

Environment, Transport & Sustainability Committee

Date: **8 October 2019**

Time: **4.00pm**

Venue **Council Chamber, Hove Town Hall**

Members: **Councillors:** Pissaridou (Chair), Wilkinson (Deputy Chair), West (Opposition Spokesperson), Wares (Group Spokesperson), Brennan, Brown, Davis, Fowler, Heley and Lloyd

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AGENDA

PROCEDURAL MATTERS

22 PROCEDURAL BUSINESS

- (a) **Declarations of Substitutes:** Where councillors are unable to attend a meeting, a substitute Member from the same political group may attend, speak and vote in their place for that meeting.
- (b) **Declarations of Interest:**
 - (a) Disclosable pecuniary interests;
 - (b) Any other interests required to be registered under the local code;
 - (c) Any other general interest as a result of which a decision on the matter might reasonably be regarded as affecting you or a partner more than a majority of other people or businesses in the ward/s affected by the decision.

In each case, you need to declare

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

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

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

Note: Any item appearing in Part Two of the agenda states in its heading the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the press and public. A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls and on-line in the Constitution at part 7.1.

23 MINUTES

9 - 48

To consider the minutes of the meeting held on 25 June 2019.

Contact Officer: John Peel

Tel: 01273 291058

24 CHAIRS COMMUNICATIONS

25 CALL OVER

- (a) Items 29 – 39 will be read out at the meeting and Members invited to reserve the items for consideration.
- (b) Those items not reserved will be taken as having been received and the reports' recommendations agreed.

26 PUBLIC INVOLVEMENT

49 - 50

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

- (a) **Petitions:** To receive any petitions presented by members of the public;
 - (i) Narrowing Crescent Road
 - (ii) A full road safety audit of Bear Road
 - (iii) Speed bumps- Hardwick Road
 - (iv) Dangerous crossing opposite Peter Gladwin School
- (b) **Written Questions:** To receive any questions submitted by the due date of 12 noon on the 2 October 2019;
- (c) **Deputations:** To receive any deputations submitted by the due date of 12 noon on the 2 October 2019.

27 ITEMS REFERRED FROM COUNCIL

51 - 52

To consider items referred from the last meeting of Full Council held on 25 July 2019

- (a) **Petitions**
 - (i) Closure of Temple Street

28 MEMBER INVOLVEMENT

53 - 64

To consider the following matters raised by Members:

- (a) **Petitions:** To receive any petitions;
 - (i) Controlled Park Zones- Councillors Davis, Lloyd and Nield
- (b) **Written Questions:** To consider any written questions;
 - (i) Food waste trial- Councillor Wares
 - (ii) Hourbike- Councillor Wares
 - (iii) BikeShare scheme- Councillor Wares

- (iv) BikeShare scheme- Councillor Wares
 - (v) Hollingdean Depot- Councillor Wares
 - (vi) Environmental Enforcement- Councillor Wares
 - (vii) Flyposting- Councillor Wares
 - (viii) Changing the name of the ET&S Committee- Councillor Heley
 - (ix) Youth Strike for Climate- Councillor Heley
 - (x) Car Free Day- Councillor Heley
- (c) **Letters:** To consider any letters;
- (i) Flooding- Councillors Wares, McNair and Theobald
 - (ii) Patcham Peace Garden- Councillors Wares, McNair and Theobald
 - (iii) Ultra Low Emission Zone- Councillors Heley, Davis, Lloyd and West
 - (iv) Wheelie Bins- Councillor Ebel
- (d) **Notices of Motion:** to consider any Notices of Motion referred from Full Council or submitted directly to the Committee.

GENERAL MATTERS

29 MEMBER TASK AND FINISH GROUPS' TERMS OF REFERENCE 65 - 76

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: *Andrew Renaut*

Tel: *01273 292477*

Ward Affected: *All Wards*

TRANSPORT & PUBLIC REALM MATTERS

30 PARKING ANNUAL REPORT 2018-19 77 - 124

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: *Paul Nicholls*

Tel: *01273 293287*

Ward Affected: *All Wards*

- 31 OFF-STREET CAR PARK AND TRAFFIC CONTROL CENTRE EQUIPMENT REPLACEMENT 125 - 130**
- Report of the Executive Director, Economy, Environment & Culture
Contact Officer: Paul Haines Tel: 01273 292289
Ward Affected: All Wards
- 32 ELECTRIC VEHICLE CHARGE POINT ROLL OUT 131 - 144**
- Report of the Executive Director, Economy, Environment & Culture
Contact Officer: Paul Nicholls Tel: 01273 293287
Ward Affected: All Wards
- 33 PARKING SCHEME UPDATE REPORT 145 - 160**
- Report of the Executive Director, Economy, Environment & Culture
Contact Officer: Catherine Dignan Tel: 01273 292235
Ward Affected: All Wards
- 34 PARKING SCHEME PRIORITY TIMETABLE 161 - 174**
- Report of the Executive Director, Economy, Environment & Culture
Contact Officer: Catherine Dignan Tel: 01273 292235
Ward Affected: All Wards
- 35 ELM DRIVE/ROWAN AVENUE TRO 175 - 180**
- Report of the Executive Director, Economy, Environment & Culture
Contact Officer: Stacey Hollingworth Tel: 01273 293341
Ward Affected: Hangleton & Knoll
- ENVIRONMENT & SUSTAINABILITY MATTERS**
- 36 CITY ENVIRONMENT MODERNISATION UPDATE 181 - 200**
- Report of the Executive Director, Economy, Environment & Culture
Contact Officer: Lynsay Cook Tel: 01273 291851
Ward Affected: All Wards
- 37 ARBORICULTURE [TREE] STRATEGY PERMISSION TO GO TO PUBLIC CONSULTATION 201 - 254**
- Report of the Executive Director, Economy, Environment & Culture
Contact Officer: Robert Walker Tel: 01273 294349
Ward Affected: All Wards

38 SELF MANAGEMENT OF SPORTS FACILITIES

255 - 268

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Robert Walker

Tel: 01273 294349

Ward Affected: Hollingdean & Stanmer; Hove
Park

39 HOVE CEMETERY TOILETS

269 - 278

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Paul Holloway

Tel: 01273 292005

Ward Affected: Hangleton & Knoll

40 ITEMS REFERRED FOR FULL COUNCIL

To consider items to be submitted to the 24 October 2019 Council meeting for information.

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

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FURTHER INFORMATION

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

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BRIGHTON & HOVE CITY COUNCIL
ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

4.00pm 25 JUNE 2019

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

Present: Councillor Pissaridou (Chair) Wilkinson (Deputy Chair), West (Opposition Spokesperson), Wares (Group Spokesperson), Brown, Davis, Hamilton, Heley, Lloyd and Moonan

Other Members present: Councillor Miller

PART ONE

1 PROCEDURAL BUSINESS

1(a) Declarations of substitutes

- 1.1 Councillor Moonan was present as substitute for Councillor Robins.
- 1.2 Councillor Hamilton was present as substitute for Councillor Evans.

1(b) Declarations of interest

- 1.3 Councillor West declared a non-pecuniary interest in Item 13 in relation to his role as Managing Director of Brighton & Hove Wood Recycling Project, who operated on the Hangleton Bottom Site.

1(c) Exclusion of press and public

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

2 MINUTES

- 2.1 Councillor Wares stated that the response to item 72.12 had not been copied to Members.
- 2.2 The Executive Director, Economy, Environment & Culture apologised and stated that this could be circulated after the meeting.
- 2.3 **RESOLVED-** That the minutes of the previous meeting held on 19 March 2019 be noted.

3 CHAIRS COMMUNICATIONS

- 3.1 The Chair provided the following communications:

“As this is my first committee as Chair, I thought it might be useful to set out a few principles and priorities that will underpin my approach:

Co-operation and collaboration rather than competition – especially given the commonalities between the manifestos of Labour and Greens; act first then review – this will mean working with members in all parties and Stakeholder/interest groups but rather than this becoming an entrenched committee which I don’t believe that we have the time for -we can follow the model being set by other cities – like Edinburgh- where they try something and continually stress test with communities.

Broad participation -as our actions will be most impactful if they are designed and delivered with communities across the city, including our children who are claiming their voice.

A 2030 net-zero emission test, as all the actions of this committee will need to help us to achieve our goal. If we are building new homes, we think about passive or net-energy positive homes. If we are managing transport, we see what will reduce emissions, improve air quality and encourage non-vehicle transport. If we are looking to manage our land, we think about increasing carbon sequestration.

I am pleased to inform the committee that the council is actively working towards the reduction of the use of pesticides for weed control in the city. I am aware of the cross-party support and growing strength of feeling that residents would like the city to be pesticide free.

Following advice from the Pesticide Action Network officers are developing a 3-year plan with a view to moving towards ending the use of pesticides. I was heartened to discover that the council have already started to reduce the amounts of glyphosate used in city parks, housing land on public highway. However, having discussed this with the Pesticide Action Network and officers we believe that we can accelerate the reduction in use.

Officers will be auditing the use of pesticides by the council over the coming months and I have asked them to bring a report to committee in October with the results of this audit and a proposed policy and action plan to end the use of glyphosate within 3 years. In the meantime, no glyphosate will be used in City Parks while the impact is monitored, and alternative solutions will be trialled. On the public highway and housing land we will reduce weed spraying from 2 per year to one spray this year. We will be limiting the use of glyphosate to lower footfall areas only and using a new technology which uses infra-red technology to ensure the minimum amount of pesticide required is applied. This new technology promises to achieve up to 80% reduction in the amount of glyphosate used.

Overall, we should achieve in excess of 95% reduction in the use of glyphosate by the council this year as compared to last year.

In future years we will be aiming to eliminate the use of glyphosate by the council and working with partners and residents to replicate this across the city”.

4 CALL OVER

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

- Item 9: City Environment Modernisation Update
- Item 10: Environmental Enforcement Framework Update
- Item 11: Graffiti Reduction Strategy Update
- Item 12: Capital Budget Expenditure for Cityparks
- Item 13: Stanmer Park Restoration Project Update
- Item 14: Brighton Marina to River Adur Flood and Coastal Risk Management Scheme
- Item 15: Valley Gardens- Events
- Item 16: Local Transport Plan- Outline Programme for the Development of a New Transport Strategy for Brighton & Hove
- Item 17: Local Cycling and Walking Infrastructure Plan (LCWIP)- Approval of Scoping Report
- Item 19: Parking Bay Suspension Fees TRO Objection

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

- Item 8: Constitutional Matters- Environment, Transport & Sustainability Committee
- Item 18: Parking Schemes Update Report
- Item 20: Historic Road Scheme Affecting Land at A259 Wellington Road

4.3 The Chair stated that due to public interest in the item, Item 15: Valley Gardens Events would be taken as the first item of business on to the substantive reports on the agenda.

5 PUBLIC INVOLVEMENT

(A) PETITIONS

(i) Double Yellow Lines Roedean Crescent West

5.1 The Committee considered a petition signed by 37 people requesting the Council lengthen the double yellow lines at the west entrance of Roedean Crescent.

5.2 The Chair provided the following response:

“Thank you for your petition and for clearly explaining the concerns of residents. Unfortunately, we cannot take forward specific ad-hoc requests for additional signs, road markings or minor parking restrictions unless they relate to road safety improvements or major traffic flow issues or refuse collection problems.

However, I can assure you that I have asked officers to keep a record of this request and to monitor the situation and we may be able to investigate an extension to the double yellow lines when the next relevant city-wide traffic order is reported to this committee”.

5.3 **RESOLVED-** That the Committee note the petition.

(ii) Roedean Controlled Parking Zone

5.4 The Committee considered a petition signed by 174 people requesting the Council introduce a ‘light touch’ controlled parking scheme in the residential area of Roedean.

5.5 Councillor Miller attended the meeting as ward councillor for the area to speak in support of the proposal noting the safety concerns in the area and the strong local support for the proposal.

5.6 The Chair provided the following response:

“Thank you for your petition and I’m sorry to hear about the parking problems being encountered.

There is currently a priority parking scheme timetable which runs up until 2020/21 and that includes all of the areas across the city where there is either a consultation proposed to start, a consultation actually happening, or parking schemes being implemented and some areas that are being reviewed. Those areas have all shown a strong desire for a parking consultation at the outset.

An update report is due to be presented to our next meeting on 8th October 2019 on the parking scheme timetable. We will ensure representations will be considered as part of this report alongside requests from other areas so what you have said today will be taken into account”.

5.7 **RESOLVED-** That the Committee note the petition.

(iii) Punitive Parking Charges and Restrictions

5.8 The Committee considered a petition signed by 14 people requesting various changes to parking restrictions, charges and enforcement.

5.9 The petitioner was not present at the meeting. Therefore, the following response was sent in writing:

"Parking restrictions are in place to encourage a quick turnaround of vehicles and to encourage the use of sustainable methods of travel; such as walking, cycling and public transport that are all agreed council objectives.

The council is committed to reducing carbon emissions that impact climate change and cutting pollution to become a clean air city.

Allowing 60 minutes free parking including on busy Sundays would make it much harder for drivers to find a space.

The council is required to review fees and charges including parking charges annually against its transport policies and objectives, such as reducing congestion in the city.

Those charges have been agreed by both this committee and the wider Council at the annual Budget Council meeting.

In 2017 the council invested £1.8 million in new pay and display machines. The move away from cash machines has reduced theft and damage to machines, making them more reliable.

There are also still over 300 locations in the city where drivers can pay for parking in cash.

Consultation upon and implementation of parking schemes can only proceed if the majority of residents vote in favour of them".

5.10 **RESOLVED-** That the Committee note the petition.

(iv) Clean Up Kemptown

5.11 The Committee considered a petition signed by 605 people requesting improvements to the cleanliness and refuse recycling procedures for the Kemp Town area.

5.12 The Chair provided the following response:

"Cityclean recognise that the cleansing in the Kemp Town area has fallen below standard and we are taking action to address this. This includes recruiting 11 additional street cleansing staff. Some of these staff will be focussing on a programme of deep cleansing problem sites in the Kemptown area and increasing the frequency of regular street cleansing in this area. We will be closely monitoring the area to ensure that there is a lasting improvement.

Across central locations in the city we have had problems with increased urination and defecation and there will be a report at committee this evening for members to consider whether our Environmental Enforcement Officers can issue fix penalty notices for spitting, urination and defecation in public places. Our hope is that this will help to deter these behaviours.

There are also problems across the city with increased graffiti tagging. The council approved a Graffiti Reduction Strategy last autumn and put additional funds in the budget for equipment to assist with graffiti removal. Some of the staff we are recruiting will be focussed on graffiti removal and once they are in post our aim is that residents will start to see an improvement in relation to graffiti removal and reduction. It is essential that we work with businesses, private property owners and other partners to try to reduce graffiti in the city. There is a report on this evening's agenda with the Graffiti Reduction Action plan which sets out in more detail how we aim to do this.

We do, need to improve the opportunities for residents to recycle more of the materials that we know can be recycled and this required better containment for recycling in some places, increased collections, and better education to reduce the levels of contamination.

This is included in our action plan and in the coming months residents will start to see improvements but to implement these changes across the city will take time and resources so please bear with us as we move forward with this".

5.13 **RESOLVED-** That the Committee note the petition.

(B) WRITTEN QUESTIONS

(i) New Trees in Bevendean

5.14 Mitchie Alexander put the following question:

“Recommendations include that this Committee agrees £500,000 on woodland management and tree planting.

As a local Bevendean resident have been emailing the council for over a year now about getting new trees planted along the Avenue. The community will fund-raise for this project. The Housing Dept have agreed in principle but state that City Parks need to give the go ahead too. Following several emails to city parks dept, I still have not received a response.

Can the Chair ensure that our community's tree planting project is given the go-ahead for the benefit of the local residents and the environment?”

5.15 The Chair provided the following reply:

“I am sorry that it has taken a long time to get a reply on this. It is a great community project that we are keen to support.

As the land in question is on housing land, Cityparks officers need to ensure that they have the right permissions in place before agreeing to anything on the land. I understand that you have had further communications with housing officers who have agreed the scheme in principle and will ask Cityparks officers to agree final locations with you”.

(ii) Strategic Road Network

5.16 Andrew Peters put the following question:

“The DFT and Highways England’s plans for a strategic road network - much of it is underwritten in our region by the same Local Enterprise Partnership that is funding the Valley Gardens scheme.

Nowhere else is there a plan to deliberately throttle the region’s trunk roads as currently proposed on all routes through central Brighton.

Can the Chair confirm that the current preferred option for the Valley Gardens meets the approval of the DFT’s plans and can they share this advice with us?”

5.17 The Chair provided the following reply:

“The Valley Gardens project, which includes the A23 in the city centre and the A259 on the seafront, only includes local roads which are the responsibility of the city council, not the Government’s Department for Transport or Highways England. The council’s decisions on how it maintains and improves its roads do not require Government approval, unless it is seeking funding directly from a Government department to do so. In this case, the funding is being provided and administered by the LEP, not the Government.

I do understand your concerns about the design of Phase 3 of the project. Its aims include rebalancing the availability and use of space between people and vehicles to create a safer, more attractive environment. These objectives are achieved in a number of ways within the approved design. However, I can reassure you that the technical

analysis and assessment of the design has included the use of the Government's own tools, techniques and guidance".

5.18 Andrew Peters asked the following supplementary question:

"Where is the cut-off point on how far the council is prepared to go on social engineering against driving in the city?"

5.19 On behalf of the Chair, the Executive Director, Economy, Environment & Culture provided the following reply:

"In terms of the aims of the Valley Gardens project, the aim has always been clear that we're trying to get optimum balance between different modes of transport, so that's mass transit so the bus movements, walking and cycling infrastructure as well as ensuring there can still be movements for cars. That's always been the aim: to get the correct balance. The cut-off point is ensuring all modes of transport are able to move as effectively as possible around the city without necessarily favouring one mode of transport over the other".

(iii) Valley Gardens Phase 3

5.20 Paul Crawford put the following question:

"If it were shown that the ETSC's decision on February 7th to delegate all further decision making on Valley Gardens Phase 3 to Officers was taken on the basis of incomplete, inadequate or erroneous information would the Chair consider recalling oversight of the project to elected members, and, if so, can you advise us how and when, and, if not, why not?"

5.21 The Chair provide the following reply:

"Thank you for your question. I am not sure what the incomplete, inadequate or erroneous information you are referring to is. The Committee considered a and agreed a report in February which allowed it to make its decision with full knowledge of all the relevant circumstances. Once the Committee makes a decision it is normal practice for it to ask officers to implement that decision which is what we have done here. Progress on the project has been reported regularly to the council's Strategic Delivery Board which includes the Leaders and Convenor of the council's political groups, and therefore it has had, and will continue to have, elected member oversight, in the same way as any other major projects taking place in the city. The decisions that have been made by the council on this project so far, have been based on officers and councillors following all statutory requirements. In addition, I am reassured that the committee previously requested an independent legal opinion to assess the consultation approach, which has enabled the project to continue to its next stages. The technical analysis and assessment that has taken place to develop the designs has also made use of nationally recognised, technical tools and guidance".

5.22 Paul Crawford asked the following supplementary question:

“The Local Enterprise Partnership wrote to councillors on 1st February setting out its funding conditions including its requirement for full and effective public consultation. The ETSC meeting on 7 February was not given sight of this letter before it made the vital decision to delegate oversight of the project to officers. Would it be accurate to say that elected councillors were intentionally deprived of relevant information by senior officers prior to this decision to delegate?”

5.23 On behalf of the Chair, the Executive Director, Economy, Environment & Culture provided the following reply:

“No, as officers we wouldn’t say that is the case. We felt that Members were given all the information they needed to be able to make a correct decision at that time and if I remember rightly, at the 7 February meeting there was some adjournment to ensure that Members were fully advised before they reconvened to make their decision”

5.24 Councillor Wares disagreed with the answer given and stated that the Letter from the LEP to the Council had not been shared with members of the committee ahead of the meeting on 7 February 2019.

5.25 The Executive Director, Economy, Environment & Culture stated that the correct information had been provided to Members in order for them to make a sound decision.

(iv) Valley Gardens Forum

5.26 David Rochford put the following question:

“The Council wrote to the Valley Gardens Forum last month accepting our offer of formal ADR mediation. During a constructive meeting with Council Leader, ETS Chair and Officers a few days ago, ADR was cited as a useful way to resolve whether correct and sufficient consultation had been undertaken without recourse to judicial review - on the basis that we all want to progress the Valley Gardens project. However, the Council wrote back to us 24 hours later bluntly withdrawing the offer - suggesting instead, an unmoderated meeting with Officers. What was the reason for withdrawing from the earlier commitment?”

5.27 The Chair provided the following reply:

“Thank you for your question. I agree that it was helpful for Councillor Platts and myself to meet with you and your Valley Gardens Forum colleagues recently.

The Forum has instructed legal representatives to act for them and it is therefore appropriate for the Council to correspond and respond to any questions relating to the Forums’ concerns through those legal representatives.

The Council has consistently said that it will engage in mediation but did not feel there would be any benefit in spending public resources on a lawyer to act as a mediator.

The parties have now agreed the format of that meeting and we are expecting it to go ahead next week – we are just waiting for confirmation from the Forum”.

5.28 David Rochford asked the following supplementary question:

“We are pleased that the mediation is back on even if we have to bear the costs ourselves. Should during the mediation our concerns be accepted that the consultation was not sufficient, and things weren’t done as they should be, do the councillors have any authority to pause the process and if not, what procedure is required for such a pause to be achieved?”

5.29 The Chair provided the following reply:

“I think here we need to respect the process and not pre-empt the outcome”.

(v) Bins Provision, Bramble Way

5.30 Michael Jenkins put the following question:

“Please will you honour the thirty resident homes and families who live at the top of Bramble Way. Please do your duty to provide them with a complete new set of seven brand new 1100 Litre Mobile Bins for the second Bramble Way bin area please. Five for normal Refuse, one for mixed recycling, one for glass recycling”

5.31 The Chair provided the following reply:

“I am sorry to hear about the problems residents of Bramble Way have been having with their refuse and recycling containment.

Bramble Way is on the Stanmer Heights Estate. There have been significant problems with refuse and recycling in Stanmer Heights due to a number of factors including access to the site, fly tipping and the topography of the site which means that it can be exposed to strong winds. Bin stores have now been built by the housing department and the collection has been put on a new round to enable more frequent collections. This has helped to some extent, but we do agree that additional bins are required for Bramble Way and two extra 1100 bins have now been delivered meaning that there are now 6 bins for Bramble Way which should meet requirements.

We hope that this made be the last piece of the puzzle to improve the refuse and recycling situation in this are but will of course continue to work with residents, ward councillors and the housing department to ensure that rubbish in this area is not a cause of nuisance.

I would like to apologise to residents for the difficulties they have been experienced and I would also like to thank you Michael for the work you have been doing to try to keep the area as tidy as possible and for ensuring that the council is aware of the problems”.

(vi) Valley Gardens Phase 3 Environmental Impact Assessment

5.32 Gary Farmer put the following question:

“Current Illegal pollution levels throughout the city centre are a lethal danger to residents, workers and visitors and yet current Valley Gardens plans intentionally make this worse for the east of the city. WHO Director Maria Neira suggested last week that politicians should face prosecution for knowingly exacerbating air pollution on their watch. “No politician will be able to say I didn't know because we all knew”. Advocates for the Valley Gardens scheme repeatedly talk about winners and losers - but this isn't a

game. Will the council conduct a full and open environmental impact assessment for the scheme?"

5.33 The Chair provided the following reply:

"Thank you for your question.

You are correct to point out the global, national and local concerns that people have about poor air quality and its effect on people's health. We fully recognise these issues as a council, especially as there are two designated Air Quality Management Areas within the city.

Air quality has been assessed as part of the development of the designs for this project and so far, following recognised guidance, an appropriate level of environmental impact assessment has been undertaken for a project of this type. Monitoring shows that, within the Valley Gardens Phase 3 area, air quality is within international, legal limits, and an initial review of the project's environmental impacts has estimated that the overall impact on air quality will be relatively low. The council will ensure that the appropriate level of assessment of environmental assessment is carried out across the project area as part of the detailed design stage. Once completed, the outputs from those assessments can be made available to anyone who would like to see them.

The scheme's design includes new and improved infrastructure that will help improve bus flow and journey times and support a reduction in emissions, as will the adoption of new and cleaner engine technology by a number of our local bus companies and taxi drivers. New and better facilities in the design will improve routes, crossing points and areas for people who want to walk or and cycle. By promoting the benefits of these forms of travel, and increasing the opportunities to use them, people can choose to make a switch from their car for some of their journeys, especially if those journeys are over short distances where other alternatives are available. This can also help reduce harmful vehicle emissions.

We want to become carbon-neutral by 2030 to address the climate emergency that the council has fully recognised. One of our goals will therefore be to make the city a cleaner, safer and easier place to travel around, especially by using sustainable transport. This means looking at every transport and travel option and having the information that we need to enable us to understand the environmental implications of the choices and decisions that we all make".

5.34 Gary Falmer asked the following supplementary question:

"Reports show that pollution hotspots in the areas including North Street, which is a disaster and Lewes Road, another disaster, have worsened in the aftermath of road planning in the past decade, anybody who lives in the city can see that. This time, the relevant council committee is on notice of the potential dangers of the current scheme. If this Administration does not proceed with Valley Gardens Phase 3 without the necessary due diligence, does the Chair accept that the ETS Committee members could, or should, face prosecution for negligence if the worst fears about the negative impacts of this scheme are realised?"

5.35 The Chair provided the following reply:

"The council will ensure that the appropriate level of assessment of environmental assessment is carried out across the project area as part of the detailed design stage.

Once completed, the outputs from those assessments can be made available to anyone who would like to see them”.

(vii) Valley Gardens Deadlines

5.36 Daniel Nathan put the following question:

"At November ETSC, we heard that there was no pressure from the LEP to drawdown funding for VG3. The LEP subsequently stated that such drawdown “should not be used as a reason not to follow proper consultation processes” and imposed fresh funding conditions. Valley Gardens Forum Directors met with Councillors & Officers a few days ago and we were grateful to hear another myth debunked; there is no imminent deadline for the spending of the LEP grant or the completion of VG3. There is still time to properly consult after all. Will the Chair please confirm and repeat this today?"

5.37 The Chair provided the following reply:

“Thank you for your question.

The Council has engaged in a lawful public consultation prior to making the decision to proceed to the detailed design stage, and it is therefore not correct to imply that the requirement to drawdown the LEP funding has any relevance to decisions relating to consultation. We do, however, fully recognise that the LEP is awaiting the outcome of the meeting that the Forum is holding with the council in July before considering and confirming its decision about the council’s Funding Agreement and access to the funding.

As explained to members of the Valley Gardens Forum Directors when we met with them a few days ago, the LEP is aware of the current stage that the Phase 3 project has reached and has continued to emphasise to officers that the £6 million pounds worth of Local Growth Fund money provisionally allocated to the project still has to be spent by the end of March 2021 and this requirement is specified in the draft Funding Agreement. The situation has therefore not changed for Valley Gardens Phase 3.

Any changes to individual funding agreements or arrangements for individual schemes will be entirely decisions for the LEP, but it does not mean that a decision that the LEP may be considering, or have made, about one scheme would automatically result in the same decision being made about Valley Gardens Phase 3”.

5.38 Daniel Nathan asked the following supplementary question:

“In the last six months that we have already wasted, officers could have been transparent with the data requested by the community and by the Valley Gardens Forum, could have completed a full and proper public consultation, could have completed a full environmental impact assessment of the type we have been asking for to address a burning public health issue and, by now, be cracking on with the scheme that we all want to see take place. If the Forum ends up taking the Council, or the LEP, or both to Judicial Review we might be no further forward in another six months. Alternatively, the new Administration can listen, pause, knock heads together if required and deliver a scheme that works for everyone. Chair are you up for that?"

5.39 On behalf of the Chair, the Executive Director, Economy, Environment & Culture provided the following reply:

“We look forward to the meeting with the Forum next week and like the Forum, we are always keen to avoid any judicial process if that’s possible and I’m sure the committee would be too”.

- 5.40 As a matter of clarification, Councillor West asked if the current impasse was putting the project funding at risk, a process that had already cost six months’ worth of time.
- 5.41 The Executive Director, Economy, Environment & Culture stated that whilst it was not appropriate to speak on behalf of the LEP, he was aware from his own discussions with them and the draft framework agreement that the project funding was required to be spent by 2021. Further delay would create risk and therefore, Councillor West’s assessment was correct.
- 5.42 Councillor Wares stated it would be irresponsible to go ahead with the project on the basis that the risk of losing funding was greater than not listening to residents of the city and making bad decisions.

(viii) Valley Gardens Events

- 5.43 On behalf of Sam Rush, Adrian Bristow put the following question:

“For Phases 1 and 2 the programming of construction works and the provision of facilities towards events requirements have only been achieved after an extensive and concerted campaign of lobbying, complaints, written questions and a deputation from the Brighton events community. This struggle has caused considerable disruption and damage to the Brighton events programme particularly to Brighton Fringe. Can the Chair ensure that, for Phase 3, Events Organisers are genuinely involved in the planning and design process - and therefore to pause Phase 3 now to allow a sensible timescale for this proper consultation to take place”.

- 5.44 The Chair provided the following reply:

know that there has been considerable discussion, detailed correspondence and a number of site visits involving council officers and Events’ organisers, for all phases of the Valley Gardens scheme. Indeed, I undertook a site visit myself subsequent to my appointment as Chair of this committee.

Later in this meeting there is a report on the agenda about this matter, which the committee agreed was required to help clarify some outstanding matters that had been raised in a deputation earlier this year. There is a whole section about the Phase 3 project in it and the report confirms that there will be further engagement as part of the next planned stage of the development work, which will be the detailed design.

I expect this will include building on the knowledge and experiences that have been gathered so far, which will enable the issues of water, waste, power supply and access to be further fully discussed and agreed, as well as any issues that may arise during construction works. I am sure that there will be regular updates on these discussions in the coming months.

The importance of the Events sector and the need for the city’s Events’ organisers to have adequate time to be able to plan ahead is very much understood. I am confident that the timescales associated with these discussions will be sufficient to provide the

Events' Organisers with the information that they require, with or without a pause, and that this will be one of the primary issues that will be monitored very closely".

5.45 Adrian Bristow asked the following supplementary question:

"Chair, you hadn't been very long in post at all before your robust press release of 18th June saying how positive you were about the events industry being in mind with the Valley Gardens plans, etcetera. Could you just tell us which events organisers you have been talking with to inform that press release of yours?"

5.46 The Chair provided the following reply:

"I've met you in the short time I've had to meet with people and listened to your concerns".

