings with locally listed status when planning decisions are being made.	Once the new Local List has been adopted it will form an up-to-date list of undesignated heritage assets and this will be a material consideration in the determination of planning applications.
	Paragraphs 8.1 & 8.6 refer to the council’s power to take action where a listed building is at risk. It would be useful to provide a little more detail as to what such action might be and whether the cost of it would fall on council tax payers or be recovered from the property owner.	The Conservation Strategy has been amended to refer to the relevant legislation.
	Believe that the strategy on enforcement should go further and say that, in extreme cases, and only as a last resort, the council will use its powers of compulsory purchase.	This is already the council’s position on its compulsory purchase powers. The Strategy has been amended to refer to this.
	Section 9 refers to the need for good design for modern buildings	The Strategy has been amended to

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	in conservation areas. One of the factors that influence the quality of new buildings is the quality of the materials used, both in terms of appearance and in relation to how they are likely to weather. It would be useful if some specific reference could be made to this.	refer to materials.
	Welcome the possibility of establishing a design panel. It could advise the Planning Committee not only on conservation matters but also on developments not affecting heritage assets.	It is expected that the Design Panel would advise the Planning Committee on major applications throughout the city.
	Hope that the establishment of such a panel would not reduce further the already limited input of professional advice available to the Conservation Advisory Group (CAG). Would like to see some recognition of this in the Strategy, together with an assurance that the need to service the new design panel will not result in any further reduction in support for the work of CAG.	The Strategy already includes a commitment to continued support of CAG. It is expected that developers would pay for the Design Panel service and that it would complement, not replicate, the advice provided by CAG.
	Have some concerns about the commitment in paragraphs 9.9 and 9.10 to publish an Urban Design Framework. Could more information be provided about what form it will take and how it could be applied? Assume that such a document would be subject to wide consultation and suggest that a statement to that effect should be added here.	City Plan (part 1) policy CP12 provides the broad scope of the proposed document and the Conservation Strategy has been amended to reflect that wording. All SPDs are required to be subject to public consultation and the first, informal stage of consultation will invite comments on the format and content of the document.
Regency Square Area Society	Welcomes the Draft Conservation Strategy and would like to register eagerness to work with the council in order to achieve an overall commitment to the objectives under paragraph 2.2.	Noted
	Paragraph 2.2 – suggest that this objective cannot be achieved unless conservation policies are looked at in the context of how buildings are used. To make the sea front area as attractive as possible for visitors (thus maximising its economic value to the city economy) it is surely reasonable to discourage the use of buildings for hostels and low quality HMO housing, for example.	The Conservation Strategy is not a planning policy document.

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	<p>It is to be noted that large numbers of shops in the RSAS area are either empty or used for low quality temporary purposes. A strategy to find alternative uses for such buildings would have a positive economic impact upon the area. Urge the Heritage team to set up structures that integrate such linked issues.</p>	<p>The council already has an internal officer working group concerned with bringing back empty properties into residential use. The Heritage team is represented on that group but it would not be appropriate for the Heritage team to lead on this issue.</p>
	<p>Paragraph 13.3 – this offers a great opportunity for local groups to collaborate at a strategic level in policy and operations with regards to developments that impact on the area. But do not understand how the CAG would have a role in identifying joint initiatives. This type of proactive policy making has not in recent years been the primary role of CAG and cannot see why the opportunities for joint initiatives could not come directly from area societies. In addition there may be a role for organisations such as the Brighton & Hove Heritage Commission to identify strategic roles for area societies. Look forward to receiving details as to how this would be implemented.</p>	<p>CAG has itself expressed an interest in working with the council on joint initiatives and this paragraph reflects that. But it is agreed that opportunities for joint initiatives may be put forward directly by local amenity societies or other forums. The wording of the paragraph does not state that such initiatives may only come from CAG but it has nevertheless been amended to provide greater clarity.</p>
	<p>Paragraph 3.4 - support this but would urge the council to discourage the use of listed buildings for HMOs. It is widely recognised that HMO use can put unacceptable strain on old structures and all the council has to do is to make this widely recognised principle into a specific policy.</p>	<p>The Conservation Strategy is not a planning policy document.</p>
	<p>Part 4 - disappointed at the somewhat unambitious nature of current and future conservation area policies. Eleven Character Statements written by the council over the past ten years is not a high number. The aim to complete the list of character statements within ten years seems equally unambitious.</p>	<p>It is important to put this work into the context of all the areas of work that have been completed during the last ten years and all those that are prioritised for the next ten years. It is important that the aims and aspirations of the Strategy are realistic and deliverable.</p>
	<p>Part 4 - There is an impression that the growing development pressure on conservation areas near the city centre at least</p>	<p>All of the more recent character statements have been produced with</p>

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	<p>makes much more finely detailed Character Statements a matter of priority. Suggest that a new approach to Character Statement writing be adopted that encourages more fine detail so that the document could be useable as part of a planning process. It might be advantageous for the boundaries of the Regency Square Conservation Area to be reviewed. The RSAS is happy to produce a revised Character Statement for the area, in collaboration with the Heritage team and other amenity societies if by doing so we could expedite the needed revisions.</p>	<p>reference to the detailed guidance on this subject produced by English Heritage. The older character statements pre-date that guidance and vary in format and detail. However, they mostly remain very useful documents for planning purposes. The one for the Regency Square conservation area was adopted in October 2005 and is more up-to-date than many of the statements. It is therefore not a priority for review.</p>
	<p>Part 8 - support the proposed policies regarding listed buildings at risk.</p>	<p>Noted.</p>
	<p>Part 8 - considering the dereliction in the West Pier area, and the on-going lack of viable plan for the future of the West Pier site, it is not recognised that certain aspects of Regency Square Conservation area can be considered to be at risk. Can this issue be included in the Conservation strategy?</p>	<p>The conservation areas at risk are determined on the basis of the annual English Heritage survey data. Regency Square conservation area is not deemed to be at risk.</p>
	<p>Part 9 - note that this refers to five separate document types that may impact upon issues relating to new developments in conservation areas. It is not clear which significance can be attributed to each document. Suggest that policy relating to new development in conservation areas be simplified and clarified. Note that a more comprehensive Character Statement would serve to identify such sites and properties.</p>	<p>There are in fact four document types mentioned and all have a role to play in the heritage planning system. The weight to be attached to them in each case will vary and the Conservation Strategy is not an appropriate document to provide a detailed explanation of the planning policy framework.</p>
	<p>Paragraph 9.4 - agree with the general tenor of this statement but believe that this distinction has not been actually taken onto account by the planning process up to now. Surely more specific Character Statements would be necessary to put this concept into operation?</p>	<p>Character statements and management plans are indeed very important in this and that is why the Conservation Strategy has prioritised the production of character statements for those conservation areas that</p>

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		currently lack one at all.
	Paragraph 9.3 - fully support this but it is not clear if the Heritage planners consider this to be a policy currently in operation or one to be aspired to. The Regency Square Conservation Area has not benefitted by a high level of new architecture in recent years' developments, and the RSAS would strongly support a move to ensure that any new structures in conservation areas are of a very high standard indeed.	The Conservation Strategy intends to cover the next ten years.
	Part 9 Actions - This is a highly ambitious statement and requires much clarification. What is a "visually sensitive development site"? Surely any site in a conservation area could be considered visually sensitive? If that is the case will all development in conservation areas be put out to competitive tender? The reference to "local representation" is an interesting one and implies that groups such as the RSAS will be allowed to participate in these early stages of the planning process. This is an important point that requires clarification.	In the majority of cases sites within conservation areas will be visually sensitive but the scale of development will also be an important factor. The council has no control over the selection of architects on privately owned sites and can only encourage competitive selection, as the wording states. This is likely to apply to major schemes. There have already been a number of major developments where local societies and residents groups have been consulted at the pre-application stage. The wording of this Action has been slightly amended to clarify these points.
	The RSAS supports the concept of a local Design Panel rather than a Kent based one but we would suggest that a majority of members should not be architects or planners, although advice from professionals would be welcome.	The form and composition of the Design Panel have not yet been determined but it is intended to be a professional arms length panel for whose advice developers would pay. It would complement the advice provided by CAG.
	We urge the council to include all structures in conservation areas in their search for design quality. This can include car parks, signage, street lighting, fencing and warning signs.	All relevant council services will be made aware of the Conservation Strategy once it has been adopted.

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	Part 10 - support the proposal to update External Paint and Colours guidance, and would be happy to work with the council on a review of Article 4 Directions for the Regency Square Area.	Noted.
	Paragraph 10.11 - suggest that Russell Square in which there are significant numbers of Grade 2 listed buildings should be brought into the controlled area for estate agents boards.	The council proposed that the whole of the Regency Square conservation area should be included within the Regulation 7 area but this was not supported by the Inspector following the public hearing.
	Paragraph 12.7 - the A259 Seafront includes part of the Regency Square Conservation Area and we support plans for improvements.	Noted.
	Paragraph 12.8 - many areas within the RSCA, as in other conservation areas, have badly neglected streetscapes. Preston Street urgently needs upgrading, as do other parts of the street scene. Preston Street should become a shared space.	The priority areas for public realm improvements are set out in the City Plan (part 1).
Round Hill Society	Would like to emphasise three areas in need of greater priority which could be lost if the generality paid to them in the document is not accompanied by specific commitments relevant to our neighbourhood.	The Conservation Strategy is not a planning policy document.
	<p>1. Open spaces - recommendations</p> <p>(a) the value & functions of the open spaces need far greater emphasis within the next revision of Round Hill's conservation area character statement.(b) redress past omissions of site-specific open space assessment in relation to planning proposals which affect the green hillside spaces & boundaries. (c) tree applications need to be assessed with care when the proposals relate to boundary features of the conservation area with important screening functions.(d) biodiversity is always going to count more than accessibility in valuing open spaces on steeply sloping hillside. But the Biodiversity Checklists, which developers have to submit as part of planning applications, remain</p>	Proposed open space policy is set out in the City Plan (part 1).

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	<p>nonsensical if the same developers are permitted to strip greenfield sites to bare earth (with or without permissions to fell trees) prior to their applications for new-build. (e) The function of open space assessment (e.g. screening, visual amenity, psychological health, feeling of well-being) goes beyond the ecologist's remit of flora & fauna. In relation to several conservation areas, especially Round Hill, where open spaces are all private and inaccessible, a “citywide” open space study which pools together all the accessible public parks and recreation grounds, does not address a conservation area strategy at all and gives little regard to open-space needs on a “neighbourhood” level.</p>	
<p>190</p>	<p>2. Street furniture - recommendations</p> <p>(a) welcome liaison between the heritage team and lighting department, but mechanisms are needed to ensure that sub-contractors do not replace lamp posts of historic value under the pretext of following a general instruction which bears no reference to any conservation area strategy. Section 10.5 of the draft strategy considers the extension of Article 4 Directions to cover controls over front boundary walls and solar panels. Suggest that the retention of historic street furniture should also be written into the council’s policy guidance.</p> <p>(b) The minimisation of clutter (e.g. unnecessary & ugly signage) also needs to be covered by formal policies, even if their implementation may sometimes depend on voluntary agreements. Round Hill has a lot of short term residents. Several streets therefore suffer from estate agents’ boards. It would benefit Round Hill if (as in central areas of the city) there were agreement not to use boards, but this intention also needs the support of a robust policy.</p>	<p>(a) The Conservation Strategy notes that the council does not have sufficient resources to guarantee the retention of all historic lighting columns in the city. The Heritage team will therefore work with the Street Lighting team to identify the priorities for future conservation, which may for example be particularly important streets or squares or rare column patterns.</p> <p>(b) The council has adopted policy on advertisement signage in historic areas. The existing Regulation 7 Direction on the control of estate agent boards was confirmed after a public hearing. The Inspector required a reduction in the area covered by the controls. Therefore it is unlikely that further controls would be supported.</p>

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	<p>(c) Council departments need to be guided by policies relating to street clutter, especially in conservation areas. The signage for Round Hill’s CPZ is noisier and more cluttered than in other LA areas where residents’ parking has been introduced. A review of signage is needed with the character & appearance of Round Hill as one of the main guiding principles.</p> <p>(d) It should be part of a conservation strategy to increase public appreciation of heritage assets. Would like to see a section in the strategy on cost effective ways of capitalising on the current appeal of conservation areas. Understand the limits on resources but some public seating, sited in locations where it would not invite nuisance, could prove cost effective. It would increase the amenity value & public appreciation of Round Hill’s distinct architectural beauty & uniformity and capitalise on long-views.</p>	<p>(c) This is a detailed highways issue and not a matter for the Conservation Strategy.</p> <p>(d) Part 13 of the Strategy covers the promotion of heritage. The City Plan (part 1) has a policy on Public Streets and Spaces and public seating falls under that policy. The Conservation Strategy does not allocate council funding for specific public realm works.</p>
	<p>3. Minor updating of Conservation Area Character Statements</p> <p>Noted (in section 4.7) that budgetary considerations limit the priority which can be given to reviewing existing conservation area character statements. The council is to be commended for these. However, it devalues a good statement when small details (e.g. how many pubs there are in the area), which may not directly relate to conservation issues, go unamended as time moves on. With good liaison between the council and local residents’ associations, it should not be too demanding on resources to keep this kind of information up to date.</p>	<p>Minor changes in an area over time, such as the change of use of some buildings, are to be expected and do not generally affect the relevance of the character statement as a material consideration in the determination of planning applications. Character Statements will only be brought forward for review where they are substantially out of date.</p>
<p>Roger Amarena</p>	<p>The Strategy should include provision for the encouragement of owners, particularly of HMOs, to reinstate front garden areas dustbin housing areas have been created and are now redundant. Now that City Clean has a different system of rubbish pick-up there is no need for such areas. Gardens could be reinstated which would certainly enhance the appearance of our streets and also would improve conservation areas.</p>	<p>The Conservation Strategy is not a policy document. Consideration can be given to this issue in the drafting of the City Plan (part 2).</p>

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	<p>The draft strategy also mentions about the need to complete Character Area Statements first before designating new conservation areas. Suggest adding to this clause "the ability to add a conservation area in an emergency to protect a building under threat or a group of buildings in danger".</p>	<p>The aim of the Conservation Strategy is to ensure the council has a planned, pro-active approach to the city's heritage rather than a reactive one. Conservation areas should only be designated where an area as a whole has a special interest that warrants preservation and enhancement. Potential areas for consideration are suggested in the Strategy. They should not be designated simply to protect a particular building that may be under threat. It is unlikely that the appearance and character of a whole area of the city would be under immediate or urgent threat.</p>
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Subject:	St Aubyns Planning Brief		
Date of Meeting:	15 January 2015 – Economic Development and Culture Committee		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Clare Flowers	Tel: 29-0443
	Email:	clare.flowers@brighton-hove.gov.uk	
Ward(s) affected:	Rottingdean Coastal		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 The report seeks formal approval for a planning brief that has been prepared for the former St Aubyns School, Rottingdean and which has been subject to a public consultation exercise that has informed the final brief. The former school site boundary includes all land which falls within the curtilage of the Grade II listed school building situated within Rottingdean Conservation Area with its ancillary playing field to the east.
- 1.2 The planning brief seeks a high quality and sustainable redevelopment in the heart of Rottingdean Village which respects the character of the existing heritage assets and the public recreation opportunities arising from the existing open space. The 'St Aubyns Planning Brief' is attached as Appendix 2. A copy of the St Aubyns Planning Brief Consultation Report is attached as Appendix 3.

2. RECOMMENDATIONS:

- 2.1 That the Economic Development & Culture Committee approves the St Aubyns Planning Brief as a material planning consideration in the assessment of development proposals and planning applications relating to the site.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The former school site and playing fields were purchased in April 2012 by the Cothill Educational Trust (CET), an educational charity which runs a number of independent preparatory schools across the UK. St Aubyns school finally closed its doors in April 2013.
- 3.2 During the summer of 2013, Rottingdean Parish Council approached BHCC for a partnership approach in the creation of a Planning Brief to guide future redevelopment of this heritage asset with its ancillary playing field. City Planning officers worked with Rottingdean Parish Council, the landowner and local ward councillors in the creation of a draft planning brief. This document was taken to

the Economic Development & Culture Committee on 19 June 2014 which agreed that the draft brief could be used as the basis of a public consultation exercise.

- 3.3 The public consultation exercise was undertaken between 8 Sept and 17 Oct 2014 and a number of revisions have been incorporated within the final planning brief in recognition of concerns and opinions raised by these responses, summarised in the consultation report (Appendix 3).

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 An alternative option is to “do nothing” i.e. not to produce a planning brief. This option has been discounted because of the recognised need to address the future redevelopment of the vacant site in a comprehensive manner which befits its heritage sensitive and central location within Rottingdean Village. This has highlighted the need for planning guidance to provide clarity to developers regarding the appropriate scale of development, potential land uses and other material planning issues with regard to any future proposals and planning applications for this site.
- 4.2 The planning brief does not preclude the future use of the site for educational purposes, although discussions were held with the council’s Head of Education Planning and Contracts who confirmed that the St Aubyns site is unlikely to be called upon to make up for any shortfall in local authority school place provision further to the agreement by Children & Young Peoples Committee in Oct 2014 to expand Saltdean Primary School to meet an increase in the primary school places required in the wider local area.
- 4.3 English Heritage supports the planning brief as a ‘very useful framework for managing future change at this site’. Removing heritage objectives to allow for a more comprehensive site redevelopment would therefore be inappropriate to the heritage assets present within and around the site.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The public consultation exercise took place between 8 September and 17 October 2014. A public exhibition was held locally at the public library in Rottingdean and took place between 29 September and 4 October 2014. The draft brief and all exhibition materials were made available in electronic form via the council’s Consultation Portal.
- 5.2 The main concern raised through public responses was the ability of the existing traffic infrastructure to cope with any significant new residential development in this location. The brief has been amended to address this concern through the requirement of a robust traffic assessment as part of a development scheme which should demonstrate that there will be no accident or congestion problems and that local plan transport policies including the parking standards set out in SPG4 are met. Highways Authority comments include a requirement for transport modelling to assess the individual and cumulative effects from development proposals here.

- 5.3 70% of responses concerning the future use of the chapel wanted to see a continuation of its use as either a chapel, a museum (including a First World War museum), as a community facility and / or an art gallery and 73% of responses concerning the playing field suggested that it should be made available for public use.
- 5.4 English Heritage comments agree that the brief has identified the important heritage issues that would need to be taken into account when developing this site and that the design principles contained therein set appropriate parameters for a scheme that respects the heritage features. Sport England supports the approach of preserving or enhancing the existing open space for public use in order to secure improvement in the health and social well-being of the community.
- 5.5 All comments and responses are analysed in the St Aubyns Planning Brief Consultation Report (Appendix 3). The consultation report summarises the issues and themes raised within the public consultation response; how these have been considered and where changes have been made in response to these issues in the final brief. The principles of the Community Engagement Framework and Standards have been incorporated into the consultation exercise. Key stakeholders, amenity and interest groups and relevant statutory consultees including English Heritage, Sport England and the Highways Authority were contacted individually via email and their comments have been received. Their comments have been noted and incorporated into the revised report.
- 5.6 All householders in Rottingdean were notified by letter of the public consultation exercise and the public exhibition, the consultation dates and deadlines and ways to respond and were made aware that the exhibition material was also available to view and comment upon via the council's consultation portal. Site notices were put up around the site advertising the public exhibition which took place in at the public library in The Grange, Rottingdean. Further to a press release, an article in the Argus in June 2014 publicised the forthcoming public consultation exercise.

6. CONCLUSION

- 6.1 This planning brief establishes development principles which recognise the character of the existing heritage assets and the recreational potential of the existing playing field, to facilitate the delivery of a high quality and sustainable redevelopment of this site within Rottingdean village. The brief builds upon a previous draft approved for a public consultation exercise by this committee in June 2014. The consultation responses have informed the preparation of the final 'St Aubyns Planning Brief'.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 Rottingdean Parish Council have paid for the public exhibition costs and other costs have been met from Planning's existing revenue budgets.

Finance Officer Consulted: Jeff Coates

Date: 03/12/2014

Legal Implications:

7.2 Although the Planning Brief is not a statutory planning document and cannot be given full statutory weight in the determination of relevant planning applications it is nonetheless a material planning consideration to be taken into account in the determination of such applications.

7.3

There are no adverse human rights implications arising from this report.

Lawyer Consulted:

Name Hilary Woodward

Date: 4/12/14

Equalities Implications:

7.4 An Equalities Impact Assessment (EQIA) of the Planning Projects service was undertaken in 2010. This included good practice in relation to the preparation and consultation on planning briefs. An EQIA has also been conducted in support of the Proposed Submission City Plan Part 1 Feb 2013, which has involved an extensive consultation programme. Officers have followed this best practice to ensure that the consultation on the draft brief does not exclude people from the process and encompasses hard-to-reach groups

Sustainability Implications:

7.5 The planning brief refers directly to the need for future proposals and planning applications to comply with the requirements of Supplementary Planning Document 08 – Sustainable Building Design - and appropriate City Plan/Local Plan policies. The retention and reuse of a locally listed but vacant heritage asset will make a sustainable and positive contribution to the character of the Rottingdean Conservation Area

SUPPORTING DOCUMENTATION

Appendices:

1. Implications Appendix
2. St Aubyns Planning Brief
3. St Aubyns Planning Brief Consultation Report

Documents in Members' Rooms

1. St Aubyns Planning Brief
2. St Aubyns Planning Brief Consultation Report
3. Rottingdean Conservation Area Character Statement 2012

Background Documents

4. Rottingdean Conservation Area Character Statement 2012
5. Brighton & Hove Local Plan 2005
6. Submission City Plan Part 1 Feb 2013
7. Schedule of Proposed Modifications to the City Plan Part One Oct 2014
8. National Planning Policy Framework 2012
9. Planning Practice Guidance 2014

Implications Appendix

Crime & Disorder Implications:

- 1.1 The planning brief advocates the retention and reuse of the former St Aubyns school site to bring it back into active use. The redevelopment of this important heritage site should therefore help to prevent the building from being squatted and/ or vandalised in the future

Risk and Opportunity Management Implications:

- 1.2 There is a risk that planning briefs may advocate development options which are unviable to develop and thereby fail to meet the requirements of the National Planning Policy Framework. It is considered that the planning brief contains sufficient information on the wider site constraints and opportunities for a future redevelopment of the site where, if demonstrated as necessary, the proposed quantities of development required to make proposals viable and deliverable exceed the main development area as shown on Fig 6 (the constraints and opportunities for development) of the planning brief

Public Health Implications:

- 1.3 The planning brief advocates development of the site to be of the highest possible standard and a development objective is to preserve or enhance existing open space for public use. If the site is to bring forward residential development, the brief requires all residential units to be built to lifetime homes standards and, in line with the Local Plan/ City Plan, 40% affordable housing units. Where appropriate, financial contributions will be sought from developers, to mitigate the impact of development on the local area e.g. through health, education, transport contributions etc.

Corporate / Citywide Implications:

- 1.4 The preferred development options contained in the brief advocate the reuse and retention of both the Grade II listed and curtilage listed heritage assets and emphasises the site's positive contribution to the character of Rottingdean Conservation Area

Then (to follow): Appendix 2 – St Aubyns Planning Brief
Appendix 3 – St Aubyns Planning Brief Consultation Report

St Aubyns School Site

Planning Brief



BRIGHTON & HOVE CITY COUNCIL

**Jan 2015
City Planning**

St Aubyns School Site

Planning Brief

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Appendices

- Appendix 1 – National and local planning policies and guidance
- Appendix 2 – Historic development of St Aubyns school
- Appendix 3 – Heritage guidance for listed/ curtilage listed buildings

PART ONE

1. Introduction

This planning brief has been prepared to guide the future redevelopment of the former St Aubyns school site, High Street, Rottingdean. With the closure of the school the opportunity has been taken to establish the development parameters for this sensitive site which includes its ancillary playing field, the retention of the main school building and its chapel (a Grade II listed building).

The main purpose of the brief is to provide a planning framework that helps to bring forward a sensitive redevelopment on the site and achieves the following objectives:

- Making efficient use of the land and bringing forward a viable and deliverable scheme;
- Securing the re-use and ongoing maintenance of the listed building;
- Preserve the listed buildings and preserve or enhance the character and appearance of the Rottingdean Conservation Area and their respective settings; and
- Maximising the use of the existing playing fields for open space and public recreation

2. Status of the brief

Planning Briefs do not form part of the Local Development Framework (LDF) and so cannot be given full statutory weight. However, the guidance contained in this brief has been subject to public consultation and was approved by the Economic Development & Culture Committee of Brighton & Hove City Council as a material planning consideration in the assessment of future development proposals and planning applications relating to the site on 15 January 2015.

3. Background

This document has been prepared by Brighton & Hove City Council (the local planning authority) in partnership with Rottingdean Parish Council (the Parish Council) and with the engagement of the landowner at that time – the Cothill Educational Trust). The request for a brief to be produced for this site emanated from the Parish Council as a result of concerns expressed by local people about the future of the site, following the closure of the school in 2013. The Parish Council are currently undertaking the preparation of a

Neighbourhood Plan and were keen to see a planning brief produced which would guide the future development of this strategically important site within the Parish of Rottingdean.

The former school site and playing fields were acquired by the educational charity, the Cothill Educational Trust in April 2012. Following this, the Trust carried out various immediate improvements to the main school building to address some of its structural problems. However, the owners made the decision to close the school resulting in the school's eventual closure in April 2013.

4. Stakeholder consultation

Early consultation was conducted with Rottingdean Parish Council and the Cothill Educational Trust to establish their aspirations for the site. The feedback from these early stakeholder meetings helped to establish the preliminary development principles contained within the consultation draft planning brief.

Once agreed by the Economic Development and Culture Committee; the consultation draft planning brief was the subject of a public consultation exercise carried out during 8 September 2014 – 17 October 2014. Statutory consultees were included within this consultation. The results of this consultation have informed the final contents of this planning brief.

PART TWO

5. The site

Location

The site is located in the heart of the historic downland village of Rottingdean, 6 km east of central Brighton (see Fig 1). The village nestles within a north-south aligned valley which provides shelter from the prevailing southwesterly winds. Rottingdean is accessible by public transport and is served by several bus services (2, 12, 14, 27, 47, 57, 76, 84 and 116). The number 2 service stops in the High Street, while the 12, 14 and 27 services stop at the White Horse public house in Marina Drive, which is a 5 minute walk from the site.



Fig 1 - St Aubyns school site (Source: Local View)

St Aubyns school site

St Aubyns school is a Grade II listed building located in its own grounds on the eastern side of the High Street within Rottingdean Conservation Area. The site incorporates playing fields to the rear of the school buildings, separated from the main school campus by a twitten. As well as the main school buildings and its chapel, the boundary flint wall fronting the High Street is also a Grade II listed structure. The main entrance to the school is approximately 84 metres from the junction between the High Street and Marine Drive (A259). The school is currently accessed from the High Street via a narrow opening in the boundary flint wall onto a gravel forecourt, which provides limited off street parking for visitors.

Topography

The topography of the site presents an interesting design challenge due to its location on a sloping hillside that rises west to east from the valley floor. There is a level change of 5 metres between the school's main building and the middle of the playing fields, which will need to be addressed in the future redevelopment of the site. This change in levels accounts for the predominance of garden terracing to the east and rear of the school building.



Terraced gardens to the east of the school building

Planning history

Since there has been a school on this site for over two centuries, the planning history has been relatively simple and relates to:

- improvements and/ or alterations to the existing Grade II listed school building and Chapel;
- tree works (i.e. lopping) within the Conservation Area; and
- the construction of new accommodation, classrooms, gymnasium etc. in the grounds of the school.

The most recent planning application (BH2008/02986) associated with the site was approved by the Local Planning Authority in 2008. Planning permission was granted for the installation of a porous macadam tennis/ netball court on the school playing fields with fencing to the height of 2.75m.



St Aubyns School – 1927
(Source: Britain From Above 1919-1953)



St Aubyns School playing fields – 1927
(Source: Britain From Above 1919-1953)

6. Development area

Development area

The site size is approximately 3.4Ha. Although physically divided by The Twitten, the whole site is in a single use. Thus the entire site (including the playing field) is regarded as being within the curtilage of the listed building.

School campus

The school campus area (comprising approximately 0.86 Ha) is within Rottingdean Conservation Area and includes:

- the main school building (early 19th Century) at 76 High Street and its adjoining Chapel (Grade II listed);
- the listed boundary wall fronting the High Street (Grade II listed);
- a row of internally linked terraced cottages adjacent to but facing away from Steyning Road (pre-1948 and curtilage listed);
- other outbuildings associated with the school (circa 1980-1995) i.e. classrooms, dormitories, gymnasium, changing rooms, Headmaster's residence etc.;
- an outdoor swimming pool;
- shooting range (pre-1948 and curtilage listed);
- terraced gardens;
- equipped children's play area; and
- three trees with Tree Preservation Orders.

All pre-1948 structures within this site are curtilage listed and the front boundary wall and main St Aubyns building are listed at Grade II for their special architectural or historic interest.

Playing field

The existing playing field is approximately 2.5Ha in size and is located within the immediate setting of Rottingdean Conservation Area, acting as a green buffer and perceived visual distinction between the historic village and later suburban development. It includes:

- sports pavilion (pre-1948 and curtilage listed);
- war memorial (pre-1948 and curtilage listed);
- water fountain (pre-1948 and curtilage listed); and
- 2 tennis courts with associated net fencing and cricket nets.

The boundary treatment is largely a mixture of wooden fencing and bushes, with a bank of sycamore trees on the western boundary. There are a number of gates and entry points which are secured. There is no general public access to this field, although a number of local sports clubs have up until recently used the playing fields on an appointment basis. These include Rottingdean Cricket Club who used the cricket field for their third team matches and junior matches during the season and the Sussex Bowmen (a local archery club) who used the playing fields on occasional Sundays.

Sport England is a statutory consultee for any development proposals which affect playing fields. Early engagement with Sport England is recommended, and the advice they have provided on the specific matters raised by this planning brief is contained within Appendix 1.

7. Development principles

The vision for this site is to deliver a high quality and sustainable redevelopment which respects the character of the existing heritage assets and the recreational opportunities arising from the existing open space

Development objectives

Heritage

- To breathe new life into this listed building in the heart of Rottingdean village.
- To preserve those features that contribute to the special interest of the listed building.
- To encourage new development of the highest design standard, by preserving and enhancing the character of the conservation area and setting of the listed building.

Open space and recreation

- To preserve or enhance existing open space for public use, thereby making effective use of its central location within the heart of Rottingdean village.
- To encourage public use of existing open space for outdoor recreation in order to secure improvements in the health and social well being of the local community.

Place making

- For new buildings to be of high quality design, layout, scale and massing – combining to form a coherent, legible and accessible development cluster focussed around the former school building.
- To provide a high quality public realm, including a series of successful social and green spaces at the heart of the development area.

Sustainability

- To deliver a development that mitigates and adapts to climate change and incorporates high levels of energy efficiency, efficient services and sensitively integrates low and zero carbon technologies into the refurbished and new build elements.
- To achieve BREEAM 'excellent' for the refurbishment of the listed building, subject to heritage requirements and technical feasibility.

8. Heritage considerations

A History of the site is included in Appendix 2. Given that the site lies within a conservation area and includes listed and curtilage listed buildings; developers will need to engage with the council's Heritage team at the earliest opportunity i.e. during the pre-application stage. English Heritage will also be a statutory consultee in any future planning application associated with the site. Its comments on development proposals, as well as the views of

the council's Heritage Team, will be afforded significant weight during the determination period.

Listed and curtilage listed buildings

There are numerous listed and curtilage listed buildings/ structures located on the site (see Fig 6). St Aubyns school (which includes the Chapel as part of the main building), is a Grade II listed building located in its own grounds on the eastern side of the High Street within Rottingdean Conservation Area. The boundary flint wall fronting the High Street is also a Grade II listed structure.

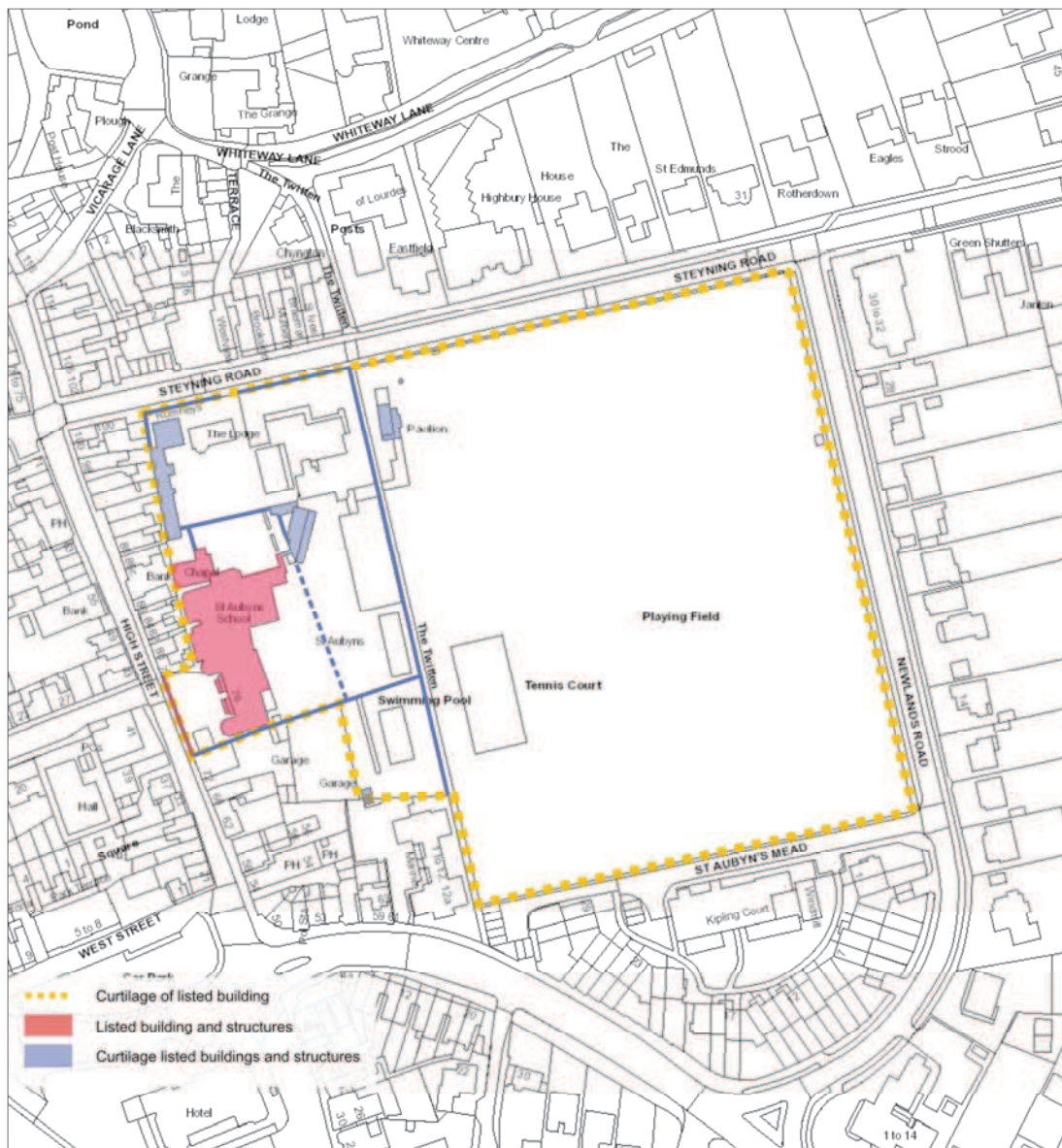


Fig 2 – Listed and curtilage listed buildings/ structures (also showing area within the curtilage of the listed building)

All buildings and structures on the site that were built before 1948 and were in associated use at the time of listing are considered curtilage listed. The curtilage of the listed building therefore includes both the school site and playing fields, given that they were in associated use at the time of listing.

The curtilage listed structures on the site include:

- Flint walls, including those along the Twitten, and Steyning Road, and those flint walls within the site itself;
- Rumneys and the group of terraced cottages;
- 'Link' building;
- Shooting range structure;
- Sports pavilion;
- War memorial; and
- Water fountain.



Grade II listed flint wall on western boundary



Curtilage listed terraced cottages



Curtilage listed sports pavilion



Curtilage listed war memorial

Listed buildings and curtilage listed buildings are protected under the Planning (Listed Buildings and Conservation Areas) Act 1990. Listed building consent is required to demolish a listed building or curtilage listed building, or to alter or extend it in a way that affects its significance as a building of special architectural or historic interest.

Conservation area and its setting

The school campus site is located within the Rottingdean Conservation Area. Rottingdean Conservation Area was designated in September 1970 and comprises the core of the historic village, including the High Street and The Green, and is flanked by green spaces to the east and west. The conservation area contains 54 listed buildings, eight locally listed buildings and an archaeological notification area.

The Conservation Area boundary runs along the Twitten but excludes the playing fields. Nevertheless, the playing field is considered an important part of the setting of the conservation area as established in the Rottingdean Conservation Area Character Statement. It provides a reminder of the once rural setting of the village and a distinction between the historic village and surrounding suburban development.



The Twitten



The flint and brick wall along Steyning Road

Fig 3 – Strategic views (Source: Rottingdean Conservation Area Character Assessment)



Key

-  V1 Indicative location of Important View
-  L1 Important Landmark
-  S3 Web of Twittens & Footpaths
-  Vegetative cover
-  Conservation Area Boundary
-  Important space
-  Main Gateway to village/Consevation Area

The views to and from Beacon Hill are identified as key strategic views within the Character Statement (see Fig 3). Views V1a and V1c (see Fig 4 and Fig 5) are most relevant to the site. Policy HE6 of the Local Plan applies to sites both in the conservation area and in its setting.



Fig 4 - View V1a of Beacon Windmill and playing field from Newlands Road



Fig 5 – View V1c of St Aubyns, its playing field and Beacon Windmill from Beacon Hill

The Twitten is identified as an important spatial feature in the conservation area. It is bounded by a hedge to one side and a flint wall to the other. The delineation of The Twitten provided by these boundaries is important. As well as being curtilage listed, the flint and brick wall to the Steyning Road boundary is an important part of the character of the conservation area. It helps to delineate the boundary to the school site as well as differentiate public and private space.

Archaeology

The school campus site up to The Twitten is included in an archaeological notification area. The playing field is set in the immediate vicinity of this archaeological notification area. Developers would therefore be expected to consult the County Archaeologist on any proposal for the site and/ or playing field and be aware that there may be a requirement for archaeological fieldwork to better understand the site prior to a planning decision being made.

Built heritage assessment

A Built Heritage Assessment is required for the site in its entirety. This should outline the historic development of the site before identifying the special interest and significance of the site as a whole and of its constituent parts. The Assessment should inform the development of proposals for the site. Dependent on the level of change proposed, a historic building record may also be required ahead of any redevelopment of the site.

Subject to the findings of the Built Heritage Assessment, development proposals should have regard to the heritage guidance contained in Appendix 3 and to the following considerations:

- The Grade II listed main building (including chapel), listed boundary wall and the curtilage listed buildings should in principle be repaired and retained. Strong justification would be required for the loss of the whole or any part of a listed or curtilage listed building, based on the findings of the built heritage assessment
- The green space adjacent to the chapel (including Mulberry Tree) and croquet lawn should be retained as part of any redevelopment.
- There are a number of historic walls and buildings which divide the site into discrete spaces, many of which are curtilage listed. This 'courtyard' character should be preserved and enhanced.
- Surviving historic external and internal features to the main building should be retained. The most appropriate way of achieving this would be for the building to remain as a single unit. However, there may be some potential for subdivision to

provide a viable scheme. This would need strong justification and, as far as possible, be sympathetic to the original plan form and circulation routes.

- The continued role of the existing playing fields as an open green space, acting as a buffer between the historic village and surrounding suburban development.
- Any proposed new development will be within the curtilage of the listed building, and the setting of both the listed building and the conservation area. It therefore will need to be sensitively designed, of an appropriate scale and massing and the visual impact (including strategic views V1a and V1c) will need to be minimised. It should remain deferential to the main listed building.
- For those parts of the site where development may be considered acceptable, it is likely that 2 storeys with attic would be an acceptable maximum height, dependent on design and topography.

9. Site constraints and opportunities

Given the significant heritage considerations and site constraints, development proposals must have regard to the following:

- The relevant planning policies and statutory designations which relate to the site;
- The need to preserve the setting of the listed building;
- The need to retain in principle the listed/ curtilage listed buildings identified in Fig 2 as well as other key features of the site;
- The need to preserve or enhance the character and appearance of Rottingdean Conservation Area;
- The height and massing of proposed development must be in keeping with the existing context and take account of key strategic views in and out of the site (see Figures 3, 4 and 5);
- The potential to bring forward open space for sport and recreation use for members of the public
- The opportunity to meet any new sports facility needs on site from additional residential units created as part of any redevelopment proposals;
- The need to ensure the proposed uses for the site complement existing uses within this part of Rottingdean;
- The need to address the existing poor permeability and accessibility of the site;
- The need to reference the existing materials palette, architectural style, building forms and landscaping; and
- The need to ensure all development proposals meet the objectives of Submission City Plan policy CP8 as amended by the Proposed Modification Schedule [October 2014](#) and SPD 08 Sustainable Buildings.

The constraints and opportunities for the future redevelopment of the site have been captured in Fig 6. Developers should ensure that their proposals respond positively to the design challenges posed in Fig 6 and ensure that their approach to the redevelopment of the site is design-led.

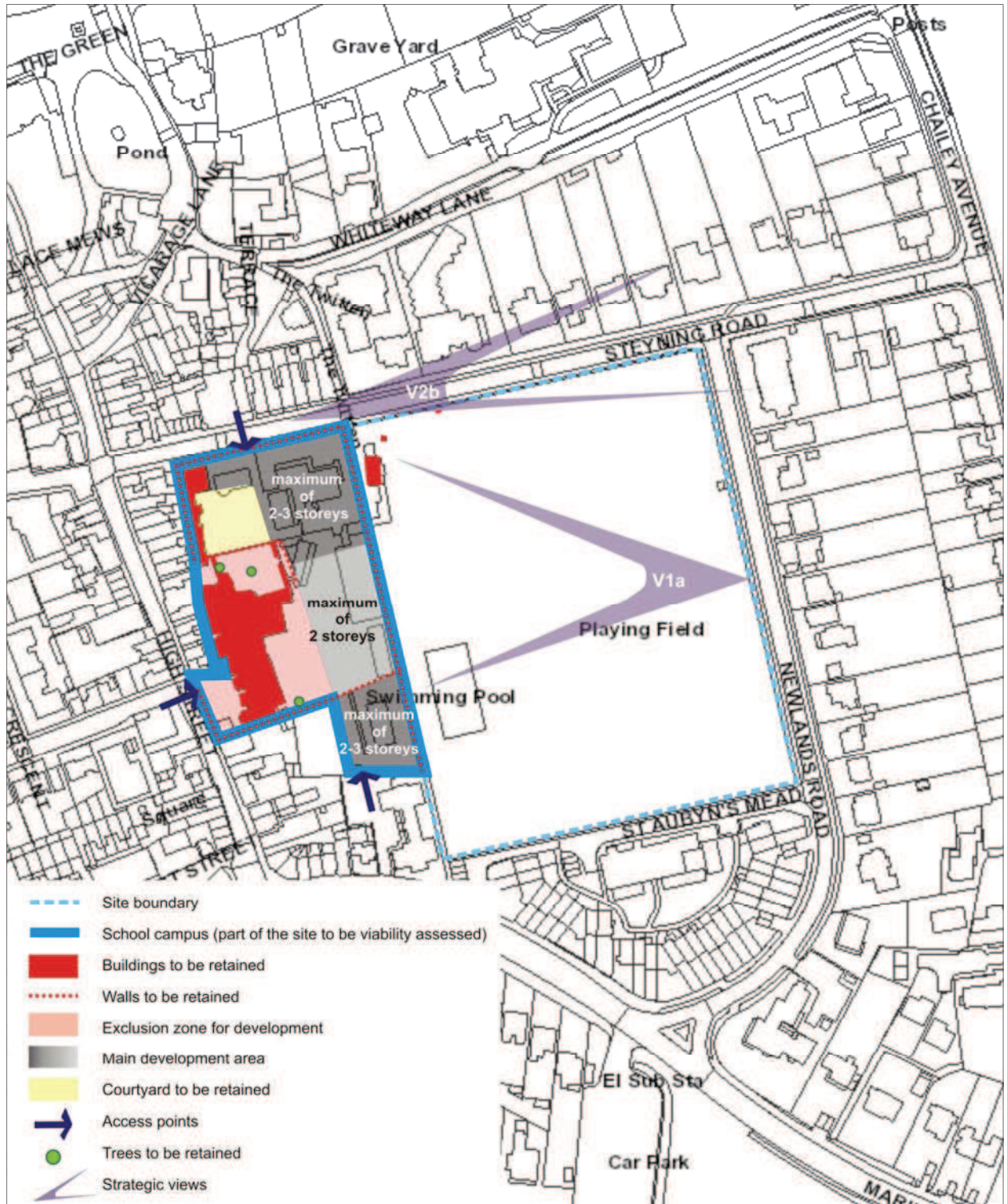


Fig 6 – Constraints and opportunities for development

10. Land uses

Existing land use and permitted changes

As a boarding school, St Aubyns falls within **Class C2 ‘Residential Institutions’** of the planning Use Classes Order 2010. Other C2 uses could operate from the buildings without the need for planning permission. Such a use (or uses) might include any of the following:

- Residential care homes, including establishments supporting ex military personnel
- Hospitals
- Nursing homes
- Residential colleges
- Training centres

Redevelopment proposals involving any of the above uses and which seek the removal of ancillary buildings and/or the development of new buildings would require further planning permission and listed building consent but not a change of use planning application.

Non-residential education and training centres

The reuse of the site as a school (without an element of boarding) would fall within **Class D1 ‘Non-residential institutions’** of the Use Classes Order 2010. A proposal of this nature would require a planning application to be made for a change of use from Class C2 to D1. Such a change of use would be viewed sympathetically by the City Council due to the site’s longstanding use as an educational facility and as a use sympathetic to the special interest of the listed building and the playing field. The change of use would also comply with local plan policy HO20 ‘Retention of Community Facilities’.

Dwelling houses (Class C3 of the Use Classes Order 2010)

Planning policy context

There is a “presumption in favour of sustainable development” enshrined within the National Planning Policy Framework (NPPF). One dimension of sustainable development is the protection and enhancement of the historic environment. Another is to provide sufficient housing to meet the needs of present and future generations. The NPPF requires that housing applications be viewed in the context of sustainable development unless any adverse impacts of doing so would significantly and demonstrably outweigh the benefits.

The principle of residential use of this site within a scheme that acknowledges and respects the significance of the heritage assets present in and around the whole site as well as the presence of the playing field would, therefore, be acceptable. In this respect,

the core aspects of any residential proposal would be expected to meet the following objectives:

- the reuse and retention of St Aubyns listed school building (itself originally built as a residence) and curtilage listed cottages;
- sympathetic new development of the remainder of the campus site as defined in Fig 6; and
- development which takes account of the strategic views across the playing field (see Fig 3).

Ensuring viability and deliverability

It is important that the requirements of planning briefs are realistic and deliverable, otherwise it is possible that unrealistic expectations are formed which may result in the promotion of schemes which are not viable, introducing delays into the development process. However, this should not be to the detriment of heritage assets, a point which is reinforced within paragraph 132 of the NPPF:

“When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset’s conservation... Significance can be harmed or lost through the alteration or destruction of the heritage asset or development within its setting. As heritage assets are irreplaceable, any harm or loss should require clear and convincing justification”

Developers will therefore need to provide clear and convincing justification for any harm caused to heritage assets as a result of putting forward a viable scheme. In these circumstances, the local planning authority would need to assess whether the benefits arising from the proposed development outweigh the harm caused to heritage assets and/or the departure from policy.

Furthermore, Paragraph 74 of the NPPF is also to be considered in regard to the existing open space, sports and recreational buildings and land, including the playing field.

Other acceptable ‘in principle’ uses

- Hotel
- Health centre/ spa
- Employment uses other than Class B1 offices which do not exacerbate transport problems

11. Height and massing

The predominant building height in the area is two to three storeys. As indicated in Fig 6, height of new development must not exceed the indicative heights shown on the diagram and must be much lower to the immediate east of the listed building to protect the relationship between the main building, its immediate curtilage and the playing field. Developers will also need to ensure that their proposals respond to the significant changes in level from west to east across the site.

The entire school campus is effectively contained within flint walls and The Twitten. The massing of any development proposal should assist in providing a sense of enclosure and containment in recognition of the character of existing development, which is organised around a series of courtyards and garden terraces. Neighbourhood context and the relationship to the listed and curtilage listed buildings on site should be the predominant influences on the scale and form of future development.