(ix) Local Cycling & Walking Infrastructure Plan

5.47 On behalf of Mark Strong, Katy Rodda put the following question:

"We note the item to progress the LCWIP (Local Cycling & Walking Infrastructure Plan) for Brighton & Hove. Improved infrastructure for active travel will benefit the many people in our city who currently - or would like to - walk or cycle.

However, we are very concerned about lack of active participation proposed during the LCWIP's development. The proposed process follows the bare minimum in DfT guidance, (e.g. Transport Partnership workshops) which will not allow ongoing support and feedback. We therefore ask the Chair to revise the Steering Board to include stakeholders plus representatives from the 3 main parties"

5.48 The Chair provided the following reply:

Thank you for your question.

I am sure that you will welcome the report which we will be considering later on the agenda of this meeting, but I appreciate your interest in it at this point. As I am sure you are aware, the preparation of a Scoping Report for this important plan is one part of the six-stage process set out in the Government's guidance. It is intended to be used as the basis for shaping the engagement process, which I am pleased that you and others will be keen to be involved in.

The next stage will be the start of external stakeholder engagement, involving the Transport Partnership, a number of other key stakeholders (including adjacent local authorities and delivery partners), and small, focused workshops taking place to cover local areas of the city, which ward councillors will be invited to.

As the report also indicates, a number of stakeholder organisation representatives are members of the city's Transport Partnership, and we intend to create a sub-group of those people to participate within the process. The plan will also be discussed at the Partnership's meeting next month, where the city's stakeholders and councillors will be present.

The proposed engagement process will help add to the data that the council already holds. The development of draft, city-wide cycling and walking maps and accompanying programmes of infrastructure improvements will then become the trigger for fuller public

consultation, which all stakeholders can also participate in (as well as councillors if they wish). Following that stage, establishing priorities will provide a further opportunity for stakeholder engagement.

I am really keen to ensure that the engagement process engages 'harder to reach' groups including those who do not currently cycle or do very limited walking; for the plan to be delivered successfully it needs to result in more people cycling and walking, and therefore we need to understand the needs and motivations of these groups.

Acknowledging that it can be challenging to balance the often quite localised concerns of stakeholders and the public with the strategic nature of the plan, we have noted that similar overall approaches to engagement and consultation have been taken in other authorities.

Providing that officers can develop engagement for the plan, in a manageable way, I am sure that this will provide the opportunity for the input and feedback that you are seeking. I would also add that the approach that is being proposed is no different to other council project governance arrangements that are currently in place for various projects. We are discussing the plan later on the agenda and I am sure that we will discuss this matter then".

(x) Aquarium Roundabout

5.49 On behalf of Julia Basnett, Martin Christie put the following question:

"The Council's own technical report commissioned from Mott Macdonald showed that retaining a roundabout would actually prevent 328 accidents as compared with the current proposed junction, does the Chair agree that a roundabout is safer, cheaper and by allowing the most flexible throughput of traffic also the most environmentally friendly solution for the aquarium junction".

5.50 The Chair provided the following reply:

"Thank you for your question.

Improving road safety is one of the eight core design objectives that the committee agreed in June last year that it wanted to achieve from the project. This is mainly because there are a number of difficult and busy junctions within the Old Steine area that result in the highest numbers of collisions and casualties in the city each year. The figures that you have referred to come from the technical analysis that has been undertaken to assess the four different design options for the whole of the project area. Therefore, I can clarify that these figures do not relate solely to the different junction layouts at the Palace Pier junction in each of the options. The figures are forecasts of how collisions that result in injuries could change across the entire road layout from Edward Street to the seafront, with or without a certain design.

The road safety analysis formed part of the overall appraisal of the options and was considered alongside other data about traffic flows, journey times and changes to the public realm as part of the Business Case for the project.

Although some roundabouts can enable vehicles to flow freely, they can also be very difficult or inconvenient for people who are not in vehicles to cross or negotiate them. I think the current roundabout is an example of this. It is a real barrier for some people to reach our fantastic seafront and beach, and all the wonderful attractions that they provide.

We ultimately want the city to be a safer and easier place to travel around, especially by using sustainable transport. We also want the city to become carbon-neutral by 2030 to address the climate emergency that the council has fully recognised. This means looking at every travel option and making changes that will increase the use and safety of sustainable choices for some journeys, especially in the busy city centre.

The proposed new road system would also include technologically advanced traffic signal equipment along the whole of the Valley Gardens corridor and on the seafront at the Palace Pier junction. This can respond to different demands during the day and will help manage the movement of people and vehicles, and therefore minimise congestion and any of its associated environmental effects. The location of the junction on the seafront also means that any emissions that may build up would have a better chance of dispersing more easily as the environment is not as enclosed as other locations in the city”.

5.51 Councillor West observed that the committee had received questions of a very similar nature over the past few meetings and asked if the Chair could monitor these questions to avoid duplication.

5.52 The Chair confirmed that any instances of duplication would be monitored.

(C) DEPUTATIONS

(i) Valley Gardens Phase 3

5.53 The Committee considered a deputation relating to the concerns of residents of the surrounding streets of the old Amex House site regarding Valley Gardens.

5.54 The Chair provided the following response:

“Thank you for taking the time to present your deputation to the committee today, on behalf of your Neighbourhood Action Forum, Adrian. Although established as a local group, I appreciate your interest in nearby areas and other communities, as well as more strategic matters such as the Valley Gardens project.

I should begin by explaining that I have also received a copy of your letter to Councillor Nancy Platts, which is very similar to your deputation, and I know that she has responded to you and indicated that my response to you this afternoon will also be made on her behalf.

Firstly, your concerns about the construction works in the Circus Street area are noted, and I can assure you that council officers will continue to respond to residents’ concerns about noise, dust and pollution and ensure that the developer and contractors are fulfilling the commitments that have been made as part of their planning obligations.

Regarding the Valley Gardens project, since becoming Chair of this committee I have taken a number of steps to ensure that I am increasing my understanding of the project and the various views, representations and decisions that have been made about Phase 3 of the project. So far, my work has included receiving briefings from officers; visiting the Old Steine area with Councillor Platts; and meeting with representatives of the Valley Gardens Forum to listen to their concerns, also with Councillor Platts.

You are right to highlight that the project has always needed to strike the right balance between a number of different and sometimes conflicting priorities. Our city is constrained in many ways and the transport network has many demands placed upon it

throughout the year, especially in the city centre. Many other major projects experience similar challenges, and for many reasons, it is often not possible to achieve everything that everybody may want, nor develop and deliver improvements in a particular order, or at the same time. We often have to take opportunities when they arise.

However, we ultimately want the city to be a safe and easier place to travel around, especially by using sustainable transport. We also want to become carbon-neutral by 2030 to address the climate emergency that the council has fully recognised. This means looking at every travel option and increasing the choices that people have to move around. Many people in the city use walking and cycling, or a bus or taxi, or may even need a wheelchair for some parts of their journeys; by promoting the benefits of these forms of travel, and increasing the opportunities to use them, we want some people to choose to make a switch from their car for some of their journeys, especially if those journeys are over short distances where other alternatives may be available.

When developing this project, the designs have been technically checked to ensure that the implications of any changes are identified and understood. This has included computer-based modelling of traffic flows, and an air quality assessment. Designs are also independently audited to ensure they are safe. Initial environmental assessments have been conducted and informed the recommendations and decisions made so far. These show that air quality levels within the immediate project area is within international limits, due to the relatively open nature of the space and good dispersion. As it continues to be developed, the Valley Gardens Phase 3 project will have all the necessary environmental assessments undertaken, including those for noise and air quality, to ensure that any effects are fully understood and mitigated, where necessary. These issues will then continue to be assessed and monitored during and after construction.

I appreciate your concerns about Carlton Hill School, but can confirm that the level of air quality by the school is good and its location up the hill away from the valley floor means that it will not be affected by any changes to traffic levels or movements in the Valley Gardens corridor.

The planned changes will include the use of technologically advanced traffic signal equipment along the whole of the Valley Gardens corridor and on the seafront at the Palace Pier junction. This can respond to different demands during the day and will help manage the movement of people and vehicles and therefore minimise congestion and any of its associated effects, such as 'rat-running' drivers. Officers would be particularly happy to provide the school community with whatever other information that it requires about this.

The project also includes a number of additional facilities and areas that will benefit pedestrians and cyclists, such as a new, dedicated crossing point between St James's Street and the Steine Gardens.

I am aware that requests to pause the project have been made previously for more consultation, and I have been reassured that the committee previously requested an independent legal opinion to assess its consultation approach, which has subsequently enabled the project to continue to its next stages. The next steps will also be informed by the outcome of a meeting with the Valley Gardens Forum.

I look forward to the meeting that has been arranged with you next month and continuing to listen to and discussing your views".

5.55 **RESOLVED-** That the Committee note the deputation.

6 ITEMS REFERRED FROM COUNCIL

(A) PETITIONS**(i) Valley Gardens**

6.1 The Committee considered a petition referred from the meeting of Full Council held on 28 March 2019 and signed by 1388 people requesting the council pause the Valley Gardens Phase 3 scheme and begin a new consultation on the project.

6.2 The Chair provided the following response:

“Thank you attending this meeting with your petition Mr Noble, which I understand is being presented on behalf of the Valley Gardens Forum.

Although I was not in the council chamber in March when it was first presented, debated and referred to this committee, I can assure you that I have done my best to get up to speed about the Valley gardens project, especially Phase 3, and have already had the benefit of: studying the minutes of the Full Council meeting in March; receiving briefings from officers; visiting the Old Steine area and meeting with representatives of the Forum to listen to their concerns.

Previous requests to pause the project and enter into further consultation have been discussed by councillors on a number of occasions at council meetings and the outcomes have been recorded in the minutes, which are available on the council's website. No decision to pause has been taken, and I am also reassured that the committee previously requested an independent legal opinion to assess the consultation approach, and this has enabled the project to continue to its next stages.

Discussions and engagement about aspects of the agreed design are therefore still planned to continue as part of the development of the project, once the full project team has been established for the next stage of design. This will include further meetings with the Forum, and other stakeholder engagement, such as meetings and workshops to further develop the detail. This was done for Phases 1&2 of the project after the preliminary design was agreed, and successfully helped to refine parts of the design and also highlight some further issues that needed to be resolved.

There will also be further formal public consultation on the design changes that need Traffic Regulation Orders. This is a statutory process which will include loading, parking and traffic management controls, and requires proposals to be advertised, followed by a period of consultation. Any objections received within that period are then reported to this committee to consider and decide upon.

There will be a meeting between the Council and the Valley Gardens Forum at the start of July and the outcome of that meeting will be reported to the LEP to help inform its decision on the project's funding. I do thank you for expressing your interest in this project and can assure you that we will ensure that the dialogue that has begun with the Forum and other stakeholders will continue. We will keep everybody informed of the outcome of those discussions and the project's progress”.

6.3 Councillor Wares stated that he proposed taking the action detailed in the petition.

6.4 The Head of Legal Services stated that the two options available to the committee was to note the petition or call for an officer report as the committee were required to receive legal and financial advice on any implications of taking the proposed action.

- 6.5 Councillor West stated that the committee had previously made a sound decision and he did not see any reason to revisit the issue. Councillor West added that he viewed the request as a further attempt to frustrate the agreed process.
- 6.6 Councillor Wares moved a motion to receive an officer report on the petition to a future meeting and requested a recorded vote.
- 6.7 Councillor Brown formally seconded the motion and the request for a recorded vote.
- 6.8 The Chair then put the motion to the vote with the following outcome
- Councillor Brown: For
Councillor Davis: Against
Councillor Hamilton: Against
Councillor Heley: Against
Councillor Hamilton: Against
Councillor Lloyd: Against
Councillor Pissaridou: Against
Councillor Wares: For
Councillor West: Against
Councillor Wilkinson: Against
- 6.9 Therefore, the motion failed.
- 6.10 **RESOLVED-** That the Committee note the petition.

(C) DEPUTATIONS

(i) Milan Urban Food Policy Pact

- 6.11 The Committee considered a deputation, referred from the meeting of Full Council held on 28 March 2019 requesting Brighton & Hove City Council become a signatory of the Milan Urban Food Policy Pact.
- 6.12 The Chair provided the following response:
- “Our city is currently bidding to the Sustainable Food Cities Awards (UK) for ‘Gold Status’. This bid, led by the Brighton and Hove Food Partnership to become the UK’s first Gold Sustainable Food City was launched in November 2018, and is on track to be achieved in 2020. It is envisaged that signing up to the Milan Urban Food Policy Pact could strengthen the bid for ‘Gold Status’ and support the wider work on food in our city, led by the Brighton & Hove Food Partnership in partnership with the council”.
- 6.13 **RESOLVED-** That the Committee note the deputation and become a signatory of the Milan Urban Food Policy Pact.

7 MEMBER INVOLVEMENT

(B) QUESTIONS

(i) Valley Gardens Phase 3

7.1 Councillor Wares put the following question:

“Please would the Administration confirm if it intends to pause the Valley Gardens Phase 3 project, re-consult with the City and have an open mind to changing the design away from the present approved and so-called “preferred option one”?”

7.2 The Chair provided the following reply:

“Thank you for question Councillor Wares. I am aware that you have made previous requests to pause the scheme and adopt a different design or road layout to the one which was agreed by this committee for consultation and included within the Business Case.

You will be aware that there has already been a consistent, technical appraisal of four options, which has been reported to this committee and resulted in the recommended Preferred Option that was subsequently agreed.

That option was considered to be the one that would best meet the project’s agreed objectives and would be robust enough to pass the tests of the Local Enterprise Partnership’s Business Case criteria. It would therefore have the best chance of securing the £6 million pounds worth of Local Growth Fund money. That option was significantly amended by taking into account responses to the consultation and was subsequently considered and agreed by this committee in February to be progressed. The committee also sought and secured a legal opinion that has enabled the project to progress in line with the committee’s decisions, and as a result of that the council has not made any decision to pause, as to do so is not warranted”.

7.3 Councillor Wares asked the following supplementary question:

“Could the Chair advise, why there is no risk of greater pollution and reducing air quality with all the traffic on the east side and why you feel the concerns of the tourist industry, resident groups and trading associations that this scheme will hurt the city’s economy are unfounded”

7.4 The Chair provided the following reply:

“I will send a written reply to your question subsequent to the meeting”.

(ii) Local Enterprise Partnership Funding

7.5 Councillor Wares put the following question:

“In light of the fact that the Local Enterprise Partnership has stated that their Investment Committee have not yet met to consider if the Council had satisfied the conditions it had imposed on it and that no meeting has been arranged to consider the same and in its letter dated 28th May 2019 the LEP advised it will now wait until mediation between the Valley Gardens Forum and the Council is complete before it will meet, will the Administration please confirm that contrary to all previous reports and statements, that the Council does in fact not yet have the funding in place to deliver Valley Gardens Phase 3?”

7.6 The Chair provided the following reply:

“My understanding of the situation here is that all previous statements and reports about the funding for this project have been factual and accurate, whether they have been made by councillors or officers. They have reflected the various stages of the process associated with the allocation of the £6 million pounds worth of Local Growth Fund money, and the decisions that have been made by the Local Enterprise Partnership (known as the LEP). These have included the original decision of its Board in January this year to approve the project for funding and the release of the draft Funding Agreement. Only once the final, signed Agreement is in place can the council begin to draw down the £6 million pounds, and this was due to be finalised by the LEP in March. However, since then, the LEP has advised the council that it has reviewed its processes and procedures for considering and allocating funding and has decided to review the project in line with those. The outcome of that process has not been completed, and as you say, the LEP’s next decision about making the funding available to the council is now awaiting the outcome of the council officers’ next meeting with the Valley Gardens Forum”.

7.7 Councillor Wares asked the following supplementary question:

“Would you Chair agree, if we ask it of the Chief Executive, an audit being undertaken that reviews everything that has gone on, what was said and when and how things were presented in previous committees and include all copies of correspondence between the Council and the LEP that is somehow rarely or occasionally not shared with the committee members so that no confusion can possibly exist?”

7.8 On behalf of the Chair, the Executive Director, Economy, Environment & Culture provided the following reply:

“Any of the correspondence that has gone between the LEP and council officers is available for committee members to see so I would want committee members to think we were hiding anything from you. If you would like us to share that correspondence, we would be very happy to do so. If you would like us to meet with you to take you through that correspondence and the chains of events that have led to various statements being made at this committee at different points in the process, we would be very happy to do so and perhaps that would avoid the need for a full audit of this issue”

(iii) Duke’s Mound

7.9 Councillor Wares put the following question:

“Please could the Administration confirm when full, and this time proper, public consultation will take place in respect to the major junction proposals at Duke’s Mound?”

7.10 The Chair provided the following reply:

“The proposed changes to the junction of Duke’s Mound with Madeira Drive and the A259 (Marine Parade) are expected to take place within the highway boundary. As such, there would be no statutory requirement for consultation on the design of the

changes. As they involve the introduction of traffic signals to enable the safe and efficient movement of people and vehicles and are likely to require changes to Traffic Regulation Orders, there will be formal public consultation on those changes which will allow people to express their views.

Although proposed as part of the Valley Gardens Phase 3 project, these changes are currently being developed as part of the Waterfront project, and the Enabling Works which are planned for the former Black Rock swimming pool site, as they are also an essential element of the infrastructure required for that project”.

7.11 Councillor Wares asked the following supplementary question:

“Dukes Mound, regardless of it being part of the Waterfront project has been confirmed by officers as being inextricably linked to the Valley Gardens Phase 3. The roundabout being turned to a T-Junction now relies on Duke’s Mound taking place to deal with the traffic issues that turning Madeira Drive into a one way will cause. It’s actually abhorrent if you believe there should not be any consultation. Would you reconsider the decision that you have just made to not consult with the public over the Duke’s Mound part of the project?”

7.12 The Chair provided the following reply:

“I propose that we include this in the new stakeholders working groups who can discuss and get to some agreement on this”

(iv) Patcham Roundabout

7.13 Councillor Wares put the following question:

“Would the Administration agree with me that enough time has now passed with Patcham roundabout looking neglected and that to overcome this embarrassment to our City it will make the matter a top priority. Would the Chair also agree that removing the adjacent floral welcome sign is a retrograde step in how we wish our City to be perceived and will instruct officers to reinstate it forthwith?”

7.14 The Chair provided the following reply:

“Cityparks are at the threshold of a major breakthrough to improving the Patchway Roundabout and are aware that this location has been of great concern to ward councillors.

Cityparks now have a credible sponsor who is seeking to improve and most critically maintain the roundabout.

As the ‘Welcome’ Bed was originally planted with plastic plants and non-organic material, the bed was very low maintenance. Eventually the sloping bed was planted with box hedging spelling the word Welcome and was surrounded by bedding plants. Unfortunately, the Box succumbed to blight and perished. A dwarf variety of Holly bush was planted in replacement of the box hedging but this too struggled; as the sloping bed has difficulties retaining water.

Therefore, given this golden opportunity to improve the main roundabout, Cityparks are developing a proposal to ensure that area is well maintained and has an improved

gateway arrival for the city. Officers will brief members of the committee when this proposal is more developed.

I very much recognise the importance of this location as a gateway to the city and work is underway to deliver a roundabout improvement which is more befitting for our great city and provides a more efficient use of resources”.

7.15 Councillor Wares asked the following supplementary question:

“Thanks very much, I’m very grateful for that confirmation, it’s very much welcomed. Regretfully, we’ve heard similar assurances that things are in the pipeline for many, many years. In fact, five years since the roundabout was destroyed by Highways England. Would you kindly commit officers to ensure that this is dealt with in this calendar year so that there is no drift beyond the end of this year?”

7.16 On behalf of the Chair, the Assistant Director, City Transport provided the following reply:

“I will give my assurance something will be delivered this calendar year”

(v) North Street Air Quality

7.17 Councillor Wares put the following question:

“In light of the report that outside of London, North Street is the 7th most polluted street in the Country, please could the Labour/Green coalition confirm what action it intends to take to resolve this alarming situation. Will you consider for example rewidening the street so that buses can pass each other or perhaps until a solution is found, dramatically limit the number of buses permitted in North Street at any one time?”

7.18 The Chair provided the following reply:

“Thank you for your question Councillor Wares. I understand that the report that you are referring to which refers to North Street in the city centre was compiled by Friends of the Earth.

As you probably are aware, the council has a number of air quality monitoring sites in the city and publishes data on its website in an Annual Status Report. Like most data, air quality levels can be measured and reported in different ways. Most monitoring locations are located in places to assess residential exposure over a calendar year or longer. However, I am advised that the monitor in North Street near the Clock Tower measures different levels, and its data are understood to be those which have been used in the report. That monitor measures people’s hourly exposure to nitrogen dioxide to help understand where people on pavements are likely to be exposed to higher levels of pollution for brief periods. Whilst acknowledging that hourly standard in that location is exceeded, the monitor does indicate that the most substantial improvement has been achieved here, compared to all other monitoring carried out in the city. This shows that measures or changes that have been introduced in recent years are having an effect; and a lot of the credit for that can be given to the significant investment made by the city’s bus companies, who we work in very close partnership with, who have adopted and invested in advanced engine technology and driver training to reduce emissions.

Our planned work with taxi operators on electric vehicles and charging points will also help.

I recognise that North Street is one of many streets in the city which is constrained by high buildings, and it is used by significant numbers of people and vehicles. We therefore have to recognise that there is a limited area within which everyone can move safely, and there is some congestion at certain times of the day. We certainly have no plans to widen the road in North Street by reducing pavement widths or loading areas for delivery vehicles. However, we will continue our partnership working with all public transport operators, which includes taxis, and other stakeholders to find solutions to manage traffic in this busy city centre area and reduce harmful emissions to deliver better air quality for everybody”.

7.19 Councillor Wares asked the following supplementary question:

“Are you saying that we don’t have an air pollution issue in North Street that we need to address or that the levels we do have right now are manageable and we will just carry on as we are?”

7.20 On behalf of the Chair, the Assistant Director, City Transport provided the following reply:

“Yes, we do acknowledge there are air quality issues in North Street and we have an active air quality monitor in there. Over the last five to ten years we’ve actually seen a dramatic improvement in air quality levels as outlined in the Chair’s response to your question. The advancement in technology and the Council’s partnership with the bus operators have actually secured significant the ability to improve and upgrade the bus fleet to cleaner vehicles with much lower emissions. In recognition of that and the transport policies and initiatives coming through in LTP5, there will be a number of initiatives to continue to look to improve air quality, reduce harmful emission and improve the city in terms of having a cleaner, greener environment and commit to the carbon reduction commitment to be carbon neutral by 2025”.

(C) LETTERS

(i) Valley Gardens

7.21 The Committee considered a Letter from Councillor Fishleigh that relayed the concerns of residents in Rottingdean Coastal ward regarding the traffic impact of the Valley Gardens scheme and requested a Members Briefing to provide a clear understanding of the issues around Valley Gardens.

7.22 The Chair provided the following response:

“Although it is located in the city centre, it is important that residents are aware of significant projects like this one. There is plenty of information about the plans for the corridor on the council’s website, and the progress that has been made has also been regularly reported via traditional and social media as well as in the media. Phase 3 of the project, which includes the A259 junctions at the Palace Pier and Duke’s Mound has been considered and discussed by councillors on a number of occasions at council meetings are there has been significant public representation at those meeting.

Both junctions will include the introduction of traffic signals to enable the safe and efficient movement of people and vehicles at this junction, and assessments have included an analysis of road safety improvements and forecast vehicle journey times. The planned changes will include the use of technologically advanced traffic signal equipment, which can respond to different demands during the day, and will help manage the movement of people and vehicles and therefore minimise congestion and any of its associated effects. The changes to the Duke's Mound junction will also help to accommodate the planned redevelopment of the former Black Rock swimming pool site as part of the council's Waterfront project.

The website also provides access to all the committee reports and meeting minutes which show that the project has been developed openly, scrutinised thoroughly and also taken into account the results of the consultation that has been carried out".

Finally, I am sure that we can arrange a briefing for members on this important project and I'm sure this will be beneficial for newer members of the council.

I will ask the Executive Director of Economy, Environment & Culture to consider how and when this can be arranged.

7.23 **RESOLVED-** That the Committee note the Letter.

(ii) Air Pollution

7.24 The Committee considered a Letter from Councillor Heley that requested a report be brought to Environment, Transport & Sustainability Committee, exploring the potential to introduce an annual Cleaner Air Day from 2019 and that report give consideration of suitable roads to be closed, the most practicable date, any economic and environmental costs and effects, both short and long term.

7.25 The Chair provided the following response:

"I fully understand and share your concerns about air quality in the city and the harmful effects that high levels can have on our residents and people who work in, or even visit, the city. Thank you for also highlighting to me and the committee that it is still to receive a report on this matter, following its consideration of the Notice of Motion in March last year, after it was originally presented at Full Council.

In the interim, we will have the benefit of the results of the annual air quality review that is carried out by officers and that will provide us all with more information about the progress and change that has occurred since last year. However, I do acknowledge your desire to make some quick progress and your suggestion about activities that could be considered for the 2019 Car Free Day in September is certainly one that can be explored. I will ask the council officers who participate in the Air Quality Management Board to consider the potential opportunities that may be available to do so within existing projects and programmes that are currently funded. Looking ahead, I will also ask officers to consider the opportunities available to bring a report to this committee before the end of this year. In doing so, two of the key issues that would need to be considered within a future report are the benefits of focussing activities just on a single day or days, and the financial implications of the decisions that are proposed. If we are to make a commitment to embark on any new, specific programme of events or activities that help raise awareness and encourage action, it will need an appropriate budget and the staff resources to develop and deliver it. In previous years, the delivery of individual

or area wide road closures for such an event have taken a year in planning with dedicated staff and a budget of £50,000.

I am more than happy to work with all the committee members to address and improve air quality in the city and look at all the options available to reduce harmful emissions from transport, especially road traffic. Our bus and taxi operators are showing great willing in this area and the growing interest and uptake in electric cars and vans in the city is a really exciting prospect that we want to facilitate by increasing the number of charging points. Many of the opportunities that we have to improve our air will also help contribute towards the reduction of carbon emissions in order to meet our aim of making the city carbon-neutral by 2030”.

7.26 Councillor Heley asked if a commitment could be made to bring a report to the next committee meeting.

7.27 The Executive Director, Economy, Environment & Culture clarified that the requests were very detailed and there may be insufficient time to bring a report to the next meeting however, this would be reported as soon as practicable.

7.28 **RESOLVED-** That the Committee note the Letter.

8 VALLEY GARDENS - EVENTS

8.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that provided Members with an overview of the provision for events in Valley Gardens and assurance that the design work for Valley Gardens Phase 3 would continue to ensure the area could cater for events. The report was requested by the Committee in response to a deputation considered at its previous meeting in March 2019.

8.2 On behalf of the Green Group, Councillor West moved a motion to add a recommendation 2.4 and 2.5 as shown in bold italics below:

2.4 Agree to urgently re-establish the cross-party member and stakeholder Valley Gardens working group as a task and finish group. The group will be reviewed at regular intervals with stakeholders in terms of its purpose to ensure it remains effective.

2.5 Request officers to bring a report to the next Committee meeting to agree the Terms of Reference for the task and finish member working group

8.3 Councillor Lloyd formally seconded the motion.

8.4 Councillor Hamilton stated his support for the motion.

8.5 Councillor Wares stated that it was disappointing that such pressure had needed to be applied by the opposition groups to receive the information detailed in the report. Councillor Wares stated that there had been a fundamental flaw in planning Phase 1 and Phase 2 of the project whereby instead of creating an event space that could be used as a park, focus had been on creating a green space that could also be used as an event space. This had created difficulties for the events sector that was a key part of the

city economy. Councillor Wares stated that it was not too late to correct this for Phase 3. Councillor Wares stated that it was disappointing that an amendment was necessary to create a stakeholder group. Councillor Wares noted for the record that his support of the motion in no way indicated support for the preferred Phase 3 option that his group continued to oppose.

- 8.6 Councillor Moonan stated that event space was important to the city however, equally as important was creating open space and making improvements to the public realm and transport infrastructure. Councillor Moonan stated that people would use the open space every day rather than for a few weeks or months of the year and it was correct that the space design incorporate that.
- 8.7 Councillor West stated that the report had been requested was because there were threads of concern from the events sector and the problems that may occur. Councillor West stated that the Fringe Festival, Spiegel tent and The Warren was essential to the city and there was a risk that those events may leave for somewhere else due to their lack of involvement in the changes being made under the Valley Gardens Phase 3 project. Councillor West noted his concern that the completion deadline for the groundworks was April 2020 and any slippage to that timetable would cause significant disruption to the events hosted in the Gardens. Councillor West asked for certainty and assurance that the timetable would be followed, and the works completed in time.
- 8.8 The Executive Director, Economy, Environment & Culture stated that officers were very alert to the timetable of works and in particular, providing certainty for the events programme in 2020 and beyond. The Executive Director, Economy, Environment & Culture stated that officers would be meeting with events organisers in July to review the 2019 events programme and to look ahead to the programme for 2020. Furthermore, he had met with the Chief Executive of the Fringe Festival last week to discuss and provide assurance on the events plan for 2020.
- 8.9 Councillor Wares noted that as the preferred option had now changed meaning the cycle lane had been moved from the east side to the west side, there was now a conflict with the event access point area. This would mean the lanes would need to be closed during events and those closures needed to be clearly advertised to the public.
- 8.10 In relation to the re-investment bonds, Councillor Brown noted that there had been historic incidents where an area had not been made good following an event and asked for assurance that issue would be monitored given the scale and cost of this particular project.
- 8.11 The Executive Director, Economy, Environment & Culture stated that the matter had often been raised at the Tourism, Development & Culture Committee and there would be a report submitted to their meeting in September on the matter. The Executive Director, Economy, Environment & Culture supplemented that the Events Team did monitor the issue and the bonds were withheld where an area was not returned to a suitable condition,
- 8.12 The Chair then put the motion to the vote that passed.
- 8.13 The Chair then put the recommendations, as amended to the vote that were agreed.

8.14 RESOLVED- That the Committee:

- 1) Note the provision of facilities to support events within Valley Gardens Phase 1&2 scheme.
- 2) Note that the council's Outdoor Events Team and event organisers will be engaged to further develop plans for Valley Gardens Phase 3 during the detailed design stage.
- 3) To note that the that the Annual Events Calendar will be proposed at the relevant Tourism, Development and Culture meeting to ensure forward planning for locations events during the construction phase.
- 4) Agree to urgently re-establish the cross-party member and stakeholder Valley Gardens working group as a task and finish group. The group will be reviewed at regular intervals with stakeholders in terms of its purpose to ensure it remains effective.
- 5) Request officers to bring a report to the next Committee meeting to agree the Terms of Reference for the task and finish member working group

The meeting was adjourned at 6.30pm and reconvened at 6.45pm

9 CONSTITUTIONAL MATTERS- ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE**9.1 RESOLVED-**

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

10 CITY ENVIRONMENT MODERNISATION UPDATE

- 10.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that provided an update on the City Environment Modernisation programme, sought approval for a revised Waste Management for Charitable Organisations Policy and sought permission to consult on communal recycling in the Lewes Road Triangle area.
- 10.2 Councillor West stated his support for the proposals for communal recycling in the Lewes Road Triangle area as residents had long suffered difficulty with collections in that area. Councillor West noted that the rise in health and safety incidents was of some concern.