12. Sustainability

The One Planet Living objectives (see Appendix 1) are an aspirational set of principles which should be used to guide the design of development proposals for the St Aubyns site and its future operation and use. The combination of historic and new buildings; the integration of open green areas; proximity to Rottingdean Village as well as the site's potential for including community uses provides a significant opportunity for the development of an innovative scheme which embraces the One Planet principles.

All development proposals are required to incorporate sustainable design features to help deliver reductions in greenhouse gas emissions, particularly CO₂ emissions, and to mitigate against and adapt to climate change. Local Plan policies SU2, SU13 and SU16 and CP8 of the Submission City Plan Part One (currently subject to Proposed Modifications PM085 – PM089 inclusive) promote efficiency of development in the use of energy, water, materials and the sustainable management of waste. Supplementary Planning Document 08: Sustainable Building Design and its associated checklist outline the minimum standards in relation to sustainable design which will be expected on the site. These refer to standards around energy and carbon dioxide emissions, water use, use of materials and building benchmark standards.

Energy efficiency

The size of the site offers good opportunities for the integration of renewable technologies within the design of any development proposal. The existence of historic building assets will have an influence on the suitability of technologies but need not mitigate against an energy strategy that is highly sustainable and could deliver a zero carbon scheme. The historic buildings may be responsible for a relatively high energy use and carbon footprint.

However, the sustainable refurbishment of historic buildings can improve performance without detracting from the historic value, providing special attention is paid to developing an energy strategy that suits the heritage asset. For example, where windows are being reinstated with timber hung sash windows matching the historic windows, the highest thermal performance should be sought. Developers should familiarise themselves with English Heritage's technical and practical guidance on improving the energy efficiency of historic buildings referred to in Appendix 1.

The energy strategy for this site should include a feasibility study to examine the following:

- the sustainable refurbishment of the historic buildings;
- the potential for renewable technologies; and
- the potential for a site district heating network.

The following performance benchmarks are expected to be achieved. There is emerging national evidence that achieving high standards of sustainability can increase the profitability of private sales.

Building standards

BREEAM is a tool used by the local planning authority for assessing the sustainability of development schemes. It sets the standard for best practice in sustainable building design, construction and operation and has become one of the most comprehensive and widely recognised measures of a building's environmental performance.

- **BREEAM refurbishment 'excellent' rating** for any converted/ refurbished buildings, including all listed and curtilage listed buildings on site. Due to the existence of historic assets, the use of sustainable, traditional, natural and, ideally, local materials to deliver breathable solutions whilst improving thermal performance is particularly encouraged. Clear justification will need to be provided if this rating cannot be achieved.
- **BREEAM new build 'excellent' rating** for any new development on site.
- **Code for Sustainable Homes Level 4 or equivalent** for all new build residential units, including those within mixed-use developments. For schemes granted permission after 2016, the requirement will rise to Code Level 5 or equivalent.
- **Lifetime Homes standards** for all new housing development, in accordance with the requirements of policy HO13 of the Local Plan and CP12 of the Submission City Plan. Any new development should be fully accessible to all sections of the community, including people with disabilities. Five per cent of housing units should be built to wheelchair accessible standards, including 10% of affordable housing units.

Development proposals should also follow best practice in terms of the inclusive design principles as set out in the Lifetime Homes Design Guide (November 2011).

However it should be noted that the above sustainability standards will be subject to the government's ongoing housing standards review.

Sustainability checklist

A sustainability statement and a completed Brighton & Hove Sustainability Checklist will be required as part of the planning application. In the case of outline applications, a condition will be attached requiring these at reserved matters stage i.e. when the details of the planning application are being considered, and a Section 106 legal agreement will provide for any mitigation measures.

Other sustainability measures

The large playing fields and grounds of the school offer opportunities for enhancement and improvement. The following measures could be incorporated within a future scheme subject to heritage and viability criteria being met:

- Biodiversity enhancements
- Greening of buildings (green roofs and walls)
- An orchard, planting of additional fruit trees on site
- Food growing areas/ community allotment or food growing plot
- Community allotments
- Community composting area
- Rainwater harvesting and sustainable drainage systems
- Employment of a sustainability caretaker for the site to undertake post occupancy evaluation and ensure that the energy, water and other systems are working efficiently, users are making the best use of the buildings and space and that there is ongoing reduction in the ecological footprint.

13. Open space and ecology

Playing field

The existing playing field presents an opportunity to optimise the provision of outdoor space and recreational activity for members of the public within the heart of Rottingdean village. Up until the school's closure, the playing field hosted sporting activities associated with the school, although other sports clubs such as the Rottingdean Cricket Club were allowed to use it with prior agreement from the owners.



Cricket practice nets



View of playing field and tennis courts

An important objective of this planning brief is to secure the public use of this existing open space for the local community in any future redevelopment proposals for the site. Sport England has provided advice on community use agreements or other legal agreement it would expect to see in order to secure community access to the playing field in the future, as well as matters to be covered within such an agreement, and this is contained in 'Appendix 1.

Once a planning application is submitted, Sport England will consult National Governing Bodies for Sport and request information regarding the sporting needs of clubs within this area to inform the development of facilities. Furthermore, any proposals for residential development at St Aubyns should meet any resulting new sports facility needs arising from the scheme.

Sport England advises that the creation of ancillary facilities such as parking, changing rooms and shower facilities may be required to increase community use of the playing field and make it viable. As the open space also contributes positively to the character of the conservation area and provides the setting for strategic views across the site as shown in Figures 3, 4 and 5, the landscape associated with the proposed redevelopment of the site including any ancillary recreation or community facilities required should be an intrinsic element of the overall design concept

Campus site

The campus site contains important open spaces and 3 trees subject to individual Tree Preservation Orders shown on the constraints map (Fig 6). The open space to be retained on the campus site includes the terraces, spaces around the main listed building and the courtyard adjacent to the curtilage listed terraced cottages.

Landscaping

The appropriate use of soft landscaping, as well as good use of planting and climbing foliage, all assist in providing a contrast to the built form. Any new landscaping should have regard to existing wildlife habitats and the ecology of the area in accordance with CP10 Biodiversity in the Submission City Plan. New materials should complement the existing built form and natural landscape, with an emphasis on quality and detailing in accordance with Appendix 3.

14. Transport, access and parking

Air Quality

In 2013 an area of the High Street between the A259 and the T-Junction with Vicarage Lane was designated an Air Quality Management Area (AQMA). Therefore, improvements to local air quality on this section of the High Street are a priority. New development proposals should take account of their impact on local air quality, be consistent with the Council's Air Quality Action Plan. Improvements and/or mitigations will be sought wherever possible.

Transport Assessment

A Transport Assessment will be required in line with national and local policies and should especially consider the AQMA, opportunities for supporting sustainable transport modes and possible traffic management amendments.

Strategic Road Network

The Highways Agency is responsible for managing and operating a safe and efficient Strategic Road Network (SRN) and considers that The A27 trunk road is relevant to this site. Whilst the A27 is some way from the St Aubyns there are existing congestion issues during peak periods around The Drove and the Falmer interchange which will provide the closest north / south access route between the St Aubyns site and the A27. The Highways Agency will require a proper assessment through transport modeling of the relevant A27 junctions which takes into account the cumulative effect of redevelopment proposals at this site with other developments which have either been recently approved or are currently proposed. The Highways Agency is in a strong position to provide advice to prospective developers and to agree the methodology to be used in developing and submitting the necessary supporting documents due to the wealth of information and knowledge they hold about the operation of the SRN and its interaction with local roads.

High Street

The current access to the school campus site is via a single vehicle width ingress/ egress, leading directly off the High Street into a small car parking area. This access point is both inadequate and challenging for vehicles exiting the car park, since visibility is obscured by the high listed wall and the two storey house flanking the exit. Since the High Street is an existing local shopping centre and Class B road with heavy pedestrian and traffic flows, it is important that development proposals seek to improve visibility in order to comply with present day road safety standards. Whilst this access point is currently sub-standard in terms of visibility, its re-use for a comparable level of movement would not be ruled out. However, improvements to visibility would be encouraged in accordance with the Manual for Streets national guidance, providing these did not compromise the status of the flint wall as a listed structure.

A review of alternative access points to the site has been undertaken by the council's Transport team. This exercise has revealed three access points to the site from: Steyning Road , Marine Drive and St Aubyns Mead. The advantages and disadvantages of each access point are examined in more detail below.



Existing access to the main school building, the High Street



Small car parking area

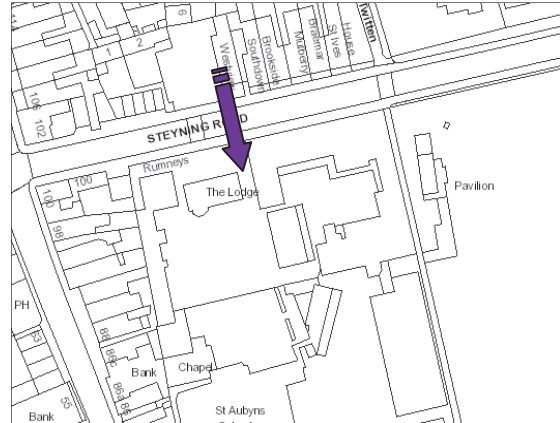
Steyning Road

This is the preferred access point to the site and would allow for a two vehicle width ingress and egress, if the headmaster's house was demolished (see Fig 7). However, Steyning Road is quite narrow due to the existence of dedicated parking bays for residents and visitors on the southern side of the road. It will therefore be important that proposals

include enhanced visibility for vehicles leaving the site. Any proposed demolition of the flint boundary wall should be kept to an absolute minimum.



Steyning Road and school campus (Source: Google maps)



Potential access point



Headmaster's house and driveway (off Steyning Road)

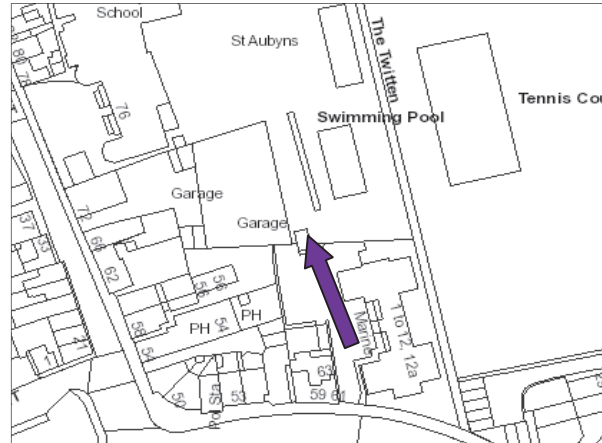
Fig 7 – Potential two vehicle access point to site from Steyning Road

Marine Drive

There will be a presumption against the creation of an access point at Marine Drive (the A259) with particular concerns from the proximity of the access point with the signalised junction to the west (i.e. the intersection of Marine Drive with the High Street). This junction experiences traffic queues during peak travel periods which could be further exacerbated, depending on future uses of the site. However, there may be scope to explore the provision of emergency access to facilitate the ingress of emergency vehicles only. The significance of any curtilage listed structure should be established and a robust justification provided for any demolition, if this is proposed as a new access point for the site.



Marine Drive and school campus (Source: Google maps)



Access point from Marine Drive

St Aubyns Mead

This is the least favourable access point. Nevertheless, if developers are able to demonstrate that it is required as part of a successful redevelopment of the site, then a single vehicular access point north of the existing turning point at the western end of St Aubyns Mead may be acceptable. This would necessitate the removal of part of the perimeter of the playing field (currently defined by bushes/ fencing) as well as breaking through the flint wall of the existing Twitten, which is curtilage listed. Any proposed demolition of the flint boundary wall should be kept to an absolute minimum.

Emergency vehicle access

Development proposals must ensure that the internal and external layout of schemes, including the spaces around buildings, is designed so that emergency vehicles can access them at all times. Developers are therefore encouraged to undertake early liaison with emergency services during the design stage to avoid mistakes later on.

Parking

Information on parking strategies for individual development proposals should be included within their Transport Assessment and it should be noted that the council's parking standards are set out in policy TR19 of the Local Plan and SPGBH4 Parking Standards. These should be followed in development proposals for the site. The standards for residential development allow a maximum of 1 car space per dwelling plus 1 space per 2 dwellings for visitors. Proposals will also need to meet the minimum requirements for disabled and cycle parking. In any case, all development proposals will need to meet the requirements of policy TR1 of the Local Plan in encouraging more sustainable modes of transport by maximising the use of public transport, walking and cycling.

Parking areas should be carefully integrated into the design of any scheme. They should be designed to minimise their visual impact on the setting of the conservation area and the listed building, through such measures as incorporation of new planting and - where appropriate - exploring the use of shared surfaces. Given the constraints of the site, the LPA would encourage developers to consider the provision of carefully designed and lit basement and/ or undercroft parking with an emphasis on safety and security (i.e. Park Mark), particularly in respect of residential proposals.

15. Community infrastructure and planning obligations

In order to reduce the impact of new development and to make sure it does not place additional pressure on existing infrastructure such as roads, health or council services, the council's planning officers may seek contributions from the developer. These are secured through a 'Section 106' legal agreement or 'S.106 unilateral undertaking'.

The council's Developer Contributions Technical Guidance 2011 is relevant to future development on this site. It gives guidance on the following main types of contributions:

- Affordable Housing
- Local Employment and Training
- Education
- Open Space
- Transport and travel
- Sustainable Buildings
- Nature Conservation

As part of the negotiations for the provision of community facilities, the existing and future provision of youth facilities should be considered, as generated by development.

The council is currently considering whether to adopt a Community Infrastructure Levy (CIL) in respect of planning applications. The scope of what a CIL would cover is one of the issues under consideration and may affect future development contributions on this site.

Appendix 1 – National and local planning policies and guidance

Planning policy context

This brief has been prepared within the following planning policy context:

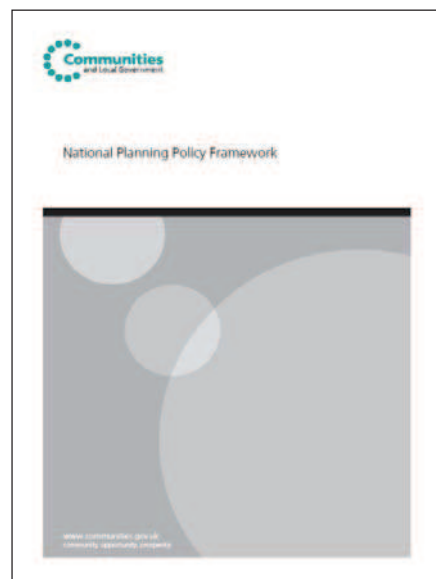
National policy context

Applications for planning permission must be determined in accordance with the local development plan unless material considerations indicate otherwise as set out in Section 38(6) of the Planning and Compulsory Purchase Act 2004 and section 70(2) of the Town and Country Planning Act 1990. The adopted Local Plan is the local development plan; the Submission City Plan Part One is an emerging development plan which is in a late stage of preparation. In conjunction with the NPPF, these documents are a material consideration in planning decisions.

National Planning Policy Framework (NPPF)

The NPPF, published in March 2012, sets out the Government’s planning policies for England and how these are expected to be applied. The framework requires each authority to work together with local communities to produce local and neighbourhood plans that reflect the needs of local communities. A Neighbourhood Plan for Rottingdean is currently being progressed by Rottingdean Parish Council with support from officers within Brighton & Hove City Council. The Draft Neighbourhood Plan includes reference to the St Aubyns school site. This planning brief supports the delivery of the NPPF’s objectives through promoting sustainable development and growth whilst considering the existing playing field and open space and securing the future of the heritage assets associated with the site. The latter is in accordance with paragraph 131 of the NPPF which states that:

“In determining planning applications, local planning authorities should take account of...the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation”.

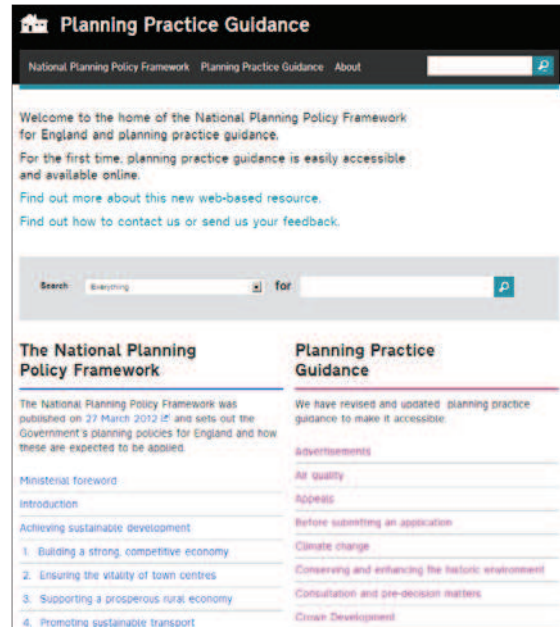


National Planning Policy Guidance 2014 (NPPG)

The NPPG is intended to support the National Planning Policy Framework and to provide practical guidance for the implementation of the framework.

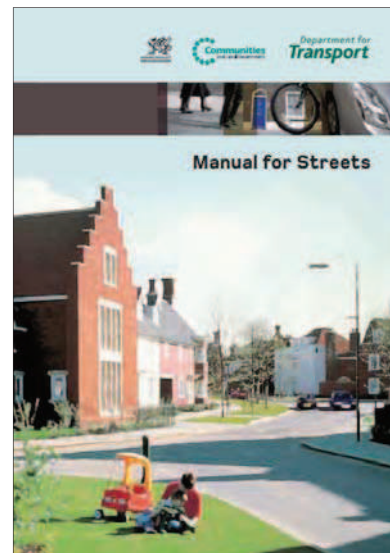
The NPPG covers a very broad range of planning issues and the guidance is divided into 38 separate topics arranged alphabetically. Topics relevant to the St Aubyns school site include:

- Conserving and enhancing the historic environment; and
- Open space, sports and recreation facilities, public rights of way and local green space.



Manual for Streets

The Manual for Streets, published in 2007, focuses on the place function of residential streets, giving clear guidance on how to achieve well-designed streets and spaces that serve the community in a range of ways. It challenges some established working practices and standards that are failing to produce good-quality outcomes, and asks professionals to think differently about their role in creating successful neighbourhoods. This planning brief supports the delivery of the MFS's objectives through promoting enhanced accessibility and road safety at the design stage.



Local policy context

Local Plan (2005)

The NPPF explains that full weight can be given to relevant policies, which includes “saved” policies adopted since 2004, for 12 months from the date of publication, even if there is a limited degree of conflict with the NPPF. After this 12 month period, where Local Plan policies have a degree of consistency with the policies in the NPPF, due weight can be given to them.

At the time of writing the Brighton & Hove Local Plan (2005) is the adopted local development plan for the city and covers the area identified in this brief. The policies which are particularly relevant in informing this brief are below.



Relevant Local Plan (2005) Policies

Historic environment

- **HE1** – Listed buildings
- **HE2** – Demolition of listed building
- **HE3** – Setting of listed building
- **HE4** – Reinstatement of features
- **HE6** – Conservation area
- **HE8** – Demolition in conservation areas
- **HE12** – Archaeology

Community facilities

- **Policy HO20** – Retention of community facilities
- **Policy HO19** – New community facilities

Housing

- **Policy HO2** – Affordable housing – ‘windfall’ sites
- **Policy HO3** – Dwelling type and size
- **Policy HO4** – Dwelling densities

- **Policy HO5** – Provision of private amenity space in residential development
- **Policy HO6** – Provision of outdoor recreation space in housing schemes
- **Policy HO11** – Residential care and nursing homes
- **Policy HO12** – Sheltered and managed housing for older people
- **Policy HO13** – Accessible housing and lifetime homes
- **Policy HO15** – Housing for people with special needs

Sustainable development

- **Policy SU2** – Efficiency of development in the use of energy, water and materials
- **Policy SU9** – Pollution and nuisance control
- **Policy SU10** – Noise nuisance
- **Policy SU13** – Minimisation and re-use of construction industry waste
- **Policy SU14** – Waste management

Transport and movement

- **Policy TR1** – Development and the demand for travel
- **Policy TR2** – Public transport accessibility and parking
- **Policy TR4** – Travel plans
- **Policy TR5** – Sustainable transport corridors and bus priority routes
- **Policy TR14** – Cycle access and parking
- **Policy TR18** – Parking for people with a mobility related disability
- **Policy TR19** – Parking standards

Design and quality of development

- **Policy QD1** – Design – quality of development and design statements
- **Policy QD2** – Design – key principles neighbourhoods
- **Policy QD3** – Design – efficient and effective use of sites
- **Policy QD4** – Design – strategic impact
- **Policy QD5** – Design – street frontages
- **Policy QD6** – Public art
- **Policy QD7** – Crime prevention through environmental design
- **Policy QD15** – Landscape design
- **Policy QD16** – Trees and hedgerows
- **Policy QD20** – Urban open space

- **Policy QD27** – Protection of amenity

Recreation, leisure and outdoor space

- **Policy SR14** – New hotel and guest accommodation
- **Policy SR20** – Protection of public and private outdoor recreation space
- **Policy HO6** – Provision of outdoor recreation space in housing schemes
- **Policy QD15** – Urban open space
- **Policy QD17** – Protection and integration of nature conservation features
- **Policy QD20** – Landscape design
- **Policy QD26** – Floodlighting

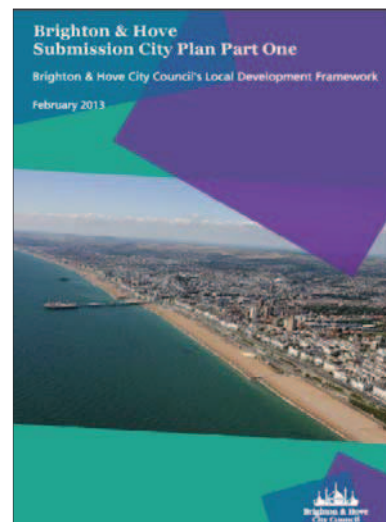
Planning obligations

- **Policy QD28** – Planning obligations

Local Development Framework

The Local Development Framework (LDF) is the official term used to describe the set of documents that will eventually replace all of the local planning authority's local development documents, including the Brighton & Hove Local Plan (2005).

The **Submission City Plan Part One** was submitted to the Secretary of State in June 2013 and has recently been through its Examination in Public (EiP). It will be a material consideration in the determination of any future planning applications associated with the site. The policies most relevant in informing this brief are listed below.



Relevant Submission City Plan Policies (2013)

- **Policy CP1** – Housing Delivery
- **Policy CP14** – Housing Density
- **Policy CP19** – Housing Mix
- **Policy CP20** – Affordable Housing
- **Policy CP2** – Sustainable Economic Development

- **Policy CP6** – Visitor Accommodation
- **Policy CP8** – Sustainable Buildings
- **Policy CP9** – Sustainable Transport
- **Policy CP10** – Biodiversity
- **Policy CP12** – Urban Design
- **Policy CP13** – Public Streets & Spaces
- **Policy CP15** – Heritage
- **Policy CP16** – Open Space
- **Policy CP17** – Sports Provision
- **Policy CP18** – Healthy City

It should be noted that the City Plan Part One is still under examination by an independent planning inspector and certain policies therein are subject to a Schedule of Proposed Modifications (October 2014). These proposed modifications seek to amend the policies within the Submission City Plan in light of the Inspector's initial conclusions letter (13 December 2013) and in response to submission consultation comments/ general update. The proposed modifications have recently undergone a formal consultation exercise. The Inspector will need to consider the proposed modifications and the consultation responses before she can conclude the examination.

Important Supplementary Documents

The council has also produced the following supplementary planning documents which are material considerations for the future redevelopment of the St Aubyns school site:

- **SPGBH 11** – Listed Building Interiors (this provides a general understanding about what is important to preserve and enhance in an historic interior).
- **SPD06** – Trees and Development Sites
- **SPD08** – Sustainable Building Design
- **SPD09** – Architectural Features
- **SPD11** – Nature Conservation and Development
- **PAN06** – Food Growing and Development
- **SPGBH9** – A Guide for Residential Developers on the Provision of Open Space (and the 2011 Update)

Architectural Features – SPD09

This Supplementary Planning Document (SPD) provides detailed policy guidance on the repair, restoration and enhancement of historic buildings. Although currently vacant, the St Aubyns school building is in a good state

of repair both internally and externally. However, it is important that the guidance contained in SPD09 frames the future redevelopment of the site, especially if it entails the conversion and/ or re-use of the existing school building. Any new development proposed within the curtilage of the listed building/s will also need to be sensitively designed in order that the character and appearance of the listed building/s and conservation area are not adversely affected.



Rottingdean Conservation Area Character Statement

The council has adopted character statements for a number of its conservation areas, including the Rottingdean Conservation Area. The character statement sets out the historic development of Rottingdean and identifies four different character areas. The St Aubyns school site is within the **High Street character area**, which is centred on the commercial heart of the village. Developers will be expected to have regard to this character statement in putting forward development proposals for the area. The design should be sympathetic to the heritage context and should aim to preserve or enhance the character and appearance of the area. Particular attention should be paid to opportunities to enhance the setting of listed buildings and the conservation area. The westerly vista from Newlands Road across the St Aubyns playing fields is identified as an 'Important View' in this document.



English Heritage

English Heritage has produced an online guide to Heritage Protection which provides a summary of the law, policy and guidance that exists to protect historic areas, sites, buildings and monuments in England. The advice concerning Listed Buildings and

Conservation Areas is of particular relevance to the St Aubyns site and forms an important part of the planning framework for bringing forward a future redevelopment of the site.

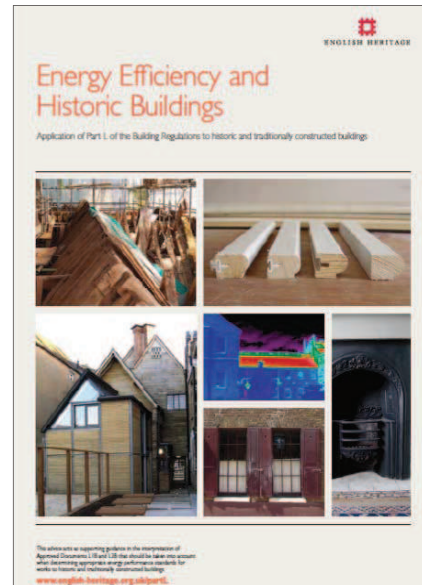
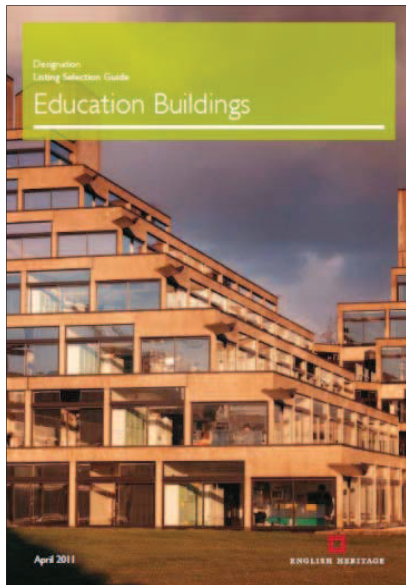
In assessing the significance of heritage assets Conservation Principles (2008) usefully applies a values based approach.

The Setting of Heritage Assets (2011) defines setting as ‘the way in which an asset is experienced’. Therefore setting is defined not only in terms of intervisibility of assets and new developments, but also on how it impacts on the significance of an asset, understanding of its historic development, or the function of historic places’ .

It has produced a number of publications which provide detailed guidance and case studies concerning both historic school buildings and how to manage vacant historic buildings for temporary and permanent re-use. English Heritage also provides technical and practical guidance on improving the energy efficiency of historic buildings.

Developers are advised to familiarise themselves with this guidance in advance of putting together development proposals for the St Aubyns site.





Given that the site lies within a conservation area and includes listed and curtilage listed buildings; developers will need to engage with the council's Heritage team at the earliest opportunity i.e. during the pre-application stage. English Heritage will also be a statutory consultee in any future planning application associated with the site. Its comments on development proposals, as well as the views of the council's Heritage Team, will be afforded significant weight during the determination period.

Sport England

Sport England is a statutory consultee for any development proposals which affect playing fields and the organisation has stated support in the approach of this planning brief in its intention to preserve or enhance the existing open space for public use and to encourage public use of the existing open space for outdoor recreation in order to secure improvement in the health and social well-being of the local community. Sport England considers proposals affecting playing fields in the light of its Playing Fields Policy 'A Sporting Future for the Playing Fields of England' as well as the NPPF 2012, in particular paragraph 74.

The aim of the Sport England Playing Field Policy is to ensure that there is an adequate supply of quality pitches to satisfy the current and estimated future demands of the pitch sports. The policy identifies five exceptions to Sport England's normal position of opposing development which would result in the loss of playing fields, as follows:

Sport England Policy	
Summary of Exceptions	
E1	An assessment has demonstrated that there is an excess of playing fields in the catchment and the site has no special significance for sport
E2	The Development is ancillary to the principal use of the playing field and does not affect the quantity/quality of pitches
E3	The Development only affects land incapable of forming part of a playing pitch and the would lead to no loss of ability to use/size of playing pitch
E4	Playing field lost would be replaced, equivalent or better in terms of quantity, quality and accessibility
E5	The proposed development is for an indoor/outdoor sports facility of sufficient benefit to sport to outweigh the detriment caused by the loss of playing field

Legal Agreements to secure future community access to the playing field would include a community use agreement or other legal agreement such as S106 agreement. This will set out how it is intended to operate, covering such matters as hours of availability, management arrangements, pricing policy etc. Further information regarding community use agreements is provided on Sport England's website:

<http://www.sportengland.org/facilities-planning/planning-for-sport/planning-tools-and-guidance/community-use-agreements/>

Any new facilities should be built in accordance with Sport England's technical guidance notes, copies of which can be found at:

<http://www.sportengland.org/facilities-planning/tools-guidance/design-and-cost-guidance/>

With regard to estimating the future maintenance costs Sport England website provides 'Life cycle costs' which advises how much it costs to keep a natural turf pitch/artificial surface fit for purpose during its lifetime. This information may be of assistance to prospective developers:

<http://www.sportengland.org/facilities-planning/tools-guidance/design-and-cost-guidance/cost-guidance/>

The cost of maintaining the existing open space including tennis courts has previously been estimated by the city council's Parks Team. The options available for the council to take out a 25 year lease on the land with an appropriate provision of funding for maintaining the open space could be explored.

One Planet principles

Brighton & Hove is a designated One Planet City. The One Planet approach aims to create a future where it's easy, attractive and affordable for all of us to lead happy and healthy lives, using a fair share of the earth's resources. The principles are summarised below.

Zero carbon

Making buildings more energy efficient and delivering all energy with renewable technologies

Zero waste

Reducing waste arisings, reusing where possible, and ultimately sending zero waste to landfill

Sustainable transport

Encouraging low carbon modes of transport to reduce emissions, reducing the need to travel

Sustainable materials

Using sustainable products that have a low embodied energy

Local and sustainable food

Choosing low impact, local, seasonal and organic diets and reducing food waste

Sustainable water

Using water more efficiently in buildings and in the products we buy; tackling local flooding and water course pollution

Land use and wildlife

Protecting and expanding old habitats and creating new space for wildlife

Culture and community

Reviving local identity and wisdom; support for, and participation in, the arts

Equity and local economy

Inclusive, empowering workplaces with equitable pay; support for local communities and fair trade

Health and happiness

Encouraging active, sociable, meaningful lives to promote good health and well being

Appendix 2 – Historic development of St Aubyns school

Dr Thomas Redman Hooker established a school at Rottingdean vicarage (now The Grange, The Green), during his tenure as vicar between 1792 and 1838. Expansion of the school led to the use of 76 High Street as an annex. Built in the early 19th century, 76 High Street was originally a residence. It was in use as a school by 1832, when it was named Kennedy's School. In 1863 it was known as Field House School, when a Mr Hewitt was headmaster. The school was later operated by brothers Henry and George Mason. They re-named the school Rottingdean School in 1887, and seven years later they moved that school to new premises to the north of the site.

In 1895, Mr C.E.F. Stanford and Mr R.C. Vaughan Lang brought five boys from Kingsgate House, Winchester, to establish a new school in the building. This was called St Aubyn's Preparatory School for boys. By 1905, there were over 60 pupils, and by 1919 (the year Mr Stanford retired) this had risen to over 100. This rise in pupil numbers is reflected in a number of new buildings constructed on the site in the early 20th century. These included a sports pavilion on the playing field. The chapel was constructed in 1913, and following the war, memorials to those former pupils who gave their lives in the war were erected within it. A further War memorial was also constructed in the playing field. During this period (from 1907 to 1911), John Kipling, the son of Rudyard Kipling, attended the school. He is commemorated in the chapel.

Vaughan Lang retired in 1940, at which point Mr W. H. Gervis took over. Gervis oversaw the school's evacuation to North Wales during the war, at which point the apostrophe in St Aubyn's was dropped.

In 1970, the school became a Charitable Educational Trust. Expansion and improvements continued in the following decades under the leadership of J.A.L James (headmaster 1974-1998), Mr A.G. Gobat (headmaster 1998–2007) and Mr S.L. Hitchings (headmaster 2007–2013). This included:

- 1976 swimming pool
- 1978 kitchens
- 1980 art school
- 1982 sports complex of gym, squash court and changing rooms
- 1989 classrooms around courtyard
- 1999 80 seat performing arts studio
- 2000 ICT room
- 2001 library
- 2009 hard court for netball and tennis

Appendix 3 – Heritage guidance for listed/ curtilage listed buildings

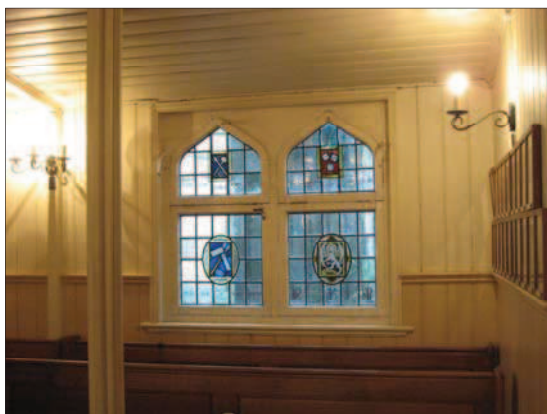
In line with paragraph 128 of the NPPF, any development proposal should be based on a full and in depth Built Heritage Assessment . The following comments are made based on an initial assessment and historic research and do not prejudice the findings of a later Built Heritage Assessment.

Main school building, its extensions and Chapel

The significance of the main building lies in the architecture of its front elevation, the plan form and features that survive to the interior. These reveal much about the building's changing use and status over time. The various extensions of the building are a historic record of the development of the school and of education more generally. It also has historical value in illustrating that this design of house was built for a family of wealth and for explaining the lives and fortunes of the people who occupied this school.

In recognition of the building's Grade II listed status, all historic fabric and architectural features should be retained and repaired. This includes any surviving internal features, such as doors, windows, skirting boards, cornices and fireplaces. Room proportions should be maintained. Any windows which have been replaced with unsympathetic modern alternatives should be reinstated as timber hung sash windows. Similarly, opportunities should be taken to better reveal the significance of the listed building wherever possible.

The most appropriate use of the building would be one in which it remains in single use. If subdivision is considered acceptable, this should be undertaken sensitively and with consideration of the original/ historic floor plan and circulation routes. Steps should be taken to ensure these remain legible (or indeed that their legibility is enhanced).





Examples of original architectural features which should be retained and restored

The area to the north of the main building comprises a number of additions and extensions. The significance of these needs to be identified through the Built Heritage Assessment.

The Chapel is considered to be of particular architectural and historic interest. This is due to the rarity of surviving early 20th century school chapel of this style, its association with children, the school (children who attended the school are depicted in the stained glass for example) and with Rottingdean village. Its use as a chapel of remembrance is of particular sensitivity. It is of additional historic interest due to its connection with John Kipling, son of author Rudyard Kipling. This significance should be identified and better revealed through the Built Heritage Assessment. The building should be retained in its current location, including its fixtures and fittings to the interior.



The Grade II listed Chapel



Commemoration of soldiers in the Chapel

The school campus site

The site as a whole is subdivided into a number of discrete areas by virtue of the flint walls and the position of buildings. This 'courtyard' character should be preserved and enhanced.

The proportion of open space/ density of building on the site should preferably be retained at its current level as this would be in keeping with the setting of the listed building and character of the conservation area.

If further density is considered necessary to secure a viable scheme, this should be sensitively located and designed to not have a harmful impact on the setting of the listed building and character of the conservation area.

The areas to the immediate front and rear of the main building should not be developed. The land beyond the croquet lawn is also particularly sensitive to the setting of the listed building. This is because of the rising terracing of this part of the site which would make development in this area highly visible from the listed building. Any development would therefore need to be sensitively designed, of an appropriate scale and height, and set back from the terracing. The trees and landscaping in this area should be retained and enhanced.

Curtilage listed buildings on the school site

The courtyard cottages are curtilage listed and should be retained. The exterior of these buildings retains much historic integrity. This should be retained and enhanced where possible. The interior of the courtyard cottages has been more substantially altered, and presents greater flexibility for alteration.

The shooting range appears to date to the early 20th century, and is an interesting survival. Its significance should be identified within the built heritage assessment. **Later structures on the site**

Late 20th century buildings on the site are not of any particular historic or architectural interest. Their demolition would not be resisted, provided the demolition formed part of an acceptable redevelopment of the site.

The buildings behind the flint and brick wall to Steyning Road have been sensitively designed such that only the roof is visible in the streetscape, and that roof appropriately steps up to follow the contours of the hill. Although the buildings themselves are of no particular historic or architectural interest, their design is appropriate for their location. Any replacement building would need to be particularly sensitively designed.

Playing field

The playing field is an important part of the setting of the conservation area. It provides an important reminder of the once rural setting of the village, and a distinction between the

historic village and surrounding suburban development. The war memorial, sports pavilion and drinking fountain are important features on the playing fields, which identify the intended use of the space. They are all considered curtilage listed. It would be appropriate for them to be retained and repaired.

Listed buildings outside the development site

There are a number of listed buildings located outside the school site but in close proximity to it. The impact on the setting of these listed buildings should be considered in any future proposals for the site. These include 33, 39, 41, 43-49, 62, 65 (The Black Horse Public House) and 66 High Street.

St Aubyns School Site Draft Planning Brief Consultation Report

January 2015



City Planning

Brighton & Hove City Council

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1. Summary

The St Aubyns Planning Brief has been prepared to provide development principles to guide the redevelopment of the former St Aubyns school site in Rottingdean. The draft St Aubyns Planning Brief was approved for a public consultation exercise by a meeting of the Economic Development and Culture Committee on 19 June 2014.

A public consultation exercise was undertaken between 8 Sept and 17 Oct 2014 and included a week-long public exhibition. This report sets out the issues and themes raised within the public consultation responses; how these have been considered and where changes have been made in the final brief in response to these issues.

2. Background

The Brief was prepared in response to a request by Rottingdean Parish Council to set out planning guidance for the former St Aubyns School site. It was agreed that a planning brief would be prepared to facilitate a high quality and sustainable redevelopment of this site, lying in the centre of Rottingdean village, which respects the character of the heritage assets and the recreational opportunities arising from the existing open space.

Planning briefs are recognised as useful tools for improving the quality and the consistency of advice provided to developers, as well as enhancing the efficiency of the planning process and the quality of the built environment.

3. Consultation methodology

Public consultation was undertaken during the period 8 September 2014 to 17 October 2014, primarily using the council's online consultation portal which displayed the draft St Aubyns Planning Brief as well as images of the public exhibition panels.

Within this period a public exhibition was held at Rottingdean Library in The Grange, a venue local to the St Aubyns site, between 29 September and 4 October 2014 (inclusive) and was staffed between 29 and 30 September 2014.

Public notices to advertise both the Exhibition and the consultation portal details were displayed around the site prior to the exhibition. Letters were sent to all Rottingdean residents; other interested parties, statutory consultees and stakeholders were individually e-mailed, with details of the consultation portal address, drop-in public exhibition, and the planning projects e-mail address.

Following a council press release there was a short article in the Argus on 16 June 2014 publicising the public consultation to be held in September.

The consultation gave an open opportunity to make any comments or observations about the St Aubyns School Site draft planning brief. Further to this two questions were posed:

1 - 'What is your preferred use of the Grade II listed St Aubyns school chapel in a future development of the site?'

2 – 'What open space/ outdoor recreation would you like to see provided in a future development of the site?'

4. Responses received

207 responses were received from the public and groups such as Friends of St Aubyns, the Round Hill Society; Play Area in Rottingdean Committee (PARC); Rottingdean Preservation Society; The Regency Society; Rottingdean Cricket Club and Rottingdean Football Club during the consultation exercise (see Fig 1). Of these 77% of responses were submitted online through the council's consultation portal, and 20% were submitted via the comments box on forms provided at the public exhibition. 3% were received via email/letter.

Stakeholders

Furthermore, responses were also received from the following stakeholder groups or their representatives:

The Landowner
English Heritage
Sport England
Highways Agency
Conservation Advisory Group

Rottingdean Parish Council are partners in the production of the St Aubyns Planning Brief.

5. Results and findings

Question 1

‘What is your preferred use of the Grade II listed St Aubyns school chapel in a future development of the site?’

178 responses were received in response to question 1

70% (124) of all responses suggested as their preferred use a continued chapel/community use/ museum / war museum /Art Gallery

Included in the above figure are responses for a continuation of the chapel use and/or community use (54% aggregated) and responses for a Museum/ war museum and/or Art Gallery (41% aggregated)

Other Suggestions

Educational use	25%
Retain/incorporate into a new development	19%
Permanent war memorial	17%
Art Gallery/museum	15%
Include within a wider residential use	10%
Hotel/Spa Restaurant	8%
Possibility of moving chapel off site	2%

Question 2

‘What open space / outdoor recreation would you like to see provided in a future development of the site?’

192 responses were received in response to question 2

73% (139) of all responses suggested they would like to see a public use of the open space

Other Suggestions

General sporting use/ recreation ground	37%
Community leisure / public park & open space	35%
Include public facilities e.g. tennis/cricket/ outdoor gym	28%
Facilities for children and young people	28%
School sporting use	14%
Provision of some car parking	3%
Farm / allotment	2%
No more open space required	1%
Redevelop for housing	0.5%

Question 3

‘Please use the space below if you have any other comments or observations you would like to make about the St. Aubyns School Site draft planning brief’

164 responses were received in response to question 3

31% (50) of all responses commented that the existing traffic infrastructure is insufficient to meet the needs of new residential development

Other themes arising

Concerns regarding overdevelopment with regard to existing infrastructure provision (e.g. schools, G.P. provision)	26%
Site should retain school use or other C2 use	22%
Focus on community uses	21%
Support the protection of heritage assets	20%
Existing traffic problems at Steyning road	13%
Existing traffic problems on Rottingdean High Street	12%
Support for residential use on the site	11%
AQMA/air quality to be included in brief	7%
Support for hotel use on the site	5%
Disagree with parking &/or access point at Marine Drive	4%
Support sustainable building design	4%
Development to support employment /tourism opportunities	3%
Agree with suggested road access	3%
Parking needs from new development to be met on site	2%
Preferred access / development at Newlands Road	2%
Disagree with access from St Aubyns Mead	2%

6. Council's responses to the public consultation exercise

The council's responses to the issues raised as a result of the public consultation exercise carried out between September and October 2014 are detailed in table 1 (below). The table outlines the issues and themes raised through the consultation process and where either an amendment will be made as a result of consultation responses or no change is proposed.

Table 1 - The council's response to issues raised during the public consultation exercise for the St Aubyns Draft Planning Brief 8 September – 17 October 2014

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
Public comments or observations made about the St. Aubyns School Site draft planning brief			
The existing traffic infrastructure is insufficient to meet the needs of new residential development	31% of the responses identified issues with the ability of the existing traffic infrastructure to cope with new residential development.	The brief will be expanded and amended under chapter 14 with extra paragraphs added with regard to the requirement for a Transport Assessment and comments from the Highways Agency with regard to the Strategic Road Network will be added to the text.	Amend chapter 14 and it's title to 'Transport, access and parking' to reflect the concerns that have been highlighted by the public consultation exercise
Concerns regarding overdevelopment with regard to the existing infrastructure provision (e.g. schools, G.P. provision)	26% of the responses voiced concerns regarding ability of the existing infrastructure (e.g. schools, G.P. provision) to cope with an influx of	The wording of the brief will be amended under chapter 15 to make clear that the council has a structured approach to the seeking of developer contributions for the infrastructure that may be required to meet the needs of new residents of a development scheme. Clear reference is given to the council's Developer Contributions Technical	Amend wording of chapter 15 'Community infrastructure and planning obligations'

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
<p>Site should retain school use or other C2 use</p>	<p>new residents 22% of the responses considered that the site should remain as a school or within its existing use category C2(Residential Institution)</p>	<p>Guidance 2011. The brief does not exclude the reuse of the site for a boarding school and along with this states that the use of the site by a day school 'would be viewed sympathetically by the City Council due to the site's longstanding use as an educational facility and as a use sympathetic to the special interest of the listed building <i>and the playing field</i>'.</p>	<p>Amended chapter 10 'Land uses' under section Non-residential education and training centres to include the playing field. This is because a school use would also be expected to use the existing playing field</p>
<p>Focus on uses that would benefit the community</p>	<p>21% of the responses supported opportunities for the site to be developed in some way that may benefit the community for example from the open space and use of existing facilities such as tennis courts, or through an educational use</p>	<p>The brief promotes the community use of the open space and has one of its four objectives 'Maximise the use of the existing playing fields for open space and public recreation'. The brief states sympathetic views for planning application for educational facilities.</p>	<p>No change, as the responses are considered to support the approach of the planning brief.</p>
<p>Support the protection of heritage assets</p>	<p>20% of the responses supported the protection of the heritage assets</p>	<p>The brief promotes the protection of the heritage assets on and around the site, and has as one of its four objectives 'Preserve the listed buildings and preserve and enhance the character and</p>	<p>No change, as the responses are considered to support the approach of the</p>

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
Existing traffic problems at Steyning road	13% of the responses highlighted the existing traffic problems at Steyning Road which abuts the southern boundary of the site.	appearance of the Rottingdean Conservation Area and their respective settings' A Transport Assessment is now required under chapter 14 'Transport, access and parking' to review transport issues and options	planning brief. Amend chapter 14 'Transport, access and parking'
Existing traffic problems on Rottingdean High Street	12% of the responses	A Transport Assessment is now required under chapter 14 'Transport, access and parking' to review transport issues and options	Amend chapter 14 'Transport, access and parking'
Support for residential use on the site	11% of the responses	The brief acknowledges the principle of residential use of this site within a scheme that acknowledges and respects the significance of assets (heritage and open space) in and around the site	No Change, as the responses are considered to support the options within the planning brief.
AQMA/air quality to be included in brief	7% of the responses	A new paragraph has been added regarding the presence of the existing Air Quality Management Area and includes that new development proposals should be consistent with the council's Air Quality Action Plan. The Transport Assessment should especially consider the AQMA	Amend by adding a new paragraph 'Air Quality' in chapter 14 'Transport, access and parking' and include AQMA within Transport Assessment
Support for hotel use on the site	5% of the responses	The planning brief states that both a hotel use or a Health Centre/Spa would be acceptable 'in principle' uses within chapter 10	No Change

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
Disagree with parking and/or access point at Marine Drive	4% of the responses	The wording has been refocused in response to transport concerns and public responses to the public consultation regarding an access point from Marine Drive. The text now clarifies that there is a presumption against the creation of an access point at Marine Drive, although there may be scope to explore the provision of an emergency access ingress point only. The consultation draft text took the same overall approach.	Amend the 'Marine Drive' paragraph in chapter 14 'Transport, access and parking' for the avoidance of doubt regarding the sensitivity of Marine Drive in relation to a potential access point
Support sustainable building design	4% of the responses	Support for chapter 12 is welcomed	No Change
Development to support employment /tourism opportunities	3% of the responses	The planning brief includes as an 'in principle' use 'Employment uses other than Class B1 offices which do not exacerbate transport problems' and does not preclude opportunities for tourism	No Change
Agree with suggested road access	3% of the responses	Support for the approach to road access in the planning brief is welcomed	No Change
Parking needs from new development to be met on site	2% of the responses	The planning brief now states that 'information on parking strategies for individual development proposals should be included within their Transport Assessment' and any expectations regarding parking levels have been removed to allow for the proper assessment of parking needs within an overall comprehensive Transport Assessment	Amend chapter 14 'Transport, access and parking' under Parking