- 10.3 Councillor Brown asked if any progress had been made on reducing the garden waste collection waiting list.
- 10.4 The Head of Business Support & Projects answered that some people had been added to the collection from the waiting list however, the priority was focussed on improving the service before taking new customers on. The feasibility of introducing a third service and opening up the scheme was an option currently being considered.
- 10.5 Councillor Wares stated that Members received a high amount of correspondence from those on the waiting list, so it would be useful if those residents could be contact with an expected timeline to manage expectations. Councillor Wares noted that a there were a number of progress actions with an amber status and asked if that indicated slippage in the modernisation process, particularly of the round restructure given its key role.
- 10.6 The Assistant Director, City Environmental Management replied that there were some fundamental operational issues that had arisen which had meant that some aspects of the modernisation process had been temporarily set aside however, progress was still being made. With regard to round restructures, it was hoped that an update would be brought to the committee toward the end of the year.
- 10.7 Councillor Wares stated that whilst he welcomed the policy relating to charitable collections however, it was important to exercise discretion and not stick too rigidly to that policy as the charities could withdraw from offering its services for free. Councillor Wares noted that there was no comment on the threat of strike action and asked for an update on that and whether there was a contingency plan in place.
- 10.8 The Executive Director, Economy, Environment & Culture clarified that talks were continuing between the council, trade union and ACAS and the council were very committed to those talks and therefore, it would not be appropriate to comment further.
- 10.9 Councillor Lloyd observed that charities varied in size and financial capability and asked if a blanket charge would be applied for any refuse and recycling service they may request of the council.
- 10.10 The Head of Business Support & Projects clarified that discussions would be undertaken with charities on their specific collection needs and produce a quote based on that information with a charity discount applied.
- 10.11 Councillor West stated that information on needs assessment was not detailed in the report and asked if further information could be provided.
- 10.12 The Head of Business Support & Projects clarified that the information detailed in paragraph 2.1 of appendix 1 listed the items that would be provided for free and paragraph 3.5 of the same appendix detailed the quote process.
- 10.13 **RESOLVED-**
- 1) That the Committee notes the progress made through the City Environment Modernisation Programme.

- 2) That the Committee approves the updated Waste Management for Charitable Organisations Policy at Appendix 1.
- 3) That the Committee agrees the commencement of a consultation in relation to the introduction of a communal recycling scheme for the Lewes Road Triangle as outlined in Appendix 2.

11 ENVIRONMENTAL ENFORCEMENT FRAMEWORK UPDATE

- 11.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that sought approval of a Environmental Enforcement Framework and sought permission to consult on the preferred approach for managing commercial waste bins on the highway.
- 11.2 Councillor West noted that between April and June there was one fine issued for dog fouling and two fines issued for graffitiing and asked why these were so low. Councillor West asked for further details and clarification on the commercial waste proposal as at face value, it appeared complex and unclear.
- 11.3 The Assistant Director, City Environmental Management clarified that issuing fines for graffiti was difficult as it was often undertaken at night and in secluded locations. Measures considered to step up enforcement included mobile CCTV operation and working much closer with Sussex Police on the matter. The Assistant Director, City Environmental Management added that enforcement on dog fouling was new to the enforcement framework and measures being undertaken to that end was increased patrols where cases of dog fouling had been reported as well as a proactive educational campaign in problem areas. In relation to commercial waste, the Assistant Director, City Environmental Management explained that commercial bins placed on council land could be licensed however, it was an offence to place a commercial bin on Highways land without permission. There were a variety of methods businesses could use to manage commercial waste where refuse storage was limited that included trade sacks and more regular collections.
- 11.4 Councillor Wares stated that an unintended consequence of the commercial waste collections could be that businesses stored waste in unsuitable locations and that could have a knock-on effect on food safety and hygiene. Councillor Wares stated that whilst he understood the in-house enforcement service had only been in place for a relatively short period of time, lack of enforcement in suburban areas was still an issue and overall fines were down compared to the previous arrangement.
- 11.5 **RESOLVED-**
 - 1) That the Committee approves the updated Environmental Enforcement Framework as detailed in Appendix 1.
 - 2) That the Committee approves permission to consult on the preferred approach for managing commercial waste bins on the highway as detailed in Appendix 2.

12 GRAFFITI REDUCTION STRATEGY UPDATE

- 12.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that set out the Graffiti Reduction action plan and sought approval to undertake public consultation on the approach for graffiti enforcement and removal.
- 12.2 Councillor Moonan welcomed the report noting the issue was an important one for the city. Councillor Moonan observed that the George Street mural had been very effective at preventing graffiti. Councillor Moonan stated that she welcomed the use of the community payback team in the Strategy and suggested that it would be beneficial for other community groups to become involved in the creation of murals.
- 12.3 The Assistant Director, City Environmental Management stated that other community groups could certainly be involved in the creation of murals and that was something that had begun to be facilitated through the Phoenix Arts Centre who had recently created a mural on the Phoenix Estate.
- 12.4 Councillor West welcomed the actions detailed at paragraph 3.11 however, he was concerned that the council would not be able to enforce graffiti reduction if it could not maintain graffiti removal from its own buildings as described at paragraph 3.4. Councillor West expressed his concern that the budget allocated may not be sufficient.
- 12.5 The Assistant Director, City Environmental Management clarified that eleven additional street cleaning staff had been recruited and consideration was being given about how best to deploy that additional resource as well as maximising the existing resource.
- 12.6 Councillor Lloyd stated noted that it was proposed that homeowners would be fined for graffiti on their property which was a potential matter of concern, particularly in graffiti hotspots and asked if there would be any distinguishing on the basis of wealth, income or property type.
- 12.7 The Assistant Director, City Environmental Management explained that fines would be the last resort with the prioritisation being an educational approach and an understanding of resident's individual circumstances. The consultation would hopefully provide more clarification on the broad range of views and the committee would be able to decide the best course of action when those results were presented to a future meeting.
- 12.8 Councillor Wares stated that he was pleased to see that progress was being made on the issue of graffiti. In reference to paragraph 3.3, Councillor Wares enquired as to what the circumstances would be that a person would not be fined if they were caught in the act of graffitiing.
- 12.9 The Assistant Director, City Environmental Management explained that this may apply to minors in which case, the matter would be reported to the Police and on a case by case determination as to whether the offence qualified as a Fixed Penalty Notice (FPN) or whether it was a Police matter, particularly for instances of repeat offending.
- 12.10 Councillor Wares asked how the consultation would be undertaken.
- 12.11 The Assistant Director, City Environmental Management answered that the council's online consultation portal would be used, and it would be promoted through a variety of

methods including social media, press releases, communication through residents' groups, housing noticeboards and ward councillors, an approach that had been successful for similar consultations.

12.12 Councillor Wares stated that advertisement in schools and parent networks could be another route to raise the profile of the consultation. Councillor Wares stated that he was uncomfortable with fining the victims of crime and expressed his concern of the council's moral authority when the council could not clear graffiti on its own property. Councillor Wares stated that the consultation report should be clear about these issues.

12.13 **RESOLVED-**

- 1) That the committee notes the Graffiti Reduction Action Plan as detailed in Appendix 1.
- 2) That the committee agrees for City Environment to proceed with the public consultation on the proposed approach to graffiti enforcement and removal, as set out in Appendix 2.

13 CAPITAL BUDGET EXPENDITURE FOR CITYPARKS

13.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that sought approval for use of the £700,000 revised capital investment programme budget for Cityparks to install new children's play equipment and for woodland management and tree planting. Furthermore, the report sought approval to apply to DEFRA's Urban Tree Challenge Fund for a sum of £200,000.

13.2 Councillor West welcomed funding for playground equipment that would help replace the current equipment that was coming to or at the end of its life. Councillor West noted that the cost of £4,000 to remove stumps appeared very expensive and asked if where street trees were replaced, whether there would be a reconfiguration of the highway space to ensure better space for cycle lanes and walking environment.

13.3 The Head of Operations, Cityparks clarified that the cost to remove stumps also included putting reconfiguring the highway that could be expensive, particularly for larger trees.

13.4 Councillor Brown stated that whilst she welcomed the report proposals, she was disappointed that no new trees had been identified for Hove Park that was a large park and well used. Councillor Brown noted that Hove Park also had a small amount of the overall funding identified for the programme of work for playgrounds and stated that she hoped this was not because the Friends of Hove Park group hoped to raise funds as this was for additional equipment and not for the maintenance or refurbishment of existing equipment.

13.5 The Head of Operations, Cityparks replied that officers had identified S106 funding that was available to use in Hove Park and the report proposal prioritised funding for those playgrounds where there was no prospect for external funding.

13.6 Councillor Hamilton stated that whilst he welcomed the report and was pleased additional funding had been identified in the budget, many of the recommendations

identified repair or replacement and many parks and playgrounds needed additional equipment.

- 13.7 Councillor Wares noted that the committee had received a report to a previous meeting that stated the tree replacement programme was undertaken from the west of the city toward the east. Councillor Wares asked if that programme was still in place and how the works proposed within the report being discussed would be spread across the city as it was important the budget was shared fairly.
- 13.8 The Head of Operations, Cityparks explained that the council did have an annual tree planting budget of £15,000 and work had started in the west of the city toward the east. The reason that approach was taken was because the major part of the cost was tree watering therefore, much of the planting was clustered to make cost efficiencies. The Head of Operations, Cityparks clarified that the current proposal would share the resource across the city rather than a clustering approach.
- 13.9 **RESOLVED-** That Environment, Transport & Sustainability Committee:
- 1) Agrees that £700,000 from the revised capital investment programme budget will be used to support investment in Cityparks as follows:
 - (i) £200,000 on new children's play equipment
 - (ii) £500,000 on woodland management and tree planting
 - 2) Approves the submission of an application to DEFRA's Urban Tree Challenge Fund for £200,000 of the government's recently announced Urban Tree Fund.

14 STANMER PARK RESTORATION PROJECT UPDATE

- 14.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that set out progress made on the Stanmer Park Restoration project and requested delegated authority to discontinue the relocation of Cityparks to Hangleton Bottom and procure and award a contract for the development of the Cityparks depot at Stanmer Park.
- 14.2 On behalf of the Green Group, Councillor West moved a motion to add recommendations 2.3 and 2.4 as shown in bold italics below:
- 2.3 *Agree to re-establish the joint authority (cross-party) member working group with the South Downs National Park Authority, to also include key stakeholders in the Stanmer Park and Stanmer Park Home Farm complex restoration projects. As a task and finish group it will be reviewed with partners and stakeholders at regular intervals in terms of its purpose to ensure it remains effective.***
- 2.4 *Request officers to bring a report to the next Committee meeting to agree the Terms of Reference for the task and finish member working group***
- 14.3 Introducing the motion, Councillor West explained that there had not been sufficient reporting or oversight of the project of what was a critical location for the council.

Councillor West stated that there had formerly been a cross party group with oversight that had been disbanded and the motion sought to reintroduce that group in order to improve partner and stakeholder engagement.

- 14.4 Councillor Heley formally seconded the motion.
- 14.5 Councillor West stated that the proposal to reverse the decision to move Cityparks to Hangleton Bottom had come as some surprise but that was mainly because Members had not been kept informed. Councillor West stated that part of the HLF funding requirement was a reduction in the amount of traffic in the area and whilst some operations had been dispersed, there would still be presence on site. Councillor West added that the sum requested for the new development was very high and there was an absence of plans or detail of the proposal.
- 14.6 The Head of Operations, Cityparks clarified that the reason the amount was being requested was because the site in its current form was unsightly and given the amount of funding allocated and vision of the project, it was sought to ensure the site was contained, safe and would not make a visual impact on Stanmer Park. Furthermore, the introduction of compactors would reduce lorry movements through estate. The Head of Operations, Cityparks explained that the amount requested was based on estimates and detailed survey work would ascertain the exact amount required.
- 14.7 Councillor Wares noted that questions had been raised by stakeholders on the proposed design of the buildings and whether they would be appropriate for Stanmer Park. As those designs were not yet known, Councillor Wares stated that this should be dealt with by the proposed working group that would also have stakeholder involvement, giving thorough oversight. Councillor Wares noted that process to initially relocate Cityparks to Hangleton Bottom then reverse that decision had been handled extremely poorly and that error had been compounded by the costs incurred to decant various parts of the service that would now have to be reversed at further cost. Councillor Wares stated that he was highly disappointed that resources had been wasted.
- 14.8 Councillor Hamilton highlighted that as Lead Member for Finance & Property for the past four years, he had been consistently advised that the terms of the HLF Funding agreement necessitated that Cityparks be relocated. Councillor Hamilton noted that now did not appear to be the case and asked whether he had been misinformed or there had been a change in the HLF policy.
- 14.9 The Head of Operations, Cityparks explained that in terms of money spent, some surveys had been undertaken on the Hangleton Bottom site that may be useful for any future use of the site. On the matter of relocation, funding had not been spent unproductively as the temporary offices at Stanmer would be used should staff return there and the costs for the transfer to the Hollingdean Depot had been minimal as staff occupied offices that had already been vacated. The Head of Operations, Cityparks explained that subject to committee approval, discussions would continue with HLF on the matter of reduction of the number of heavy vehicles moving through Stanmer Park.
- 14.10 Councillor Lloyd asked if given Member anxiety about how the process had been handled, whether the committee should undertake an audit on the matter.

- 14.11 The Executive Director, Economy, Environment & Culture stated that he could provide assurance that whilst the last committee report on the matter had been eighteen months previous, progress had been made since then and work on wall garden and the HLF aspects of the project would start this month. Where progress had not been made was on the relocation where surveys had found that the relocation to Hangleton Bottom was no longer viable. The Executive Director, Economy, Environment & Culture stated that it was correct to highlight and report that to the committee at the earliest opportunity. Furthermore, officers had undertaken proactive discussions with HLF to ensure that the funding would not be placed at risk if Cityparks was to remain at Stanmer Park and HLF.
- 14.12 Councillor West stated that an audit could give useful input not just on the process and financial issues but also the future governance arrangements that was a request from the HLF.
- 14.13 The Executive Director, Economy, Environment & Culture stated that the Internal Audit team could undertake a review of the process or that could be done by the task and finish group.
- 14.14 Councillor Lloyd moved the following motion to add a recommendation 2.5 as shown in bold italics below:
- 2.5 That an audit be carried out by the Internal Audit team and the outcome be reported to the Audit & Standards Committee***
- 14.15 Councillor West formally seconded the motion.
- 14.16 Councillor Wares stated that he saw the merit in auditing the process followed for the relocation of Cityparks however, he did not believe the whole project needed to be reviewed and praised officers for being open and honest. Councillor Wares stated that he was unlikely to support the motion proposed.
- 14.17 Councillor Moonan suggesting that alternative option would be for the proposed cross-party group as a priority look at the work undertaken thus far and assess whether there was value in referring the matter to the Internal Audit team for consideration.
- 14.18 In relation to the suggestion made by Councillor Moonan, the Executive Director, Economy, Environment & Culture stated if the cross-party working group decided an audit was required, officers would absolutely ensure that would happen.
- 14.19 Councillor West stated that if the cross-party working group received the support of Internal Audit to make that examination itself, that would be a preferable option.
- 14.20 Councillor Lloyd stated that he wished to withdraw his proposed motion on the basis of the assurances provided by the Executive Director, Economy, Environment & Culture.
- 14.21 The Chair then put the motion to the vote that passed.
- 14.22 The Chair then put the recommendations, as amended to the vote that were approved.
- 14.23 **RESOLVED-** That the Environment, Transport & Sustainability Committee:

- 1) Notes the progress made on the Stanmer Park restoration project, as outlined in this report.
- 2) Grants delegated authority to the Executive Director for Economy, Environment & Culture to:
 - i. take all steps necessary to discontinue the relocation of the CityParks depot to Hangleton Bottom; and
 - ii. procure and award a contract for the development of the CityParks depot and associated landscape works at Stanmer Park.
- 3) Agree to re-establish the joint authority (cross-party) member working group with the South Downs National Park Authority, to also include key stakeholders in the Stanmer Park and Stanmer Park Home Farm complex restoration projects. As a task and finish group it will be reviewed with partners and stakeholders at regular intervals in terms of its purpose to ensure it remains effective.
- 4) Request officers to bring a report to the next Committee meeting to agree the Terms of Reference for the task and finish member working group

15 BRIGHTON MARINA TO RIVER ADUR FLOOD AND COASTAL RISK MANAGEMENT SCHEME

- 15.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that provided an update on the Brighton Marina to River Adur Flood and Coastal Risk Management Scheme and sought delegated authority to further progress the Scheme.
- 15.2 Councillor Wares commended the quality of the report. Councillor Wares asked for clarification on the funding required from the Council, where that funding would come from and when it would be required.
- 15.3 The Project Manager, Civil Infrastructure clarified that the Council's contribution in terms of capital cost would come from a Public Works Loan and approval would be sought from committee for that once the detailed design was completed. Annual maintenance costs were highlighted in the report.
- 15.4 Councillor Wares asked how that arrangement would work with the other authorities involved, namely Adur & Worthing District Council and Shoreham Port Authority.
- 15.5 The Project Manager, Civil Infrastructure explained that each partner would contribute individually to the cost of the work required in their specific geographical boundary. The business case, that would be much more detailed in terms of design and cost calculation would also include a Heads of Service agreement that was a legally binding document signed by all the contributory partners binding them to the respective capital and maintenance costs.
- 15.6 Councillor Wares stated that as a general point, the committee should consider a more joined up flood plan to include inland flooding as currently the action undertaken was ad-hoc.

15.7 **RESOLVED-** That the Environment, Transport and Sustainability Committee:

- 1) Grants delegated authority to the Assistant Director for City Transport to:
 - (i) Enter into a memorandum of understanding with Adur District Council and Shoreham Port Authority to develop and agree an outline business case on the Brighton Marina to River Adur Coast Protection Scheme for submission to the Environment Agency; and
 - (ii) Submit the outline business case on the Brighton Marina to River Adur Coast Protection Scheme referred to in 2.1(i) to the Environment Agency's Large Project Review Group for technical approval.

16 **LOCAL TRANSPORT PLAN - OUTLINE PROGRAMME FOR THE DEVELOPMENT OF A NEW TRANSPORT STRATEGY FOR BRIGHTON & HOVE**

- 16.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that outlined an indicative programme of activities and associated with the development of a new Local Transport Plan (LTP) document setting out the city's future transport strategy and investment priorities.
- 16.2 Councillor Wares noted that the report detailed that progress would be monitored and asked how that would be undertaken. Councillor Wares observed that the objectives listed at paragraph 3.2 could be more specific, particularly in relation to tourism. Councillor Wares supplemented that focus should remain on delivering projects from LTP4 that had not yet been started or completed.
- 16.3 The Head of Transport Policy & Strategy explained that monitoring of LTP4 was not explicitly published but a number of key performance indicators were used to monitor progress as part of an overall framework adding that there would be much more monitoring of LTP5. The Head of Transport Policy & Strategy explained that whilst the objectives listed were high level, the recent publication of the council's Economic Strategy and Visitor Strategy were an opportunity to ensure that LTP5 reflected the objectives in those plans. The Head of Transport Policy & Strategy added that it was important to improve communication on progress being made on LTP4 and reporting back on that progress to councillors.
- 16.4 Councillor Wares stated that it was important that focus did not drift from projects already agreed in LTP4.
- 16.5 The Head of Transport Policy & Strategy agreed and clarified that LTP5 would build on projects agreed as part of LTP4.
- 16.6 **RESOLVED-** That the Committee agree the indicative, outline project programme for the development of the council's next Local Transport Plan, as set out in paragraph 3.6 of this report.

17 **LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP) - APPROVAL OF SCOPING REPORT**

17.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that set out and sought approval of a Local Cycling and Walking Infrastructure Plan (LCWIP) Scoping Report in order to progress to the next stage of the Plan.

17.2 On behalf of the Green Group, Councillor West moved a motion to amend recommendation 2.1 and add recommendation 2.2 as shown in bold italics below:

2.1 That the Committee agree the draft Local Cycling and Walking Infrastructure Plan Scoping Report attached as Appendix 2 to this report, ***with the proposed approach, governance and timescales duly updated to include the addition of an urgently constituted cross-party Member and Stakeholder Task & Finish Group which will offer members and key stakeholders earlier and stronger engagement in, and oversight of, the development of the LCWIP document. The task and finish group to be reviewed with stakeholders at regular intervals in terms of its purpose to ensure it remains effective.***

2.2 Request officers to bring a report to the next Committee meeting to agree the Terms of Reference for the task and finish member working group

17.3 Introducing the motion, Councillor West stated that investment in cycling and walking was long overdue. Referring to the timetable listed on page 344 of the agenda, Councillor West expressed his concern that stakeholders would be engaged after the Scoping Report had been completed which was too late in the process.

17.4 Councillor Davis formally seconded the motion.

17.5 Councillor Heley observed that the report suggested that the Plan would take ten years to fully implement and given the urgency of the matter and the ambition for a carbon neutral city by 2030, asked whether some elements could be instigated more quickly.

17.6 The Head of Transport Policy & Strategy that the LCWIP would be reviewed in the context of the priority given by the declaration of a climate emergency and commitment to carbon neutrality by the council earlier in the year. The Head of Transport Policy & Strategy explained that the proposals that come forward would be determined by the level of funding available to deliver them and that would be determined through the budget setting process.

17.7 Councillor Moonan noted the wide-ranging health and wellbeing benefits of the LCWIP. Councillor Moonan stated that she hoped the Plan would focus on the most deprived areas of the city as that was where the highest need for such measures was required. Councillor Moonan highlighted that there were occasional conflicts between cyclists and pedestrians in shared public realm spaces and encouraged that the consultation and engagement be as extensive and wide-ranging as possible to deliver projects that were welcomed by all.

17.8 Councillor Wares welcomed the proposal as an overdue method to provide a joined up public infrastructure. Councillor Wares stated that whilst he would be supporting the Green Group motion, there was already a stakeholder group based in the city in the Transport Partnership and it was entirely possible for them to be the stakeholder group

proposed. Councillor Wares noted that there was no reference to how the consultation on the Plan would be undertaken within the report adding that the proposed timetable was of poor quality, undeliverable and already behind schedule and required urgent revision.

17.9 The Head of Transport Policy & Strategy answered that the report did reference the role of the Transport Partnership and there was the opportunity to draw upon the expertise of a sub-group of the Partnership. With reference to the point raised on consultation, the Head of Transport Policy & Strategy explained that there were very good precedents such as the consultation on the Draft City Plan and Open Spaces Strategy to learn from and officers would ensure wide-ranging engagement took place, particularly with those residents that were hard to reach.

17.10 Councillor Wares urged that all interest groups be consulted with not just those with a direct interest in the Plan.

17.11 Councillor West stated that he hoped all the observations relating to the sense of urgency and the timetable had been taken on and therefore, there would be no need to propose an amendment to recommendation 2.1 to correct that.

17.12 The Executive Director, Economy, Environment & Culture replied that the Green Group motion proposed a revised timescale and therefore, officers would address that request should the motion be passed.

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

17.14 The Chair then put the recommendations, as amended to the vote that passed.

17.15 **RESOLVED-**

- 1) That the Committee agree the draft Local Cycling and Walking Infrastructure Plan Scoping Report attached as Appendix 2 to this report, with the proposed approach, governance and timescales duly updated to include the addition of an urgently constituted cross-party Member and Stakeholder Task & Finish Group which will offer members and key stakeholders earlier and stronger engagement in, and oversight of, the development of the LCWIP document. The task and finish group to be reviewed with stakeholders at regular intervals in terms of its purpose to ensure it remains effective.
- 2) Request officers to bring a report to the next Committee meeting to agree the Terms of Reference for the task and finish member working group

18 PARKING SCHEME UPDATE REPORT

18.1 **RESOLVED-**

- 1) That the Committee having taken account of all duly made representations and comments, agrees to proceed to the next stage of the detailed design for the Coombe Road Area Parking consultation. This will consist of a consultation to the whole area on a light touch parking scheme on Monday to Friday.

- 2) Agrees that the following Traffic Regulation Orders are approved and the Hove Park (Zone P) proceeds to the implementation stage.
- BRIGHTON AND HOVE VARIOUS CONTROLLED PARKING ZONES CONSOLIDATION ORDER 2018 AMENDMENT ORDER NO.*201* (TRO-7a-2019)
 - BRIGHTON AND HOVE OUTER AREAS (WAITING, LOADING AND PARKING) AND CYCLE LANES CONSOLIDATION ORDER 2018 AMENDMENT ORDER NO.*201* (TRO-7b-2019)
- 3) Agrees that the following Traffic Regulation Order is approved and the Lynchet Close proposal proceeds to the implementation stage.
- BRIGHTON AND HOVE OUTER AREAS (WAITING, LOADING AND PARKING) AND CYCLE LANES CONSOLIDATION ORDER 2018 AMENDMENT ORDER NO.*201* (TRO-3-2019)

19 PARKING BAY SUSPENSION FEES TRO OBJECTION

- 19.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that sought approval for three Traffic Regulation amendment orders.
- 19.2 Councillor Lloyd expressed his exasperation that Southern Water had objected to a rise from £40 to £60 for parking bay suspension fees particularly in the context of the fine of £126 million they had received earlier in the day from the water regulator.
- 19.3 Referring to page 413 of the agenda, Councillor West stated that he hoped there would be no change to the fee for community events and furthermore, given that many community events were of small scale, he hoped the fee could be dropped completely for them.
- 19.4 The Head of Parking Services explained that the fees were set annually in the Fees & Charges review that was reported to the committee and that could be looked at for the next report in January 2020.
- 19.5 **RESOLVED-** That the Committee approves the three amendment orders –
- Brighton & Hove Various Controlled Parking Zones Consolidation Order 2018 Amendment Order No.* 201*
 - Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2018 Amendment No.* 201*
 - Brighton & Hove Seafront (Various Restrictions) Consolidation Order 2018 Amendment Order

20 HISTORIC ROAD SCHEME AFFECTING LAND AT A259 WELLINGTON ROAD

- 20.1 **RESOLVED-**

- 1) That the Committee agrees that the road widening scheme approved in 1982 by East Sussex County Council for the A259 Wellington Road between Church Road/Trafalgar Road and St Leonard's Avenue, shown in Appendix 1 of this report, be rescinded; and
- 2) That the Committee requests that any land affected by the 1982 scheme be retained for future highway and environmental proposals associated with the Shoreham Harbour Joint Area Action Plan and Transport Strategy unless declared surplus by the relevant holding committee; and
- 3) That the Committee requests that the Executive Director notifies West Sussex County and Adur District Councils and the adjacent owners or occupants of the affected properties of the committee's decision to rescind the scheme and ensures that council records are amended accordingly.

21 ITEMS REFERRED FOR FULL COUNCIL

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

The meeting concluded at 9.10pm

Subject: Petitions
Date of Meeting: 8 October 2019
Report of: Monitoring Officer
Contact Officer: Name: John Peel Tel: 01273 291058
E-mail: john.peel@brighton-hove.gov.uk
Wards Affected: Various

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

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

2. RECOMMENDATIONS:

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

- taking the action requested in the petition
- considering the petition at a council meeting
- holding an inquiry into the matter
- undertaking research into the matter
- holding a public meeting
- holding a consultation
- holding a meeting with petitioners
- calling a referendum

3. PETITIONS

3. (i) Narrowing Crescent Road – Jane Whitehouse

To receive the following petition signed by 144 people at the time of publication:

"We the undersigned petition Brighton & Hove Council to narrow and white-line Crescent Road, Round Hill where there is a dangerous junction with Prince's Crescent"

3. (ii) A full road safety audit of Bear Road– Kev Minney

To receive the following petition signed by 211 people at the time of publication:

“We the undersigned petition Brighton & Hove Council to undertake a full road safety audit of Bear Road from top to bottom to improve and make it much safer”

3. (iii) Speed Bumps Hardwick Road– Louise Marsh

To receive the following petition signed by 3 people at the time of publication:

“We the undersigned petition Brighton & Hove Council to install speed bumps on Hardwick Road to stop people speeding up the street”

3. (iv) Dangerous crossing opposite Peter Gladwin School– Helen Irving

To receive the following petition signed by 217 people at the time of publication:

“We the undersigned petition Brighton & Hove Council to install a pedestrian crossing on Drove Road/Foredown Road opposite Peter Gladwin School in Portslade. This is an extremely busy road with three schools; Peter Gladwin School, Hill Park Lower school and Hill Park Upper school. At drop off and pick up times it is extremely dangerous for children crossing the road as there is no pedestrian crossing in place and numerous cars obstructing the view of oncoming traffic, which is not required to give way to children crossing. Hill Park Lower school is a special needs school and many children crossing at this point have significant additional needs. A pedestrian crossing would make it much safer for everyone to get to school”.

Subject: Items referred from 25 July 2019 Full Council meeting- Petitions

Date: 8 October 2019

Report of: Monitoring Officer

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

Wards Affected: Various

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

1.1 To receive petitions referred from the Full Council meeting of 25 July 2019.

2. RECOMMENDATIONS:

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

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

3. PETITIONS

3. (i) Closure of Temple Street to Non-Resident Traffic– Karen Boyd

To receive the following petition referred from the meeting of Full Council and signed by 159 people:

"We the undersigned petition Brighton & Hove Council to permanently close Temple Street (BN1 3BH) at the junction of Western Road and make it two way from the top, allowing access for residents only (and delivery to houses on the street) from Montpelier Place. The road has already been closed on a temporary basis to try and stop the high levels of traffic travelling up it, with this working very effectively and greatly

appreciated by people living on the street. The quality of lives of Temple Street residents has long been detrimentally affected by the use of Temple Street as a rat run. We are therefore asking for the temporary closure to be made permanent.”

Subject: Petitions
Date of Meeting: 8 October 2019
Report of: Monitoring Officer
Contact Officer: Name: John Peel Tel: 01273 291058
E-mail: john.peel@brighton-hove.gov.uk
Wards Affected: Various

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

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

2. RECOMMENDATIONS:

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

- taking the action requested in the petition
- considering the petition at a council meeting
- holding an inquiry into the matter
- undertaking research into the matter
- holding a public meeting
- holding a consultation
- holding a meeting with petitioners
- calling a referendum

3. PETITIONS

3. (i) Controlled Parking Zones – Councillors Davis, Lloyd and Nield

To receive the following petition signed by 230 people at the time of publication:

“We, the undersigned residents of Withdean Road, Withdean Close, Blackthorn Close, Hazledene Meads, The Beeches, Wayland Avenue and Dyke Road Place petition Brighton and Hove Council to consult residents as soon as possible in the introduction of a 'Light Touch' Controlled Parking Zone (CPZ) and extend the existing 20mph speed limit through the length of Withdean Road.”