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
Preferred access / development at Newlands Road	2% of the responses	A Transport Assessment is now required under chapter 14 'Transport, access and parking' to review transport issues and options	Amend chapter 14 'Transport, access and parking'
Disagree with access from St Aubyns Mead	2% of the responses	A Transport Assessment is now required under chapter 14 'Transport, access and parking' to review transport issues and options	Amend chapter 14 'Transport, access and parking'
Rottingdean Cricket Club have identified their previous use of the St Aubyns playing field	The brief will be updated to reflect their information	There is no general public access to this field, although a number of local sports clubs have <i>up until recently</i> used the playing fields on an appointment basis. These include <i>Rottingdean Cricket Club</i> who used the cricket field for their third team matches <i>and junior matches</i> during the season and the Sussex Bowmen (a local archery club) who used the playing fields on occasional Sundays.	Amend by updating text in chapter 6 'Development Area' under Playing Field
Rottingdean Cricket Club (as above)	The brief will be updated to reflect their information	The existing playing field presents an opportunity to optimise the provision of outdoor space and recreational activity for members of the public within the heart of Rottingdean village. Up until the school's closure, the playing field hosted sporting activities associated with the school, although other sports <i>clubs such as the Rottingdean Cricket Club</i> were allowed to use it with prior agreement from the owners	Amend by updating text in chapter 13 'Open space and ecology' under Playing field

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
Where changes have been made to the draft planning brief from comments and observations made by Stakeholders			
Landowner comments (via representatives)	Changes made to better reflect NPPF and local planning policy in line with landowner comments	Amend the third objective within Part One to read: 'Preserve the listed buildings and preserve and enhance the character and appearance of the Rottingdean Conservation Area and their respective settings'	Amend Part 1 'Introduction'
Landowner comments (via representatives)	Landowners representatives have requested that the initial process was 'in consultation with' Cothill Education Trust'	It is considered that the approach taken in the initial preparation of the planning brief was at the very least an active engagement process rather than a passive consultative process. The text has therefore been changed to describe the process as an engagement 'This document has been prepared by Brighton & Hove City Council (the local planning authority) in partnership with Rottingdean Parish Council (the Parish Council) and <i>with the engagement of the Cothill Educational Trust (the current owners of the site).</i> '	Amend chapter 3 'Background'
Landowner comments (via representatives)	Changes made to better reflect the relevant Planning Act in line with landowner comments	Remove ' <i>or enhance</i> ' from the text 'The need to preserve the setting of the listed building'	Amend chapter 9 'Site constraints and opportunities'

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
Landowner comments (via representatives)	Add 'in principle' to reflect landowners comments	Include italicised text: 'The need to retain <i>in principle</i> the listed/ curtilage listed buildings identified in Fig 2 as well as other key features of the site'	Amend chapter 9 'Site constraints and opportunities'
Landowner comments (via representatives)	Add text to clarify appendix 2	Include italicised text: 'The Grade II listed main building (including chapel), listed boundary wall and the curtilage listed buildings <i>should in principle</i> be repaired and retained. Strong justification would be required for the loss of the whole or any part of a listed or curtilage listed building, <i>based on the findings of the built heritage assessment</i> '	Amend Appendix 2
Landowner comments (via representatives)	Clarification requested	Include text 'In line with paragraph 128 of the NPPF, any development proposal should be based on a full and in depth Built Heritage Assessment. The following comments are made based on an initial assessment and historic research and do not prejudice the findings of a later Built Heritage Assessment.'	Amend Appendix 3
Sport England	Update to reflect the comments made by Sport England	Add the italicised text: 'Sport England is a statutory consultee for any development proposals which affect playing fields. Early engagement with Sport England is <i>recommended, and the advice they have provided on the specific matters raised by this planning brief is contained within Appendix1.</i> '	Amend chapter 6 'Development area'

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
Sport England	To reflect more clearly that all new development should meet its own requirements for sports facilities relating to Sport England comments, and to identify the opportunities to provide this on site.	Amend the following point to make it more succinct: 'The potential to bring forward open space for sport and recreation use for members of the public' Include a new bullet point in relation to comments: 'The opportunity to meet any new sports facility needs on site from additional residential units created as part of any redevelopment proposal'	Amend chapter 9 'Site Constraints and opportunities'
Sport England	Add reference to NPPF paragraph 74 subsequent to Sport England comments	Include as new text 'Furthermore, Paragraph 74 of the NPPF is also to be considered in regard to the existing open space, sports and recreational buildings and land, including the playing field'.	Amend chapter 10 'Land uses' under Ensuring viability and deliverability
Sport England	New text to reflect Sport England comments	Include as new text ' <i>Once a planning application is submitted, Sport England will consult National Governing Bodies for Sport and request information regarding the sporting needs of clubs within this area to inform the development of facilities. Furthermore, Sport England and planning policy will seek to ensure that any proposals which seek residential development at St Aubyns will meet any resulting new sports facility needs arising from the scheme.</i> '	Amend chapter 13 'Open space and ecology' under Playing field

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
<p>Sport England</p>	<p>New text to reflect Sport England comments</p>	<p>Include italicised text within existing text: <i>Sport England advises that the creation of ancillary facilities such as parking, changing rooms and shower facilities may be required to increase community use of the playing field and make it viable. As the open space also contributes positively to the character of the conservation area and provides the setting for strategic views across the site as shown in Figures 3, 4 and 5, the landscape associated with the proposed redevelopment of the site including any ancillary recreation or community facilities required should be an intrinsic element of the overall design concept</i></p>	<p>Amend chapter 13 'Open space and ecology' under Playing field</p>
<p>Sports England</p>	<p>Amend existing text to reflect Sport England comments</p>	<p>Replace previous text with italicised text 'Sport England is a statutory consultee for any development proposals which affect playing fields and the organisation has stated support in the approach of this planning brief in its intention to preserve or enhance the existing open space for public use and to encourage public use of the existing open space for outdoor recreation in order to secure improvement in the health and social well-being of the local community. Sport England considers proposals affecting playing fields in the light of its Playing Fields Policy 'A</p>	<p>Amended text inserted into beginning of Appendix 1</p>

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable												
		<p><i>Sporting Future for the Playing Fields of England' as well as the NPPF 2012, in particular paragraph 74.</i></p>													
Sport England	Inclusion of table in Appendix 1 as recommended by Sport England	<table border="1"> <thead> <tr> <th data-bbox="485 1128 564 1189">Sport England Policy</th> <th data-bbox="485 488 564 1128">Summary of Exceptions</th> </tr> </thead> <tbody> <tr> <td data-bbox="564 1128 644 1189">E1</td> <td data-bbox="564 488 644 1128">An assessment has demonstrated that there is an excess of playing fields in</td> </tr> <tr> <td data-bbox="644 1128 724 1189">E2</td> <td data-bbox="644 488 724 1128">The Development is ancillary to the principal use of the playing field and does</td> </tr> <tr> <td data-bbox="724 1128 804 1189">E3</td> <td data-bbox="724 488 804 1128">The Development only affects land incapable of forming part of a playing</td> </tr> <tr> <td data-bbox="804 1128 884 1189">E4</td> <td data-bbox="804 488 884 1128">Playing field lost would be replaced, equivalent or better in terms of quantity,</td> </tr> <tr> <td data-bbox="884 1128 951 1189">E5</td> <td data-bbox="884 488 951 1128">The proposed development is for an indoor/outdoor sports facility of sufficient</td> </tr> </tbody> </table>	Sport England Policy	Summary of Exceptions	E1	An assessment has demonstrated that there is an excess of playing fields in	E2	The Development is ancillary to the principal use of the playing field and does	E3	The Development only affects land incapable of forming part of a playing	E4	Playing field lost would be replaced, equivalent or better in terms of quantity,	E5	The proposed development is for an indoor/outdoor sports facility of sufficient	Amend by inserting Table into Appendix 1
Sport England Policy	Summary of Exceptions														
E1	An assessment has demonstrated that there is an excess of playing fields in														
E2	The Development is ancillary to the principal use of the playing field and does														
E3	The Development only affects land incapable of forming part of a playing														
E4	Playing field lost would be replaced, equivalent or better in terms of quantity,														
E5	The proposed development is for an indoor/outdoor sports facility of sufficient														
Sport England	New Text Inserted into Appendix 1 to reflect comments by Sport England	<p>Include italicised text within Appendix 1 'Legal Agreements to secure future community access to the playing field would include a community use agreement or other legal agreement such as S106 agreement. This will set out how it is intended to operate, covering such matters as hours of availability, management arrangements, pricing policy etc. Further information regarding community use agreements is provided on Sport England's website:</p>	Amend by inserting new text into Appendix 1												

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
		<p>http://www.sportengland.org/facilities-planning/planning-for-sport/planning-tools-and-guidance/community-use-agreements/</p> <p><i>Any new facilities should be built in accordance with Sport England's technical guidance notes, copies of which can be found at:</i></p> <p>http://www.sportengland.org/facilities-planning/tools-guidance/design-and-cost-guidance/</p> <p><i>With regard to estimating the future maintenance costs Sport England website provides 'Life cycle costs' which advises how much it costs to keep a natural turf pitch/artificial surface fit for purpose during its lifetime. This information may be of assistance to prospective developers:</i></p> <p>http://www.sportengland.org/facilities-planning/tools-guidance/design-and-cost-guidance/cost-guidance/</p>	
Original text: 'The cost of maintaining the existing open space including its tennis	This text has been amended further to Sport England	The cost of maintaining the existing open space including tennis courts has previously been estimated by the city council's Parks Team. <i>The</i>	Updated text has been taken out of section 13 and

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
<p>courts has been estimated by the city council's Parks Team. In principle, the council would be agreeable to taking out a 25 year lease on the land, providing the funding for maintaining the open space could be secured.'</p>	<p>comments and put in Appendix 1 within the paragraph discussing Legal agreements and the playing field. This is also to future proof the brief as the services that can be offered by the City Council may be subject to change</p>	<p><i>options available for the council to take out a 25 year lease on the land with an appropriate provision of funding for maintaining the open space could be explored.</i></p>	<p>included in Appendix 1 within a wider discussion concerning legal agreements in relation to the playing field.</p>
<p>Sport England</p>	<p>Referral to the Sport England Sports Facilities Calculator</p>	<p>For information - The City Council has its own adopted SPGBH9 – A Guide for Residential Developers on the Provision of Open Space (and the 2011 Update)</p>	<p>No Change</p>
<p>Highways Agency</p>	<p>Update the brief by including Highways Agency comments for further guidance</p>	<p>Include a new paragraph further to the comments by the Highways Agency: '<u>Strategic Road Network</u> <i>The Highways Agency on behalf of the Secretary of State for Transport is responsible for managing and operating a safe and efficient Strategic Road Network (SRN). The A27 trunk road is relevant to this site. Whilst the A27 is some way from the St Aubyns there are existing congestion issues during peak periods around The Drove and the Falmer interchange which will provide the closest north / south access route between the St Aubyns site and the A27. The Highways Agency will</i></p>	<p>Amend by inserting new text into chapter 14 'Transport access and parking'</p>

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
English Heritage	To reflect comments made by English Heritage	<p>require a proper assessment through transport modeling of the relevant A27 junctions which takes into account the cumulative effect of redevelopment proposals at this site with other developments which have either been recently approved or are currently proposed. The Highways Agency is in a strong position to provide advice to the prospective developer and to agree the methodology to be used in developing and submitting the necessary supporting documents due to the wealth of information and knowledge they hold about the operation of the SRN and its interaction with local roads.'</p>	
		<p>Include new italicised text 'Any proposed new development will be within the curtilage of the listed building, and the setting of both the listed building and the conservation area. It therefore will need to be sensitively designed, of an appropriate scale and massing and the visual impact (including strategic views V1a and V1c) will need to be minimised. <i>It should remain deferential to the main listed building.</i>'</p>	Amend chapter 8 'Heritage considerations' by including new text under Built heritage assessment

Issue identified	Comment	Commentary/ Action	Amend/ No change/ Not Applicable
English Heritage	To reflect comments made by English Heritage	<p>In assessing the significance of heritage assets Conservation Principles (2008) usefully applies a values based approach.</p> <p>The Setting of Heritage Assets (2011) defines setting as ‘the way in which an asset is experienced’. Therefore setting is defined not only in terms of intervisibility of assets and new developments, but also on how it impacts on the significance of an asset, understanding of its historic development, or the function of historic places’ .</p>	Amend Appendix 1 by including text under English Heritage
English Heritage	To reflect comments made by English Heritage	<p>It also has historical value in illustrating that this design of house was built for a family of wealth and for explaining the lives and fortunes of the people who occupied this school.</p>	Amend by adding text to Appendix 3
County Archaeologist	Add text to make developers aware of potential archaeological requirements	<p>Include new italicised text ‘The school campus site up to The Twitten is included in an archaeological notification area. The playing field is set in the immediate vicinity of this archaeological notification area. Developers would therefore be expected to consult the County Archaeologist on any proposal for the site and/ or playing field <i>and be aware that there may be a requirement for archaeological fieldwork to better understand the site prior to a planning decision being made.</i></p>	Amend by adding text to chapter 8 ‘Heritage considerations’

**ECONOMIC DEVELOPMENT &
CULTURE COMMITTEE**

Agenda Item 60

Brighton & Hove City Council

Subject:	DCLG Consultation: Proposed Changes to Planning Policy Statement for Traveller Sites		
Date of Meeting:	15 January 2015		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Sandra Rogers Senior Planning Officer	Tel: 29-2502
	Email:	Sandra.rogers@brighton-hove.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to confirm the council's response to the Government's consultation on proposed policy changes to the Planning Policy Statement for Traveller Sites.
- 1.2 The Planning Policy Statement for Traveller Sites (PPTS) was first published March 2012 alongside the National Planning Policy Framework (NPPF). It sets out national planning policy for traveller sites and as such must be taken into account in the preparation of development plans and in the determination of planning applications.

2. RECOMMENDATIONS:

- 2.1 That the officer responses set out in Appendix 1 of this report be confirmed as the Council's response to the consultation exercise and that Department for Communities and Local Government (DCLG) are notified to this effect.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 In September 2014, DCLG issued a consultation exercise seeking views on a series of proposed policy changes to the PPSTS. The closing date for responses was 23 November 2014. Appendix 1 of this report sets out the council's response forwarded to DCLG and is subject to formal endorsement by this committee.

- 3.2 The proposals set out in the consultation relate primarily to changes to the PPTS, although some would involve changes to wider national planning policy. The key changes comprise:
- a) amending the definition of Gypsies and Travellers and Travelling Showpeople for the purposes of planning policy to exclude those who have ceased travelling on a permanent basis.
 - b) Strengthening the protection for sensitive areas and for the Green Belt through a series of measures;
 - c) Clarifying that intentional unauthorised occupation of land (unauthorised development of sites) should be a material consideration that weighs against the grant of planning permission.
 - d) Clarifying that, in exceptional cases, where a local planning authority is burdened by a large scale unauthorised site which has significantly increased their assessed need and their area is subject to strict and special planning constraints, there is no assumption for them to meet their assessed traveller needs in full.
 - e) Introducing updated, streamlined statutory guidance for assessing Gypsy and Traveller accommodation needs.

Amending the definition of Gypsies and Travellers and Travelling Showpeople.

- 3.3 The government considers that, for planning purposes, a ‘traveller’ should be someone who travels. The government’s view is that where Gypsies and Travellers have ceased to travel then they should be treated no differently to members of the settled community.
- 3.4 The current definition of Gypsies and Travellers in the 2012 PPTS specifically includes those Gypsies and Travellers that for reasons of health, education or old age, *‘have ceased to travel temporarily or permanently’*. The consultation proposes to delete the words *‘or permanently’* from the definition which would mean that those Gypsies and Travellers and Travelling Showpeople who have stopped travelling permanently, for whatever reason, would no longer fall within the definition, for planning purposes. Such persons would not have their accommodation needs assessed under the PPTS and, as a result, would not be eligible for a place on a Gypsy or Traveller site brought forward through planning to meet the assessed need for Gypsy and Traveller sites.
- 3.5 In these cases, the consultation suggests that a planning application for a site would be considered in the same way as an application for a caravan site from the settled community e.g. a park home. It is not at all clear, from the consultation, how the accommodation needs of Gypsies and Travellers who have ceased travelling on a permanent basis would be assessed.

- 3.6 Appendix 1 recommends that the council's response (to Q.1 and Q.2) should be to not support the proposed change to the definition. There are concerns that this proposed change to the definition could raise human rights issues and have equalities implications. Furthermore, the proposed change could have a number of unforeseen consequences including the increased incidence of unauthorised encampments where Gypsies and Travellers are 'forced' to maintain a travelling lifestyle to retain their identity for planning purposes.
- 3.7 The consultation further proposes a change to primary legislation (under Housing Regulations) to bring the definition of Gypsy and Traveller in line with the proposed change to the planning definition. Again, the response at Appendix 1 (Q.3) recommends that the council should not support this change.

Strengthening the protection of sensitive areas and Green Belt.

- 3.8 The National Planning Policy Framework (NPPF) gives significant protection to specified 'sensitive areas' which include sites protected under the Birds and Habitats Directives and/or sites designated as Sites of Special Scientific Interest; Local Green Space, Areas of Outstanding Natural Beauty, National Parks, designated heritage assets and locations at risk from flooding or coastal erosion. These are specifically identified at footnote 9 to paragraph 14, NPPF.
- 3.9 The consultation proposes that the PPTS is amended to replicate the protection of these sensitive areas. The recommended response at Appendix 1 (Q.4) is to support this change so that there is consistency between the NPPF and the PPTS.
- 3.10 Paragraph 23 of the PPTS requires local planning authorities to '*strictly limit new traveller site development in the open countryside*'. The government wishes to strengthen this to '*very strictly*' limit new traveller site development in the open countryside. Appendix 1 (Q.5) suggests this change is not supported as it is already clear from the guidance that there should be a strict limitation of traveller site development in the open countryside away from established settlements and the additional emphasis is superfluous and not required.
- 3.11 The consultation also proposes to amend the PPTS (at paragraph 25) so that it is clear that, for sites within the defined 'sensitive areas' (as set out above) or within Green Belt land, the absence of an up to date five year supply of Gypsy and Traveller sites will no longer be a *significant* material consideration in favour of granting temporary permission. Under these circumstances, it would remain a material consideration but its weight would be a matter for the decision maker. The recommended response at Appendix 1 (Q.6) is to support this change for the defined sensitive areas (as set out in the NPPF at footnote 9) but not for Green Belt land which does not necessarily share the same intrinsic landscape, biodiversity or heritage quality /value.

- 3.12 The government is also concerned that recent planning decisions in the Green Belt have given too much weight to the personal circumstances of the occupants of Gypsy or Traveller sites compared to harm to the Green Belt. The consultation proposes that, *'subject to the best interests of the child'* only, the PPTS is amended to clarify that unmet need and personal circumstances are unlikely to outweigh harm to the Green Belt. The proposed response at Appendix 1 (Q.7) is not to support this change on the basis that Green Belt land is not necessarily designated on the basis on any intrinsic specific landscape, cultural/community or biodiversity value and that the NPPF already accepts that some limited residential development may be acceptable in the Green Belt.

Addressing unauthorised occupation of land

- 3.13 The consultation paper describes 'unauthorised occupation' to occur when the owners of land set up residence without first obtaining the necessary planning permission. In planning terms, such a situation would be referred to as 'unauthorised development' and should not be confused with 'unauthorised camping' or 'unauthorised encampments', which describe a situation where Gypsies or Travellers may temporarily stop and reside on land without the landowner's permission. There have been no instances of unauthorised development of Gypsy and Traveller sites in Brighton & Hove ; but there are incidences of unauthorised encampments.
- 3.14 The government is concerned that unauthorised occupation (development) of land without planning permission undermines the planning system and fuels tension between the site occupants and the settled community. To address this, the consultation paper proposes to amend the PPTS to make it clear that intentional unauthorised occupation is a material consideration in planning decisions weighing against the grant of permission. The proposed response at Appendix 1 (Q.8) is not to support this change as it is considered to discriminate against Gypsies and Travellers and may breach the Equality Act 2010 and therefore cannot be supported. In terms of 'unauthorised development' more generally, local planning authorities do not regard the incidence of unauthorised development (whether intentional or not) as a material planning consideration that should weigh against the grant of permission subsequently sought (i.e. retrospective). In no other instance of unauthorised development (whether intentional or not) does the planning system regard this as a material consideration that should weigh against the grant of any retrospective permission sought. There are already provisions within the planning system, through the enforcement function, to address unauthorised development.
- 3.15 The government is also considering amending the PPTS so that, in exceptional cases, where a local planning authority is burdened by a large scale unauthorised site development which has significantly increased their need and

their area is subject to special planning constraints, there would be no assumption for them to meet their Gypsy and Traveller needs in full. The proposed response at Appendix 1 (Q. 11) is to support this approach and to extend it to assist those local planning authorities like Brighton & Hove which are subject to special planning constraints and also incur large scale incidences of unauthorised encampments which may inflate need assessments.

Draft planning guidance for travellers.

- 3.16 The government proposes to replace existing guidance and good practice guidance with updated, streamlined planning guidance for assessing Gypsy and Traveller accommodation needs. This would be consistent with the approach taken to the National Planning Policy Guidance (NPPG) published alongside the NPPF. The response at Appendix 1 (Q.11) indicates no particular comments on this.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The council could consider not responding to the government's consultation on the proposed changes to the Planning Policy Statement for Traveller Sites. However, some of the issues raised in the consultation could have implications for the council's current approach to addressing Gypsy and Traveller accommodation needs through the preparation of the City Plan Part One and actions identified in the 2012 Traveller Commissioning Strategy. As indicated above, some of the proposed changes warrant the council's support but some raise concerns regarding equalities implications and it is considered that these should be addressed by a response from the council.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 This report responds to a government consultation exercise setting out proposed changes to existing planning policy and guidance for Gypsies and Travellers (PPTS, March 2012). The consultation ran from 14 September to 23 November. The consultation paper states that the exercise complies with DCLG consultation principles. The consultation questions were discussed by council planning and traveller liaison officers in consultation with lead members. The responses set out at Appendix 1 were sent back to DCLG with the caveat that this would require formal endorsement by the relevant council committee.

6. CONCLUSION

- 6.1 The government's proposed changes to the Planning Policy Statement for Traveller Site raise some important issues regarding the definition of Gypsies and Travellers and how their accommodation needs are to be assessed and

planned for through the planning system. Should the proposed changes go ahead, then this will have important implications for how the council assesses the accommodation needs of the city's Gypsy and Traveller community.

- 6.2 DCLG will be notified of the committee's decision on whether to support the responses set out at Appendix 1 to this report.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 As noted in the main body of the report the proposed change to the definition of Gypsies and Travellers could result in an increased incidence of unauthorised encampments around the city. As a consequence, this could have additional management and cost implications.

Finance Officer Consulted: Name Steve Barton Date: 03/12/14

Legal Implications:

- 7.2 Section 225 of the Housing Act 2004 places a duty upon local authorities to produce an assessment of the accommodation needs of Gypsies and Travellers. The meaning of Gypsies and Travellers for this purpose is defined in the Housing Regulations 2006. The proposed changes to PPTS would require amending secondary legislation to bring the definition of Gypsies and Travellers set out under the 2006 regulations into line with the proposed planning definition of Travellers set out in the consultation paper.

Lawyer Consulted: Name Hilary Woodward Date: 10/12/14

Equalities Implications:

- 7.3 As indicated in the main body of the report and in Appendix 2, some of the proposed changes to the PPTS raise concerns regarding potential equalities impacts, namely the amended definition of Gypsies and Travellers and the proposed approach to assessing planning applications where there has been unauthorised site occupation (development). It is considered that these proposed changes may breach the 2010 Equality Act and cannot be supported.

Sustainability Implications:

- 7.4 Sustainability considerations are central to the new planning system. Policy CP22 Traveller Accommodation in the City Plan Part One (Modifications stage) has been subject to sustainability appraisal.

Any Other Significant Implications:

- 7.5 Significant implications are noted in the relevant paragraphs above. As noted in the main body of the report the proposed change to the definition of Gypsies and Travellers could result in an increased incidence of unauthorised encampments around the city. As a consequence, this could have additional management and cost implications and potentially the risk of crime and disorder and public health implications .

SUPPORTING DOCUMENTATION

Appendices:

1. DCLG Response Form with Brighton & Hove City Council comments.
- 2.

Documents in Members' Rooms

- 1.
- 2.

Background Documents

1. Planning Policy for Traveller Sites, DCLG, March 2012
2. National Planning Policy Framework, DCLG, March 2012



Department for Communities and Local Government

Response form: Consultation: planning and travellers

We are seeking your views to the following questions on proposed changes to planning policy and guidance, to:

- ensure that the planning system applies fairly and equally to both the settled and traveller communities
- further strengthen protection of our sensitive areas and Green Belt
- address the negative impact of unauthorised occupation to give local councils more

And

On proposed planning guidance on assessing traveller accommodation needs and use of Temporary Stop Notices.

How to respond

The closing date for responses is 23 November 2014.

This response form is saved separately on the DCLG website.