WRITTEN QUESTIONS

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

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

The following written questions have been received from Members:

(i) Councillor Wares- Food waste trial

“Will the food waste trial use diesel vehicles to transport the waste to the anaerobic digester in Basingstoke to create electricity? If so, please can the Chair confirm how the treatment of food waste in Basingstoke offsets the additional carbon pollution produced by the vehicles compared to burning the waste in Newhaven?”

(ii) Councillor Wares- Hourbike

“Please can the Chair confirm that Hourbike’s profit share debt to the City has now been paid?”

(iii) Councillor Wares- BikeShare Scheme

“The council recently spent hundreds of thousands of pounds on buying electric ready bikes for the bike share scheme. Please can the Chair confirm when they will be fully operational?”

(iv) Councillor Wares- BikeShare Scheme

“As the bikes for the bikeshare scheme have been built in China and then transported over via Europe, can the Chair please confirm how many miles each bike must be cycled to offset the carbon footprint cost of manufacturing in China and transportation?”

(v) Councillor Wares- Hollingdean Depot

“No doubt the fire at the Hollingdean depot had an impact on the massive delays and missed refuse and recycling collections throughout the City. Although recent advice also blames rubbish caught up in the mechanisms of vehicles apparently designed to transport rubbish and sudden staff shortages through sickness that suggests deeper problems. We are approaching half way through the modernisation programme. Please will the Chair give a date by when this misery of missed refuse and recycling will end and promise to meet that date no matter what?”

(vi) Councillor Wares- Environmental Enforcement

“Since the “litter cop” service was brought in-house in March please can the Chair advise, by each month, how many enforcement officers were employed specifically excluding supervisors and managers?”

(vii) Councillor Wares- Fly posting

“Please could the Chair, whilst agreeing that fly posting is a blight on our city, advise what measures are being taken to deal with the culprits”

(viii) Councillor Heley- Changing the name of the ET&S Committee

“Considering that the council has declared a climate emergency, the name of this committee should reflect the work that it must undertake to address the climate emergency and to achieve a carbon neutral city by 2030. The word ‘sustainability’ suggests that we can keep things as they are therefore does not reflect the urgency of the climate crisis. Would the chair consider changing the name of this committee to reflect that, for example to “Environment, Transport and Climate Emergency?”

(ix) Councillor Heley- Youth Strike for Climate

“The Global Strike for climate on the 20th of September was the biggest climate protest history has ever seen. At home in Brighton and Hove, an incredible 10,000 people took to the streets to demand radical climate action. Would the chair agree to arrange a meeting with myself and the climate strikers, to discuss their demands, and see how they can be involved in the Environment, Transport and Sustainability Committee going forward?”

(x) Councillor Heley- Car Free Day

“As we all know, Brighton and Hove City Council did not hold a car free day this year. Events in London and Hastings, for example, prove what an amazing opportunity car free day is to demonstrate the benefits of active travel and cleaner air as a result of road closures. It was great to see Extinction Rebellion close part of the Old Steine to make their own car free day. When Leader of the council Nancy Platts was asked why Brighton and Hove council had not done anything for car free day, her answer was because the council were focussed on arrangements for the youth strike for climate a few days before, which is a different response to the one the Chair gave in the last meeting of this committee. Could the chair clarify the reasons that car free day did not go ahead, and join me in asking officers to start making arrangements for car free day 2020?”

Geoff Raw – Chief Executive
Brighton & Hove City Council

22nd September 2019

Dear Geoff

We are submitting this letter under Council Procedure Rule 23.3 to be included on the agenda for the Environment, Transport and Sustainability Committee meeting of 8th October 2019.

We fully support the deputation requests submitted by residents regarding flooding issues in Warmdene Road and hope that the Council will provide full answers to the questions raised.

Whilst gratefully recognising officers have allocated circa £250,000 to provide protection to several properties in Patcham and Hollingbury that have previously flooded, this is just the “sticking plaster”. Southern Water have been investigating the issues since at least 2006. We hope those 13 years have been well spent and they are now ready to deliver a permanent solution that is long overdue and necessary.

In the meantime, there are three things that can and should be done: -

1. Southern Water and the Council should without delay, agree a protocol such that residents do not have to chase around and be pushed between pillar and post to get sewage cleaned from their homes, gardens and the street. With every flood comes sewage discharge. This public health risk should not result in Southern Water and the Council arguing about who should go and clean up. Residents should not have to wait. Residents need one contact that will organise the necessary response. If the Council and Southern Water have to contra-charge each other later then so be it but sewage being left on the streets for days on end should not be allowed to happen.
2. There appears to be a constant debate about the cleaning of soakaways. Residents say it isn't happening and the Council say it has. Residents anticipate that in this flooding hot spot, cleaning will be a priority. It also seems that what cleaning is done, doesn't appear to coincide with the almost predictable periods when flooding will occur. We have seen flash flooding in June, July and August and in the Autumn, we will see gullies blocked with leaves and other detritus. It would seem reasonable until a permanent solution is found to mitigate the impact of flooding that the gullies and soakaways are cleaned in May and October or thereabouts.
3. There has been discussion about how Patcham High School's playing fields might be utilised to disperse flood water and how the proposed development might adversely impact flooding in the area. Whilst flood water is contaminated with sewage it

should not be dispersed anywhere and in any respect, the solution should be for Southern Water to deal with and not the school. However, we would request that the Council's flood risk management team are fully engaged with the design for the school's development so that residents can be assured that their circumstances are not made any worse and where possible, improved by the development.

We would be grateful therefore if this Committee would act on the request in the deputation and this letter.

Yours sincerely

Cllrs. Lee Wares, Carol Theobald and Alistair McNair

Geoff Raw – Chief Executive
Brighton & Hove City Council

22nd September 2019

Dear Geoff

We are submitting this letter under Council Procedure Rule 23.3 to be included on the agenda for the Environment, Transport and Sustainability Committee meeting of 8th October 2019.

Patcham Peace Gardens is lovingly looked after by members of the U3A supported by our rangers. This is a formal garden more designed for quiet contemplation. Families and surviving partners commission memorials such as benches and trees and last year it was one of just four public spaces designated as a Centenary Field to mark the 100th anniversary of the end of World War one. There is a larger open space adjacent that is also used for memorials to loved ones now passed away.

For years, as a community, we have had to deal with acts of vandalism and theft. For some the space is no longer hospitable because of anti-social behaviour and drug use/misuse.

In recent years we have had to deal with the temple literally being kicked down, the paving being dug up and stolen and trees being snapped in half for nothing other than what appears to be fun. In recent weeks we have seen a memorial tree where ashes are laid broken in half.

Patcham Peace Gardens is a memorial and for some the constant and sustained attacks are nothing less than desecration of a grave. The community puts on a brave face and tries to convert the anger into positive energy so that we can rebuild.

However, we now need help. To that end we would respectfully request that Cityparks be asked to replace the broken trees including those originally paid for by residents. We would also ask that the installation of CCTV be investigated such that this memorial garden can be properly protected to deter future unpleasant acts and aid in the prosecution of those that wish to be disrespectful to those that have passed away, need to be remembered and those who work so hard to preserve the space and memories.

We would be grateful if this Committee would request officers investigate and report back with options for further consideration.

Yours sincerely

Cllrs. Lee Wares, Carol Theobald and Alistair McNair

Dear Geoff,

I am submitting the following letter under Council Procedure Rule 23.3 to be included on the agenda for the Environment, Transport & Sustainability Committee meeting of 8th October, 2019.

Myself and my Green colleagues note that the Chair of the Environment, Transport and Sustainability Committee, Cllr Pissaridou, has clarified that she shares the Green Party commitment to achieving a carbon neutral city by 2030. We also welcome the Chair's comments expressing concern about the illegal levels of air pollution in Brighton and Hove. However, it is clear that more needs to be done.

In January 2015, the council introduced a Low Emission Zone (LEZ) for buses in the city centre of Brighton and Hove. The LEZ has led to considerable investment in bus engine technology and recently in moves to introduce hybrid and electric buses, and we welcome and celebrate the result of this positive partnership working.

However, whilst air pollution levels have slightly improved, they remain at an illegal level. Our own city is one of 40 in the U.K listed by the World Health Organisation as breaching safe air pollution limits. In Brighton and Hove exposure to pollutants in the air is linked to 175 deaths each year and is a factor in many health conditions. The council must go further to address the crisis of air quality in our city, as well as the climate emergency.

The current Low Emission Zone only affects buses. This must change. We therefore asking the Chair to work with us to introduce an Ultra Low Emission Zone that also covers private vehicles, (including trucks, vans and trade vehicles) in the city centre of Brighton and Hove. Adopting an Ultra Low Emission Zone will allow us to work with all transport users to reduce emissions.

London has introduced an Ultra Low Emission Zone and this has proved to be successful in improving air quality and reducing traffic. Between February 2017 and July 2019, London saw a 20% reduction in concentrations of NOx. Alongside improvements to public transport infrastructure, introducing an ULEZ would encourage residents to use public transport or active travel such as walking and cycling. The money generated from the scheme should be ring-fenced for investing in active travel schemes such as the LCWIP, as well as public transport initiatives and towards achieving a carbon neutral city by 2030.

We would like to formally request a report to the next meeting of the Environment, Transport and Sustainability Committee on Brighton and Hove adopting an Ultra Low Emission Zone. As a first step, we would also like to seek clarification of whether Brighton and Hove Council has the requisite powers to introduce an ULEZ and or congestion charge. Assuming the council can do this, Green Party councillors wish to work with the Labour administration and officers to develop such a ULEZ in Brighton and Hove. We recognise the need to work together to establish the geographical zone affected, the technology needed to enact it, exemptions (e.g. for disabled people who rely on cars, and trade vehicles), the economic impact of lost parking revenues, and the cost applied to vehicles that drive into the Ultra Low Emission Zone.

Most importantly, we need to work with our city's communities to ensure the damaging impact of air pollution is reduced, to the benefit of all those living, working and travelling around our city.

Yours sincerely,

Cllr Heley

Cllr Lloyd

Cllr Davis

Cllr West

Geoff Raw
Chief Executive Office
Brighton and Hove City Council
Hove Town Hall
Norton Road
Hove, BN3 3BQ

25 September 2019

LETTER TO ENVIRONMENT, TRANSPORT AND SUSTAINABILITY COMMITTEE

Dear Geoff,

I am submitting the following letter under Council Procedure Rule 23.3 to be included on the agenda for the Environment, Transport & Sustainability Committee meeting of 08 October 2019.

For many years Councillors have received complaints about wheelie bins that are being left out on the pavements permanently, and thus blocking the footpaths. Often this narrows the pavements to a point where wheelchair users and people with pushchairs are unable to use the footpath, forcing them to move onto the street. This is an equality and a safety issue on a city-wide level.

Wheelie bins should be moved to the front of a property on the day the rubbish is collected and should be taken back onto the property as soon as possible after the collection has taken place.

I do acknowledge that wheelie bins cannot be stored on the property in every case. However, many properties have a space to store their wheelie bin safely and should therefore use it.

The only action Cityclean is currently taking to remediate this problem is to write letters to households who leave their bins on the pavement, reminding them to clear their bins from the pavement after collection day. Unfortunately, this has little to no effect. When one of the residents in my ward contacted Cityclean to ask for further action, she was told that Cityclean is unable to take further action against repeat offenders. Cityclean does not enforce this or charge any penalties against any offenders.

I ask the Members of the Environment, Transport & Sustainability Committee to discuss options to improve the situation, so that people with and without disabilities can use the city's pavements.

Other Councils across the UK have already policies and procedures in place to deal with this problem. Some Councils put stickers on wheelie bins, reminding residents to take their bins back in after collection day. Other Councils issue fines to repeat offenders (e.g. Gwynedd Council & Nottingham Council) or remove bins that are blocking the pavement (e.g. in Fenton, Cobridge and Hanley), returning them for a fee.

I ask the members of this Committee to explore options, such as stickers on bins or a council-organised campaign, to encourage residents to take in their wheelie bins after collection day. Since not every resident is able to move their bins off and back onto their property, I also feel that there is a need to promote services like assisted collections so that residents are aware they exist and can make use of them if needed.

Yours sincerely,

Councillor Marianna Ebel
Goldsmid Ward

Subject:	Member Task and Finish Groups' Terms of Reference		
Date of Meeting:	8 October 2019		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Andrew Renaut	Tel: 01273 292477
	Email:	andrew.renaut@brighton-hove.gov.uk	
Ward(s) affected:	All Wards, in particular St Peter's & North Laine and Hollingbury & Stanmer		

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

- 1.1 The decision to enable elected member working groups to be established following a review of the council's Constitution was made earlier this year. The principles put forward and agreed were considered by the cross party Constitutional Working Group and by the Leaders' Group. The outcomes were considered and agreed at Policy, Resources & Growth Committee on 11 July, and also at Full Council on 25 July.
- 1.2 In June this year, this committee agreed to establish member task and finish groups for three separate projects when considering reports about them. It also requested officers to bring a report to the next Committee meeting to agree the Terms of Reference for the task and finish member working groups.

2. RECOMMENDATIONS:

- 2.1 That the Committee agree the draft Terms of Reference for the Valley Gardens Member Task and Finish Group, as set out in Appendix 1 of this report.
- 2.2 That the Committee agree the draft Terms of Reference for the Local Cycling and Walking Infrastructure Plan [LCWIP] Member Task and Finish Group, as set out in Appendix 2 of this report.
- 2.3 That the Committee agree the draft Terms of Reference for the Stanmer Park Restoration Project Member Task and Finish Group, as set out in Appendix 3 of this report.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 At Full Council in July this year, the principles agreed for governing elected member working groups are that they are established as either 'task and finish' or 'permanent' groups. Task and finish groups may be established on the following basis:-

- A cross-party member working group that is established by either a service committee or by Audit and Standards Committee will be known as a 'task and finish' group;
- They will be set up for 6 months with the possibility of an extension of up to a further 6 months;
- They will be expected to report back to the committee which established them on a regular basis;
- Their terms of reference will need to be agreed by the committee, using the Council's template;
- The task and finish groups should include the Chairs or Deputy Chairs of the relevant committee to ensure oversight and a strong link to that committee.

3.2 Member Task and Finish Groups for three projects were agreed to be established by this committee in June this year. The projects are:-

- Valley Gardens;
- the Local Cycling and Walking Infrastructure Plan [LCWIP]; and
- the Stanmer Park Restoration Project.

3.3 The recommendations specifically agreed for each project included:-

Valley Gardens

3.4 'Agree to urgently re-establish the cross-party member and stakeholder Valley Gardens working group as a task and finish group'.

Local Cycling and Walking Infrastructure Plan

3.5 'That the Committee agree the draft Local Cycling and Walking Infrastructure Plan Scoping Report attached as Appendix 2 to this report, with the proposed approach, governance and timescales duly updated to include the addition of an urgently constituted cross-party Member and Stakeholder Task and Finish Group which will offer members and key stakeholders earlier and stronger engagement in, and oversight of, the development of the LCWIP document'.

Stanmer Park Restoration Project

3.6 'Agree to re-establish the joint authority (cross-party) member working group with the South Downs National Park Authority, to also include key stakeholders in the Stanmer Park and Stanmer Park Home Farm complex restoration projects'.

3.7 For all three groups, it was also agreed that the purpose of each one will be reviewed with partners and stakeholders at regular intervals to ensure that they remain effective. The draft Terms of Reference for each project are attached at Appendices 1, 2 and 3 of this report, and have been developed using the council's template.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 The recommendations within section 2 of this report reflect the decisions made by this committee in June 2019. The Terms of Reference for each project's Member Task and Finish Group outline the way in which each group is expected to operate.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 An initial meeting involving officers and councillors (the Chair of the ETS Committee (Labour), the opposition (Green) spokesperson and the Conservative Group spokesperson) has been held to assist in the development of the draft Terms of Reference. Members will be involved in the identification and invitation of stakeholders/community representatives to each group's meetings, which will include discussions with external organisations or bodies where appropriate, such as the city's Transport Partnership and the South Downs National Park Authority, for example. Stakeholders will be involved in regular reviews of the groups to ensure they remain effective.

6. CONCLUSION

- 6.1 The recommendations proposed within this report will fulfil the request and decisions previously made by this committee to establish three project Task and Finish Groups for the Valley Gardens, Local Cycling and Walking Infrastructure Plan and Stanmer Park Restoration projects and develop their Terms of Reference. Approval of the groups' Terms of Reference will then enable the group's first meetings to be arranged.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no expected financial implications associated with the establishment and operation of the member task and finish groups as it is anticipated that any costs associated with their operation will be managed within the existing revenue budgets of each respective service area within the Economy, Environment & Culture Directorate.

Finance Officer Consulted: Steven Bedford

Date: 25/09/19

Legal Implications:

- 7.2 There are no legal implications associated with the draft Terms of Reference proposed within this report. The groups will be established in line with the principles agreed by Full Council in July 2019 and will report to the relevant Policy Committee(s), with recommendations as necessary. The draft Terms of Reference for each project have been completed using the council template agreed at Full Council in July 2019 and accord with the resolution of that Full Council for establishing member working groups.

Lawyer Consulted: Stephanie Stammers

Date: 26/09/19

Equalities Implications:

- 7.3 An Equalities Impact Assessment has not been undertaken in association with establishing the draft Terms of Reference for the three projects. Full consideration will be given to equalities implications when making arrangements for group meetings.

Sustainability Implications:

- 7.4 There are no sustainability implications associated with the content and recommendations within this report.

Any Other Significant Implications:

Risk and Opportunity Management Implications:

- 7.5 Each individual project will have its own Risk Register and the establishment of each Task and Finish Group will provide the opportunity for greater member and stakeholder involvement in each respective project. They will also provide the opportunity to develop and establish areas of best practice and also test ways of working that can both inform the Terms of Reference and operation of future Member Working Groups and Task and Finish Groups.

Corporate / Citywide Implications:

- 7.6 Each of the three projects for which the Member Task and Finish Groups have been agreed by this committee is significant for the city and its residents, businesses and visitors.
- 7.7 There are no crime and disorder, public health implications associated with the content and recommendations within this report.

SUPPORTING DOCUMENTATION

Appendices:

1. Member Task & Finish Group Terms of Reference for the Valley Gardens project
2. Member Task & Finish Group Terms of Reference for the Local Walking & Cycling Infrastructure Plan [LCWIP] project
3. Member Task & Finish Group Terms of Reference for the Stanmer Park Restoration project

Documents in Members' Rooms

1. None

Background Documents

1. Reports (agenda items 8, 14 and 17) to, and minutes of, Environment, Transport & Sustainability Committee – 26 June 2019
2. Report to Policy, Resources & Growth Committee (agenda item 18) – 11 July 2019
3. Report to Full Council (agenda item 22) – 25 July 2019

TERMS OF REFERENCE FOR MEMBER WORKING GROUPS

1. Name

Valley Gardens Member Task & Finish Group

2. Purpose

This Task and Finish Group will offer members and key stakeholders the opportunity for engagement in, and oversight of the ongoing development and delivery of the Valley Gardens project (Phases 1 & 2 and 3).

The purpose of the group is to ensure Members have practical oversight between committees, while enabling interested stakeholders to have a tangible input into the discussions, and the associated recommendations on key tasks and issues associated with delivery of the project. The group itself will not make decisions; these will always be made at Environment, Transport & Sustainability Committee.

3. Status

This Task and Finish Group will function as an advisory group reporting to the Environment, Transport & Sustainability Committee. The group will not have subcommittee status and the political balance rules in section 15 of the Local Government and Housing Act 1989 will not apply.

4. Areas of focus

This Task and Finish Group will have particular areas of focus including:-

- Funding Agreements and allocations
- Remaining design/delivery matters for Phases 1&2 during its construction
- Continuing design development and subsequent construction matters for Phase 3
- Engagement and consultation

5. Reporting

The group will report to the Environment, Transport & Sustainability Committee, with recommendations as necessary.

6. Membership

Membership of the Working Group shall consist of three elected Members from the Environment, Transport & Sustainability Committee, one from each political party, following nominations by their Group Leaders, supported primarily by officers from the City Transport Division and Economy, Environment and Culture Directorate.

Substitutes for the above members of the group may attend as and when required.

This Task and Finish Group will have the ability to co-opt stakeholders onto the group and/or invite stakeholders to engage in specific thematic meetings, as appropriate. Stakeholder involvement and input into the group's meetings will be requested and agreed by Members in order to ensure that there is an appropriate level of representation of views, experience and knowledge to help inform the group's consideration of agendas at individual meetings. It is expected that stakeholder input could include representatives of community and road user groups, event organisers, transport operators and businesses.

7. Meetings and ways of working

Meetings of this Task and Finish Group are scheduled to take place every month to support the stakeholder engagement process and to also inform the development of recommendations to be included in reports to the Environment, Transport & Sustainability Committee. An indicative timetable of the group's meeting dates and the associated Environment, Transport & Sustainability Committee [ETS] date is as follows:

- October 2019 (ETS 26 November 2019)
- November 2019 (ETS 21 January 2020)
- December 2019 (ETS 21 January 2020)
- January 2020 (ETS 17 March 2020)
- February 2020 (ETS 17 March 2020)

The timing and number of meetings will be dictated by the volume of business for the Task and Finish Group. The group will arrange thematic meetings in order to ensure that it addresses all relevant issues in a focused and manageable way.

Additional meetings of the group may be established as required. In order to be an effective body and play a significant role in expediting the remaining work for all three phases of Valley Gardens, the focus or agenda of the group's meetings will be planned and agreed in advance, especially to ensure that stakeholder involvement and a suitable venue can be arranged.

Agendas and meeting notes will also be prepared and circulated at least one week in advance of the meetings.

8. Review

This is an ad hoc group established for a limited time, which is proposed to be for the duration of the development and delivery stages for all three phases of the project. This Task and Finish Group will be reviewed with stakeholders at regular intervals in order to maintain its purpose and effectiveness.

TERMS OF REFERENCE FOR MEMBER WORKING GROUP

1. Name

Local Cycling and Walking Infrastructure Plan [LCWIP] Member Task and Finish Group

2. Purpose

The Task and Finish Group will offer members and key stakeholders earlier and stronger engagement in, and oversight of, the development of the Local Cycling and Walking Infrastructure Plan during the specified stages in the development of the document, as outlined in Section 4 of this document and the draft Local Cycling and Walking Infrastructure Plan Scoping Report.

The group will inform and consider the development of the Local Cycling and Walking Infrastructure Plan, including stakeholder and community feedback resulting from specific tasks and activities during the Local Cycling and Walking Infrastructure Plan's development. The group itself will not make decisions; these will always be made at the Environment, Transport & Sustainability Committee.

3. Status

This Task and Finish Group shall be an advisory board to the Environment, Transport & Sustainability Committee. The group will not have sub-committee status and the political balance rules in section 15 of the Local Government and Housing Act 1989 will not apply. However, it is expected that the group will be established on a cross-party basis.

4. Areas of focus

This Task and Finish Group will assist with and/or inform key, specified stages recommended by the Government in the development of the Local Cycling and Walking Infrastructure Plan, as follows:-

- Finalising the approach (methodology) to preparing the Local Cycling and Walking Infrastructure Plan, as set out in the draft Scoping Report agreed by the Environment, Transport & Sustainability Committee in June 2019 (Stage 1- Determining Scope), taking note of the Government's Department for Transport's Local Cycling and Walking Infrastructure Plan Technical Guidance for Local Authorities
- Finalising the stakeholder and community engagement programme (Stage 1- Determining Scope) and subsequent delivery of this
- Considering perceptions of existing provision, feedback on existing facilities and suggestions for improvements (Stage 2 – Gathering Information)
- Network Planning for Cycling and Walking (Stages 3 and 4)
- Agreement of prioritisation criteria (Stage 5 – Prioritising Improvements)
- Embedding the Local Cycling and Walking Infrastructure Plan across other areas of council delivery (Stage 6 – Integration and Application)

The areas of focus will be kept under review for the duration of the group; new issues may be added as they arise. The group will be involved in the subsequent completion of the draft Local Cycling and Walking Infrastructure Plan document, before it is reported back to the Environment, Transport & Sustainability Committee.

5. Reporting

The group will report to the Environment, Transport & Sustainability Committee, with recommendations as necessary.

6. Membership

Membership of the Working Group shall consist of three elected Members from the Environment, Transport & Sustainability Committee, one from each political party, following nominations by their Group Leaders.

The Members will be supported primarily by officers from the City Transport Division.

Substitutes for Members of the group may attend as and when required.

This Task and Finish Group will have the ability to co-opt stakeholders onto the group and/or invite stakeholders to engage in specific thematic meetings, as appropriate. Stakeholder involvement and input into the group's meetings will be requested and agreed by Members in order to ensure that there is an appropriate level of representation of views, experience and knowledge to help inform the group's consideration of agendas at individual meetings. It is expected that stakeholder input could include representatives of walking and cycling groups, community engagement, 'harder to reach' groups including young people, and public health providers.

7. Meetings and ways of working

Meetings of the group will be scheduled to take place every one to two months to enable consideration of key stages of the Local Cycling and Walking Infrastructure Plan's development and allow the group's recommendations to be reported to the Environment, Transport & Sustainability Committee. An indicative timetable of the group's meeting dates and the associated Environment, Transport & Sustainability [ETS] Committee date is as follows:

- Late October 2019 (ETS 26 November 2019)
- Mid December 2019 (ETS 21 January 2020)
- Early February 2020 (ETS 17 March 2020)
- Late March 2020 (ETS 5 May 2020)
- May 2020 (ETS June/July 2020)

The timing and number of meetings may be determined by the volume of business for the group. The group will arrange thematic meetings in order to ensure that it addresses all relevant issues in a focused and manageable way. Additional meetings of the group may be arranged as required.

In order to be an effective body and play a significant role in the development of the Local Cycling and Walking Infrastructure Plan prior to its consideration by the Environment, Transport & Sustainability Committee, the focus or agenda of the group's meetings will be planned and agreed in advance, especially to ensure that stakeholder involvement and a suitable venue can be arranged and secured.

Agendas and meeting notes will also be prepared and circulated at least one week in advance of the meetings.

8. Review

This is an ad hoc group established for a limited time, which is proposed to be approximately nine months, in line with the anticipated development programme for the Local Cycling and Walking Infrastructure Plan. This Task and Finish Group will be reviewed with stakeholders at regular intervals in terms of its purpose to ensure it remains effective.

Terms of Reference

1. Name

Stanmer Park Member Working Group

2. Purpose

The working group will be a cross-party member working group with the South Downs National Park Authority (SDNPA). It will provide policy advice and oversee the development of the Stanmer Park estate. Major projects and long term initiatives are being delivered in Stanmer Park through a succession of political administrations and this group will ensure continuing buy-in by all parties.

3. Status

The Stanmer Park Member Working Group shall be an advisory board to the Environment, Transport and Sustainability (ETS) Committee. The Working Group will not have sub-committee status and the political balance rules in section 15 of the Local Government and Housing Act 1989 will not apply. However, it is expected that the Working Group will be established on a cross-party basis.

4. Areas of focus

The Working Group will oversee the following projects and initiatives:

- The restoration project funded by the National Lottery, which is currently underway.
- The planned relocation of the City Parks depot within Stanmer Park, and associated landscaping improvements.
- The development of the traditional agricultural buildings (TAB) in Stanmer village.
- Determining the long term management arrangements of the Stanmer estate, as required by the National Lottery.

5. Reporting

The Working Group will report to the ETS Committee with recommendations as necessary.

6. Membership

Membership of the Working Group shall consist of:

- Three elected Members from the ETS Committee, one from each political party, following nominations by their Group Leaders.

- A member of the SDNPA Board, nominated by the SDNPA Board.

supported by officers from CityParks.

7. Meetings and ways of working

The Working Group will meet every 3 months depending on level of business.

The Working Group will have the ability to co-opt stakeholders onto the group and/or invite stakeholders to engage in specific thematic meetings as appropriate.

8. Review

These terms of reference may be reviewed and amended by the ETS Committee from time to time.

DRAFT

Subject:	Parking Annual Report 2018-19		
Date of Meeting:	8 October 2019		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Paul Nicholls	Tel: 01273 293287
	Email:	paul.nicholls@brighton-hove.gov.uk	
Ward(s) affected:	(All Wards);		

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

- 1.1 To note and approve the publication of the Parking Annual Report 2018/19 on the performance of Parking Services for submission to the Department for Transport, Traffic Penalty Tribunal and for general publication under the provisions of the Traffic Management Act 2004.

2. RECOMMENDATIONS:

- 2.1 That the Committee endorses the publication of the Parking Annual Report for 2018/19 under the provisions of the Traffic Management Act 2004.
- 2.2 That the Committee authorises the Head of Parking to produce and publish the report, which will be made available on the Council's website and to stakeholders.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The City Council took over responsibility for civil parking enforcement from Sussex Police on 16 July 2001. The Traffic Management Act 2004 (the Act) came into force on 31 March 2008. The Department for Transport's Statutory Guidance issued under the Act provides that in the interest of transparency, the Council should produce and publish an annual report with the aim of informing debate on local parking issues.
- 3.2 Last year's annual report (2017/18) received national recognition when it was declared 'best overall report' by the independent Parking Annual Report Review Group established by PATROL (Parking and Traffic Regulations Outside London). The award ceremony held at the House of Commons follows ten successive years of Brighton & Hove being shortlisted for the award.

The 2018/19 report will include details of:

- The number of Bus Lane Penalty Charge Notices increased from 9,686 in 2017/18 to 75,029 in 2018/19. This increase is due to the introduction of 24 new bus lane cameras which has allowed more coverage of bus lane

enforcement throughout the city. Over the last year the number of bus lane Penalty Charge Notices issued in bus lanes has halved from 10,000 per month initially to around 4,500 per month currently.

- A successful bid for £468,000 from the Office for Low Emission Vehicles (OLEV). This will provide 75% funding for 4 rapid taxi hubs. The remaining 25% will be provided through private investment following a tender exercise. A successful bid for Innovate UK funding for chargers.
- The addition of new parking schemes following consultation with residents.
- The expansion of the Disabled (Blue) Badge team's operations following national changes to the eligibility criteria. They now also handle Concessionary Travel applications.

3.4 Income and expenditure appears in the tables below:

Income by source	2016/17 (£)	2017/18 (£)	2018/19 (£)
On-street parking charges	10,322,987	10,839,586	11,441,854
Permit Income	7,756,632	9,252,061	9,589,716
Penalty Charge Notices (inclusive of bad debt provision)	3,808,257	3,852,449	5,832,784
Other	47,261	36,338	95,985
Total	21,934,536	23,980,434	26,960,340
Direct cost of civil parking enforcement	2016/17 (£)	2017/18 (£)	2018/19 (£)
Enforcement	3,254,654	3,620,476	4,601,931
Admin, appeals, debt recovery and maintenance	3,579,224	3,371,630	3,238,111
Scheme review / new schemes	799,690	767,569	1,076,960
Capital charges	614,317	1,010,833	1,261,186
Total	8,247,885	8,770,508	10,178,188
Surplus after direct costs	13,686,351	15,209,926	16,782,152

On Street Parking Surplus Spending

Spending supported by civil parking enforcement income surplus	2016/17	2017/18	2018/19
Concessionary fares	£10,929,562	£10,792,232	£10,796,363
Capital investment borrowing costs	£2,676,729	£2,569,660	£2,461,097
Supported bus services and other public transport services	£1,064,056	£1,380,366	£1,322,917
Contribution to eligible related expenditure	£0	£467,668	£2,201,744
Total	*£14,670,347	£15,209,926	£16,782,152

*surplus contribution of £13,686,651 towards these eligible budgets

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

The table below shows the total figures for off-street parking over the last four years

Year	Expenditure	Income	Net income / Expenditure
2015/16	3,036,792	5,703,130	2,666,337
2016/17	3,047,894	5,917,078	2,869,184
2017/18	3,384,967	6,092,432	2,707,465
2018/19	3,548,394	6,535,468	2,987,074

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 No alternatives considered as there is a statutory requirement to produce a Parking Annual Report. The importance of the report in communicating with the public has also been highlighted by the Transport Select Committee.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The publication of the Parking Annual Report 2018/19 is being used as an opportunity to inform and engage with the public and stakeholders on a range of parking issues. Copies of this year's Parking Annual Report will be sent to stakeholders including, Sussex Police, East Sussex Fire Brigade, The Traffic Penalty Tribunal, the Department for Transport and local parking special interest groups. The Parking Annual Report will also be published on the council's website.

6. CONCLUSION

- 6.1 To provide the public and stakeholders with information on the performance and aims and objectives of Parking Services and to meet the Council's legal obligations under the Traffic Management Act 2004.

7. FINANCIAL & OTHER IMPLICATIONS

Financial Implications

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

Finance Officer Consulted: Jess Laing

Date: 03/09/19

Legal Implications

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

Lawyer Consulted: Stephanie Stammers Date: 04/09/19

Equalities Implications:

- 7.3 The services and programmes outlined in the Parking Annual Report are assessed for their equality impacts as part of their development and implementation.

Sustainability Implications:

- 7.4 None identified

Any Other Significant Implications:

- 7.5 None identified

SUPPORTING DOCUMENTATION

Appendices:

1. Parking Annual Report 2018/19

Background Documents:

1. None

BRIGHTON & HOVE CITY COUNCIL

Parking Annual Report

Financial Year 2018/19

Brighton & Hove City Council

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Appendices:

Appendix 1 ... On and Off Street Parking Charges

Appendix 2 ... List of Electric Vehicle Charging Points in Off Street Car Parks.

Parking Annual Report 2018/19

Introduction from Councillor Anne Pissaridou

It is my pleasure to introduce Brighton & Hove's eleventh Parking Annual Report.

At the 2019 Parking and Traffic Regulations outside London (PATROL) Annual Report Awards, our 2017/18 report won overall winner and follows ten successive years of being shortlisted for the award. We are pleased that the council's efforts to deliver a high quality annual report continue to be recognised.

This year's report provides an overview of publicly operated parking in the city, highlighting new and ongoing initiatives and developing trends.

The past financial year saw the number of Bus Lane Penalty Charge Notices increase from 9,686 in 2017/18 to 75,029 in 2018/19. This increase is due to the introduction of 24 new bus lane cameras which has allowed more coverage of bus lane enforcement throughout the city. Over the past year the number of Bus Lane Penalty Charge Notices issued has halved to around 4,500 per month as compliance improves. This has helped keep the buses running on time.

Thanks to a successful bid for £468,000 from the Office of Low Emission Vehicles (OLEV), this will provide 75% funding for 4 rapid taxi hubs to encourage the growth of electric taxis in the city.

Partnership features strongly in this year's report. Parking Services have been working with Sussex Police and East Sussex County Council to tackle Blue Badge misuse. As a council we will continue to offer a proportionate response to the offences to protect our disabled residents and visitors. We will also continue to educate our service users and offenders of the correct use of Blue Badges and the repercussions of Blue Badge misuse.

Surplus income rose by 10 % to £16,782,152. As in previous years, the report explains how surplus income from parking is spent with most used to provide 42,356 free bus passes for the elderly and disabled as well as a range of other transport and public realm improvement projects.

Thank you for taking the time to read our 2018/19 Parking Annual Report.

Cllr Anne Pissaridou – Chair of the Environment, Transport & Sustainability Committee

Service overview

Brighton and Hove is a thriving tourist destination, renowned for its cultural music and arts scene, quirky shopping areas and diverse communities. The city attracts over 10 million visitors annually and Brighton and Hove is the most popular seaside resort in the UK for overseas visitors.

The city has a growing population, 288,000 residents in 2017, and estimated to grow to 298,400 by 2024 with two major universities attracting students from all around the world.

Parking Schemes must accommodate the needs and expectations of most groups. The restrictions are designed to manage demand and ensure that everyone may benefit from available space – at the times it is most needed.

Our Parking Policy objectives are to:

- Reduce congestion and keep traffic moving
- Provide access safely to those that need it most
- Deliver excellent customer service

Partnership Working

The city is a major attraction for visitors, both for pleasure and for business and we have many events and conferences. Many of the events require the suspension of parking bays, and sometimes road closures, in the areas of highest demand for parking. Presentations have taken place to brief event organisers on how they can promote safer parking. We continue to work in partnership with organisations for events that take place in the city.

These events include:

- The Live Music Round Table
- The Brighton Festival and Fringe Festival
- The Brighton Marathon
- The British Heart Foundation London to Brighton Bike ride
- The Pride Community Parade and Pride Village Party.

Road safety

Our colleagues in road safety work closely with Sussex Police and the Sussex Safer Road Partnership to address road safety issues. They have identified that the biggest contributory cause to collisions in Brighton and Hove is where drivers fail to look properly. Distractions such as Sat Navs, mobile phones and smartphones have a negative impact on the figures.

Whilst there has been an increase in the number of collisions compared to 2015, the number of fatalities has decreased from 6 fatalities to 2 fatalities. Any one collision can result in more than one casualty.

Collisions

Year	Fatal	Serious	Slight	Total
2018	2	159	532	693
2017	6	144	536	686
2016	2	157	620	799
2015	1	136	640	780
2014	2	146	644	792

Casualties

Year	Fatal	Serious	Slight	Total
2018	2	162	642	806
2017	6	152	651	809
2016	2	167	775	944
2015	1	151	834	986
2014	2	156	828	986

More information on the council's approach to road safety is available on the web:

<https://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/road-safety>

Reducing Congestion and Improving Air Quality

Fees and Charges are set with the aim of reducing congestion in highly populated areas.

Almost a third of all emissions are created by vehicle movements. Walking, cycling and using public transport all contribute to improving the air we breathe and also improves our health, both mentally and physically.

Every year the council is required to produce a report on the state of the air quality in the city and how it intends to keep pollutant levels within the agreed limits.

<https://www.brighton-hove.gov.uk/sites/brighton-hove.gov.uk/files/air-quality-report-2019.pdf>

Brighton and Hove is compact and high density; many local journeys are less than 5km. The healthiest option for short journeys is active travel; walking, jogging, roller skating and cycling including electrically assisted bicycles. The Parking Team actively promotes active travel through social media and the website.

Currently, Brighton & Hove has one of the few UK bus Low Emission Zones outside of London.

Issuing of Penalty Charge Notices

The table below shows the number of **on and off street** PCNs issued each month, across the past three financial years.

PCNs issued on-street and in car parks

Month	2016/17	2017/18	2018/19
Apr	11,011	10,204	10,419
May	11,368	10,983	11,157
Jun	9,762	9,321	10,360
Jul	10,555	10,190	10,255
Aug	10,642	10,127	10,149
Sep	9,823	9,337	9,807
Oct	11,090	9,945	10,068
Nov	10,417	9,209	10,682
Dec	10,171	8,889	9,796
Jan	10,271	9,155	10,152
Feb	8,432	8,464	8,781
Mar	9,868	8,115	10,281
Total	123,410	113,939	101,760

The number of Penalty Charge Notices issued on and off street has steadily decreased over the last three years. Between 2017/18 and 2018/19 the number of PCNs issued to vehicles on-street and in car parks dropped by 10.6 percent. The decrease reflects a greater compliance by the motorist.

Parking spaces across the city

	2015/16	2016/17	2017/18	2018/19
On-street parking spaces	31,291	31,450	37,379	37,589
Off-street parking spaces	2,490	2,490	2,490	2,240
Pay-and-display only bays	1,032	1,032	953	953
Permit-only bays	17,607	17,607	22,300	22,241
Shared bays (permit and pay-and-display)	11,042	11,201	12,292	12,548
Disabled bays	722	722	830	829
Other bays	828	828	939	939

Awards

This year the Parking Team won PATROL:-

- Overall winner Parking Annual Report 2018/19

We were shortlisted for British Parking Association:-

- Young Parking Professional of the year
- Intelligent Parking Award.

New Schemes

Following resident consultations, St Luke's (Zone U) which was a light touch scheme was incorporated into the existing Zone C which is a full scheme during 2018/19.

St Luke's (formally Zone U) Zone C Extension

In June 2017, in response to a number of letters and complaints from residents, the council agreed to an initial consultation with residents in Zone U about a change to existing restrictions.

Responses from the public showed there was a clear split between residents in the east who wanted to keep the existing arrangement (46.3 percent) and those in the west who wanted to move to a full scheme (53.7 percent).

A more extensive survey in April 2018 resulted in almost 91 percent of respondents expressing a desire to join the neighbouring Zone C, which is a full scheme with restrictions from 9am to 8pm daily. A further detailed design consultation took place in July 2018 and just over 70 percent of the residents supported joining Zone C.

At the meeting of the Environment, Transport and Sustainability Committee on 27th November 2018 it was agreed to advertise a Traffic Regulation Order to integrate Zone U into Zone C. The changes were then finally approved at Environment, Transport and Sustainability Committee on 19th March 2019.

The extension to Zone C was created, with restrictions in effect Monday to Sunday 9am to 8pm

Full information on this scheme and a link to the committee meeting are available online:

<https://www.brighton-hove.gov.uk/content/parking-and-travel/parking/parking-zone-u>

Schemes Under Review

Hanover and Elm Grove (Zone S and V)

Residents in Hanover and Elm Grove were invited to give their views on the Zone S and Zone V parking schemes. Both schemes were introduced in October 2017 following public consultation.

Zone S is a light-touch scheme with restrictions Monday to Friday 11am to noon and 6pm to 7pm. Zone V is a full scheme with restrictions Monday to Sunday 9am to 8pm.

The consultation was held in January 2019 and the results were taken to Environment, Transport and Sustainability Committee on 19th March 2019. It was agreed at this meeting that roads in an area known as the Top Triangle would be consulted to see whether they wanted to remain in Zone S (light-touch) or to join Zone V (full scheme). The consultation took place in July 2019.

The results of the consultation will be reported to the Environment, Transport and Sustainability Committee on 8th October 2019.

Full information on this scheme and a link to the committee meeting are available online:

<https://www.brighton-hove.gov.uk/content/parking-and-travel/parking/hanover-and-elm-grove-parking-schemes-review>

Consultations

Hove Park (Zone P)

In October 2017, councillors approved further consultation with residents regarding the design of a parking scheme in the Hove Park area.

During the subsequent consultation just over 68 percent of residents were in favour of a residents parking scheme and of these nearly 70 percent were happy with the hours of operation being Monday to Friday 9am to 10am and 1pm to 2pm.

The proposal was approved by the Environment, Transport and Sustainability Committee on the 25th June 2019 and will be operational as Zone P from September 2019.

<https://www.brighton-hove.gov.uk/content/parking-and-travel/parking/hove-park-parking-consultation>

Scheme Consultation Timetable

The schedule for the proposed parking schemes up to 2021 was agreed during the meeting of the Environment, Transport and Sustainability Committee on 10 October 2017. This is due to be updated at Committee in October 2019. Consultation is also taking place in the Coombe Road area; this is being financed by the developments that are currently being undertaken in this area.

Year	2017				2018				2019				2020			
Quarter	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Area																
West Hove (Zone L)																
Hove Park (Zone P)																
Zone U review																
Hanover Zone S Review																
Event Day parking scheme (AMEX Stadium)*																
South Portslade																
Surrenden Area																

* Subject to funding being available from the Football Club for consultation and implementation costs.

Maintenance of Signs and Lines

The Parking Infrastructure Team is responsible for the maintenance of existing signs and lines, both within and outside the controlled parking zones, as well as the installation of new parking signs and lines in new parking schemes.

Some road markings are re-covered when reports are received from members of public or from CEOs. While road markings degrade to varying degrees; on a practical level it makes sense to have a rolling programme of re-covering all road markings within one zone. Within 2018/19 both Zones C and O have had all road markings re-covered.

The table below shows the Parking Infrastructure Team's expenditure on existing signs and lines, as well as associated Traffic Regulation Order costs.

2015/16	2016/17	2017/18	2018/19
460,000	468,000	433,754	444,270

Electric Vehicles / New Projects

During 2018/19 the number of requests for on street charging points increased by 39 percent from EV drivers or potential EV drivers that require charging points near their property.

2017	2018	2019 (Until 1 st July)
37 Requests	76 Requests	82 Requests

The majority of requests come from within the controlled parking zones. There are fewer requests from outside the controlled parking zones as there tends to be more off street parking.

Retrofitted slow lamp column charger

In last year's annual report we explained that Brighton & Hove City Council was awarded £300,000 on 18th April 2018 to install 200 electric vehicle lamp column chargers across the city. These will be installed before the end of the year.

Testing Sites

In October 2018 five electric vehicle (EV) test sites have been installed in residential areas across the city as part of the council's commitment to developing the EV charging point network.

Charging Speeds

Electric charging speeds are classed into three categories: 'rapid', 'fast' and 'slow'.

Rapid charging points have a power rating of 43kW–120kW. They supply up to 80 % of battery capacity in 30 minutes.

Fast charging points are rated at 7kW–22kW. A full charge will typically take 3–5 hours.

Slow charging points supply up to 3kW and take 12 hours to complete a charge cycle.

The lamp post charging points will provide a 'slow' charge, meaning vehicles will need to be left for longer periods to reach capacity (typically overnight).

A small mixture of slow and fast chargers are currently installed at the four central area 'barrier' car parks*, as well as near the Level.

*[Trafalgar Street, The Lanes, Regency Square, London Road]

Planning conditions now require new developments to have 10 % of parking spaces to have charge points.

Electric Taxi Hubs

On the 9th April 2019 Brighton & Hove City Council were awarded £468,000 to introduce 4 Electric Taxi Hubs. These hubs will contain 3 rapid charging units that will serve up to 6 six vehicles simultaneously at each site. There will be 12 new rapid charging units which we are aiming to have in place by April 2020.

Further information can be found in *Appendix 2* including a list of all council owned EV charger points in Brighton & Hove

Pay and Display Maintenance

In the 2017 /18 Annual Report we reported on how Brighton & Hove City Council rolled out its paid parking modernisation programme.

The prioritisation of card payments was seen as an effective way to counter frequent cash thefts, while new physical stock would improve overall machine reliability.

One year on:-

- Customers have more choice when paying for a parking session. Parking sessions can be obtained by cash, card, smartphone and PaybyPhone.
- The number of maintenance callouts has dropped by about 80%. This has equated to a saving of approximately £50,000 across the year.
- We have made savings due to the reduction in the number of cash collections.
There is now less than one tenth the amount of cash on street compared to two years ago.

The maintenance team consists of six engineers who work seven days a week. They aim to attend and fix 99 percent of machines reported as faulty within 24 hours.

For more information about using the new pay-and-display machines, please refer to our user guide: <https://www.brighton-hove.gov.uk/content/parking-and-travel/parking/pay-and-display-machine-guide>

To see where you can find a pay-and-display machine near a location / destination, please visit our <https://www.brighton-hove.gov.uk/content/parking-and-travel/parking/pay-and-display-machine-locations>

www.brighton-hove.gov.uk/content/parking-and-travel/parking/pay-and-display-machine-locations

Permits

Permit Ownership

The table below shows the number of permits issued in the last three years categorised according to permit type.

Permit type	On issue as at 01/07/16	On issue as at 01/07/17	On issue as at 01/07/18	On issue as at 01/07/19
Business	1,672	1,378	1,387	1,178
Car Club	120	113	108	118
Carer	250	246	330	325
Dispensation	533	543	572	573
Doctor	120	121	118	137
Resident (including match day)	31,867	31,283	37,321	37,548
Professional carer	2,287	2,177	2,355	2,521
Schools	271	234	296	261
Trader	2,098	2,237	2,320	2,371

Whilst there has been a decline in business permits on issue, there has been a steady increase in Traders Permits on issue. Trader Permits give greater flexibility.

The number of permits on issue appear broadly comparable to previous years.

The table below charts the take up of resident permits in each parking zone over the previous four years. Numbers in brackets indicate the maximum annual allocation of visitor permits per permit holder.

Resident parking zone and visitor allowance	Resident permits on issue as at 01/07/15	Resident permits on issue as at 01/07/16	Resident permits on issue as at 01/07/17	Resident permits on issue as at 01/07/18	Resident permits on issue as at 01/07/19
Preston Park Station, A (50)	611	646	634	632	680
Coldean, B (25) +1*	1,267	1,497	1,513	968	1,062
Queen's Park, C (50)	1,743	1,805	1,826	1,948	1,977
Moulsecoomb, D (25) +1*	2,510	2,526	2,540	1,678	1,703
Preston Park Station (North), E (50)	202	202	203	207	192

Fiveways, F(50)	N/A	849	892	1,397	1,410
Hollingbury Road, G (50)	N/A	102	100	110	108
Kempton & Hospital, H (50)	2,544	2,498	2,439	2,478	2,489
Craven Vale, I (50)	N/A	N/A	N/A	160	117
Preston Circus, J (50)	3,852	3,962	3,817	3,987	3,986
Preston Village, K (50)	N/A	N/A	N/A	265	212
West Hove, L (50)	N/A	N/A	N/A	1,319	1,306
Brunswick & Adelaide, M (50)	1,659	1,626	1,559	1,894	1,932
Central Hove, N (50)	4,619	4,490	4,352	4,540	4,609
Goldsmid, O (50)	2,128	2,189	2,143	2,099	2,053
Prestonville, Q (50)	1,048	1,090	1,053	1,063	1,068
Westbourne, R (50)	3,572	3,677	3,611	3,639	3,924
Hanover & Elm Grove, S (50)	N/A	N/A	N/A	1,844	1,909
Hove Station, T (50)	341	356	357	351	376
St Luke's, U (50)	339	412	382	420	385
Hanover & Elm Grove, V (50)	N/A	N/A	N/A	2,478	2,147
Wish Road, W (50)	1,009	1,032	1,029	1,018	1,068
Central Brighton (North), Y (25)	1,748	1,786	1,741	1,725	1,751
Central Brighton (South), Z (25)	1,150	1,122	1,092	1,101	1,084
Total	30,342	31,867	31,283	37,321	37,548

*'+1' refers to one additional permit issued to a resident for visitor use. This system operates in match-day zones only.

The number of permits on issue is comparable to last year's figures.

Waiting Lists

Parking zones Y & Z are currently the only zones within the city with waiting lists for resident's permits.

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

Resident parking zone	Number of people on waiting list at 01/07/15	Number of people on waiting list at 01/07/16	Number of people on waiting list at 01/07/17	Number of people on waiting list at 01/07/18	Number of people on waiting list at 01/07/19
Brunswick & Adelaide, M	179	272	103	0	0
Central Hove, N	0	62	0	0	0
Central Brighton (North), Y	168	134	144	225	208
Central Brighton (South), Z	89	159	227	337	343
Total	436	627	474	562	551

Low Emission Vehicle Discounts

The council encourages the use of low emission vehicles and offers a 50% discount on permits for people with low emission vehicles*(does not include diesel vehicles).

As of April 2018, low emission is defined as a non-diesel vehicle that produces 110g/km or less CO₂ emissions.

In addition, the price of permits for vehicles producing 166/km or more CO₂ emissions has increased by 25 percent.

This needs to be verified by the presentation of the V5C document.

The table below shows the number of High/ Low Emission Permits issued in 2018/2019

High Permit Type	No. Issued	% of all permits.	Low Permit Type	No. Issued	% of all Permits
12 Month High Emission	4,140	11%	12 Month Low Emission	2,289	7%
3 Month High Emission	2,420	7%	3 Month Low Emission	1,254	3%

The most recent reports can be viewed on the council's website:

<https://www.brighton-hove.gov.uk/content/environment/noise-pollution-and-air-quality/air-quality-management-city>

Blue Badge Scheme & Tackling Fraud

Disabled persons' bays are placed at strategic locations across Brighton & Hove. Demand for this kerb-side space is high, with many bays constantly busy. Blue Badge holders can park for up to three hours on yellow lines as long as the Blue Badge is displayed, but there is no time restriction in the dedicated bays, shared and Pay and Display Bays.

Blue Badge Applications

In 2018/19 the number of Blue Badge applications processed increased by 14 percent on the previous year from 3,986 to 4,545.

	2016/17	2017/18	2018/19
Applications processed	4,992	3,986	4,545
Badges issued	4,469	3,765	4,287
Stolen	3	1	1
Refused	453	213	258
Cancelled (deceased)	1,058	754	700
Appeals	105	82	45

Department of Transport - Blue Badge eligibility review

The Department for Transport in 2018 consulted on making a clearer distinction between those with physical and non-physical disabilities, while continuing to ensure that the scheme remained sustainable and fair to all.

On the 30th August 2019 the Blue Badge scheme will be extended to allow people with 'hidden disabilities' such as autism and mental health conditions to apply for a Blue Badge.

The Blue Badge Team has been undertaking training and research to prepare for the changes:-

- Co-operating with mental health charity MIND;
- Working with autism specialists;
- Undergoing discrimination awareness training;

Tackling Blue Badge Fraud – A Success Story

In financial year 2018/19 Brighton & Hove successfully prosecuted 58 individuals who deliberately misused/abused Blue Badges in the Brighton & Hove and the West Sussex area.

Partnership Working

Since 2015 Brighton & Hove City Council has been working in joint partnership with East Sussex County Council and Sussex Police to tackle Blue Badge misuse.

We have three dedicated Blue Badge Investigators who gather evidence against potential fraudulent users.

Community Resolution Orders (CRO)

Brighton and Hove offers offenders the option of a Community Resolution Order, instead of receiving a criminal record. Under this order the offender is obliged to watch a video featuring local disabled people which highlight the impact Blue Badge misuse has on their everyday lives.

The Community Resolution Order video is a way of deterring further offences and educating people that misuse of a Blue Badge is not a victimless offence.

In 2018/19, 107 individuals living in Brighton & Hove have attended CRO sessions. Only two individuals have progressed to re-offend.

Since the scheme began in 2015 to 1st July 2019:-

- 189 cases have been sent for prosecution.
- 22 cases have received a formal caution with costs.
- 668 people have attended a Community Resolution Order at Hove Town Hall with Sussex Police and a Blue Badge Investigator.
- 1,331 Blue Badges have been retained - out of these, 608 Blue Badges have been destroyed. (For example, badge holder displaying an expired, altered or deceased person's badge).

The Role of a Blue Badge Investigator

Michelle has worked as a Blue Badge Investigator since 2016 and worked as a Civil Enforcement Officer previous to this role. The team increased to three Blue Badge Investigators in 2018.

How do the public react if they see you enforcing a Blue Badge holder?

Since the scheme began in 2016, the public have been mainly positive about Blue Badge Enforcement. Past surveys have shown that awareness of the initiative is very high (78%) and support for the initiative is even higher at (97%).

How do offenders react to the video shown at the Community Resolution Order?

The stories in the video show the stark reality of the consequences of Blue Badge fraud. The public's reaction is often shock, one member of the public cried. One offender actually commented that it was the, *"best thing that happened, if he had not viewed the video he would have carried on misusing the Blue Badge."*

What impact have you made as a Blue Badge Investigator?

"I feel very proud to be part of the Blue Badge Team. We have built up the new enforcement plan from scratch and although it has been hard work, it has been rewarding too. Often the public are not

aware they are committing a crime and it is rewarding to know we are educating the public and provide such a valuable service.”

“Tackling Blue Badge fraud is making a real difference and we are pleased that this work with our partners has been recognised with two national awards”

On-street parking enforcement

Bus Civil Enforcement Officer

In last year's report we talked about the introduction of a Bus Civil Enforcement Officer to enforce bus routes affected by illegal and inconsiderate parking. Although this has remained the main focus of the role, it has evolved over the past year to include the following responsibilities:

Educating and Awareness - The Bus CEO has been raising awareness of the impact illegal parking has on the bus services and passengers. For example, wherever possible she will explain the difficulty that disabled and elderly passengers face if a bus is unable to pull in against a raised kerb.

Delivery Lorries - Currently the active project is observing regular delivery lorries abusing No Loading Traffic Regulation Orders. As a result of the ongoing work, this has now gone to the Traffic Commissioner who is now actively penalising operators who are deliberately abusing this.

As a result of the Bus CEOs work, bus drivers have seen a reduction in obstructions and are able to feedback directly on problem areas.

Evidence of Success

Punctuality Improvement - Since the introduction, there is now a 5 percent punctuality improvement in Boundary Road on Service 6 between Downs Park and Brighton Station.

"The real value in this work is that freeing up bus routes doesn't just keep them moving but, as a direct consequence, also reduces air pollution." **Adrian Strange** – Head of Commercial Operations

Events and Suspensions

Events such a Pride, The Brighton Marathon and the London to Brighton Bike ride wouldn't be able to take place without parking suspensions ensuring the event routes are clear.

The majority of suspensions are requested for roadworks, house removals and building works.

	2014/15	2015/16	2016/17	2017/18	2018/19
Suspension applications	1,648	1,986	2,397	2,150	2,239

The number of suspensions slightly increased in 2018/19 which is to be expected with the introduction of new parking zones.

The council is also a member of Creative England's "Film Friendly Partnership" network, welcoming filming in the city and ensuring co-operation and commitment to assist production.

School Enforcement

"We also aim to reduce road traffic, ease congestion and reduce carbon emissions on routes to schools"

Following a report presented to the Environment, Transport & Sustainability Committee on 20th March 2018, a decision was made to recruit three Civil Enforcement Officers specifically to assist with parking issues outside schools.

Interaction with schools, nurseries, parents and children aims to encourage travel behaviour change through innovative and fun projects; this encourages participation and which is sustained for the long term. Flyers, banners and A-board signs have been designed promote the anti-social parking campaign.

Theatre in Education

‘Road Safety Magic’ performed their magic show to **infant pupils** at 10 schools in January 2019. They used tricks and songs to remind the children to STOP, LOOK, LISTEN and THINK!

Here is a message from a parent supporting school enforcement:

“We would like to extend our thanks to your parking officers for supervising the parking outside our school this week. It is always a helpful reinforcement of our school parking policy when someone 'official' is visible and encourages parents/carers to think twice about where to park or drop off their children.”

Civil Enforcement Officers in the Community

As a uniformed presence on-street across the city, Civil Enforcement Officers (CEOs) deal with much more than just parking.

Within Brighton and Hove Civil Enforcement Officers have a very important role as front line ambassadors, from providing helpful advice and directions to tourists, reporting issues with council equipment, to their principal role of encouraging compliance, and helping to keep traffic flowing .

Examples of Good Service

CEO Matthew said:- Whilst on patrol, he witnessed a woman fall from her bicycle after colliding with a kerb sustaining nasty injuries. He called an ambulance whilst the woman's husband ran to get a taxi as the ambulance was going to be up to 2 hours. Matthew stayed with the couple and saw them safely into a taxi and also stood the ambulance down.

CEO James was on patrol when he heard a woman shout out and quickly realised that she had been hit by a car. He phoned the ambulance whilst another member of the public assisted by helping to comfort the woman. The Police and ambulance soon arrived and James left the scene.

Testimonial from a Brighton & Hove resident: *'I would like to thank the traffic warden who helped me on 26th October in Osborne Rd. I was looking after my grandchildren and had been out all day. On my return the door handle broke and I couldn't get into the house. Your traffic warden stopped and helped me gain access so I could call a locksmith. I can't thank him enough. It was so kind of him, many would have walked on by.'*

Dog Watch

In May 2019, Civil Enforcement Officers from Brighton & Hove City Council are joining the UK's largest dog welfare charity, Dogs Trust, to help prevent dogs dying in hot cars this summer

The Dogs Trust will be working with Civil Enforcement Officers on patrol in the city to keep an eye out for dogs left in vehicles on streets and in car parks.

CEOs 895 and 900 both came across vehicles that had dogs locked inside that appeared distressed. On both occasions the Police were informed who attended to rescue them.

Challenges, representations and appeals

The council's web based service allows customers to view specific details about PCNs they have received and can submit a challenge or representation, monitor the progress of the representation, view photos of the incident, and make payments.

The table below shows the number of bus lane and parking Penalty Charge Notice (PCN) challenge representations made to the council.

	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL
2017/18	2,509	3,080	3,886	2,802	2,975	3,030	3,169	3,137	2,398	2,985	2,654	2,495	35,120
2018/19	2,810	3,506	5,108	5,724	4,409	4,516	4,816	4,964	3,549	4,558	3,684	3,820	51,964

In previous years, we have reported appeals received dropping significantly year-on-year. In 2018/19 the number of incoming appeals increased by 46%. This is due to the increase in bus lane Penalty Charge Notices

Appeals at adjudication

If an appellant is unhappy with the decision made by the council against a PCN representation, they have the right to present their case to the independent Traffic Penalty Tribunal. They hear appeals against penalties issued for parking, bus lane and moving traffic contraventions in England (outside London) and Wales.

The tables below show the results of cases taken to the Traffic Penalty Tribunal.

	2016/17	2017/18	2018/19
Council lost	31%	37%	29%
Council won	30%	30%	26%
Not contested by the council (PCN cancelled)*	39%	33%	45%

*The council generally does not contest an appeal when evidence is presented which provides grounds for cancellation, even at a late stage.