Responses should be sent to PPTS@consultation.gsi.gov.uk.

Written responses may be sent to:

Owen Neal
Planning Policy for Traveller Sites Consultation
Department for Communities and Local Government
Fry Building
2 Marsham Street
London
SW1P 4DF

About you

i) Your details:

Name:	Sandra Rogers
Position:	Senior Planning Officer
Name of organisation (if applicable):	Brighton & Hove City Council
Address:	City Planning, Room 201 Kings House Grand Avenue Kings House Hove BN3 2LS
Email:	sandra.rogers@brighton-hove.gov.uk
Telephone number:	01273 292502

ii) Are the views expressed on this consultation an official response from the organisation you represent or your own personal views?

Organisational response



Personal views

NB: Please note that this response is subject to formal endorsement at the Economic Development and Culture Committee 15 January 2015.

iii) Please tick the box which best describes your organisation

Local/ District Council

Unitary Authority

County Council

Parish/ Town Council

Traveller

Public

Representative body/ voluntary sector/ charity

Non Departmental Public Body

Other



(please specify):

Would you be happy for us to contact you again in relation to this questionnaire?

Yes



No

Questions

Please refer to the relevant parts of the consultation document for narrative relating to each question.

Ensuring fairness in the planning system

Question 1: Do you agree that the planning definition of travellers should be amended to remove the words or permanently to limit it to those who have a nomadic habit of life? If not, why not?

Yes No

Comments

NO. To change the definition, as proposed, may raise human rights issues and may breach the Equality Act 2010 by being discriminatory towards Gypsies and Travellers. As such, this cannot be supported.

The consequences of the proposed change may be to force some travellers, including those with health issues or those with children in education, to go back onto the road to retain their Gypsy or Traveller status for planning purposes.

This is likely to have further consequences in terms of additional health and welfare issues for some travellers and could also lead to other consequences such as an increase in unauthorised encampments due to the lack of a sufficient network of transit provision nationally, regionally and sub-regionally.

Some Gypsies and Travellers will have ceased travelling on a permanent basis for reasons which may include health, old age or educational reasons or because they want a more settled way of life with better access to work and local services. They may however still wish to retain their Gypsy or Traveller identity based on their cultural heritage of a travelling (nomadic) way of life and live on a Gypsy or Traveller site (should one be available).

Furthermore, Gypsies or Travellers in Bricks and Mortar accommodation may lose their Gypsy / Traveller status. As a consequence, some of these people who may be willing to consider going into bricks and mortar accommodation (where there is a lack of site provision) would be less willing to do this which could serve to frustrate finding suitable accommodation solutions.

Because the consultation document does not clearly explain or define what it means by 'travel', there is also the possibility that those Gypsies and Travellers living on permanent/residential sites would lose their Gypsy and Traveller status, for planning purposes.

In all the above examples, it would appear that the proposed changes would take away such persons identity as a Gypsy or Traveller and there are concerns that this could raise human rights issues.

Question 2: Are there any additional measures which would support those travellers who maintain a nomadic habit of life to have their needs met? If so, what are they?

Yes No

Comments

Yes. More transit provision and/or temporary stopping places on regional and sub-regional basis generally would help. This could be through formal transit provision together with more temporary stopping places to accommodate seasonal traveller movements.
In Wales, each local authority is required to make some transit provision and it would be helpful if this initiative could also be extended to English local authorities.

Question 3: Do you consider that:

a) we should amend the 2006 regulations to bring the definition of “gypsies and travellers” into line with the proposed definition of “travellers” for planning purposes?

Yes No

Comments

This council does not support the proposed change to the planning definition of Gypsies and Travellers as set out in the consultation document as set out under Q1.

It would, however, be helpful if the definitions (planning and housing) were consistent. Under the 2006 housing regulations, the definition for Gypsies and Travellers appears to be wider than the planning definition as it includes ‘anyone living in a caravan’. People with a cultural/ethnic/nomadic heritage should be distinguished from anyone living in a caravan.

and

b) we should also amend primary legislation to ensure that those who have given up travelling permanently have their needs assessed? If not, why not?

Yes No

Comments

The council does not support the proposed change to the planning definition of travellers as set out in the consultation document. However, should this change be confirmed then yes there will need to be a way to make sure those Gypsies and Travellers who have stopped travelling permanently have their accommodation (and other) needs assessed.

Protecting sensitive areas and the Green Belt

Question 4: Do you agree that Planning Policy for Traveller Sites be amended to reflect the provisions in the National Planning Policy Framework that provide protection to these sensitive sites (set out in para. 3.1 of the consultation document)? If not, why not?

Yes No

Comments

Yes. For consistency purposes, the Planning Policy Statement for Traveller Sites should be amended to reflect the provisions in the NPPF (as they are currently set out at footnote 9 to paragraph 14, NPPF) that provide protection to sensitive sites/areas protected under Birds and Habitats Directive or sites designated SSSIs, Local Green Space, AONB or National Parks.

Question 5: Do you agree that paragraph 23 of Planning Policy for Traveller Sites should be amended to “local authorities should very strictly limit new traveller sites in the open countryside”? If not, why not?

Yes No

Comments

No. The current wording is entirely sufficient and it is clear that development of sites in the *open* countryside should be strictly limited. The proposed change adds little and is poor use of the English language. In very constrained areas, as is the case in Brighton & Hove, it can be extremely difficult to find suitable sites within already densely built up urban areas and a ‘countryside’ location may prove to be the only feasible and practicable option. Not all countryside locations are sensitive or ‘open’ in character and opportunities to mitigate for any adverse impacts of potential development should be properly explored before development is ruled out.

Our experience in Brighton & Hove also indicates that high land values within urban areas may also prohibit travellers being able to bring forward sites themselves within urban areas.

Question 6: Do you agree that the absence of an up-to-date five year supply of deliverable sites should be removed from Planning Policy for Traveller Sites as a significant material consideration in the grant of temporary permission for traveller sites in the areas mentioned above (set out in para. 3.7 of the consultation document)? If not, why not?

Yes No

Comments

Yes, but see below in relation to Green Belt land. In terms of those sites protected under the Birds and Habitats Directives and/or sites designated as SSSIs, Local Green Space, AONB or National Parks (footnote 9, NPPF), this would seem a reasonable and sensible approach and consistent with the approach for housing development. However, in terms of adding land designated Green Belt to this list it should be noted that, unlike the other designations noted above, Green Belt land is not necessarily designated on the basis on any intrinsic specific landscape, community or biodiversity value. Paragraph 89 and 90 of the NPPF acknowledge that some forms of development and/or a limited amount of development may be acceptable in the Green Belt. These include, for example, limited infill development within villages in the Green Belt, limited affordable housing for local community needs, limited infill or redevelopment of brownfield land in the Green Belt or development brought forward under a Community Right to Build Order may also be acceptable. On this basis, we do not agree that Green Belt land should necessarily warrant the same degree of protection where there is a lack of a five year supply of sites.

Question 7: Do you agree with the policy proposal that, subject to the best interests of the child, unmet need and personal circumstances are unlikely to outweigh harm to the Green Belt and any other harm so as to establish very special circumstances? If not, why not?

Yes No

Comments

No.

As set out above, in response to Q.6, unlike the specific designations cited in footnote 9 to the NPPF, Green Belt land is not necessarily designated on the basis on any intrinsic specific landscape, cultural/community or biodiversity value.

On this basis , we do not agree that Green Belt land should warrant the same degree of protection and therefore do not agree with the proposed change to policy with respect to unmet need and personal circumstances.

Addressing unauthorised occupation of land

Question 8: Do you agree that intentional unauthorised occupation should be regarded by decision takers as a material consideration that weighs against the grant of permission? If not, why not?

Yes No

Comments

No.

This proposed change discriminates against Gypsies and Travellers and may breach the Equality Act 2010 and therefore cannot be supported.

In terms of 'unauthorised development' more generally, local planning authorities do not regard the incidence of unauthorised development (whether intentional or not) as a material planning consideration that should weigh against the grant of permission subsequently sought (i.e. retrospective).

Question 9: Do you agree that unauthorised occupation causes harm to the planning system and community relations? If not, why not?

Yes No

Comments

All 'unauthorised development' has the potential to cause harm to community relations but there are provisions already within the planning system (and other regulations) that are designed to address this and to rectify the harm.

Question 10: Do you have evidence of the impact of harm caused by intentional unauthorised occupation? (And if so, could you submit them with your response.)

Yes No

Comments

We do not have unauthorised site development within Brighton & Hove.

Question 11: Would amending Planning Policy for Traveller Sites in line with the proposal set out in paragraph 4.16 of the consultation document help that small number of local authorities in these exceptional circumstances (set out in paragraphs 4.11-4.14 of the consultation document)? If not, why not? What other measures can Government take to help local authorities in this situation?

Yes No

Comments

Yes, this would seem a reasonable approach in exceptional circumstances.

Such an approach would also be helpful if it were extended to those local authorities, like Brighton & Hove, who experience a large scale of unauthorised encampments and whose areas are (also) subject to strict and special planning constraints which make it extremely difficult to plan to meet those needs in full.

What is clearly required is a regional and sub-regional response to meeting both permanent and transit gypsy and traveller accommodation needs.

Question 12: Are there any other points that you wish to make in response to this consultation, in particular to inform the Government's consideration of the potential impacts that the proposals in this paper may have on either the traveller community or the settled community?

Yes No

Comments

Yes.

This authority has serious concerns that some of the proposals outlined in the consultation paper may be discriminatory in nature and could make things much harder for Gypsy and Traveller families.

In this respect the proposed changes to the policy statement would appear to contradict some of the stated aims of this consultation and need therefore to be carefully re-considered.

The proposed change to the definition of Gypsies and Travellers could have knock-on and unforeseen consequences especially in terms of an increase in unauthorised encampments (because travellers have to stop somewhere for work, health needs, etc) which could have detrimental impacts on the settled community.

What is required is clearly a better network and more traveller sites (both permanent and transit) in response to identified needs across local authority and sub-regional areas.

Brighton & Hove is currently updating its traveller site needs assessment and will work with its adjacent authorities to help meet those needs, subject to the strict and special planning constraints that are applicable to Brighton & Hove (particularly in terms of the sea to the south and a National Park to the north, east and west of the city).

Addressing the accommodation needs of Gypsies and Travellers is the best route to help ensure positive outcomes for members of this population. Research shows that a lack of suitable accommodation is

related to poor educational and health outcomes and also contributes to tensions between the travelling and non-travelling communities.

Draft planning guidance for travellers (Annex A)

Question 13: Do you have any comments on the draft planning guidance for travellers (see Annex A of the consultation document)?

Yes No

Comments

No.

About this consultation

This consultation document and consultation process have been planned to adhere to the Consultation Principles issued by the Cabinet Office.

Representative groups are asked to give a summary of the people and organisations they represent and, where relevant, who else they have consulted in reaching their conclusions when they respond.

Information provided in response to this consultation, including personal information, may be published or disclosed in accordance with the access to information regimes (these are primarily the Freedom of Information Act 2000 (FOIA), the Data Protection Act 1998 (DPA) and the Environmental Information Regulations 2004).

If you want the information that you provide to be treated as confidential, please be aware that, under the FOIA, there is a statutory Code of Practice with which public authorities must comply and which deals, amongst other things, with obligations of confidence. In view of this it would be helpful if you could explain to us why you regard the information you have provided as confidential. If we receive a request for disclosure of the information we will take full account of your explanation, but we cannot give an assurance that confidentiality can be maintained in all circumstances. An automatic confidentiality disclaimer generated by your IT system will not, of itself, be regarded as binding on the department.

The Department for Communities and Local Government will process your personal data in accordance with DPA and in the majority of circumstances this will mean that your personal data will not be disclosed to third parties.
Individual responses will not be acknowledged unless specifically requested.

Your opinions are valuable to us. Thank you for taking the time to read this document and respond.

Are you satisfied that this consultation has followed the Consultation Principles? If not, or you have any other observations about how we can improve the process, please contact CLG Consultation Co-ordinator.

Department for Communities and Local Government
Fry Building
2 Marsham Street
London
SW1P 4DF

or by e-mail to: consultationcoordinator@communities.gsi.gov.uk

Subject:	Housing Standards Review Consultation 2014		
Date of Meeting:	Economic Development & Culture Committee 15 January 2015		
Report of:	Executive Director Environment, Development & Housing		
Contact Officer:	Name:	Rebecca Fry	Tel: 29-3773
	Email:	rebecca.fry@brighton-hove.gcsx.gov.uk	
Ward(s) affected:	All		

FOR GENERAL RELEASE**1. PURPOSE OF REPORT AND POLICY CONTEXT**

- 1.1 This report seeks the approval and endorsement of the officer response sent on behalf of the council in response to the recent government consultation on the Housing Standards Review.
- 1.2 The response was submitted to the Department for Communities and Local Government (DCLG) in order to meet the consultation deadline of 7 November 2014. The council's response was noted as being subject to the approval and endorsement of this committee.

2. RECOMMENDATIONS:

- 2.1 That the Committee approves and endorses the officer response to the Government's Housing Standards Review Consultation 2014 (see Appendix 1).

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Government consulted on 'A Housing Standards Review Consultation' in 2013 (August – October). The outcome of the review was detailed in a formal Written Ministerial Statement in March 2014. The purpose of the review was to simplify the system for setting standards in the design and construction of new homes through consolidating essential requirements into a national framework centred on the Building Regulations reducing the number of technical and local standards.
- 3.2 The further consultation, the subject of this report, sets out in detail proposals for implementing the Housing Standards Review and in particular the technical standards that the government proposes to put in place and other practical matters. The deadline for responses was 7 November 2014 via an online survey format. The key proposals relate to the subject areas set out below:
 - Access
 - Space
 - Water Efficiency

- Security
- External Waste Storage

3.3 In Summary:

The Government is proposing, in respect of the above subject areas, to revise guidance, requirements and standards set out in the Building Regulations, and, introduce a nationally recognised optional space standard. The amendments to the Building Regulations include new ‘optional requirements’. The optional requirements and optional space standard will only apply if they form part of an adopted Local Plan policy. As part of the proposals the Government is proposing to wind down the Code for Sustainable Homes which contains requirements, applied through planning policy, relating to water use, waste storage, energy use, materials, pollution and ecology. The four main proposed approaches are as follows:

Table of Key Proposals

Proposed Approach	Subject Area	Application
Mandatory Standard	<ul style="list-style-type: none"> • Access • Security 	Introduced through Building Regulations and applied upon introduction of Housing Standard Review.
Optional Requirements	<ul style="list-style-type: none"> • Access • Water Efficiency 	Introduced through Building Regulations but applied via Planning Policy , subject to need (see paragraphs 3.4 and 3.5 below). Once in place a planning authority will not be able to impose technical standards beyond those that emerge from the Housing Standards Review. Neighbourhood Plans/Orders will not be able to apply these requirements however they could seek to dis-apply Local Plan policies that require them
Revision of Building Regulations Guidance	<ul style="list-style-type: none"> • External Waste Storage 	Building Regulations guidance in Approved Document H. (please note, amendments will also be made to other Approved Documents as necessary to take forward the proposals detailed above)
Nationally Described Standards	<ul style="list-style-type: none"> • Space 	Non- Statutory – Introduced through Statement of Policy /National Planning Policy applied via Local Planning Policy (see paragraphs 3.4 and 3.5 below). Local authorities are not required to adopt the space standard but can choose to do so subject to evidence on impact on factors such as need, viability, affordability and timing/housing delivery. Once in place a planning authority will not be able to impose a standard beyond those that emerge from the Housing Standards Review. Neighbourhood Plans/Orders will also be able to apply the nationally described space standard and/or seek to dis-apply Local Plan policies that require it.

- 3.4 Optional requirements and the non-statutory nationally described standard will be subject to the NPPF viability test.
- 3.5 Optional requirements - are only applicable where they can be locally justified, included in an adopted Local Plan and a condition imposed on a planning application. They then form a matter for building control to ensure compliance (Appendix 2 sets out a process chart for the proposed optional requirements). The 'optional' nationally described space standard is similar in application in that it only applies where there is evidence relating to its impact/need, it is included in an adopted Local Plan and a condition imposed on a planning application. However compliance will be via planning not building control.
- 3.6 Following this consultation the Government intends to issue a statement of intent in early 2015 and to bring into force the amendments to the Building Regulations in autumn 2015. It is proposed that once the statement of intent is published, planning authorities will no longer be able to adopt local plan policies referring to the Code for Sustainable Homes or any other standards other than the optional requirements or the nationally described space standard. Guidance will be prepared by the government to clarify the circumstances where a planning authority can apply an optional requirement or the national space standard.

4. DETAILS OF CONSULTATION PROPOSALS AND RESPONSE

4.1 Access:

The government's proposed approach in respect of access is the introduction of a three tier standard of accessibility through the Building Regulations applying both a **mandatory minimum standard** and **two optional requirements**. Three categories are set out:

- Category 1 – a **mandatory minimum standard**, requiring new homes to be “visitable” by those with additional needs.
- Category 2 – **Age friendly housing** an **optional requirement** building regulation¹ for accessible and adaptable mainstream housing to meet the needs of older and disabled people, which can be introduced via an adopted local plan policy and imposition of a planning condition where justified by need and viability.
- Category 3 - **wheelchair user housing**: an **optional requirement** building regulation which sets a standard for wheelchair housing, which can be introduced via an adopted local plan policy and imposition of a planning condition where justified by need and viability

- 4.2 Local authorities would need to clearly state in their Local Plan the proportion of new development which needs to comply with the requirements for category 2 – accessible and adaptable dwellings, or category 3 – wheelchair adaptable or accessible dwellings. The government envision that Local Plan policies may set

¹ **Optional requirements** - are requirements set at a level above the basic minimum in the Building Regulations 2010, which can be applied by a planning authority as a planning condition, where justified by need and subject to viability.

out what proportion of category 3 dwellings in affordable rent or social rent should be built to be wheelchair accessible at completion. For all other tenures, Local Plan policies should only require compliance with the wheelchair adaptable standard. (N.B. Category 2 is similar to the Lifetime homes standard currently required in all development in Brighton and Hove and Standard 3 broadly relates to Wheelchair accessible homes which apply to 5% of market housing and 10% of affordable housing)

4.3 Factors which might influence a decision to introduce category 2 or category 3 optional standards include:

- the likely future need for housing for older and disabled people (including wheelchair user dwellings)
- whether particular sizes and types of housing are needed to meet specifically evidenced needs (for example retirement homes, sheltered homes or care homes)
- the accessibility and adaptability of its existing housing stock.
- the overall impact on viability

4.4 In summary the **council officers' response** supported the adoption of inclusive design standards. However, it considered that the mandatory minimum standard should be expanded to include those set out under Category 2. The reason for this was many local authorities already apply such standards and the changing needs of occupants are universal and not dependent upon locality or measurable factors such as gender, race etc. The introduction of the Category 3 requirements as optional was supported. In respect of details on the fit out of wheelchair accessible dwellings the council response considered these matters could not be secured by planning condition and would be dependent upon the specific needs of the future occupant.

4.5 **Space:**

The government's proposed approach in respect of space is the introduction of a single set of non-statutory 'optional' **Nationally Described Standards** for new houses and flats suitable for application across all tenures. (See paragraphs 3.3 – 3.5 above). As part of the consultation specific queries were raised in respect of the proposed gross internal areas/unit sizes, internal storage, bedroom sizes and ceiling heights.

4.6 In summary the **council officers' response**, supported the proposed gross internal areas/units sizes. However, it considered that the standard should be a mandatory minimum for both planning and building control with an onus on the applicant/architect to comply. The proposed ceiling height requirement of 2.5m was not supported as it was considered to be too high and contrary to energy saving and sustainability. If introduced however, a ceiling height of 2.4m or 2.325m should be required. The inclusion of requirements relating to internal storage and bedroom sizes was not supported as it was felt this should be instead left to market forces and future occupants. However, if introduced it was considered it should only be via building regulations. In response to the consultation's query over how compliance can be ensured, it was suggested a burden of compliance could be placed with the developer at planning stage and checked via Building Regulations. The response suggested non compliance

could invalidate a planning permission prior to occupation and supported the inclusion of Gross Internal Areas within property sales particulars.

4.7 Please note the approach indicated in the Submission City Plan Part 1 is that a policy would be brought forward in the City Plan Part 2 to introduce minimum space standards.

4.8 **Water Efficiency:**

Minimum water efficiency standards were introduced into Building Regulations in 2010 and require that all homes are designed so that their estimated average water use is no more than 125 litres per person per day. The government is proposing to amend this by introducing an **optional requirement** of 110 litres per person per day (See paragraphs 3.3 – 3.5 above). Local planning authorities should, when considering adoption of a local optional requirement on water efficiency in their Local Plans, consult with the local water supplier(s), developers and the Environment Agency.

4.9 In summary the **council officers' response** did not consider the water efficiency proposals to be technically correct. It considered that the standard should adopt the current Code for Sustainable Homes level 3 standard as the minimum and should not increase it as proposed to include an additional 5 litres per person per day for external water use because this will increase the allowance for the many dwellings that do not have external areas. The response also recommended rainwater harvesting be mandatory for dwellings with external space.

4.10 **Security and External Waste Storage:**

The proposed government approach in respect of security is the introduction of a **mandatory minimum standard**. This seeks to ensure homes are better protected from crime. The proposed government approach taken in respect of external waste storage is the introduction of **amendments to Building Regulations guidance** contained in Approved Document H to help tackle 'bin blight'.

4.11 **Enforcement and Implementation:**

The consultation also addresses enforcement of the proposals and the implementation and transitional arrangement. In general it is envisaged enforcement will be overseen by building control bodies (local authorities or approved inspectors) except in respect of the space standards where compliance will be via planning processes. The implementation and the transitional arrangements include the transition to delivering zero carbon homes policy through the Building Regulations. There will be a mechanism to limit planning authorities' ability to impose technical standards beyond those which emerge from the Housing Standards Review. The optional requirements should be applied on a "need to have" rather than a "nice to have" basis, so that they are only imposed where necessary.

4.12 In summary the **council officers' response** raised concern over the winding down of the Code for Sustainable Homes (CSH) and considered it should remain in place until implementation of the new approach and/or until the governments zero carbon homes standard is implemented (anticipated in late 2016). The winding down of the code will impact upon a number of other elements covered

by it such as ecology, pollution, surface water run-off and materials.

- 4.13 Please note that whilst there are concerns over the winding down of the CSH it is considered that the Submission City Plan Part 1 policy CP8 Sustainable Buildings (as modified) contains robust policy requirements relating to these issues.

5. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 5.1 This report advises the Committee of the main proposals contained in the technical consultation document published by the DCLG, and the council officers' response covering the areas of support, potential implications and concerns. Approving and endorsing the response which was sent on 7 November in order to meet the deadline helps to ensure the response from the council is taken into consideration by the government.
- 5.2 The proposals may have a significant impact upon planning in Brighton & Hove and limit its ability to be one of the pioneers in respect of sustainability and water efficiency, which is important in an area of water stress. Not to have commented on the proposals would have failed to provide DCLG with a reasoned response on what is welcomed and the areas of concern in respect of its proposals. It would have failed to give this council a voice on these significant proposals.
- 5.3 The committee has the option to either endorse the comments sent as recommended; seek to revoke them, or; seek to amend them

6. COMMUNITY ENGAGEMENT & CONSULTATION

- 6.1 Internal consultation with relevant departments, including City Clean, Housing and Building Control, was undertaken and their comments included in the response sent. This report relates to the council's response to a Government consultation, which was also available to the wider community to directly respond to, it was not therefore necessary or appropriate for the council to undertake community engagement.

6. CONCLUSION

- 6.1 The purpose of the report is to gain formal approval and endorsement of the response sent to the Government's Housing Standard Review Technical Consultation. Whilst the response has been despatched to meet the consultation deadline of 7 November 2014, this was on the basis that the response be subject to approval and endorsement at Economic Development and Culture Committee.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no direct financial implications arising from the recommendation in this report. The cost of officer response to the Government's Housing Standards Review Consultation 2014 has been met from within existing revenue budgets. It is anticipated that any financial implications expected to arise from the outcome

of the consultation will be met from the Planning & Building Control revenue budget.

Finance Officer Consulted: Steven Bedford

Date: 03/12/2014

Legal Implications:

- 7.2 As noted in the Report the optional requirements and optional space standard would need to be applied through local plans. Where that is the case the applicable policies will be material planning considerations in the determination of relevant planning applications.
- 7.3 The outcome of the Review may require the Building Regulations 2010 to be amended.