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

	2016/17			2017/18			2018/19		
	Off-street	On-street	Total	Off-street	On-street	Total	Off-street	On-street	Total
Higher-level PCNs	173	86,303	86,476	193	85,375	85,568	307,	75,208	75,515
Lower-level PCNs	2,214	35,379	37,593	2,312	26,059	28,371	2,587	23,658	26,245

Total issued	2,387	121,682	124,069	2,505	111,434	113,939	2,894	98,886	101,760
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Tips for avoiding a PCN.

1. Watch for the signs
2. Read the information on the pay and display machines
3. Read instructions carefully
4. Be careful with regards to bus lanes
5. Leave bus stops for buses
6. Park safely at schools
7. Respect residential parking restrictions
8. Understand what loading/unloading is
9. Park within the bay markings
10. Err on the side of caution and if in doubt contact us

Bus Lanes

"The effective enforcement of the city's bus lanes is essential in the fight against the march of urban congestion, air quality problems and CO2, and in enabling our high frequency transit services to do their work for our citizens."

Martin Harris – Managing Director of Brighton & Hove Bus Company

Department of Transport statistics show Brighton and Hove has 107 bus journeys per head, the highest number of bus journeys made per head of population outside of London

The table below shows the number of Brighton and Hove bus passengers over a ten year period.

Year	Passengers	Change from Previous Year	% Increase
2009/10	41,083,135	944,505	2.4
2010/11	42,954,168	1,916,033	4.7
2011/12	43,002,325	48,157	0.1
2012/13	44,779,699	1,777,374	4.1
2013/14	46,373,095	1,593,396	3.6
2014/15	46,112,322	-260,773	-0.6
2015/16	45,567,782	-544,540	-1.2
2016/17	47,114,343	1,546,561	3.4
2017/18	45,681,202	-1,433,141	-3
2018/19	46,727,648	1,046,446	2.3

In Brighton and Hove, it is estimated:-

- 3000 buses a day use city centre bus lanes (4000 in North Street)
- 20km of bus lanes in the City
- High levels of bus users customer satisfaction, currently at 92 percent

New CCTV Cameras Upgrade

In 2018 the city's bus lane CCTV enforcement was upgraded.

The project involved the installation of 21 new camera sites and three existing cameras were also replaced.

The 24 cameras have improved the capacity to enforce illegal driving in all priority lanes, improving journey times for buses, taxis and some motorcycles.

The new cameras have allowed the Traffic Control Team to improve response times to incidents as they occur, for example alternating traffic lights to ease traffic flow. Better monitoring will also provide an improved clearway for emergency services to reach their destination quickly.

Bus Lane Enforcement

The additional cameras have resulted in an increase in the number of Penalty Charge Notices issued.

The number of Bus Lane Penalty Charge Notices has increased from 9,686 in 2017/18 to 75,029 in 2018/19. The increase is a direct result of a full year of increased enforcement.

The table below shows the Bus Lane PCNs issued by month.

	2014/15	2015/16	2016/17	2017/18	2018/19
Apr	636	2,957	1,040	426	1,271
May	367	2,264	1,078	1,040	10,896
Jun	639	1,129	987	810	10,625
Jul	558	1,569	971	1,059	8,818
Aug	554	1,590	447	850	7,478
Sep	483	1,180	836	1,050	6,557
Oct	415	1,148	1,014	916	6,145
Nov	391	1,039	385	653	5,275
Dec	264	1,050	719	726	4,498
Jan	282	941	543	559	4,491
Feb	319	883	343	755	4,394
Mar	634	972	495	842	4,581
Total	5,542	16,722	8,858	9,686	75,029

Since the introduction of enforcement in all the bus lanes in Brighton and Hove, compliance has improved. The number of Bus Lane PCN's issued each month has fallen by over 50 percent since June 2018.

"We very much welcome the increased enforcement and believe that it has kept buses moving.

The most challenging time of the year for us to run buses on time is December. Comparing December 2016 with December 2018 there was a 4% improvement in the punctuality of our services.

Bus use has increased by around 2% compared with two years ago"

Narrative from Brighton and Hove Bus Company - Nick Hill, Commercial Manager Brighton & Hove City Bus Company

Better bus lane enforcement will have played a key role in improving bus punctuality and the Brighton Bus Company has also been implementing other strategies including:

- Sponsoring of an enforcement officer to reduce delays to buses caused by other vehicles parking in bus stops and on bus routes
- More dual door buses
- Adding more running time to timetables.

Cycling

Bicycle parking

Parking is not just about motor vehicles. The council is committed to making Brighton and Hove a cycle friendly city with sufficient cycle parking facilities.

Cycle parking facilities are installed on the footway or on the road if space is limited. When a new parking zone is introduced, the Parking and Transport Planning teams work together to consult on and install new parking places, where there is a clear need.

There are currently 857 cycle parking spaces across the city.

Make a request for cycle parking

<https://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/cycling>

The Brighton Bike Share Scheme

In 2018 the BTN Bike Share scheme has expanded from 450 to 570 bikes. The scheme uses the Social Bicycles platform, known as 'SoBi'. Smartbikes were made available for hire in central Brighton, continuing along Lewes Road towards the universities.

Users can reserve a bike via the phone app or <https://www.btnbikeshare.com/>. Bikes left 'out of hub' are charged an additional fee. SoBi allows other users to locate, reserve and return these bikes for a discounted hire rate.

There are currently 69 docking stations where the bikes can be hired.

- In May 2019 there were 3,596 new subscribers, 17,917 subscribers to date
- More than 603,566 trips have been made, an average of 44,970 per month
- The average rental time is 22 minutes

A cumulative distance of 1,176,294 miles has been covered by users across the city (as at July 2019)

Further information on the scheme can be found online:

<https://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/brighton-hoves-bike-share-scheme>

Scheme operator's website:

www.btnbikeshare.com

Comments or questions?

Contact the Transport Projects team:

transport.projects@brighton-hove.gov.uk

Off Street Car Parks

Car Park Improvements

The council operates four barrier entry car parks (The Lanes, Trafalgar Street, Regency Square and London Road), after years of investment, the ongoing improvements are nearly completed.

This year the focus has shifted on changing the shutters to the gates at London Road Car Park. They are much more reliable than before and improve the security of the car park.

Car Park Expenditure

Location	Expenditure (£)	Income (£)	Net Income (£)
High Street*	71,739	124,734	52,995
London Road	439,058	890,900	451,842
Oxford Court	27,693	82,547	54,842
Regency Square	1,015,953	1,510,265	494,312
The Lanes	1,127,983	1,863,494	735,511
Trafalgar Street	767,155	1,324,012	556,857
Other Off-Street	98,813	739,516	640,703
Total:	3,548,394	6,535,468	2,987,074

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

The table below shows the total figures for off-street parking over the last four years

Year	Expenditure	Income	Net income /Expenditure
2015/16	3,036,792	5,703,130	2,666,337
2016/17	3,047,894	5,917,078	2,869,184
2017/18	3,384,967	6,092,432	2,707,465
2018/19	3,548,394	6,535,468	2,987,074

The surplus from off Street parking has risen by £279,608 to £2,987,074.

Park Mark - All four of the council's barrier car parks are accredited with the Park Mark award.

We have also received the People's Parking Award for all four barrier car parks.

Info here: <https://www.peoplesparking.org/>

Brighton & Hove City Council, Traffic Control Centre

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

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

Financial Information

Parking charges are designed to manage the availability of parking spaces. For example, charges may need to be set at a higher level in the city centre to reduce demand for on-street parking. This in turn helps to improve air quality and ease congestion at busy locations.

Fees and charges are reviewed annually to make sure they cover the cost of services and provide value for money. Changes are approved by the Environment, Transport & Sustainability Committee. The council has the discretion to set charges to reflect its parking policies.

The surplus is the money remaining after direct costs for enforcement, administration, maintaining parking machines, and reviewing or introducing new machines have been taken into account.

The majority of the parking surplus is spent on providing free bus passes for older and disabled people, which the council has a legal duty to provide.

Money is also invested back into supporting bus services and other transport projects. You can read more about this in the *How we invest the income* chapter.

The increase reflects the introduction of 24 new CCTV bus lane cameras, situated across the city. All bus lanes in the city are now enforced, and as a result the number of bus lane PCN's issued in 2018/19 increased.

Information from the latest committee meeting to approve fees and charges can be found on the council website:

<https://present.brighton-hove.gov.uk/ieListDocuments.aspx?CId=823&MId=6633&Ver=4>

Income by source	2016/17 (£)	2017/18 (£)	2018/19 (£)
On-street parking charges	10,322,987	10,839,586	11,441,854
Permit Income	7,756,632	9,252,061	9,589,716
Penalty Charge Notices (inclusive of bad debt provision)	3,808,257	3,852,449	5,832,784
Other	47,261	36,338	95,985
Total	21,934,536	23,980,434	26,960,340
Direct cost of civil parking enforcement	2016/17 (£)	2017/18 (£)	2018/19 (£)
Enforcement	3,254,654	3,620,476	4,601,931
Admin, appeals, debt recovery and maintenance	3,579,224	3,371,630	3,238,111
Scheme review / new schemes	799,690	767,569	1,076,960
Capital charges	614,317	1,010,833	1,261,186
Total	8,247,885	8,770,508	10,178,188
Surplus after direct costs	13,686,351	15,209,926	16,782,152

To find out how the surplus is used, please see the next chapter.

How we invest the income

Any surplus made through parking fees and charges has to be invested into transport and highways. This is a legal requirement.

In 2018/19, after direct costs, there was a surplus of **£16,782,152**. This is an increase of **£1,572,226** on the previous financial year.

The table below shows a year-on-year comparison of how surplus income was invested back into transport and highways.

On Street Parking Surplus Spending

Spending supported by civil parking enforcement income surplus	2016/17	2017/18	2018/19
Concessionary fares	£10,929,562	£10,792,232	£10,796,363
Capital investment borrowing costs	£2,676,729	£2,569,660	£2,461,097
Supported bus services and other public transport services	£1,064,056	£1,380,366	£1,322,917
Contribution to eligible related expenditure	£0	£467,668	£2,201,744
Total	*£14,670,347	£15,209,926	£16,782,152

*surplus contribution of £13,686,651 towards these eligible budgets

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

<https://www.legislation.gov.uk/ukpga/2004/18/notes/division/4/7/2>

Supported bus services

The council supports some bus routes by subsidising the costs of running these services. In financial year 2018/19 the council spent £1,322,917 on supporting bus services.

You can find out more about supported bus services on the following webpage:

<https://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/public-transport-news-0>

Concessionary bus fares

The majority of the surplus is spent on providing free travel for both the elderly and disabled citizens. We spent £10,796,363 on this service in financial year 2018/19.

You can find out more about concessionary travel on the following webpages:-

Older person's bus pass:-

[Older person's bus pass | Brighton & Hove City Council](#)

Disabled Person's bus pass:-

[Disabled person's bus pass | Brighton & Hove City Council](#)

Local Transport Plan costs

Since 2011/12, the Local Transport Plan (LTP) has been wholly funded by a grant from the Department for Transport. As a consequence, no borrowing costs are included in relation to the Local Transport Plan for the current year.

Capital investment borrowing costs of £2,461,097 relate to previous Local Transport Plan schemes. The money spent on borrowing costs has continued to fall each year.

Each year a report is presented to the Environment, Transport & Sustainability Committee to agree how funds will be allocated to the Local Transport Plan capital programme for the following year.

Some of these projects have included:

- Quality Bus Partnership Initiative
- Walking facilities (dropped kerbs and tactile)
- Cycle parking
- A23 Sustainable Transport Corridor
- Cycle route signing
- Travel plans for schools
- Pedestrian priority schemes
- Traffic control improvements
- Brighton Station gateway project
- Walking network improvements
- Old Shoreham Road cycle route
- Pedestrian wayfinding and signing
- Electric vehicle charging points (Local Transport Plan)
- Cycle priority schemes
- New Road/Church Street junction and crossing
- Chatham Place rail bridge support
- Bear Road retaining wall
- Dyke Road Drive retaining wall
- Marine Parade retaining wall
- Footways maintenance

Concessionary Travel – How the Parking Surplus is Spent

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

Decision making is aided by a trained independent Occupational Therapist. They assess the applicant's mobility under criteria issued by the Department for Transport. Assessment meetings can be conducted within an applicant's home if they are unable to access Hove Town Hall. This service is available to both blue badge and bus pass applicants.

Bus Pass Applications in 2018/19

There are currently 42,356 National Concessionary Bus Passes issued by Brighton & Hove City Council.

Number of applications in 2018/19.

	2017/18	2018/19
Successful applicants	1,534	1,163
Renewals	2,468	2,151
Replacements	1,879	2,047

Number of journeys over 9 month period in 2018/19.

Journeys	Older Persons	Disabled	Total
BHCC Residents	6,320,760	1,831,535	8,152,295
Non BHCC Residents	1,472,543	224,437	1,696,980
Total	7,793,303	2,055,972	9,849,275

Taxi vouchers

As an alternative to applying for a concessionary bus pass, Brighton & Hove City Council currently offers taxi vouchers (up to the value of £70 per year) to residents who are unable to use their bus pass because of a disability. To discourage misuse, vouchers have been personalised with a photograph of the user.

Taxi vouchers issued in 2018/19

	Number of service users 17/18	Number of service users 18/19
On issue	678	606
Successful applicants	98	70
Renewals	366	467

More information on taxi vouchers is available from the council website:

<https://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/taxi-vouchers>

Raising Awareness

This year, the blue badge and concessionary travel team have attended the first ever Carers Festival to promote our concessions and raise our profile as a team within the community.

The Concessionary Team are currently promoting awareness and accessibility for Disabled Concessionary Bus Passes to people who have hearing loss and maybe entitled to a Concessionary Bus Pass.

Team members have also undertaken Crystal Mark training to ensure communication with service users is accurate, concise, and free from confusing jargon.

More information on bus passes for older persons and disabled residents is available on the council's website:

Older Person's bus pass - <http://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/older-persons-bus-pass>

Disabled Person's bus pass - <http://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/disabled-persons-bus-pass>

***Appendix 1* On and off-street parking charges**

	2017/18 (£)	2018/19 (£)
Off-street car parks		
Black Rock		
1 hour	1.00	1.00
2 hours	2.00	2.00
3 hours	4.00	4.00
4 hours	5.00	5.00
9 hours	6.00	6.00
High Street		
2 hours	4.20	4.20
4 hours	8.40	8.40
9 hours	11.00	11.00
24 hours	18.20	18.20
Quarterly season ticket	780.00	780.00
Annual season ticket	2080.00	2080.00
King Alfred		
1 hour	1.60	1.60
2 hours	2.00	2.00
3 hours	3.00	3.00
4 hours	4.00	4.00
Rottingdean Marine Cliffs		
1 hour	1.00	1.00
2 hours	2.00	2.00
11 hours	3.00	3.00
Quarterly season ticket	52.00	52.00
Norton Road		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	3.20	3.20
5 hours	4.20	4.20
9 hours	5.00	5.00
12 hours	6.00	6.00
Annual season ticket	780.00	780.00
Oxford Court		
2 hours	3.00	3.00
4 hours	8.00	8.00
9 hours	10.00	10.00
24 hours	18.00	18.00
Annual season ticket	780.00	780.00
Rottingdean West Street		
1 hour	1.00	1.00
2 hours	2.00	2.00
3 hours	3.00	3.00

The Lanes		
1 hour	2.00	2.00
2 hours	6.00	6.00
4 hours	13.00	13.00
9 hours	20.00	20.00
24 hours	25.00	25.00
Lost ticket	25.00	25.00
Weekend: 1 hour	4.00	4.00
Weekend: 2 hours	8.00	8.00
Weekend: 4 hours	15.00	15.00
Weekend: 9 hours	20.00	20.00
Weekend: 24 hours / lost ticket fee	25.00	25.00
Evenings: 18.00–24.00	4.50	4.50
Night: 24.00–11.00	5.00	5.00
Annual season ticket	2500.00	2500.00
Reduced charge annual season ticket: Resident permit waiting list 16.00–11.00 Mon–Fri (Zone Z only)	1500.00	1500.00
London Road		
1 hour	1.50	1.50
2 hours	3.00	3.00
4 hours	6.00	6.00
9 hours	8.00	8.00
24 hours	15.00	15.00
Lost ticket	15.00	15.00
Evenings: 18.00–24.00	4.50	4.50
Night: 24.00–11.00	5.00	5.00
Lost ticket admin fee	5.00	5.00
Weekly	55.00	55.00
Annual season ticket	1200.00	1200.00
Annual season ticket: reduced rate for Area Y permit holders, and businesses of New England House, City Point or One Brighton	800.00	800.00
Reduced charge annual season ticket: Resident permit waiting list (Zone Y) 16.00–11.00 Mon–Fri	420.00	420.00
Regency Square		
1 hour	2.00	2.00
2 hours	4.50	4.50
4 hours	9.00	10.00
9 hours	12.00	13.00
24 hours / Lost ticket	18.00	18.00
Evenings 18.00–24.00	4.50	4.50
Night 24.00–11.00	5.00	5.00
Lost ticket administration fee	5.00	5.00

Weekly season ticket	60.00	60.00
Quarterly season ticket	300.00	300.00
Annual season ticket	1000.00	1000.00
Commercial season ticket (annual)	1200.00	1200.00
Reduced annual season ticket: Resident permit waiting list 16.00–11.00 Mon–Fri (Zone M)	750.00	750.00
Trafalgar Street		
1 hour	3.00	3.00
2 hours	6.00	6.00
4 hours	9.00	9.00
6 hours	10.00	10.00
9 hours	12.00	12.00
24 hours / Lost ticket	16.00	16.00
Weekend: 1 hour	2.50	2.50
Weekend: 2 hours	4.50	4.50
Weekend: 4 hours	8.00	8.00
Weekend: 6 hours	10.00	10.00
Weekend: 9 hours	12.00	12.00
Weekend: 24 hours / Lost ticket	18.00	18.00
Evenings: 18.00–24.00	4.50	4.50
Night: 24.00–11.00	5.00	5.00
Lost ticket admin fee	5.00	5.00
Quarterly season ticket	400.00	400.00
Annual season ticket	1200.00	1200.00
Reduced annual season ticket: Resident permit waiting list (Zone Y) 16.00–11.00 Mon–Fri	750.00	750.00
On-street (Pay and display)		
TARIFF ZONE 1		
Zone Y: Central Brighton North		
1 hour	3.60	3.60
2 hours	6.20	6.20
4 hours	10.40	10.40
Zone Z: Central Brighton South		
1 hour	3.60	3.60
2 hours	6.20	6.20
4 hours	10.40	10.40
TARIFF ZONE 2		
Zone Y: Central Brighton North		
1 hour	2.00	2.00
2 hours	4.00	4.00
4 hours	6.20	6.20

TARIFF ZONE 3		
Zone M: Brunswick & Adelaide		
1 hour	2.00	2.00
2 hours	4.20	4.20
4 hours	6.20	6.20
TARIFF ZONE 4		
Zone A: Preston Park Station		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Zone C: Queen's Park		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Zone E: Preston Park Station (North)		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Zone F: Fiveways and Balfour		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Zone G: Hollingbury Road & Ditchling Gardens		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Zone H: Kemp Town & Hospital		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Zone I: Craven Vale		
1 hour	1.00	1.00
2 hours	1.00	2.00
4 hours	1.00	4.00
Zone J: Preston Circus		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00

11 hours	5.20	5.20
Zone K: Preston Village		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
Zone N: Central Hove		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Zone O: Goldsmid		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Zone Q: Prestonville		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Zone R: Westbourne		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Zone T: Hove Station		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Zone V: Hanover & Elm Grove		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
Zone W: Wish Road		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.00	4.00
11 hours	5.20	5.20
Seafront (Pay & Display)		
TARIFF ZONE 1		
Seafront Inner: Madeira Drive (1 Mar–31 Oct) [West of Madeira Lift]		

1 hour	3.20	3.20
2 hours	6.00	6.00
4 hours	11.00	11.00
11 hours	16.00	16.00
Seafront Inner: Marine Parade [West of Burlington Street]		
1 hour	3.20	3.20
2 hours	6.00	6.00
4 hours	11.00	11.00
11 hours	16.00	16.00
Seafront Inner: King's Road		
1 hour	3.20	3.20
2 hours	6.00	6.00
4 hours	11.00	11.00
11 hours	16.00	16.00
TARIFF ZONE 2		
Seafront Inner: Kingsway [East of Fourth Avenue]		
1 hour	2.00	2.00
2 hours	4.20	4.20
4 hours	6.20	6.20
11 hours	10.40	10.40
Seafront Inner: New Steine		
1 hour	2.00	2.00
2 hours	4.20	4.20
4 hours	6.20	6.20
11 hours	10.40	10.40
TARIFF ZONE 3		
Seafront Outer: Madeira Drive [East of Madeira Lift]		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.20	4.20
11 hours	7.20	7.20
Seafront Inner: Madeira Drive (1 Nov–28/29 Feb) [West of Madeira Lift]		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.20	4.20
11 hours	7.20	7.20
TARIFF ZONE 4		
Rottingdean High Street		
1 hour	1.00	1.00
2 hours	2.00	2.00
4 hours	4.20	4.20
Madeira Drive Coach Park		
4 hours	9.00	9.00

8 hours	16.00	16.00
Permits		
Resident permit – full schemes (zones: A, C, E, F, G, H, I, J, K, M, N, O, Q, R, T, V, Y, Z)* <small>*Zones I, K, V introduced in 2017/18</small>		
First permit per household: 3 months (50 percent discount for low emissions)	45.00	45.00
First permit per household: 1 year (50 percent discount for low emissions)	130.00	130.00
Visitor permit (excluding zones M, Y and Z)	3.00	3.50
Visitor permit (zones M, Y and Z only)	3.50	4.50
Resident permit: light-touch schemes (zones: L, S, U, W)* <small>*Zones L and S introduced in 2017/18</small>		
First permit per household: 6 months (50 percent discount for low emissions)	60.00	60.00
First permit per household: 1 year (50 percent discount for low emissions)	100.00	100.00
Visitor permit	2.20	2.20
Business permit		
1 year	320.00	350.00
3 months	100.00	100.00
1 year (low emissions)	175.00	175.00
3 months (low emissions)	50.00	50.00
Traders permit		
1 year	700.00	700.00
3 months	200.00	200.00
1 year (low emissions)	325.00	350.00
3 months (low emissions)	100.00	100.00
Hotel permits		
Area C (24 hours)	8.00	8.00
Area N (1 day)	3.50	3.50
School permits		
3 months	50.00	50.00
1 year	150.00	150.00
Other permits		
Doctors permit (per bay)	100.00	100.00
Car Club (1 year)	25.00	25.00
Professional Carer (1 year)	52.00	52.00
Carer (non-professional)	10.00	10.00
Dispensation (1 year)	40.00	40.00
Waiver (1 day)	10.00	10.00
Suspensions		
Daily charge for first 8 weeks	40.00	40.00
Community events (daily charge)	20.00	20.00

Administration fees		
Change of zone	10.00	10.00
Surrender of Permit	10.00	10.00
Change of vehicle	10.00	10.00
Replacement permit	10.00	10.00
Issuing resident permit to Blue Badge holder	15.00	15.00
Issuing resident permit to Blue Badge holder (low emissions)	10.00	10.00
Issuing Blue Badge	10.00	10.00
Blue Badge bay: application fee	11.00	11.00
Blue Badge bay: individual disabled bay	102.00	102.00
Suspensions		
Zone B & D (event parking)		
Resident permit	No Charge	No Charge
Business permit	No Charge	No Charge
Carer permit	No Charge	No Charge
School permit	No Charge	No Charge
Visitor permit (transferable)	No Charge	No Charge
Visitor permit (one day)	2.60	2.60
Change of vehicle	10.00	10.00
Replacement permit	10.00	10.00
Parking Infrastructure		
Lining		
Access Protection White Lines (per metre)	12.00	12.00
Replacing lining after crossover work (per metre)	12.00	12.00
Traffic Regulation Order (TRO) for new parking restriction outside the Controlled Parking Zone		
Administration, advertising costs, officer site visits, signing and lining costs	2000.00	2000.00
Additional search enquiries		
Solicitors and other agency queries per question	40.00	40.00

Appendix 2_List of electric vehicle charging points across Brighton & Hove (as at October 2018)

	Location	Type	Points available
Bartholomews	Outside no.5	Type 2 (7kW)	2

	(opposite town hall)			
Ditchling Road (opp The Level)	Outside Caroline of Brunswick pub	Three pin (3kW)	1	
		Type 2 (7kW)	2	
London Road car park	42 Providence Place BN1 4GE	Type 2 (7kW)	6 (3x dual access) on ground floor	
Madeira Drive	Opposite Harvester, nr Sealife Centre	Type 2 (7kW)	2	
Regency Square car park	Regency Square BN1 2FG	Three pin (3kW)	1	
		Type 2 (7kW)	6 (3x dual access) on Level 1	
The Lanes car park	Black Lion Street BN1 1ND	Type 2 (7kW)	4 (2x dual access) on Level 3	
Trafalgar Street car park	Blackman St / Whitecross St	Three pin (3kW)	1	
		Type 2 (7kW)	2	
Withdean Stadium (on road)	Withdean Road BN1 5JD	Three pin (3kW)	1	
		Type 2 (7kW)	2 (1x dual access)	
Withdean Stadium (in car park)	Withdean Leisure Centre	Type 2 (43kW)	1	Triple-outlet unit
		CCS (50kW)	1	
		CHAdEMO (50kW)	1	

More information about electric vehicle charging in the city is available online:

<https://www.brighton-hove.gov.uk/content/parking-and-travel/parking/electric-vehicles-and-charging>

Other recommended sources for information:

Zap Map (for charge point locations plotted on a map):

<https://www.zap-map.com/>

Electric Brighton (community-oriented information for EV drivers in Brighton & Hove):

<https://electricbrighton.com/>

Subject:	Off-street Car Park and Traffic Control Centre equipment replacement		
Date of Meeting:	8th October 2019		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Paul Haines	Tel: 01273 292289
	Email:	Paul.Haines@brighton-hove.gov.uk	
Ward(s) affected:	(All Wards);		

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

- 1.1 The report seeks approval for the procurement of a contract for the provision and installation of car park and Traffic Control Centre equipment and associated support systems and maintenance. This is to replace the current contract and allow for the provision and installation of new equipment in 5 council owned car parks.
- 1.2 The current contract ends on 29th November 2020 and the new contract needs to be awarded in May 2020 to allow time to replace and install equipment.

2. RECOMMENDATIONS:

That the Environment, Transport & Sustainability Committee:

- 2.1 Grants delegated authority to the Executive Director, Economy, Environment & Culture to:
- (i) Procure and award a contract for the provision and installation of car park and Traffic Control Centre equipment and associated support systems and maintenance with a term of five (5) years and the option to extend for up to a further two years;
 - (ii) Grant the optional extension to the contract referred to in 2.1(i) subject to satisfactory performance of the contractor.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The council has four main car parks – The Lanes, Regency Square, London Road and Trafalgar Street. Each car park has pay (on foot) machines and car park control equipment which was installed over 10 years ago.
- 3.2 This equipment is now at end of life and from 29 November 2020 the equipment will no longer be supported under the existing maintenance contract with our current supplier (APT Skidata) due to parts no longer being available.

- 3.3 The installation of new pay machines, pedestrian door entries and barriers; along with the associated control and support systems, will allow the council to future proof the car parks with new equipment, improve customer experience from the efficiencies the new equipment will bring and maintain one of its crucial income streams of around £6.5m per annum.
- 3.4 It will be more cost effective to replace the car park equipment as part of one tender process than piecemeal upgrades to existing system and make savings through economies of scale.
- 3.5 The Traffic Control Centre has recently been approached to remotely control High Street/Chapel Street car park on behalf of housing. This would then become the fifth car park for this procurement of equipment and maintenance.
- 3.6 The successful contractor appointed by the new contract will be required to:
1. Replace the existing Pay On Foot machines, barriers, ticket columns door entry systems, Automatic Number Plate Recognition (ANPR), Communication systems and all hardware/software needed to run the equipment in the five car parks referred to above.
 2. Replace the existing hardware and software in the Traffic Control Centre to ensure remote control and monitoring of all four car parks is maintained. This includes controlling the car parks, communicating with customers in the car parks via intercom, season passes, machine fault monitoring and monitoring via CCTV.
 3. Include options in the contract for the council to order additional equipment and systems, should the council wish to, such as gates/shutters and CCTV. This would help streamline spending for the council by the procurement of one contract rather than multiple contracts to cover the various options and save money.
- 3.7 The proposed new contract will be for a term of 5 years with the option to extend the contract for a total maximum extension period of 2 years subject to satisfactory performance. This will give the council more flexibility should its priorities change mid contract or if there are issues with contract performance.
- 3.8 The cost of the equipment is estimated to be £550,000 with a 5+2 years maintenance contract estimated to be £450,000. Therefore the total contract worth is £1,000,000 over the 7 year period.
- 3.9 The Brighton & Hove City Council Procurement Team will run a mini competition procurement process under the ESPO framework 509 (Lot 2) to award the new contract. The tenders for the contract will be evaluated on a combination of price and quality, and the competitive process will ensure that the council awards the contract to the supplier who has submitted the most economically advantageous tender. The framework offers a quick, simple and compliant route to purchasing Pay on Foot Solutions (lot 2) – covering the supply, installation and maintenance of Pay on Foot products and services, including entry/exit lanes, barriers, pay stations, and control centres. Our use of the framework is in line [BHCCs Contract Standing Order 12.1](#) – which says: “Where the Contract Officer estimates that the total value of a Contract is likely to exceed £75,000 and a Framework Agreement

is available, then at least five tenders will be sought from Contractors on the relevant Framework Agreement”.

- 3.10 The procurement and award of the new contract will support the council in meeting one of the main objectives of the Traffic Management Act 2004 to reduce congestion and disruption on the road network and assist the council in securing a crucial source of income into the future.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

The options are as follows:

- 4.1 Do nothing – the Car Park Equipment would fail meaning the four main council car parks would be unusable. The annual £6.5 million income the council receives from car parking charges (from these four main car parks) would be lost. This is not an option and has therefore been discounted.
- 4.2 Change small parts of the equipment over time before November 2020 – This option would result in high costs. We would need to spend £500,000 on two smaller projects those being replacing the note readers and barriers, whereas for £550,000 we can upgrade all of the equipment. Due to the higher cost this option has been discounted.
- 4.3 Procure a new contract with an estimated cost of £550,000 for the provision of new car park equipment and associated systems referred to in this report. This would enable the council to future proof the four main council car parks, improving the customer experience and upgrading the note reader to accept the new £20 pound notes. This option supports the council's policy to improve congestion and reduce emissions around the city and is therefore the recommended option.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 This has followed a procurement process which has allowed for the required consultation as part of the process; however we do not believe any community engagement or consultation is required.
- 5.2 A report was brought before the Procurement Advisory Board on 15th July 2019. PAB recommended that the report was brought to ETS Committee on 08/10/19 and made no further recommendations.

6. CONCLUSION

- 6.1 The procurement and award of the proposed new contract will assist the Council:
- protect a vital £6.5m per annum income;
 - to be able to accept the new £20 note at its pay machines;
 - in fulfilling its duties under the Traffic Management Act; and

- in meeting its commitment to keeping the city moving and connected.
- 6.2 The procurement and award of the proposed new contract will also assist the Council in offering a better customer experience, especially to disabled customers as they will be able to make contact with our control centre if needed, without pushing a button at the entrance and exit barriers.
- 6.3 The ANPR system will enable checks for lost tickets and to check vehicles within the car park but it will not be used for enforcement. A DPIA has been completed.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The total capital investment and contract cost of £1 million is service critical. The £550k capital investment cost for the supply and installation of the machine, equipment and support systems would be funded from unsupported borrowing at a total estimated total cost of £4920k in total or £86k per annum (assuming an interest rate of +2.2% and an asset life of 7 years). This and the additional revenue costs of £450k or £65k per annum will be covered both by existing budgets and the revenue income generated by the car parks. The existing car park costs are around £70,000 per annum. The total net income from car parks is currently forecast at £2.9 million.
- 7.2 The assumption is that the additional annual revenue costs of (£85K + £65k - £70k) £80k per annum will be absorbed, if not within car park budgets alone, then within the existing budgets of Parking Services as a whole. The relevant budgets will be monitored and reviewed as part of budget monitoring and setting.

Finance Officer Consulted: Jessica Laing

Date: 16/09/2019

Legal Implications:

- 7.3 The Environment, Transport & Sustainability Committee is the appropriate committee for the recommendations set out in paragraph 2 above in accordance with Part 4 of the council's constitution. In order to comply with the Contract Standing Order 3.1, authority to enter into contracts in excess of £500,000 must be obtained from the relevant Committee.
- 7.4 The council has a duty to secure 'economy, efficiency and effectiveness' in all its activities. The procurement of the proposed contract in a manner which attracts the most economically advantageous bid supports this principle and is in line with the relevant procurement rules.
- 7.5 The council's Legal officers will advise on the use of any framework agreements and the call off contract(s) during the procurement process to ensure that the council complies with all relevant public procurement legislation as well as the council's Contract Standing Orders (CSOs).

Lawyer Consulted: Wendy McRae-Smith

Date: 20/09/2019

Equalities Implications:

- 7.6 The council's Traffic Control Centre operates 24 hours a day 7 days a week and is staffed in-house with council Traffic Monitoring Officers.
- 7.7 All four car parks are controlled remotely by these officers who cover a 24/7 rota. Their role is to control and monitor the parking equipment, protect income, speak to customers on both the intercom and via the telephone and create the season passes for the car parks alongside the Parking Information Centre. The Traffic Monitoring Officers are also responsible for reviewing CCTV and PCN evidence packs for bus lane enforcement and monitoring traffic management throughout the city.
- 7.8 An in-house maintenance team is also in place to complete first line maintenance of the equipment and who cover a 7 days a week, 7am to 7pm rota. Their role is to provide first line maintenance for the Pay on Foot machines in the car parks and the 700+ Pay and Display machines on-street around the city.
- 7.9 However, there are limits to the technical maintenance they can provide such as fixing card machines and making changes to the extensive software needed to remotely control the car park which is why this contract is only for a very limited area for the supply of technical equipment and support which cannot be provided by the council.

Sustainability Implications:

- 7.10 The council's Corporate Plan commits to delivering "a well-run city – keeping the city safe, clean, moving and connected". The council's City Transport mission is "to deliver an accessible, safe and sustainable city transport network able to support and unlock growth".
- 7.11 The council has a duty under the Traffic Management Act 2004 (TMA) to tackle congestion and disruption on the road network. The council and its partners have undertaken some significant development of systems in the city and have made good progress to date in investing in the Intelligent Transport System (ITS) to manage the traffic and highway network in the city.
- 7.12 The provision of new equipment in the car parks will support the council's goals of expanding Traffic Management throughout the city. It will be a requirement of the contract that the equipment has the ability to work alongside Variable Message Signs (an electronic traffic sign often used on roadways to give travellers information about special events) and online apps to direct traffic to car parks that have available spaces; making it easier for customers to find the right car park for their needs and help lower congestion and vehicle emission levels.

Any Other Significant Implications:

- 7.13 There will be a requirement for:
- The new machines to take cash or a card payment which means that the car park users will have choice of payment method (which is socially inclusive).

- The use of payment App's to allow payment by mobile phone instead of queuing at the payment machines (which allows for quicker payment and therefore improves customer experience).
- Vehicle licence plate recognition to increase through put of the exit lanes as the barrier will open quicker, but will not be used for any ANPR enforcement.
- Advance payment in the evening to avoid queues at the pay stations when theatres finish (which improves customer experience).
- The supplier will be required to ensure that payment can be made using Amex, which may bring value to the local economy as Amex are a significant local employer.
- The new machines will help create a more reliable and convenient service for local customers as well as an enhanced visitor experience to Brighton and Hove which in turn will benefit the local economy.
- Disabled access to pay on foot machines is accommodated as the machines are compliant with all current regulations and we provide disabled parking bays in all four car parks. We are also adding the facility at the entry/exit lanes for an automatic intercom call for people unable to press for a ticket. Regular disabled drivers will be able to purchase a pre-paid card which will allow them just to drive in and out of the car park without the need to visit the pay station.

SUPPORTING DOCUMENTATION

Appendices:

1. None

Background Documents:

1. None

Subject:	Electric Vehicle Charge Point Roll Out		
Date of Meeting:	8 October 2019		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Paul Nicholls	Tel: 01273 293287
	Email:	paul.nicholls@brighton-hove.gov.uk	
Ward(s) affected:	(All Wards);		

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

- 1.1 This report updates Committee on progress with expanding the electric vehicle charge point infrastructure to meet the needs of residents and visitors. This report outlines recent successful awards from the Office for Low Emissions Vehicles (OLEV) and Innovate UK as well as the progress of the projects arising from that funding.

2. RECOMMENDATIONS:

- 2.1 Notes the award of the concession contract for the provision, installation and maintenance of electric vehicle charge points.
- 2.2 Notes the contents of the report and the risks identified during the procurement process which are set out in this report at paragraph 7.7
- 2.3 Notes the successful bid submitted in November 2018 to OLEV for £468,000 for rapid taxi charging hubs and delegates authority to the Executive Director Economy, Environment & Culture to use this funding to require the successful bidder to install these charge points.
- 2.4 Notes the outcome of the taxi trade survey on potential sites for the rapid charging hubs and agrees to their installation at the 4 identified sites.
- 2.5 Delegates authority to the Executive Director Economy, Environment & Culture to change the proposed location of chargepoints should site surveys indicate that they are unsuitable, following consultation with the Chair and the relevant ward councillors.
- 2.6 Notes the award of £86,265 research funding from Innovate UK for a trial of the use of smart network extenders to expand the charge point infrastructure and delegates authority to the Director Economy, Environment & Culture to use this funding to procure and install chargepoints in line with the Innovate UK award conditions.

3. CONTEXT/ BACKGROUND INFORMATION

Lamp post chargers

- 3.1 On 26 June 2018 Environment, Transport & Sustainability Committee noted the April 2018 award of £300,000 (75% funding) from the Office of Low Emission Vehicles (OLEV) to the council for at least 200 new lamp post charging points and delegated authority to the Executive Director Economy, Environment & Culture to undertake the procurement of a concession contract.
- 3.2 Five tender responses were received and assessed based on a price weighting of 60% with 40% allocated for quality criteria. Two bidders were disqualified as they failed to meet a number of pass / fail tests. The remaining three bidders were assessed based on the price and quality criteria.
- 3.3 Electric Blue has been appointed (subject to contract) to operate the concession contract. It has previous experience of installing integrated charge points in Cardiff, Coventry and Cambridge. Drivers will pay 28p per kilowatt hour (kw/h) to charge at public charge points. They will be able to view which nearby chargepoints are available via an app.
- 3.4 The terms of the contract require the successful bidder to invest at least £100,000 (i.e. the remaining 25% funding requirement) and to supply, operate and maintain the charging point infrastructure in return for the fees received from vehicle owners for charging. The council will receive a small percentage of those fees starting at 1p per kw/h in year 1 increasing to 4p per kw/h in year 4.
- 3.5 The winning bidder offered to provide 207 chargers, of these 33 will be advertised as mandatory electric vehicle bays to ensure they can be accessed in areas of high parking demand. Details of these locations can be found in Appendix A. They have been selected in response to requests from residents who want to buy an electric vehicle but have no off street parking or already have an electric vehicle. Any objections to these mandatory bays advertised through a Traffic Regulation Order will be brought back to Environment Transport & Sustainability Committee for consideration.
- 3.6 Lamp post chargers are classed as 'slow chargers' and will provide residents with a full charge when the electric vehicle is parked overnight. The 207 chargers should be installed by January 2020 and further bids for OLEV investment will be made in future funding rounds.

Fast chargers

- 3.7 As part of the concession contract the existing network of 'fast chargers' which provide a full charge in around 5 hours, will be integrated with the app. This can be used to see which charge points in the city are available for use. This work should also be completed by January 2020
- 3.8 Additional fast chargers can be purchased through the concession contract for areas outside the city centre without fast chargers and in response to demand from residents.

Rapid taxi charging hubs

- 3.9 In November 2018 the council also submitted a successful bid for £468k of OLEV funding (again 75% of total cost) towards four rapid charger hubs for taxis. Under the concession contract, the council will carry out the civil works necessary and provide the concessionaire with a prepared site. This reflects approximately 75% of the cost of the installation. The concessionaire is required to pay the rest of the installation costs i.e. approximately 25% (£117,000).
- 3.10 Each of the 4 proposed rapid taxi charger hubs will include at least 3 charge points capable of providing taxis with a full charge in less than 30 minutes. The sites were selected for their wide geographical coverage of the city. They are currently being assessed by UK Power Networks to ensure there is sufficient grid capacity at the proposed locations.
- 3.11 Authority was given to start the procurement for electric vehicle charging points at the ETS Committee in June 2018. It also gave authority to submit further bids to OLEV. At the point at which the invitation to tender was issued it was not known whether the bid for funding for taxi chargers would be successful and the contract was therefore drafted so that taxi chargers could be required under the concession contract if the bid was successful. As the bid was successful, a delegation is now sought to require the installation of taxi chargers in accordance with the terms of the concession contract.

Research funding

- 3.12 A successful bid has been submitted to Innovate UK by a consortium of partners including Stoke-on-Trent City Council and Southend Borough Council for the real world testing of smart network extenders which could double the number of vehicles able to charge at a charge point from 2 to 4. This is an 18 month research project. A photo of the prototype is shown in appendix D. This project could be helpful in enabling the city to increase the number of charge points flexibly to meet additional demand in response for example to large events.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The council does not have the technical expertise in this fast developing sector to create the required apps or carry out charge point maintenance itself.
- 4.2 Framework agreements were investigated but they were very limited with only a 2-3 year term which would not have generated the level of commercial interest for this scale of investment. As such a tender was issued to seek a provider to operate a concession contract for a 5 year term with an option to extend for a further 2 years.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Council officers have given presentations about the development of the charging infrastructure to the taxi forum and resident groups. Our website encourages the public to write in should they wish a lamp column charger near their property to the email address electric.vehicles@brighton-hove.gov.uk

- 5.2 Officers have also engaged with the community run website Electric Brighton (www.electricbrighton.com). The Electric Brighton website provides information on our electric vehicle proposals and how to get in touch with the council for any electric vehicle infrastructure requests and acts as a one stop shop for information about electric vehicles locally.
- 5.3 Officers have been in discussions with the taxi trade for the past year about removing barriers to the uptake of electric taxis and have consulting with them about suitable sites for these rapid charging hubs. The outcome of the consultation can be found in appendix C. Engagement was via an online survey, and the taxi licencing team sent out emails to the trade inviting them to take part.

6. CONCLUSION

- 6.1 The 'Road to Zero' strategy paper sets out the government's ambition for half of new cars sold to be ultra-low emission by 2030. The number of electric vehicle models manufactured is also set to expand dramatically over the next few years. The lack of local overnight on-street charging facilities is a significant barrier to purchasing an electric vehicle for many residents, particularly for those without off street parking. This report aims to address this issue by providing convenient chargepoints for overnight and fast charging throughout the city to meet the expected demand.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 To date the investment committed to in order to deliver electric vehicle charge point facilities is fully externally funded. The projects are expected to be externally (grant) funded or contained within existing resources (for example, officer time). As new initiatives are further developed, resourcing implications, if these emerge, will be brought back for decision by members as appropriate.

Finance Officer Consulted: Jessica Laing

Date: 11/09/2019

Legal Implications:

- 7.2 The procurement was carried out in compliance with the council's obligations under its contract standing orders and procurement legislation and the award of the contract does not amount to state aid.

Lawyer Consulted: Alice Rowland

Date: 11/09/2019

Equalities Implications:

- 7.3 An Equalities Impact Assessment has been carried out on the roll out of further charge points in the city. There are significant benefits to all groups from improved air quality and reduced noise pollution from much quieter electric motors.

Sustainability and Public Health Implications:

- 7.4 A report by the Ricardo consultancy estimated that production of an average petrol car will involve emissions amounting to the equivalent of 5.6 tonnes of CO₂, while for an average electric car the figure is 8.8 tonnes. Of that, nearly half is incurred in producing the battery. Despite this, the same report estimated that a typical medium sized family car will create around 24 tonnes of CO₂ during its life cycle, while an electric vehicle will produce around 18 tonnes over its life.
- 7.5 Petrol and diesel engines produce harmful NO_x emissions which contribute to 36,000 premature deaths in the UK, as well as having a negative effect on biodiversity. The move away from the combustion engine to electric vehicles will help improve air quality in the city and reduce the negative effects of exhaust emissions on public health.
- 7.6 All of the public charge points referred to in this report will be powered by renewable energy. The successful bidder has appointed a company called 'Good Energy' to supply 100% renewable energy.

Risk and Opportunity Management Implications:

- 7.7 The industry for installing, operating and maintaining electric vehicle charge points is a new, fledgling industry that, while a fast-growing market, inevitably contains operators with more limited experience and service history than more established markets. This, of itself, presents potentially higher delivery risks than the procurement of services within more established markets. The Procurement Advisory Board considered these risks which became clearer during the procurement at their meeting in September.

SUPPORTING DOCUMENTATION

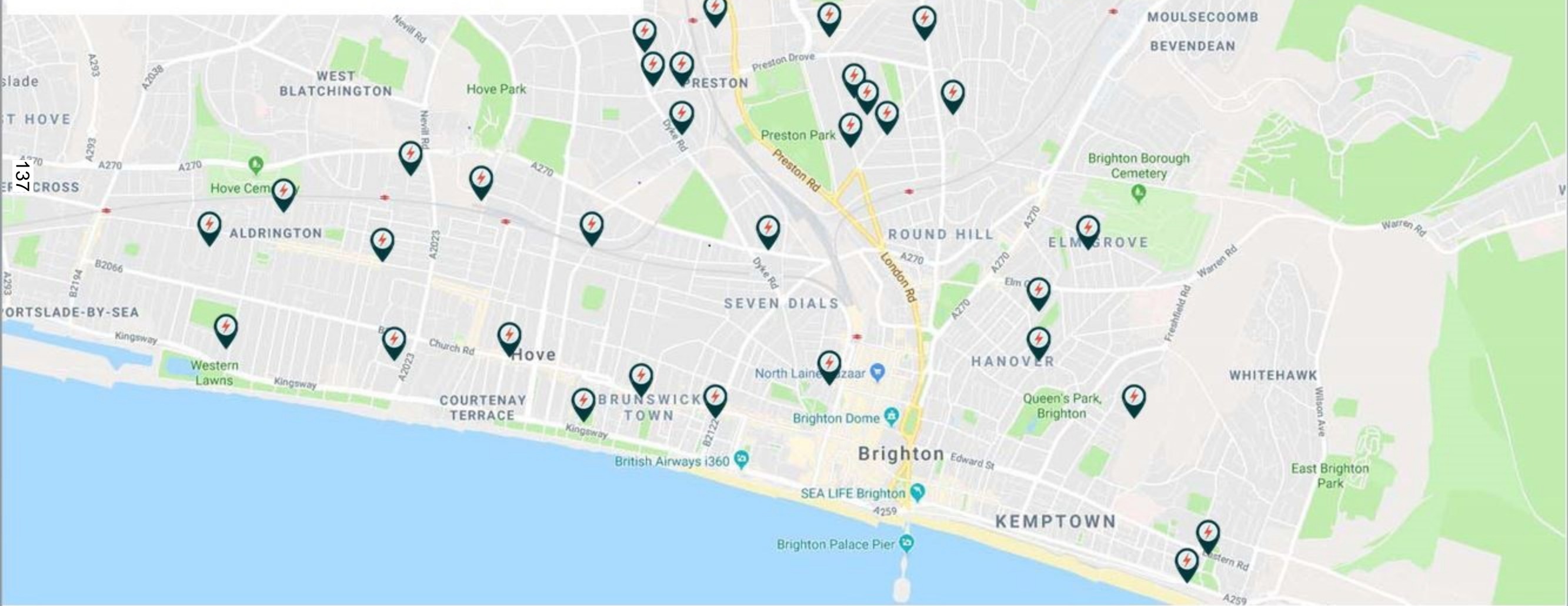
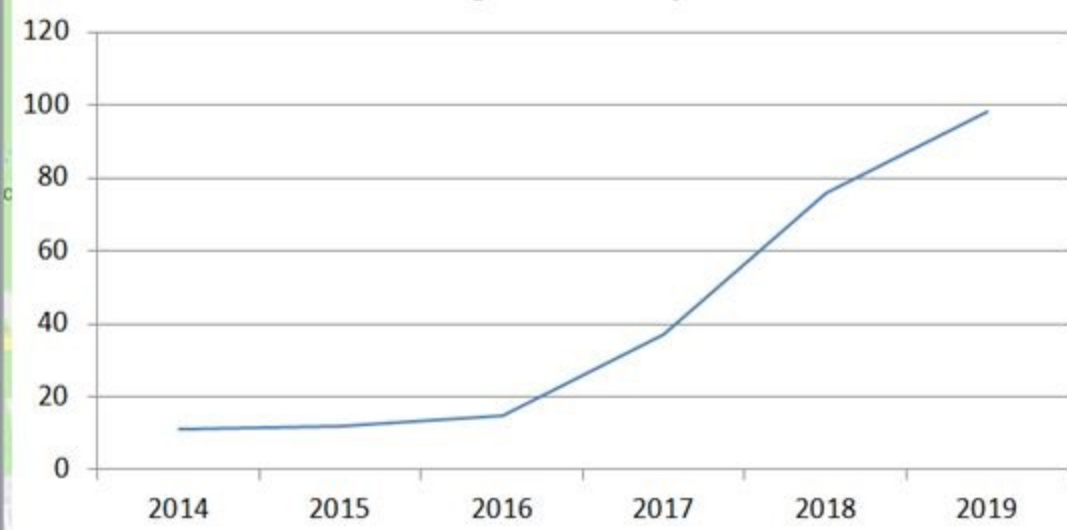
Appendices:

1. Electric vehicle charge point requests from public and map of proposed mandatory bays for lamp column chargers
2. Taxi rapid charge point proposed Locations
3. Taxi charging location survey report
4. Charge point smart network extender information

Background Documents

1. Report to Environment Transport and Sustainability Committee on the successful bid to OLEV on street charging points June 2018
2. 'Road to Zero' Department for Transport publication
3. Brighton and Hove Joint Strategic Needs Assessment (Air Quality Chapter)

Electric Vehicle Charge Point Requests from Public



Appendix A – Electric vehicle charge point requests from public and Map of proposed mandatory bays for lamp column chargers.



Electric Vehicle Points for Taxis

Survey Report

July 2019

Q1 How suitable are these locations?¹

	Very suitable		Suitable		Unsuitable		Very unsuitable		Don't know/ not sure	
	No.	%	No.	%	No.	%	No.	%	No.	%
Brighton										
Racecourse	41	50.6	28	34.6	6	7.4	2	9.1	6	7.4
Portslade Town Hall	21	25.6	30	36.6	20	24.4	8	29.7	20	24.4
Morley Street	22	26.8	30	36.6	21	25.6	8	31.2	21	25.6
Preston Park	39	46.4	35	41.7	6	7.1	1	8.5	6	7.1

Very suitable or suitable:

- Preston Park: 88.1%
- Brighton Racecourse: 85.2%
- Morley Street: 63.2%
- Portslade Town Hall: 62.2%

Other sites suggested included:

Marina
Hove Town Hall/ Norton Road
Kingsway
Garage forecourts
Madeira Drive
The Level
Cannon Place

Q2 How important might these facilities be to you at charging point locations?¹

	Highly Important		Important		Less Important		Not at all important	
	No.	%	No.	%	No.	%	No.	%
Toilets	52	62.7	24	28.9	3	3.6	4	4.8
Somewhere to buy food and drink	20	24.7	20	24.7	32	39.5	9	11.1
Security e.g. lighting	29	43.3	29	43.3	4	6.0	5	7.5
Night time charging available	64	78.0	14	17.1	3	3.7	1	1.2
Wifi / phone charging	15	18.1	42	50.6	8	9.6	18	21.7
Somewhere to sit / shelter	25	31.6	49	62.0	2	2.5	3	3.8

¹ Lower responses rate as the first two questions were subject to a system error meaning inaccurate recording of responses on the first two days of the survey. These have been removed from analysis of these questions.

Are there any other facilities you would find useful?

- Thinking about an electric car and if we would have a charging points which I could use at any time and quick I would already drive one
- Extra space for car parking
- Restaurant or takeaway
- Tyre pressure checker/ inflater
- Water top up for window washers
- Car wash/hover
- Security Officer
- Refuse and Recycling Points

Q3 Are you thinking about buying an electric taxi?

	Number	%
Yes	44	39.6
No	31	27.9
Not sure	36	32.4

Q4 If you answered 'yes' to the above would this be within:

	Number	%
0 to 2 years	15	30
2 to 5 years	24	48
5 to 10 years	11	22

Q5 Do you have any other comments on Electric Vehicle Charging points for taxis?

Comments	Number of mentions
Worried there will not be enough charging points	10
Need Rapid Chargers	8
Worried about cost	6
Concerned about capable distance	3
Want it to be exclusively for taxis - eg not for chauffer services	3
Want Charging point in taxi ranks	3
Want specific type of charger	2
Battery Cost	1
Must vacate once charge complete	1
Need to be maintained	1



Subject:	Parking Scheme Update Report		
Date of Meeting:	8th October 2019		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Catherine Dignan	Tel: 01273 292235
	Email:	catherine.dignan@brighton-hove.gov.uk	
Ward(s) affected:	Hanover and Elm Grove & Queens Park		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to update Committee on the progress of recent resident parking scheme consultations.
- 1.2 This report outlines the findings of the recent consultation with residents in an area known as the top triangle (Arnold Street, Baxter Street, Carlyle Street, Cromwell Street, Lynton Street and part of Queens Park Road) and Freshfield Street and Queens Park Rise. The report also seeks agreement to proceed to the Traffic Regulation Orders with the exception of Queens Park Road.

2. RECOMMENDATIONS:

- 2.1 That the Committee having taken account of all duly made representations and comments, agrees to proceed to the next stage to advertise the Traffic Regulation Orders for;
- i) The top triangle area (not including Queens Park Road)
 - ii) Freshfield Street and Queens Park Rise

3. CONTEXT/ BACKGROUND INFORMATION

Top Triangle - (Arnold Street, Baxter Street, Carlyle Street, Cromwell Street, Lynton Street and part of Queens Park Road)

- 3.1 Residents in Hanover and Elm Grove were invited to give their views on the Zone S and Zone V Parking Schemes. The schemes, which were introduced in October 2017 following public consultation, were being reviewed by the council to ensure a fair balance is being achieved between the needs of residents, businesses and visitors.
- 3.2 The review was an opportunity for residents in the schemes boundaries to have their say on any changes they feel are required to improve how the parking controls operate and specifically, whether the parking schemes are working in

terms of the hours/days, if the type of bays provided are suitable and how the different types of permits are working.

- 3.3 The consultation closed on the 4th January and the results were presented to the Environment, Transport and Sustainability Committee on 19th March 2019.
- 3.4 It was agreed to re-consult with residents in the following roads; Arnold Street, Baxter Street, Carlyle Street, Cromwell Street, Lynton Street and part of Queens Park Road (between Elm Grove and Carlyle Street), to see whether they want to remain in Zone S (Monday to Friday 11am to 12 noon and 6pm to 7pm - Light-touch scheme) or to join Zone V (Monday to Sunday 9am to 8pm- full scheme).
- 3.5 The consultation closed on 12th August 2019.
- 3.6 Brighton & Hove City Council Land and Property Gazetteer was used to provide 389 property addresses. A questionnaire and a prepaid envelope for reply was sent to each address. Respondents were also invited to complete the survey online via the council's Consultation Portal should they wish to. 158 (90%) responses received were by mail and 17 (10%) on line. The consultation ran from 28 June to 12 August 2019.
- 3.7 The headline figures indicate that 51.1% of respondents support the idea of joining Zone V while 48.9% of respondents would like to remain the same.
- 3.8 It was clear from the results that Queens Park Road were not in favour of joining Zone V and wish to remain in Zone S, therefore, due to a natural boundary continuing we are proposing that they remain in Zone S. The remaining roads are 54% in favour of joining Zone V.
- 3.9 Analysis undertaken of all the responses received from respondents and the full results analysis of the consultation including a road by road results is outlined in detail in Appendix A including the main comments.
- 3.9 Therefore, it is recommended that we proceed to the Traffic Regulation Order stage with the exception of Queens Park Road.

Freshfield Street/Queens Park Rise

- 3.10 Following the change from Zone U to Zone C it was agreed at ETS Committee on 19th March 2019 to consult with residents in Freshfield Street/Queens Park Rise to see if they wished to change from Zone S (light touch) to Zone C (full scheme).
- 3.11 The consultation closed on 14th July 2019.
- 3.12 Brighton & Hove City Council Land and Property Gazetteer was used to provide 106 property addresses. A questionnaire and a prepaid envelope for reply was sent to each address. Respondents were also invited to complete the survey online via the council's Consultation Portal should they wish to. 81.4% responses received were by mail and 18.6% on line. The consultation ran from 12 June to 14 July 2019.

- 3.13 The headline figures indicate that 52.5% of respondents support the idea of joining Zone C while 47.5% of respondents would like to remain the same.
- 3.14 Analysis undertaken of all the responses received from respondents and the full results analysis of the consultation including a road by road results is outlined in detail in Appendix A including the main comments.
- 3.15 Due to the roads being surrounded by an adjacent zone both roads need to be changed or both roads need to remain in their current zone
- 3.16 Therefore, it is recommended that we proceed to the Traffic Regulation Order stage.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The main alternative options are doing nothing which would mean that the both areas would remain in a light touch parking scheme.
- 4.2 It is, however, the recommendation of officers that the recommendations are proceeded with for the reasons outlined within the report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 As set out in the body of the report.

6. CONCLUSION

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

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 Any costs associated with the report recommendations will be included in 2020/21 revenue budgets within the Parking department. The detailed financial implications of the proposed schemes will be included in future committee reports once the final designs of the schemes have been determined.
- 7.2 The recurring financial impact of the scheme will be reflected within the service revenue budget and reviewed as part of the budget monitoring process.
- 7.3 Revenue income generated from on-street parking schemes is first defrayed against relevant costs with any surplus used for qualifying related expenditure such as supported bus services, concessionary fares and Local Transport Plan projects.
- 7.4 Parking charges are subject to the Council's Corporate Fees and Charges Policy. As a minimum, charges are reviewed annually as part of the budget and service planning process.

Finance Officer Consulted: Jess Laing

Date: 12/09/2019

Legal Implications:

- 7.5 The legislation relating to traffic regulation orders does not place the Council under a statutory duty to consult the public but once the Council has decided to do so (even if the consultation is voluntary) it must carry out the consultation in a fair way. The consultation must take place when the relevant proposals are still at a formative stage, adequate information must be given to consultees to enable them properly to respond to the consultation exercise and they must be allowed enough time within which to respond to the consultation exercise. The Council, as decision maker, must give conscientious consideration to consultees' responses and objections.
- 7.6 This report details the consultations undertaken for the recent proposed resident parking schemes. After considering the results of the consultations, the Council can now proceed to advertise the Traffic Regulation Orders.

Lawyer Consulted: Stephanie Stammers

Date: 11/09/2019

Equalities Implications:

- 7.7 Consultation took place with the local populations who will be affected by the changes to the existing parking schemes. The comments and wishes of the respondents were taken into account when considering what changes would best meet the needs of those local populations. The proposed measures will be of benefit to many road users

Sustainability Implications:

- 7.8 Managing parking will increase turnover and parking opportunities for all.

SUPPORTING DOCUMENTATION

Appendices:

1. Top Triangle – Full Analysis
2. Freshfield Street/Queens Park Rise – Full Analysis

Background Documents

1. Agenda Item 78 Report to ETS Committee 19th March 2019

Appendix A

Area S Residents Parking Scheme Top Triangle further consultation June 2019

Background

A resident parking scheme was implemented in the Hanover and Elm Grove Area (Zone S) in October 2017, following a public consultation in December 2016. The scheme operates as a 'light touch' scheme 11am to 12noon and 6pm to 7pm (Monday to Friday).

A review of the scheme took place at the end of 2018 after the scheme had been operating for more than a year. Residents in a small number of streets, known as the "top triangle", have requested further consultation to find out whether there is sufficient support to join the Zone V scheme.

Headline Findings

51.1% of respondents would like to join Zone V whereas 48.9% of respondents would like to stay the same.

Methodology

In June 2019, the council wrote to all property addresses within the Top Triangle of Zone S (389). A prepaid envelope for reply was included and respondents were also invited to complete the survey online via the council's Consultation Portal: Citizen Space should they wish to. 158 (90%) responses received were by mail and 17 (10%) on line. The consultation ran from 28 June to 12 August 2019.

Results

174 valid responses¹ were received from within the proposed scheme boundary giving a response rate of 44.7%.