Lawyer Consulted: Hilary Woodward

Date: 12/12/2014

Equalities Implications:

- 7.4 An Impact Assessment was issued alongside the DCLG technical consultation document. A number of concerns were raised in the response, in particular it is considered the failure to assess home-owner costs relating to energy and utility bills means the assessment fails to fully consider the impact upon levels of fuel-poor households. There is a concern that the current proposals in the government consultation could have a negative impact upon inclusion and equality because the proposed mandatory minimum access standard falls short of the nationally recognised Lifetime Homes standard currently sought in planning policy applied within the city. Once the Housing Standard Review requirements are in place such policies will no longer apply unless locally justified which may not be possible as the need is general and not based on local measurable factors.

Sustainability Implications:

- 7.5 There is concern that some of the proposed standards/requirements contained in the DCLG technical consultation are set too low, at least lower than those that Brighton & Hove has successfully achieved through the application of its planning policies. This could have negative implications for sustainability. In particular the winding down of the Code for Sustainable Homes prior to the implementation of the governments zero carbon homes standard. The proposed ceiling height requirements, which is considered to be too high, is likely to increase energy requirements because the 'extra' volume of space will need heating. Other aspects are addressed in the body of the report.

Any Other Significant Implications:

Corporate / Citywide Implications:

- 7.6 If the proposed changes are introduced there will be corporate and citywide implications which have been highlighted in the report.

SUPPORTING DOCUMENTATION

Appendices:

1. Brighton & Hove City Council Response to DCLG's Housing Standards Review Technical Consultation
2. Process Chart for the Proposed Optional Requirements and Nationally Described Standard.

Documents in Members' Rooms

None

Background Documents

1. DCLG's Housing Standard Review Technical Consultation, September 2014
2. DCLG Housing Standards Review Detailed Implementation Consultation Impact Assessment, September 2014.
3. Nationally Described Space Standard – technical requirements, Consultation draft, September 2014.
4. Approved Document G: Requirement G2 Water efficiency, Consultation draft, September 2014.
5. Approved Document Q: Security Q1 Optional requirement – Unauthorised access, Consultation draft, September 2014.
6. Approved Document H: Requirement H6 solid waste storage, Consultation draft, September 2014
7. Approved Document M: Part M Access to and use of buildings – Volume 1 dwellings, Consultation draft, August 2014.

Appendix 1

The following officers' response from Brighton & Hove City Council, subject to approval and endorsement at EDC committee on 15 January 2014, was sent via the online Survey Monkey set up by DCLG for the consultation.

Housing Standards Review Technical Consultation

The online form that was provided for responses detailed questions 1 and 2 as relating to who was responding and organisation.

The questions relate to the optional requirements described in the Approved Documents published in draft alongside the Housing Standards Review Consultation paper. The questions cover Access, Security, Water efficiency and the nationally described standard document setting out Space standards.

ACCESS: OPTIONAL REQUIREMENTS

3). Do you think that the technical requirements for Category 1 – Visitable dwellings are directly comparable to the technical requirements of the existing guidance in Sections 6 to 10 of Approved Document M (Access to and use of buildings)?

- a. ~~Agree~~
- b. Mostly agree (please specify)
- c. ~~Disagree (please specify)~~

If you do not entirely agree, please explain why and, if possible, suggest how it should be corrected:

BHCC RESPONSE

The proposal to adopt inclusive design standards for housing into the Building Regulations is a very welcome change. However, only making one of the three Categories of provision mandatory is considered contrary to the government's stated commitment to inclusion and equality.

Category 1 is the only mandatory Category. It is virtually a repeat of the requirements already included in the existing Building Regulations and aimed at making housing visitable. However it is considered to fail to meet the minimum requirements because there is such an easy escape clause allowing steps in place of a sloping approach rather than asking the designer to be imaginative if the site gradient is steep.

The Category 2 accessibility standard should be the minimum national access standard in all new build homes. Category 2 should not be optional because it relates to the adaptability of housing to meet the changing needs of the occupants and it is not possible to predict where, when or why those needs may change. It is not considered possible to classify or assess the potentially changing needs on the basis of gender, race, age, locality or any other measurable feature which makes it hard if not impossible for a planning authority to justify asking for Category 2. On this basis,

If it can only be implemented where it can be justified in a local authority area, it is unlikely to be implemented.

Category 1 is supported as mandatory and Category 3 is supported as optional because a local authority is able to justify the need via Housing statistics.

4). Do you think that the technical requirements of the proposed guidance for Category 2 – Accessible and Adaptable Dwellings are correct?

- a. ~~Agree~~
- b. **Agree only in part**
- c. ~~Disagree~~

If you do not entirely agree, please explain why and, if possible, suggest how it should be corrected:

BHCC RESPONSE

The Category 2 accessibility standard should be the minimum national access standard in all new build homes.

Category 2 is based on the nationally recognised Lifetime Homes standard that many councils are already requiring as part of the planning application process. It is aimed at producing housing that can be easily adapted to meet the changing needs of the occupants, whether temporary or permanent, resulting from illness, ageing or loss of mobility. It is entirely appropriate that it should be adopted into the Building Regulations because many of the requirements are at a detailed constructional level that cannot be readily seen or enforced at the planning stage.

It is not considered appropriate to make Category 2 optional. It fails to accord with the government's commitment to inclusion, equality and the opening up of society to everyone. The National Planning Policy Framework (NPPF) advises planners should be demanding good inclusive design and defines that as designing buildings so they can be accessed and used by everyone.

A great deal of support was shown for accessible homes during the first round of consultation last year. Eighty-six per cent of respondents supported up-front investment as the best and most cost-effective way to meet accessible housing need. Many also agreed that adoption of the Category 2 standard as the regulated minimum is the best way to achieve this; most notably, among builders and developers who responded 43 per cent agreed.

There will also be an environmental consequence of this proposal when people are forced to move house because their existing property cannot be adapted to meet their needs. The move to a new house frequently involves new carpets, curtains, paint, paper, appliances and so on, all of which have embedded costs in both materials and the energy required to produce them.

The proposal to make Category 2 optional and to require local authorities to demonstrate the need for such homes and apply a viability assessment is not supported. Category 2 is all about meeting the changing needs of occupants. The changing needs caused by illness, injury and ageing. These needs are not local or regional issues and are not easily predictable.

It is considered the proposed approach will not be appropriately enforceable. Local authority building control sections are in direct competition with the private sector.

The approach may be open to abuse especially by the private sector which is not subject to the same controls as the local authorities and are less aware of planning conditions. The private sector may seek “value engineer” elements out of a project on the request of their client to minimise costs. This raises a concern that optional requirements that have resulted from a Planning assessed need may not take place unless some form of monitoring takes place. Local authority Building Control is not entitled to monitor the work of its competitors. If this approach is adopted regulation and enforcement needs to be addressed eg impose a requirement upon planning authorities or other regulator to ensure such optional planning requirements that impose a higher level of Building Regulations does take place. If this is not in place it is likely to result in an unlevel playing field between Public and Private sector building control. However any additions to the Building Regulations and planning will increase responsibilities and a need for training and resources to implement, and potentially monitor, which could be difficult at a time of public sector cuts.

5). Do you think that the technical requirements of the proposed guidance for Category 3 – Wheelchair User Dwellings are correct?

- a. ~~Agree~~
- b. Agree only in part
- c. ~~Disagree~~

If you do not entirely agree, please explain why and, if possible, suggest how it should be corrected.

BHCC RESPONSE

Such an ability to seek wheelchair user dwellings is supported.

Category 3 is virtually the standard described in Habinteg’s Wheelchair Housing Design Guide. It ensures that suitable access and sufficient space is provided in the structural envelope so that the new dwelling can be equipped to meet the specific needs of the individual wheelchair user. It is considered appropriate that councils be required to produce evidence of the need for housing in this Category based on statistics of recorded need in their own local areas.

6). When do you think that the requirement for a dwelling to be Wheelchair accessible (fitted out) should apply?

- a. Only where local authority allocation policies apply
- b. Across any tenure where a local authority believes this is necessary
- c. All wheelchair housing should be fully wheelchair accessible

7). Which of the following best reflects your views?

- a. I agree with the extent to which accessibility requirements are required in the proposed standards.
- b. I agree that where dwelling are required to be fully accessible they should include one or more of the following at point of fit out: (i) Shallow insulated sink in the kitchen, (ii) Height adjustable worktops in kitchens, (iii) Height adjustable sinks, (iv) Plumbing which is installed to work with height adjustable sinks (but not the height adjustable equipment itself), (v) Other.

If you do not entirely agree, please explain why and, if possible, suggest how it should be corrected:

BHCC RESPONSE

Do not agree with either of the options suggested for the same reasons for not ticking any of the options for 4(6). It is not possible to answer without knowing the individual occupant. In respect of this it is considered the purpose of Planning and Building Regulation controls is to secure an accessible space that can be fitted out as required to meet the very specific needs of the occupant when known. It is considered legislation should not require the provision of facilities that may never be required.

8). Where dwellings are required to be fully accessible they should include one or more of the following at point of fit out (select all that apply)

- i) ~~Shallow insulated sink in the kitchen~~
- ii) ~~Height adjustable worktops in kitchens~~
- iii) ~~Height adjustable sinks~~
- iv) Plumbing which is installed to work with height adjustable sinks (but not the height adjustable equipment itself).
- v) Other (please specify)

Other (please specify)

BHCC RESPONSE

It is not considered appropriate to guess at this stage what the needs of the individual might be. If the individual is disabled to the extent that the kitchen needs to be used by a carer and the individual cannot wash independently, there would be no need for adjustable features. In addition to this the features specified are not elements that can be controlled by planning it would therefore not be appropriate to control these via planning condition.

9). Should Regulation 3 continue to apply in relation to material alterations of dwellings?

- a. Yes
- b. ~~No particular view~~
- c. ~~No~~

NATIONALLY DESCRIBED SPACE STANDARD

10). Do you agree the Government's proposals for a single level of requirements in the nationally described space standard?

- a. Yes
- b. ~~No particular view~~
- c. ~~No~~

If you do not entirely agree, please explain why and, if possible, suggest how it should be corrected:

BHCC RESPONSE

The proposed gross internal areas/unit sizes are supported. Recent applications have given rise to concern from planning committee in respect of the low quality of space standards included within schemes. In order to operate an even playing field for developers it is considered space standards should be applied.

It is considered minimum national space standards relating to gross internal area of dwellings should be adopted and mandatory for both Planning and Building Regulations. It is considered that if the space standards are not mandatory that they will just be guidance which could be “value engineered” out of a scheme. There should be a clear onus on the applicant/architects to ensure their proposals meet the standards and that all plans for planning permission should be required to clearly mark the gross internal area for each unit. Thus where it is found approved plans do not conform with the standards then the onus should be with the developer. Where the standards are not met and the property is not yet occupied planning permission could be invalidated. This will avoid an undue burden on local authorities who could be subjected to ombudsman and legal challenges from disgruntled neighbours or occupants (eg can be hard for a planning officer to accurately confirm the area from plans especially where the property is an irregular shape and/or the proposal is for a significant number of units. It is also not uncommon for plans to be amended between planning and building control in order to resolve on-site construction issues).

Local Authority discretion should be permitted in respect of conversions.

Should the proposed space standards be reduced it is considered they should not fall below the current Housing Quality Indicators required by the HCA. For example:

- 1 bed 2 person = 45sqm
- 2 bed 3 person = 57sqm
- 2 bed 4 person = 67sqm
- 3 bed 5 person (1 storey) = 75sqm
- 3 bed 5 person (2 storey) = 82sqm
- 4 bed 6 person (1 storey) = 85sqm
- 4 bed 6 person (2 storeys) = 95sqm
- 4 bed 7 person (2 storey) = 108sqm

11). Do you agree with Governments proposals for internal storage?

- ~~a. Yes~~
- ~~b. No Strong Views~~
- c. No

If you do not entirely agree, please explain why and, if possible, suggest how it should be corrected:

BHCC RESPONSE

Provided the ‘shell’ is of a size to provide an appropriate standard of living for the potential number of occupants, via the setting of mandatory national gross internal areas/unit sizes, it is considered appropriate storage could be left to market forces to dictate.

Indeed such requirements would hinder occupiers undertaking works at a later date to alter internal layout to meet their requirements. In addition to this the level of plan checking detail that this will generate at a time of budget cuts is a concern. It is not therefore considered storage requirements should be set for either planning or

Building Regulations as part of the space standard. However national guidance on storage would be welcome and could form a material consideration should this prove to become a problem.

If storage requirements are introduced then it should be via the Building Regulations because this is too onerous for planning especially as most plans for planning do not provide ceiling heights. Local Authority discretion should be permitted in respect of conversions.

12). Do you agree with the proposed requirements for bedrooms and bedroom sizes?

- a. ~~Yes~~
- b. ~~No Strong Views~~
- c. **No**

If you do not entirely agree, please explain why and, if possible, suggest how it should be corrected:

BHCC RESPONSE

Provided the 'shell' is of a size to provide an appropriate standard of living for the potential number of occupants, via the setting of mandatory national gross internal areas for the range of property sizes, it is considered appropriate sized bedrooms could be left to market forces to dictate.

Indeed such requirements would hinder occupiers undertaking works at a later date to alter internal layout to meet their requirements (eg a single parent family may choose to sub divide a twin/double room). In addition to this the level of plan checking detail that this will generate at a time of budget cuts is a concern. It is not therefore considered bedroom size requirements should be set for either planning or Building Regulations as part of the space standard which this local authority feel should be mandatory. However national guidance on suitable bedroom sizes would be welcome and could form a material consideration should this prove to become a problem.

If bedroom size requirements are introduced then it should be via the Building Regulations because this is too onerous for planning. Local Authority discretion should be permitted in respect of conversions.

13). Do you agree with the Government's proposed approach to ceiling heights as set out in the proposed Nationally described Space Standard?

- a. ~~Yes~~
- b. ~~No strong view~~
- c. ~~No~~
- d. **Other approach (please specify)**

If you do not entirely agree, please explain why and, if possible, suggest how it should be corrected:

BHCC RESPONSE

It is considered the proposed 2.5m is too high to form the minimum requirement and could be contrary to energy saving and sustainability (eg heating requirements will be greater the greater the volume of space). It is considered 2.4m should be adopted

or, as an absolute minimum and as suggested in the consultation document, 2.325m. If a national ceiling height is proposed this should apply to both Planning and Building Regulations.

There should be a clear onus on the applicant/architects to ensure their proposals meet the standards and that all plans for planning permission should be required to clearly mark the gross internal area for each unit that complies with the set ceiling height. Thus where it is found approved plans do not conform with the standards then the onus should be with the developer. Where the standards are not met and the property is not yet occupied planning permission could be invalidated. This will avoid an undue burden on local authorities who could be subjected to ombudsman and legal challenges from disgruntled neighbours or occupants (eg can be hard for a planning officer to accurately confirm ceiling heights from plans especially where the property is an irregular shape and/or the proposal is for a significant number of units. Indeed most plans for planning permission do not include ceiling heights).

Local Authority discretion should be permitted in respect of conversions.

14). Would you agree that Government should continue to explore the potential role of building control bodies in providing plan checking and type approval of the Nationally Described Space Standard?

- a. ~~Yes~~
- b. **No strong views**
- c. ~~No~~

If you do not entirely agree, please explain why:

BHCC RESPONSE

It is considered both planning and building control will need to adopt any space standards introduced. It is recognised it would be too late to just introduce space standards within the Building Regulations eg confusing if planning granted a scheme that cannot meet Building Regulations. However most plans submitted for planning permission do not include ceiling heights and the level of plan checking detail that this will generate for planning at a time of budget cuts is a concern. This could be avoided if the burden of compliance is placed upon the developer at planning stage and compliance checked via the Building Regulations (similar to the previous land stability approach) and/or the space standards are kept simple and just relate to gross internal area..

There should be a clear onus on the applicant/architects to ensure their proposals meet the standards and that all plans for planning permission should be required to clearly mark the gross internal area for each unit that complies with the set ceiling height (and category 1 and 2 access requirements). Thus where it is found approved plans do not conform with the standards then the onus should be with the developer. Where the standards are not met and the property is not yet occupied planning permission could be invalidated. This will avoid an undue burden on local authorities who could be subjected to ombudsman and legal challenges from disgruntled neighbours or occupants (eg can be hard for a planning officer to accurately confirm area and ceiling heights from plans especially where the property is an irregular shape and/or the proposal is for a significant number of units. This would also permit discretion and flexibility at the building control stage where an issue can arise during the build).

Indeed most plans for planning permission do not include ceiling heights. Not all planning applications get approved or (once granted) built and can be subject to a number of amended schemes. Neither are they all handled by a local authority building control section. There is therefore a concern the proposed 'plan checking' approach would generate an unnecessary burden and a need for resources that cannot be met due to current public sector cuts.

15). How do you think on site compliance with space standards would best be checked?

- ~~a. At individual local planning authority discretion.~~
- ~~b. Checking by the building control body providing plan checks.~~
- ~~c. Through conditions requiring the relevant Gross Internal Areas to be published as part of the property sales particulars.~~
- d. By another approach (please specify).**

Other (please specify)

BHCC RESPONSE

There should be a clear onus on the applicant/architects to ensure their proposals meet the standards and that all plans for planning permission should be required to clearly mark the gross internal area for each unit that complies with the set ceiling height. Thus where it is found approved plans do not conform with the standards then the onus should be with the developer. Where the standards are not met and the property is not yet occupied planning permission could be invalidated. This will avoid an undue burden on local authorities who could be subjected to ombudsman and legal challenges from disgruntled neighbours or occupants (eg can be hard for a planning officer to accurately confirm ceiling heights from plans especially where the property is an irregular shape and/or the proposal is for a significant number of units. Indeed most plans for planning permission do not include ceiling heights).

It could also be through conditions requiring the relevant Gross Internal Areas to be published as part of the property sales particulars.

16). Further Comments on the nationally described space standard?

SECURITY: OPTIONAL REQUIREMENTS

17). The Government is minded to implement the security standard as a national mandatory requirement. Do you agree with this approach?

Yes

No

If you do not agree, please explain why.

WATER EFFICIENCY: OPTIONAL REQUIREMENTS

18). Are the proposed changes to Approved Document G technically correct?

- ~~a. Yes~~
- ~~b. No particular view~~

c. No

If not please explain why and, if possible, suggest how it should be corrected:

BHCC RESPONSE

The proposal to include five litres per person per day for external water use in the allowance per person is not supported.

There are many households which will not have needs for external water use. Many will not have a large garden or a car which may need washing, therefore the introduction of a 5 litres per person per day allowance for external use in many cases is not a real requirement for many households.

The introduction of an additional allowance effectively raises the allowance per person for a usage that many will not require. The overarching impact therefore is to increase the allowed water usage overall.

It is recommended that the standard should adopt the current CSH level 3 standard as a minimum, that is: 105 litres per person per day.

This standard has been achieved without difficulty in Brighton & Hove since 2008. Brighton & Hove is an area described by the Environment Agency as being in 'water stress', therefore the Local Planning Authority is likely to seek any enhanced water performance standards that are provided through Building Regulations.

The introduction of minimum water fittings specification is welcomed.

It is recommended that rainwater harvesting be mandatory for all dwellings with any external space, and that this be introduced under Part G. This has the dual benefit of potentially addressing rainfall attenuation, as well as reducing external water use.

EXTERNAL WASTE STORAGE: OPTIONAL REQUIREMENTS

19). Do you agree with the proposed changes to reinforce the importance of good design for external waste storage?

- a. Yes
- b. No particular view
- c. No

20). Do you agree with the proposed changes to reinforce that the provisions relate equally to where dwellings are created through a material change of use?

- a. Yes
- b. No particular view
- c. No

If not please explain why and, if possible, suggest how it should be corrected:

21). Do you agree with the proposed technical changes to provide clarification of existing requirements?

- a. Yes
- b. No particular view
- c. No

If not please explain why and, if possible, suggest how it should be corrected:

PRINCIPLE CONSIDERATIONS IN ADOPTING OPTIONAL REQUIREMENTS AND NATIONALLY DESCRIBED STANDARDS

22). Do you agree with the Governments proposed approach as to how the use of optional Requirements and Nationally Described Space Standard should be taken forward?

- a. Yes
- ~~b. No strong views~~
- ~~c. No~~

If you do not agree, please specify why:

BHCC RESPONSE

With regards the adoption of optional requirements for water standards, the principle of government working with the Environment Agency is supported, as the EA has an overview of water stress. The Water Authorities/Board should also be included.

The principle of consulting with developers, water suppliers and the EA on the adoption of optional requirements is acceptable. This is normal practice for the adoption of local planning policy.

TRANSITIONAL ARRANGEMENTS AND PROPOSED POLICY INTENT

23). Do you agree the proposed approach will be sufficient to ensure local planning authorities and neighbourhood planning qualifying bodies in future only set policies requiring compliance with the optional requirements and nationally described space standard to address a clear and evidenced need? If not, please indicate why.

~~Yes~~

No

Other (please specify)

BHCC RESPONSE

The Planning and Energy Act 2008 confers powers to Local Planning Authorities. This Act must be revoked if government seeks to change these powers.

24). Do the proposed arrangements provide the correct balance between allowing time for developers and local authorities to adapt to the new regime whilst delivering benefits as quickly as is reasonable? If not, please indicate why.

~~Yes~~

No

Other (please specify)

BHCC RESPONSE

The proposed arrangements do not provide the correct balance between allowing time for developers and local authorities to adapt to the new regime whilst delivering benefits as quickly as is reasonable.

The approach must ensure that there is no nosedive in standards between the current state of affairs and the proposed approach. Insufficient information has been set out in this document to explain how the approach will work.

The government should not wind down the Code for Sustainable Homes until the new approach is implemented and bedded in, because in the interim standards will drop. Brighton & Hove Local Planning Authority has already seen applications submitted which forgo local standards and propose only to meet current Building Regulations Standards. An example of this is Planning Application BH2014/02589 currently under consideration, an outline application for 100 no one, two, three, four and five bed dwellings.

Local planning authorities should not be prevented from referring to the Code for Sustainable Homes as they progress through the Plan Examination process towards adoption. Instead they should be allowed to refer in their plans to Code standards and recommend use of these standards, but to be in sync with the timetable for changes these could use a caveat such as 'until the governments zero carbon homes standard is implemented'. This approach was suggested by the Planning Inspector considering the Local Plan in Swindon Borough Council.

Impact Assessment

25). Do you have any comments on the analysis in the impact Assessment Paper?

Yes

No

Comments

BHCC Response

Social

There has been no assessment of the potential difference in costs to individual home-owners in relation to energy and utility bills. For example, the energy and utility bills associated with a home that meets the proposed standards will be greater, when compared to the bills associated with a home that meets CSH 5 or 6. This could have associated impacts on levels of fuel-poor households.

Environmental

There has been no assessment of the environmental impacts of the proposals.

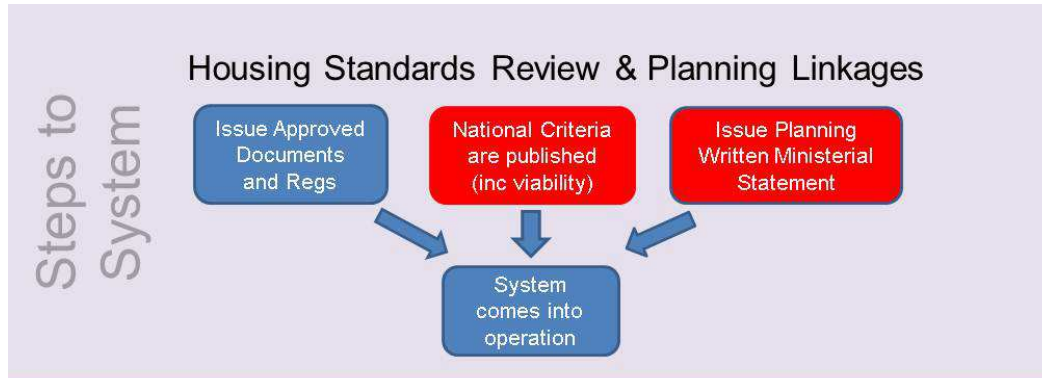
By removing the ability for planning authorities to require energy efficiency measures above those proposed, the potential for additional energy and carbon savings and the environmental benefits this could bring will be lost. In addition, it also reduces the

potential and likelihood for small-scale renewable energy generation that would normally be associated with schemes that met higher levels of the CSH.

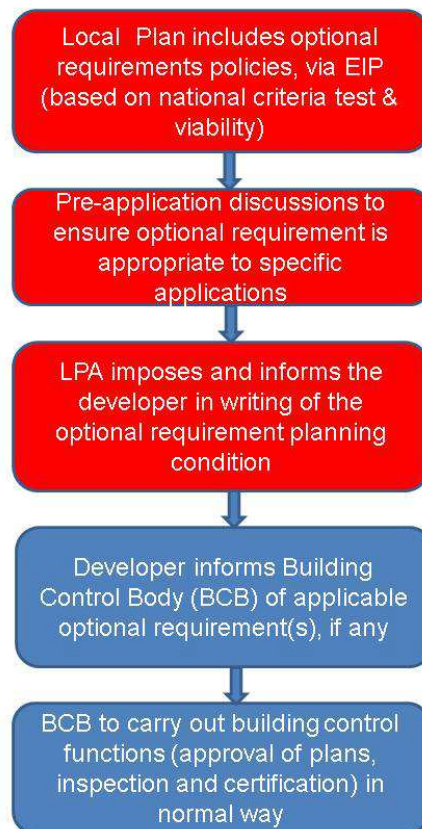
By removing the ability for planning authorities to require water efficiency measures above those proposed, the potential for additional water savings and the environmental benefits this could bring will be lost.

The removal of the Code for Sustainable Homes standard, also means that other environmental benefits associated with meeting various levels of the code will also be lost, unless they are covered by locally adopted planning policies. For example, ecology, pollution, surface water run-off and materials.

Process for the Introduction of the Proposed Optional Requirements



Process



NB. Depending on whether you are viewing a black & white or colour version: The darker grey/blue boxes relate to Building Control functions and the lighter grey/red boxes relate to planning functions.

MAJOR PROJECTS & REGENERATION TEAM PROJECT UPDATE

January 2015



AmexCommunityStadium
i360
MajorProjects
CircusStreet
KingAlfred
PermanentTravelersSite
PublicRealm
NewEnglandHouse
NewBusinessSpace
Regeneration
OpenMarket
PalmerReleasedLand
PrestonBarracks
UltrafastBroadband
BlackRock
BrightonCentre
PromotingHeritage



Photo Credit: Open Market-Lucy Wil



CITY REGENERATION UNIT

Team Objectives:

The Major Projects & Regeneration Team manages, together with public and private sector partners, the implementation of key regeneration and infrastructure projects that support the city's economic growth and contribute to the transformation of the city for all, including the development of key employment sites. Successful delivery of these major projects provides new business space and employment opportunities, new homes, and community and leisure facilities. Development can also act as a regenerative catalyst encouraging further investment in the city.

Each of our projects contributes towards a vision of shaping the city by developing and sustaining the economy, preserving and promoting our heritage, growing our cultural offer and improving the quality of life for our residents, visitors and businesses. All projects consider the importance of good urban design and public realm, and also ensure that new development has the minimum possible environmental impact. Generally the projects do not receive direct capital investment from the city council and are dependent upon development partners providing external investment.

The Team:

Richard Davies	x6825
Mark Jago	x1106
Katharine Pearce	x2553
Alan Buck	x3451
Mark Ireland	x2705

Project Name & Description	Officer Lead	Background and current project status	Impacts & Outputs	Current project timetables and milestones
<p>Black Rock</p> <p>Vacant seafront site adjacent to Brighton Marina.</p> <p>Temporary use opened to the public on 8 April 2013.</p>	<p><i>Director:</i> Geoff Raw</p> <p><i>Project Mgr:</i> Katharine Pearce (Long term proposals)</p> <p>Toni Manuel/ Ian Shurrock (Sand Sculptures)</p>	<p>On December 16th 2014 Policy and Resources Committee agreed to a series of recommendations which will allow council officers to continue negotiation with Standard Life Investments with the aim of progressing plans to deliver a new multi-use 10,000 seat venue on the Black Rock site, which will unlock the opportunity for an extension to Churchill Square Shopping Centre (a long term aspiration within the City Plan to establish the City as a regional shopping destination) and improve the public realm for this important area.</p>	<p>The Black Rock site and the proposal under discussion offers significant potential for creating jobs, providing new leisure facilities and contributing to the future vitality and sustainability of the seafront. It also offers great potential for contributing to the longer term sustainability of the Marina and drawing visitors along the seafront.</p> <p>Constraints/opportunities include:</p> <ul style="list-style-type: none"> - The need to establish appropriate transport links, as part of a wider seafront strategy, sufficient to support new development - The need to ensure access is protected and if possible enhanced for the Marina – particularly for pedestrians and cyclists - The opportunity to create a new destination and to regenerate this important section of seafront. 	<p>A new Project Board reconvened in June 2014 to explore long term redevelopment options available to the city council and the first steps towards longer term redevelopment were taken at Policy and Resources on 16th December 2014 with the recommendation to continue negotiations with Standard Life Investments and Venue Ventures to deliver a new multi-use venue and enabling housing on the site.</p> <p>The next step will be a further report to Policy and Resources Committee once Heads of Terms and a draft Development Agreement have been agreed. All will be subject to further discussions with the cross party Project Board.</p>
<p>Brighton Centre</p> <p>Options under discussion:</p> <p>A newly built Conference, Entertainment and Exhibition Centre to replace the current Brighton Centre</p>	<p><i>Directors:</i> Geoff Raw</p> <p><i>Project Mgr:</i> Katharine Pearce</p>	<p>A mixed-use development with capacity to utilise land holdings from Standard Life Investments [SLI] (owners of Churchill Square Shopping Centre) to create 2,000 jobs in the City has now been confirmed by a Policy and resources Committee (16/12/14) as the potential way forward. Officers</p>	<p>Mixed-use development: ££540m estimated. Total Net Additional Jobs: 2,000 (estimated)</p> <p>In addition: significant amenity and environmental improvements to the Seafront, West Street and Russell Road/Cannon Place.</p>	<p>See above. Feasibility discussions are continuing with Standard Life in relation to longer-term redevelopment options for a multi-use venue at Black Rock (to replace the Brighton Centre) and an extension to the existing</p>

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at Black Rock, with an extension to Churchill Square shopping centre to form a new regional shopping destination and improved seafront offer.		will be developing the proposals for a new replacement Brighton Centre at Black Rock and an extension to Churchill Square and reporting to the cross party Project Board and back to Policy and Resources on progress in due course.		Churchill Square shopping Centre
<p>Circus Street</p> <p>The proposal for the site, dubbed 'Grow Brighton' is to build a high-quality sustainable mixed-use development providing a new university library and teaching space for the University of Brighton; employment space, including managed workspace for the creative industries; residential units, student accommodation, ancillary retail and a community and professional dance space run by South East Dance.</p>	<p><i>Director:</i> Geoff Raw</p> <p><i>Project Mgr:</i> Alan Buck</p>	<p>Cathedral have formed a joint venture with McLaren Property to deliver the site. Cathedral have also recently been bought by Development Securities. This should bring good financial backing, while at the same time Development Securities have stated that the Cathedral team and brand will remain together.</p> <p>The planning application for the £100m regeneration proposal was accepted by planning committee on 17 September 2014. The former municipal fruit and veg market would become a mixed-use scheme and 'innovation quarter' which is expected to create 400 jobs and inject £200m into the city's economy over the next 10 years.</p> <p>Cathedral and McLaren Property have opened a temporary cultural and community use in the building, and have appointed a site manager to run the space.</p>	<p>This scheme will deliver the following uses:</p> <ul style="list-style-type: none"> • New Library and teaching space for the University of Brighton and Student Accommodation (486 beds) as part of an improved educational quarter • Dance Studio and Creative Space for the city • Office space, focused on addressing existing market failure for creative and digital sector • Ancillary retail, cafés and workshops to animate the public spaces • Residential: 142 units <p>The headline economic benefits include 169 FTE (full-time equivalent) construction jobs and 262 FTE jobs generated by the completed development, and an economic impact in the city economy of £103.8m over ten years.</p> <p>The qualitative benefits include the fact that student housing will relieve</p>	<ul style="list-style-type: none"> • December 2012: Started detailed design. • June 2013: P&R Committee gave landowner consent for RIBA Stage D scheme. • October 2013: Planning application submitted. • September 2014: Planning permission received (minded to grant subject to S106). • November 2015: Start on site.

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			<p>pressure on the private rented sector; there will be more, affordable homes; the dance studio provides a focus for dance in the city; it will further integrate the university into the heart of the city bringing enterprise to creativity. There are also physical and townscape improvements linked to the public event square and permeability of the site, replacing the existing derelict market building.</p> <p>The inclusion of the creative space and dance studio within the scheme will contribute to its long-term success in terms of the vibrancy of the area. It will diversify the usage of the site in terms of the range of users and the timings of usage. This will help stop the site becoming an island site and connect it to the other cultural facilities in the city, close to the cultural quarter.</p>	
<p>i360</p> <p>A West Pier Trust project in partnership with the Council and Brighton i360 to build a 175m observation tower providing 360 degree views for 25 miles. Restaurant, retail and exhibition space will also be included and the existing West Pier Toll Booths (removed from site)</p>	<p><i>Director:</i> Geoff Raw</p> <p><i>Project Mgr:</i> Katharine Pearce</p>	<p>A start on site was achieved for the project in June and an official launch undertaken jointly with the opening of the new western arches, opened by the Mayor, on 29th July 2014. The final completion of the i360 project will be in June 2016 and will conclude the regeneration of this important part of the seafront.</p> <p>The benefits created by the project were presented to Cabinet and later</p>	<p>100,000 additional visitors to the City and 600-800,000 visitors a year to the attraction providing regeneration for the wider seafront and areas of Preston Street and Regency Square.</p> <p>Section 106 funding of £77k pre-opening and 1% of ticket revenue to be provided in perpetuity to the Council for environmental and other improvements and community benefits.</p>	<p>Start on site: June 2014</p> <p>Completion: June 2016.</p>

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<p>will be re-instated. A wider landscaping scheme and work to the eastern and western seafront arches (started in November 2012) will also form part of the final wider regeneration scheme.</p>		<p>to Policy & Resources Committee on 06 March 2014 and agreement was reached that, in conjunction with the Business Case, a compelling argument could be made for the council to act, on commercial terms, as senior lender for the project.</p> <p>The council therefore worked with the various partners, including the Coast to Capital LEP (Local Enterprise Partnership), to achieve Financial Close which was achieved in June 2014.</p>	<p>154-169 operational and construction jobs and an estimated 444 jobs overall.</p> <p>Annual additional spend of between £13.09 to £25.4m.</p> <p>An increase of between 2%-3.2% in tourism earnings overall for the City.</p> <p>27,000-49,000 estimated new overnight visitors creating a minimum of 49 FTE jobs.</p> <p>2/3 professional placements each year linked to a management training programme.</p> <p>Management trainees and managers will undertake training linked to achieving NVQ qualifications.</p> <p>Landscaping and Environmental improvements to east and west including rebuilding of original Toll Booths as new ticket kiosks as part of i360 project.</p>	
<p>King Alfred</p> <p>Redevelopment of the King Alfred Leisure Centre site to secure the long-term replacement of the outdated sports and leisure facilities,</p>	<p><i>Director:</i> Geoff Raw</p> <p><i>Project Mgr:</i> Mark Jago</p>	<p>The current King Alfred project was established in late 2012. It is overseen by a cross-party Project Board that prepared the outline specification for the new sports centre, together with the type of enabling development needed to support it. This was</p>	<p>Provision of modern, high quality, public sports and leisure facilities in the west of the city, and redevelopment of this strategically significant site to enhance the seafront and surrounding area. The enabling development will include a</p>	<ul style="list-style-type: none"> • Project Board agreed the suite of first stage tender documents and the launch of the marketing exercise – September 2014

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<p>along with a major residential led enabling development.</p>		<p>formally agreed by the council's Policy & Resources Committee in July 2013.</p> <p>In November 2013, the council held a successful 'Developers' Day' event to help inform the planned procurement process.</p> <p>In May 2014 the council appointed Deloitte Real Estate, a highly experienced firm in this sector, to support the council with the 'Competitive Dialogue' process. At its meeting in September 2014 the Project Board agreed to the commencement of the procurement process and the council advertised the development opportunity on 10 October 2014. Interested parties were required to submit a 'Pre-Qualification Questionnaire' (PQQ) by Monday 10 November 2014.</p> <p>Submitted PQQs were assessed by the Evaluation Team in November and two bidders were shortlisted to progress to the next stage of the process. They are Bouygues Development and Crest Nicholson Regeneration in partnership with local charity, the Starr Trust. The decision was ratified by the project board at its meeting on 12 December 2014.</p> <p>The shortlisted bidders will now work</p>	<p>significant number of new homes.</p>	<ul style="list-style-type: none"> • Development opportunity marketed and Pre-Qualification Questionnaire (PQQ) issued – 10 October 2014. • PQQ submission deadline – 10 November 2014 • PQQs evaluated by Officer Evaluation Panel – November 2014 • Shortlist of bidders agreed by Project Board – 12 December 2014 • Shortlisted bidders invited to 'Outline Solutions stage' – w/c 12 December 2014. <u>Indicative timetable</u> for future stages: • Outline Solutions Dialogue – end December 2014 to February 2015 • Outline Solutions submitted – February 2015 • Final Tenders return deadline – May 2015 • Preferred Partner agreed – Summer 2015

Project Name & Description	Officer Lead	Background and current project status	Impacts & Outputs	Current project timetables and milestones
		up 'outline solutions' as part of the 'Competitive Dialogue' process leading to the appointment of a preferred development partner in 2015.		
<p>New England House</p> <p>The proposal is to establish a future vision for New England House as a large scale, high profile and visible managed business centre focused on the Creative industries and Digital businesses. The early proposal is for the city council to seek development partners with whom to develop a clear partnership vision, viable business case and funding package for the development of New England House as a digital media hub.</p>	<p><i>Director:</i> Geoff Raw</p> <p><i>Project Mgr:</i> Alan Buck</p>	<p>The growth hub at New England House forms a key part of the City Deal with the government. Feasibility options and a business case have been explored as part of that work. Government have pledged £4.9m towards the project through the City Deal.</p> <p>The next step is to consider procurement options for taking the project forwards with partners. We are also engaging with tenants already in the building and want to build on early engagement with them.</p> <p>Work has been done to refresh and update previous survey work to get a better understanding of the condition of the building and the potential costs involved in renewal. This information will help to inform subsequent stages. Initial high level feasibility work has also been undertaken by Property & Design to inform the city council's ask around New England House in the City Deal.</p> <p>The RECREATE project, which includes</p>	<p>The project will explore options to reconfigure and extend New England House at an estimated cost of £24.53m, with joint venture approach between the City Council and a private sector partner. The expansion of the building would involve increasing the net lettable floor space by 7,089 sq.m to 18,459 sq.m.</p>	<p>An updated business case was issued to DCLG with a view to accessing the City Deal funding at the earliest opportunity to help unlock the proposal. This was scrutinised and approved by DCLG on 5 November 2014.</p> <p>Options are now being actively explored for procuring a private sector partner and a report on the recommended way forward will be presented to a future Policy & Resources Committee in early 2015.</p>

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		<p>a 3,500sq.ft refit of space at New England House to transform it into a creative hub 'Fusebox.' This space is managed by Wired Sussex.</p> <p>The Brighton Digital Exchange is outlined in more detail elsewhere on this agenda.</p>		
<p>Open Market</p> <p>To redevelop the Open Market to create an exciting mixed-use development combining a new modern market offering a diverse retail offer and promoting fresh, healthy food and local producers with affordable housing, arts based workshops and a venue for street art and entertainment.</p> <p>The new market will be operated on a not for profit basis for the benefit of the community and contribute to the wider regeneration of the London Road area.</p>	<p><i>Director:</i> Geoff Raw</p> <p><i>Project Mgr:</i> Richard Davies</p>	<ul style="list-style-type: none"> • P&R approval in April 2006 to support the Open Market Traders Association (OMTA) to prepare a redevelopment proposal. • Landowner consent under delegated authority approved for RIBA Stage D scheme in February 2010. • Hyde submits planning application, permission granted March 2011. • Brighton Open Market CIC formed with members being the council, OMTA, Hyde Housing and Ethical Property Company to take ownership of the new market. • Temporary market operational from 9 January 2012. • New market officially opened on 19 July 2014. • CIC drew down mortgage from Triodos Bank and took long leasehold of market from Hyde in June 2014. • 87 affordable housing units completed by Hyde and fully occupied June 2014. 	<ul style="list-style-type: none"> • New covered market with 45 permanent market stalls surrounding a central market square for temporary stalls, visiting markets and a variety of activities • CIC to operate the market for local benefit • 12 A1/B1 workshops • 87 affordable housing units • £12.5m external capital investment in local infrastructure. • Approximately 80 FTE construction jobs. • 120 jobs in the new market, workshops and CIC. • New opportunities for small business start-ups. • Venue to promote local produce and local producers. • Code level 4 for disabled residential units (8 out of a total of 87 units) • Very good thermal performance of building fabric. • Photovoltaics, green roofs and green walls included in scheme 	<ul style="list-style-type: none"> • Continue council officer support for management and administration of CIC and running of the new market while the market strengthens viability and resilience.

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		<ul style="list-style-type: none"> • 12 workshops completed and leased by Hyde to Ethical Property Company, June 2014 • CIC appointed Ethical Property Company as managing agents for the new market 	<ul style="list-style-type: none"> • Works started on site in October 2011 and completed June 2014. 	
<p>Permanent Traveller Site</p> <p>Project undertaken to manage site selection, delivery of consents and build out of a new permanent traveller site providing 12 permanent pitches for traveller families with local links.</p>	<p><i>Director:</i> Geoff Raw</p> <p><i>Project Mgr:</i> Alan Buck</p>	<p>Research has established that the city has a need to find space for up to 16 permanent traveller pitches to meet the accommodation needs of traveller families who have well established local links. A permanent site will offer those travellers resident in the area greater stability, as well as freeing up space at the transit site.</p> <p>It is proposed that the new site will be built wholly using grant funding administered by the Homes and Communities Agency (HCA). Whilst it will meet the specific housing needs of a certain group, in all other respects, the proposed permanent traveller site is no different than other forms of affordable housing. Residents will have to pay rent and council tax for their pitch, as well as cover their own utility bills.</p> <p>Following an exhaustive site selection process, Horsdean was selected as the preferred location. A planning application was submitted in September 2013. The SDNPA Planning</p>	<p>Provision of 12 new permanent pitches providing homes for families.</p> <p>Freeing up of transit provision in the city and so reducing unauthorised encampments.</p> <p>Visual screening to reduce the impact of the existing transit site on the National Park.</p>	<p>September 2013 – Planning application submitted</p> <p>Feb 2013: SDNPA Planning Committee met and agreed they were minded to grant planning consent.</p> <p>June 2014: The Sec of State agreed to the issuing of the planning consent.</p> <p>Ongoing project work to comply with planning conditions and undertake detailed design.</p> <p>Start on site is expected in March 2015.</p>

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		<p>Committee met in Feb 2014 and agreed to grant consent. The Secretary of State then spent a period of time considering whether to call the application in, but in late June confirmed that it would not be called in.</p> <p>The current work is around complying with planning conditions and undertaking the detailed design.</p>		
<p>Preston Barracks</p> <p>Redevelopment of the council owned 2.2 hectare brownfield site and adjacent University land spanning the Lewes Road, to create a mixed-use development that will act as a regenerative catalyst for this part of the city.</p> <p>The sites, on the main Lewes Road, are an 'urban gateway' to the city from the 'Academic Corridor' (close to Brighton and Sussex Universities) and are therefore of strategic importance to Brighton & Hove.</p>	<p><i>Director:</i> Geoff Raw</p> <p><i>Project Mgr:</i> Mark Jago</p>	<p>Since early 2013, the council has worked in partnership with the University of Brighton and Cathedral Group Ltd (the University's preferred development partner) to unlock the redevelopment of the council-owned Preston Barracks site. Progress was reported to the Policy & Resources Committee in July and December 2013.</p> <p>The partners exchanged contracts on 15 July 2014, and have since that time been undertaking preparatory work necessary to satisfy a number of 'Preliminary Conditions'. Good progress has been made and it is anticipated that initial conditions will be satisfied early in 2015, following which the design development process will commence in earnest. Cathedral and the University have also been assembling their full professional</p>	<p>High quality, sustainable, employment-led, mixed-use development that will act as a regenerative catalyst for this part of the city. The planned scheme will, across the Preston Barracks site and University land, deliver 55,000 sq ft of new employment space in the form of the 'Central Research Laboratory', a business incubation centre that will support new hi-tech and design-led manufacturing start-up companies and entrepreneurs.</p> <p>350 new homes, new University of Brighton academic buildings, student accommodation with 1,300 bedrooms, a health centre and a modest amount of retail space.</p> <p>The scheme will greatly improve the built environment in this part of the city, a key approach to the city centre,</p>	<ul style="list-style-type: none"> • Exchange of Contracts – 15 July 2014. • Partners work to satisfy 'Preliminary Conditions' – July 2014 to early 2015 • "Meanwhile uses" begin on site – early 2015 • Detailed design process commences – early 2015. • Planning application anticipated in late 2015 with a view to development commencing end 2016.

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		<p>team in readiness. In addition to which, Cathedral is developing plans for a range of “meanwhile uses” for the Preston Barracks site; plans that will directly link to the future redevelopment and help promote the longer-term vision.</p>	<p>and will better integrate with neighbouring residential and business land.</p>	
<p>Falmer Released Land</p> <p>Redevelopment of the former Falmer School land that was not required for the Brighton Aldridge Community Academy (BACA).</p>	<p><i>Director:</i> Geoff Raw</p> <p><i>Project Mgr:</i> Richard Davies</p>	<ul style="list-style-type: none"> • Falmer High School land surplus to BACA requirements is available for alternative uses. • Cabinet February 2012 gave delegated authority to proceed with a licence for The Community Stadium Ltd (TCSL) to use the site for temporary stadium parking and provide a temporary home for the Bridge Community Education Centre (The Bridge), subject to a viable business case and the granting of planning permission. • An urgency decision was taken in accordance with the scheme of delegation to grant a licence to TCSL to commence works not requiring planning permission, effective 6/03/12. Reported to Cabinet on 15 March 2012. • Planning permission granted April 2012 for the works. • The Bridge moved into its new temporary home in May 2012. • October 2013 P&R Committee authorised the Executive Director 	<ul style="list-style-type: none"> • Brownfield land brought back into efficient use. • Short-term support of TCSL to provide temporary stadium parking and temporary accommodation for The Bridge. • Continue support for TCSL to provide match day and event parking with potential capital receipt or revenue stream in the long term. • Potential for new student accommodation and educational facilities combined with stadium parking. • Potential to provide new permanent home for The Bridge. 	<ul style="list-style-type: none"> • Council and TCSL to complete licence for temporary use of the site for stadium parking and accommodation for the Bridge. • The council and TCSL to agree Heads of Terms for the proposed hotel next to the Community Stadium and redevelopment of Falmer Released Land, and to be brought back to P&R Committee before proceeding. • Policy & Resources Committee on 16 December 2014 agreed hotel Heads of Terms. Lease now to be completed. • Council awaiting development proposal from TCSL for Falmer Released Land that is required before agreeing draft Heads of Terms to be reported to Policy & Resources Committee.

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		<p>Environment Development & Housing, Executive Director Finance & Resources and Head of Legal Services to enter into negotiations with TCSL regarding the proposed hotel next to the Community Stadium, redevelopment of the Falmer Released Land and agreed that draft Heads of Terms be brought back to P&R for final approval.</p>		<ul style="list-style-type: none"> • Continue officer support for The Bridge to seek a permanent home on or off site and as part of any redevelopment proposal.
<p>Ultrafast Broadband The city council has submitted a bid to DCMS under the second phase of the Super-Connected Cities Programme to improve digital connectivity in the city.</p>	<p><i>Director:</i> Geoff Raw</p> <p><i>Project Mgr:</i> Alan Buck</p>	<p>‘Second tier’ cities were invited to bid following a process of lobbying by the city’s MPs and Members. There is a £50m pot to be bid for by 27 cities.</p> <p>The voucher connection scheme opened in February 2014 and has started issuing vouchers to businesses.</p> <p>We are also planning to use funding to install wireless hotspots in public buildings and reception areas to facilitate public access to our digital services. This element of the project has now passed the government’s B1 Assurance checkpoint, meaning we are ready to procure. A list of council buildings has been drawn up and prioritised.</p>	<p>Funding will deliver an estimated 1,000 connection vouchers for SMEs to achieve a step change in connection speeds and wireless hotspots in public buildings.</p>	<p>Application Submitted: 17th September 2012.</p> <p>Voucher Connection Scheme opened Feb 2014.</p> <p>Work on surveying buildings and installing public wifi expected to commence in Dec 2014.</p> <p>Date for spending of grant: By April 2015.</p>