Q Which of the following options would you prefer? (Response base 174)

	Number	%
Option 1: To remain the same: Zone S 'light-touch' scheme 11am to 12noon and 6pm to 7pm (Monday to Friday)	85	48.9
Option 2: To join existing Full Scheme: Zone V Full Scheme 9am to 8pm (Monday to Sunday)	89	51.1
Total	174	100

Street by street:

¹ 5 duplicate responses were removed from the analysis

Street	Number of properties mailed	Response rate %	Option 1: to remain the same		Option 2: To join Zone V	
			Number	%	Number	%
Arnold Street	74	50.0	16	43.2	21	56.8
Baxter Street	37	56.8	12	57.1	9	42.9
Carlyle Street	80	41.3	14	42.4	19	57.6
Cromwell Street	19	42.1	5	62.5	3	37.5
Lynton Street	56	60.7	14	41.2	20	58.8
Queens Park Road	123	33.3	24	58.5	17	41.5
Total	389	44.7	85	48.9	89	51.1

Street by Street without Queens Park Road:

Street	Number of properties mailed	Response rate %	Option 1: to remain the same		Option 2: To join Zone V	
			Number	%	Number	%
Arnold Street	74	50.0	16	43.2	21	56.8
Baxter Street	37	56.8	12	57.1	9	42.9
Carlyle Street	80	41.3	14	42.4	19	57.6
Cromwell Street	19	42.1	5	62.5	3	37.5
Lynton Street	56	60.7	14	41.2	20	58.8
Total	266	50.0	61	45.9	72	54.1

Demographic Information

Age

Age	Number	
18-24	1	0.8
25-34	15	11.5
35-44	35	26.7
45-54	35	26.7
55-64	23	17.6
65-74	19	14.5
75+	3	2.3
Total	131	100

Gender

Gender	Number	
Male	61	44.2
Female	76	55.1
Non-Binary	1	0.7
Other	0	0
Total	138	100

Gender Identity

Do you identify as the gender you were assigned at birth?	Number	
Yes	129	99.2
No	1	0.8
Total	130	100

Disability

Disability	Number	
Yes, a little	14	10.4
Yes, a lot	5	3.7
No	115	85.8
Total	134	100

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

Please state the type of impairment which applies to you.	Number
Physical impairment	9
Sensory impairment	0
Learning disability/ difficulty	0
Long-standing illness	10
Mental health condition	2
Development condition	0
Autistic Spectrum	0
Other	1

Ethnic Origin

Ethnic Origin		Number	
White	White English/ Welsh/ Scottish/ Northern Irish/ British	121	88.3
	Irish	1	0.7
	Gypsy or Irish Traveller	0	0
	Any other white background	10	7.3
Asian or Asian British	Bangladeshi	0	0
	Indian	0	0
	Pakistani	0	0
	Chinese	0	0
	Any other Asian background	1	0.7
Black or Black British	African	0	0
	Caribbean	0	0
	Any other Black background	0	0
Mixed	Asian & White	0	0
	Black African & White	0	0
	Black Caribbean & White	0	0
	Any other mixed background	2	1.5
Any other ethnic group	Arab	1	0.7
	Any other ethnic group	2	0.7
Total		237	100

Sexual Orientation

Sexual Orientation	Number	
Bisexual	4	3.1
Gay Man	5	3.8
Heterosexual/ straight	112	86.2
Lesbian/ Gay Woman	9	6.9
Other	0	0
Total	130	100

Religious Belief

Religious Belief	Number	
I have no particular religion or belief	71	53.8
Buddhist	3	2.3
Christian	23	17.4
Hindu	0	0
Jain	0	0
Jewish	1	0.8
Muslim	2	1.5
Pagan	0	0
Sikh	0	0
Agnostic	4	3.0

Atheist	22	16.7
Other	3	2.3
Other philosophical belief	3	2.3
Total	132	100

Carer

Are you a carer	Number	
Yes	13	9.5
No	124	90.5
Total	137	100

If yes, do you care for a:	Number
Parent	6
Partner or Spouse	3
Child with special needs	2
Friend	0
Other family member	0
Other	1

Armed Forces

Armed Forces	Yes		No	
	Number		Number	
Are you currently serving in the UK armed forces?	0	0	132	100
Have you ever served in the UK armed forces?	3	2.2	131	97.8
Are you a member of a current or former serviceman or woman's immediate family/ household?	2	1.5	130	98.5

Appendix B

Area S Residents Parking Scheme Freshfield St and Queens Park Rise Reconsult June 2019

Background

A resident parking scheme was implemented in the Hanover and Elm Grove Area (Zone S) in October 2017, following a public consultation in December 2016. The scheme operates from 11am – 12pm and 6pm – 7pm (Monday to Friday).

A review of the scheme took place at the end of 2018 after the scheme had been operating for more than a year. A review of the neighbouring resident parking scheme (Area U) has also taken place. This has resulted in Zone U changing from a 'light touch' scheme to becoming an extension to the Queens Park area (Zone C) full scheme.

The council has received a number of letters and complaints from residents about parking issues in Freshfield Street and part of Queens Park Rise. In response to this it was agreed at the Environment, Transport & Sustainability Committee (March 2019) that we would write to residents in these roads to find out general support for either remaining in Zone S or joining existing Zone C.

Headline Findings

- 52.5% of respondents are in favour of joining the existing Full Scheme – Zone C.

Methodology

In June 2019, the council wrote to all property addresses within Freshfield Street and part of Queens Park Rise, asking whether they wanted to stay in Zone S 'Light touch' scheme 11am to 12noon and 6pm to 7pm (Monday to Friday) or to join the neighbouring Zone C Full scheme 9am to 8pm (Monday to Sunday). A prepaid envelope for reply was included and respondents were also invited to complete the survey online via the council's Consultation Portal: Citizen Space should they wish to. 81.4% responses received were by mail and 18.6% on line. The consultation ran from 12 June to 14 July 2019.

Results

59 valid responses¹ were received from within the proposed scheme boundary giving a response rate of 55.7%.

¹ 3 responses were removed from the analysis for the following reasons: 2 were duplicates and one gave no address.

Q1 Which of the following options would you prefer? (Response base 59)

	Number	%
To remain as you are: 'Light-touch' scheme 11am to 12noon and 6pm to 7pm (Monday to Friday)	28	47.5
To join existing Full Scheme – Zone C 9am to 8pm (Monday to Sunday)	31	52.5
Total	59	100

Street by street:

Street	Number of properties mailed	Number of responses received	Response rate %	Option 1: to remain the same		Option 2: To join Zone C	
				Number	%	Number	%
Freshfield Street	63	39	61.9	16	41.0	23	59.0
Queens Park Rise (part of)	43	20	46.5	12	60.0	8	40.0
Total	106	59	55.7	28	47.5	31	52.5

Demographic Information

Age

Age	Number	%
18-24	1	2.6
25-34	3	7.7
35-44	13	33.3
45-54	5	12.8
55-64	7	17.9
65-74	9	23.1
75+	1	2.6
Total	39	100

Gender

Gender	Number	%
Male	14	31.8
Female	30	68.2
Non-Binary	0	0.0
Other	0	0.0
Total	44	100

Gender Identity

Do you identify as the gender you were assigned at birth?	Number	
Yes	40	100.0
No	0	0.0
Total	40	100

Disability

Disability	Number	
Yes, a little	4	10.8
Yes, a lot	3	8.1
No	30	81.1
Total	37	100

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

Please state the type of impairment which applies to you.	Number
Physical impairment	4
Sensory impairment	0
Learning disability/ difficulty	0
Long-standing illness	3
Mental health condition	1
Development condition	0
Autistic Spectrum	0
Other	0

Ethnic Origin

Ethnic Origin		Number	
White	White English/ Welsh/ Scottish/ Northern Irish/ British	35	89.7
	Irish	1	2.6
	Gypsy or Irish Traveller	0	0.0
	Any other white background	2	5.1
Asian or Asian British	Bangladeshi	0	0.0
	Indian	0	0.0
	Pakistani	0	0.0
	Chinese	0	0.0
	Any other Asian background	0	0.0
Black or Black British	African	0	0.0
	Caribbean	0	0.0
	Any other Black background	0	0.0
Mixed	Asian & White	1	2.6
	Black African & White	0	0.0
	Black Caribbean & White	0	0.0
	Any other mixed background	0	0.0
Any other	Arab	0	0.0

ethnic group	Any other ethnic group	0	0.0
Total		39	100

Sexual Orientation

Sexual Orientation	Number	
Bisexual	1	2.7
Gay Man	2	5.4
Heterosexual/ straight	30	81.1
Lesbian/ Gay Woman	4	10.8
Other	0	0.0
Total	37	100

Religious Belief

Religious Belief	Number	
I have no particular religion or belief	19	52.8
Buddhist	1	2.8
Christian	5	13.9
Hindu	0	0.0
Jain	0	0.0
Jewish	0	0.0
Muslim	1	2.8
Pagan	0	0.0
Sikh	0	0.0
Agnostic	1	2.8
Atheist	5	13.9
Other	0	0.0
Other philosophical belief	4	11.1
Total	36	100

Carer

Are you a carer	Number	
Yes	4	10.3
No	35	89.7
Total	39	100

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

Armed Forces

Armed Forces	Yes		No	
	Number		Number	
Are you currently serving in the UK armed forces?	0	0.0	37	100.0
Have you ever served in the UK armed forces?	0	0.0	37	100.0
Are you a member of a current or former serviceman or woman's immediate family/ household?	0	0.0	37	100.0

3 responses were removed from the analysis as they fell into the following categories:

- 2 Duplicates (only one responses per household was included)
- 1 Response where no street name was given

Subject:	Parking Scheme Priority Timetable		
Date of Meeting:	8th October 2019		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Catherine Dignan	Tel: 01273 292235
	Email:	catherine.dignan@brighton-hove.gov.uk	
Ward(s) affected:	All Wards;		

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

- 1.1 The purpose of this report is to consider recent requests from residents for consultation on resident parking schemes.
- 1.2 These requests have been assessed and developed into the next parking scheme priority timetable up to 2022/23 for consideration and approval.

2. RECOMMENDATIONS:

- 2.1 That the committee agrees to the list of priorities for new parking schemes / reviews (Appendix B) which are incorporated into the updated parking scheme priority timetable outlined in Appendix C.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Since the agreement of the existing parking scheme priority timetable at this Committee on 10th October 2017 there have been petitions and deputations to the Environment, Transport & Sustainability Committee requesting parking scheme consultations / reviews. Therefore, this report is being presented to Committee for members to agree the way forward for an updated parking scheme priority timetable.
- 3.2 The proposed timetable includes the current resourced work being undertaken in the Hanover & Elm Grove area (Reviews of Zone S & V), Event day parking around the Moulsecoomb and Coldean areas (Reviews of Zones B & D), the Coombe Road Area, and the South Portslade area as well as the upcoming Surrenden area parking scheme consultation due to begin in January 2020.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The main alternative option is rejecting recent requests for new parking schemes which would mean that no proposals would be taken forward. There is also the alternative to re-prioritise the timings of the proposed parking scheme consultations.

- 4.2 However, it is the recommendation of officers that these proposals are proceeded with for the reasons outlined within the report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Officers are currently working on the consultation on parking schemes in the Hanover & Elm Grove area (Reviews of Zone S & V), Event day parking around the Moulsecoomb and Coldean areas (Reviews of Zones B & D), the Coombe Road area, and the South Portslade area as well as the upcoming Surrenden area parking scheme consultation due to begin in January 2020.

- 5.2 These schemes are due to be completed from this financial year through to early 2021 allowing other consultation work to begin in other schemes.

- 5.3 Since October 2017 the following areas in chronological order have come forward requesting a consultation on a resident parking scheme or a review of the existing parking scheme.

Manor Hill area

- 5.4 This Committee on 28th November 2017 considered a petition signed by 17 residents in the Manor Hill area who had parking concerns.

- 5.5 It was outlined by the chair of this Committee that more support was required in the wider area to take anything forward and no further information has been received so it is not proposed to proceed with a consultation in this area.

Hazeldene Meads / The Beeches

- 5.6 This Committee on 28th November 2017 and 9th October 2018 considered questions by Cllr Nick Taylor alongside a petition at the former Committee meeting signed by 68 residents in Hazeldene Meads and the Beeches (and other roads nearby) who had parking concerns.

- 5.7 It was outlined by the chair of this Committee that Hazeldene Meads and The Beeches is in a different Ward (Withdean) to the parking scheme being consulted in the Hove Park area (recently introduced) and also has links to Withdean Avenue and is more suited to joining the Preston Park Station scheme. These roads were not included in the original Hove Park Ward consultation and needed to be treated separately. It was outlined that the Council would require stronger representation about concerns of further vehicle displacement from the wider area east of Dyke Road Avenue to enable consideration of Hazeldene Meads and The Beeches in any future plans. No further representation has been received so it is not proposed to currently proceed with a consultation in this area.

- 5.8 Since the introduction of the recent Hove Park (Zone P) parking scheme there has been recent correspondence from residents regarding vehicle displacement and it has been outlined by officers that a representation should be made to this Committee to gauge the support for a parking scheme in this area. In the meantime the Council is considering further double yellow lines in these roads to deter obstructive parking.

Friar Road area

- 5.9 This Committee on 20th March 2018 considered a petition signed by 161 residents in the Friar Road area who wanted a parking scheme consultation due to the issues in their roads.
- 5.10 It was agreed that this would be included in the Surrenden area consultation which is already on the existing timetable with a consultation starting from January 2020.

London Road Station (Zone J) Review

- 5.11 This Committee on 26th June 2018 considered a petition signed by 374 residents in the area who had concerns regarding the size of the parking scheme which is causing parking issues particularly south of the railway line (i.e. between Viaduct Road and Ditchling Rise).
- 5.12 It was outlined that the original advantage of the CPZ was that the residents could park during the day, and overnight within reasonable walking distance of their homes. However, it was felt that Zone J has now become too large following extensions to the scheme. Since the extension of Zone J north of the railway line residents have had parking difficulties particularly in the evening.
- 5.13 Residents would like the Council to take steps either to divide the zone up into smaller areas along the railway line, or use some other method to bring back the benefits of the original smaller zone. Residents and Ward Councillors have also recently outlined and reiterated their concerns to council officers.
- 5.14 It is proposed to add this to the existing timetable as a top priority as shown on Appendix B and incorporated into the updated timetable (Appendix C). A review of this large parking scheme is long overdue and an open consultation of the whole zone would be an opportunity for all residents in Zone J to outline any concerns and solutions can then be developed from the consultation results.

Hallyburton Road / Sisters Area (South of the Old Shoreham Road)

- 5.15 This Committee considered on 26th June 2018 a petition signed by **77** people presented by Cllr Tony Janio requesting a parking consultation to the area of Hangleton & Knoll ward south of the Old Shoreham Road to alleviate displacement caused by the newly introduced parking scheme in Wish ward.
- 5.16 It is proposed that this consultation happens as a third priority as shown on Appendix B and incorporated into the updated timetable (Appendix C). This would be alongside the review of The West Hove (Zone L) and Westbourne West (Zone W) as outlined below.

Hove Park (Zone P) Review

- 5.17 It was agreed at this Committee on 27th November 2018 that the Hove Park (Zone P) parking scheme which began operationally last month (September 2019) would be monitored over the first six months and if underutilised then exclusive pay & display could be investigated for inclusion within that the area. It

will also give the opportunity to for residents to outline how the scheme is working for them. This should be undertaken as soon as possible so has been put as a second priority on the proposed timetable as shown on Appendix B and incorporated into the updated timetable (Appendix C).

Westbourne West (Zone W) / West Hove (Area L) review

- 5.18 This Committee on 27th November 2018 and 19th March 2019 considered a petition signed by 42 residents and a deputation from members of the public respectively.
- 5.19 The petition requested that Saxon Road be moved into Zone L.
- 5.20 The deputation was presented on behalf of the residents of Lawrence Road and the surrounding area to review the parking arrangements for Westbourne. In summary it was outlined that following a survey, residents from 119 households in the Westbourne West area (Zone W) have outlined they suffer from the effects of the West Hove Area Parking scheme (Zone L) which began operationally in March 2018 as vehicles park for long periods outside the restricted hours.
- 5.21 The West Hove Area (Zone L) is also due a review to see how the parking scheme is working for residents in the area.
- 5.22 It is proposed that these two reviews are the third priority as shown on Appendix B and incorporated into the updated timetable (Appendix C). This would be alongside a consultation in the Hallyburton Road / Sisters area (see above).

Hollingdean Area

- 5.23 This Committee on 19th March 2019 considered a petition signed by 38 residents in Stanmer Park Road outlining the negative impact on local residents to park near their homes due to the neighbouring parking zones.
- 5.24 This Committee on 19th March 2019 also considered a petition signed by 192 people requesting the introduction of parking permits in Hollingdean Terrace, Roedale, Dudley and Upper Hollingdean Roads.
- 5.25 At this same Committee meeting a petition signed by 364 residents was presented requesting the Council to maintain the free parking in the Hollingdean area.
- 5.26 It is clear there are opposing views on the parking solution. Any consultation in the area would also be better timed following any potential parking schemes in the nearby area e.g the Coombe Road area and also ongoing developments in the surrounding area so any potential vehicle displacement can be monitored. Therefore, it is proposed that this is the fifth priority as shown on Appendix B and incorporated into the updated timetable (Appendix C).

Roedean Area

- 5.27 This Committee on 25th June 2019 considered a petition signed by 174 residents in the Roedean area who would like a consultation on a resident parking scheme

in the residential area of Roedean including the streets and roads east of Brighton Fire Station and west of Roedean School. It was outlined that the parking of vehicles in the area was causing parking difficulties that needed to be resolved.

- 5.28 It is proposed that this consultation is the fourth priority as shown on Appendix B and incorporated into the updated timetable (Appendix C).

6. CONCLUSION

- 6.1 It is felt that the recommendations outlined represent a fair and consistent way of dealing with requests for resident parking scheme consultations and reviews in various areas. Therefore it is recommended that the list of priorities for new parking schemes / reviews (Appendix B) which are incorporated into the updated parking scheme priority timetable outlined in Appendix C should be approved.
- 6.2 The existing and proposed timetable is based on a number of factors and in particular we need to plan the work to ensure we undergo extensive consultation in the areas agreed which puts a lot of pressure on officers both at a project management and senior level. We need to ensure we undertake a rigorous and extensive consultation process with Committee approval at all stages as we do get complaints from residents about the process followed which have gone to the independent Local Ombudsman in the past.
- 6.3 Recruiting specialised staff to the Council dealing with parking consultations has been very difficult and in the last few years we have focussed on career development within the Parking Infrastructure team which has allowed us to continue to have specialised staff despite other officers moving on. We currently have apprentices and new in-experienced staff in place who are undergoing career development although this will take time as there is lot of legislation, practises and experiences to learn, along with the resilience of dealing with sometimes very difficult issues & concerns.
- 6.4 The other option is to consider outsourcing this work to an external consultancy. However, experience has shown this is more expensive and also means it is dealt with by staff who may not have expertise in procedures such as the Committee process or experience of the local area and often this means more experienced Council staff have to be involved anyway to lead on a project. The consultants may also focus on the technical elements rather than some of the customer experience elements that we prioritise internally within the Council through staff development and training.
- 6.5 When planning the timetable we also need to ensure external contractors who deal with the lining, signing & infrastructure have the resource to deal with the implementation stage. We also need to consider when parking schemes start operationally as we have over 20 parking schemes in the City and need to ensure the demand for resident permit renewals is managed throughout the year rather than peaking at certain times which causes pressures on front line and back office customer service staff in Parking Services.
- 6.6 So simply expanding the team by outlining a business case for more resource will prove more problematic than it sounds and we need to consider and plan a

realistic timetable at this stage although this will still be very challenging for the Parking Infrastructure team to complete and meet deadlines.

- 6.7 Additional parking schemes also require additional resources in Parking Services dealing with permit applications and renewals as well as Penalty Charge Notice appeals and the increased general correspondence. Further resources are required to manage and enforce any new parking restrictions. Officers will, therefore, be assessing the resource implications for the service.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The costs associated to officer time and consultation for the initial scheme reviews will be funded from existing budgets within the Transport service.
- 7.2 The capital costs associated with controlled parking scheme creation and extension are funded by unsupported borrowing, with repayments made over an appropriate time scale funded from the revenue income generated by the scheme. The detailed financial implications relating to the specific schemes will be reviewed and reported to future Committees on completion of consultation and consideration of options. The recurring financial impact of schemes will be incorporated in future years' budgets.
- 7.3 Revenue income generated from on-street parking schemes is first defrayed against relevant costs with any surplus used for qualifying transport and highways related expenditure such as supported bus services and concessionary fares.

Finance Officer Consulted: Jessica Laing

Date: 11/09/2019

Legal Implications:

- 7.4 Under the legislation relating to traffic regulation orders, before making such an order, the Council must consult with statutory consultees, including the police and emergency services.
- 7.5 The Council is not under a statutory duty to consult the public but once the Council has decided to consult (even if it is voluntary) it must carry out the consultation in a fair way. The consultation must take place when the relevant proposal is still at a formative stage, adequate information must be provided to consultees to enable them properly to respond to the consultation exercise, consultees must be afforded adequate time within which to respond to the consultation exercise and the decision-maker must give conscientious consideration to consultees' responses and objections.
- 7.6 Adopting the timetable detailed in this report will help to ensure that the consultations can be properly carried out.

Lawyer Consulted: Stephanie Stammers

Date: 11.09.19

Equalities Implications:

- 7.7 The consultations will ensure engagement with a wide range of residents from the start of the process of considering new parking schemes. The results of the consultations will inform officers of the needs of the local population with regard to each proposed parking scheme.

Sustainability Implications:

- 7.8 No Sustainability implications identified.

Any Other Significant Implications

- 7.9 The changes may provide increased parking opportunities for the holders of blue badges wanting to use the local facilities.

SUPPORTING DOCUMENTATION

Appendices:

1. Appendix A – Current parking scheme timetable
2. Appendix B – List of priorities
3. Appendix C – Proposed new parking scheme priority timetable

Background Documents

1. Agenda Item 29 Report to ETS Committee 10th October 2017
2. Agenda Item 37.6 and 37.7 Report to ETS Committee 28th November 2017
3. Agenda Item 38.4 and 38.5 Report to ETS Committee 28th November 2017
4. Agenda Item 59.4 and 59.5 Report to ETS Committee 20th March 2018
5. Agenda Item 5.3 and 5.4 Report to ETS Committee 26th June 2018
6. Agenda Item 6.5 and 6.6 Report to ETS Committee 26th June 2018
7. Agenda Item 27.10 and 27.11 Report to ETS Committee 9th October 2018
8. Agenda Item 38.35 Report to ETS Committee 27th November 2018
9. Agenda Item 39.1 and 39.2 Report to ETS Committee 27th November 2018
10. Agenda Item 72.5, 72.6 and 72.7 Report to ETS Committee 19th March 2019
11. Agenda Item 73.2 and 73.3 Report to ETS Committee 19th March 2019
12. Agenda Item 5.4 and 5.6 Report to ETS Committee 25th June 2019

Appendix A - Existing Resident Parking Scheme Priority Timetable

	Year	2017				2018				2019				2020			
	Quarter	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Priority	Area																
Current	West Hove (Zone L)	██████████															
Current	Hove Park	██████████				██████████											
1	Zone U (St Luke's area) review					██████████											
2	Hanover & Elm Grove full scheme (Zone V) review.									██████████							
3	Hanover & Elm Grove Light Touch (Zone S) review.									██████████							
4	Event day parking scheme review (AMEX Stadium)*									██████████							
5	South Portslade													██████████			
6	Surrenden Area													██████████			

These parking schemes run alongside a consultation in the Coombe Road area funded by Section 106 money from the nearby development.
 *Subject to funding being available from the Football Club for consultation and implementation costs.

Appendix B – List of priorities for new parking schemes / reviews

Priority	Area	Committee reference
1	London Road Station area (Zone J) review	Para 5.11 to 5.14
2	Hove Park (Zone P) review	Para 5.17
3	Westbourne West (Zone W) / West Hove (Zone L) review. Hallyburton Road / Sisters Area (South of the Old Shoreham Road)	Para 5.15 to 5.16 and 5.18 to 5.22
4	Roedean area	Para 5.27 to 5.28
5	Hollingdean area	Para 5.23 to 5.26

Appendix C - Proposed Resident Parking Scheme Priority Programme

Year	Quarter	2018				2019				2020				2021				2022				2023			
		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4
Priority	Area																								
Current	Hanover & Elm Grove full scheme (Zone V) review.																								
Current	Hanover & Elm Grove Light Touch (Zone S) review.																								
Current	Coombe Road Area																								
Current	Event day parking scheme review (AMEX Stadium)*																								
Current	South Portslade																								
Upcoming	Surrenden Area																								
1	Zone J Review (London Road Station area)																								
2	Zone P Review (Hove Park Area)																								
3	Zone W/Zone L (Westbourne West and West Hove) Review and Hallyburton Road/Sisters area (South of the Old Shoreham Road)																								
4	Roedean Area																								
5	Hollingdean Area																								

*Subject to funding being available from the Football Club for consultation and implementation costs.

Subject:	Elm Drive/Rowan Avenue TRO		
Date of Meeting:	8th October 2019		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Stacey Hollingworth	Tel: 01273 293536
	Email:	stacey.hollingworth@brighton-hove.gov.uk	
Ward(s) affected:	Hangleton & Knoll;		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to address comments and objections relating to a draft Traffic Regulation Order (TRO). The order outlines the proposed introduction of double yellow line restrictions at the junction of Elm Drive and Rowan Avenue to address safety and traffic flow concerns.

2. RECOMMENDATIONS:

- 2.1 That the Committee, having taken account of all duly made representations, approves as advertised the Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2018 Amendment Order No.* 201* (TRO-4-2019)

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Concerns have been raised by local residents via their ward councillor about parking congestion at the junction of Elm Drive/Rowan Avenue. Vehicles regularly park on the corners and on the footways outside the local shops which reduces visibility for drivers and impedes traffic movements. The parking behaviour at this location also poses a safety risk to children who are travelling to and from school and to Knoll Park which is in the vicinity.
- 3.2 The proposed double yellow line restrictions at this junction will prevent dangerous parking on the corners to address the safety concerns whilst maintaining parking opportunities for the local shops within the two existing laybys. Appendix 1 includes a plan of the proposed changes.
- 3.3 Two objections have been received to the planned safety improvements and the details are summarised below:
- 3.4 **Objection 1**
Parking pressures have increased over the last 10 years and as a result the resident's driveway is often blocked by people visiting the shops and parents dropping off their children for school. Introducing parking restrictions will reduce the amount of available space for parking which will make the situation worse.

They do not believe there have been any accidents at this junction and they believe the visibility at the junction is not a problem. They believe the restrictions are being proposed to raise money for the Council. The spaces should be retained for vulnerable people visiting graves, parents of children attending the sports clubs (football and bowling), parents of children visiting Knoll Park, parents dropping and collecting children to and from school and for shop customers. To deprive these people of space to park their car would be immoral. Buses for a family are expensive and so people have to drive.

3.5 **Objection 2**

While accepting the need for some restriction of parking to improve the sightlines the proposals are excessive to achieve this objective. Items 4, 5 & 9 shown on the plan in Appendix 1 are not required and item 3 should be shortened to terminate outside No. 90. The remaining space should be restricted to 1 hour maximum stay to ensure that it is available for access to the shops rather than all day parking.

4. **ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS**

- 4.1 The proposed double yellow line restrictions were originally requested by a group of local residents via their Ward Councillor. They raised concerns about the safety of children in the area due to the parking congestion as well as concerns about the visibility for drivers when they rejoined Elm Drive. Once the proposals were drawn up a meeting between the Ward Councillor and the residents took place and the plans were amended at their request to extend the double yellow line on Elm Drive by a further 5m to the north outside No. 119 and to remove a proposed double yellow line opposite No. 4 Rowan Avenue. A further request was made by residents at the time to reduce the double yellow line outside No. 90 Elm Drive (spur) however this amendment was rejected by officers as parking at this location on the carriageway would obstruct traffic movements when a car was also parked legitimately in the parking layby on the south side.
- 4.2 Objection 1 identifies a range of vulnerable road users, many of who will be travelling on foot and will therefore benefit from the improved safety that is delivered by these proposals. Whilst there have been no collision at this location in the past three years, the number of vulnerable road users in this location justify the proposals in this instance. The residents primary concern appears to be about parking congestion and access to their drive way. The resident may apply for a white line to be marked across their drive way which would offer them protection against vehicles blocking their drive. Officers are happy to contact the resident and offer the marking of a white line as part of these works if they deem it suitable.
- 4.3 Objection 2 is primarily concerned about maximising parking availability along the spur. Any vehicles parked on the carriageway on the north side of the spur outside Nos. 82-84 and Nos. 90-92 (items 3 and 4 in Appendix 1) would cause an obstruction to the carriageway. Any vehicles parked on the footway outside these properties would cause a safety risk to pedestrians accessing the shops.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Prior to advertising the TRO, the local Ward Councillor engaged with three local residents regarding these proposals. The initial discussion took place at the request of a resident who had been lobbying for these restrictions for some time. A further meeting gave the local representatives an opportunity to review the proposals. As a result amendments were made to the plan as set out in paragraph 4.1.
- 5.2 The TRO amendment was advertised in the local press on 9 August 2019 and notices were posted in the locality in accordance with standard procedures. Details of the amendment have been sent to the full list of statutory consultee and relevant council officers. No other comments have been received.

6. CONCLUSION

- 6.1 Consideration has been given to reducing the proposals however the restrictions represent the minimum needed to ensure traffic movement through the spur whilst maintaining safe visibility not only for drivers but also for pedestrians. The proposals protect against parking on the footways outside the shops which will improve safety for children and other pedestrians on the footway. The proposals also address concerns raised directly by local residents to their Ward Councillor prior to the traffic order being advertised. Overall there have been three residents in favour of the proposals and two residents who have objected.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 There are no additional financial implications associated with the recommendations of this report as the proposal is, after consideration of the objections raised, that the relevant Traffic Regulation Orders are implemented as originally advertised. The associated budgets will be monitored and reviewed as part of budget monitoring and budget setting processes.

Finance Officer Consulted: Jess Laing

Date: 16/09/2019

Legal Implications:

- 7.2 Before making Traffic Orders the Council must consider all duly made unwithdrawn objections. Where there are unresolved objections to a Traffic Order then the matter is referred to the Environment, Transport & Sustainability Committee for a decision.
- 7.3 The Road Traffic Regulation Act 1984 places the Council under a duty to exercise its functions under that Act so as far as practicable to secure the expeditious, convenient and safe movement of traffic including pedestrians. The proposals in this report are put forward as part of the continuing programme works undertaken in accordance with that duty.

Equalities Implications:

- 7.4 An Equality Impact Assessment has not been carried out on the advertised TRO, but the consultation process allows for representations to be made by, or on behalf of, people or groups who are defined as having 'protected characteristics' by existing equality legislation.

Pavement parking and parking on corners can cause considerable danger and inconvenience to pedestrians and wheelchair users in the city and is occurring more frequently.

Sustainability Implications:

- 7.5 There are no immediate sustainability implications arising from this report.

Any Other Significant Implications:

- 7.6 There are no other significant implications arising from this report.

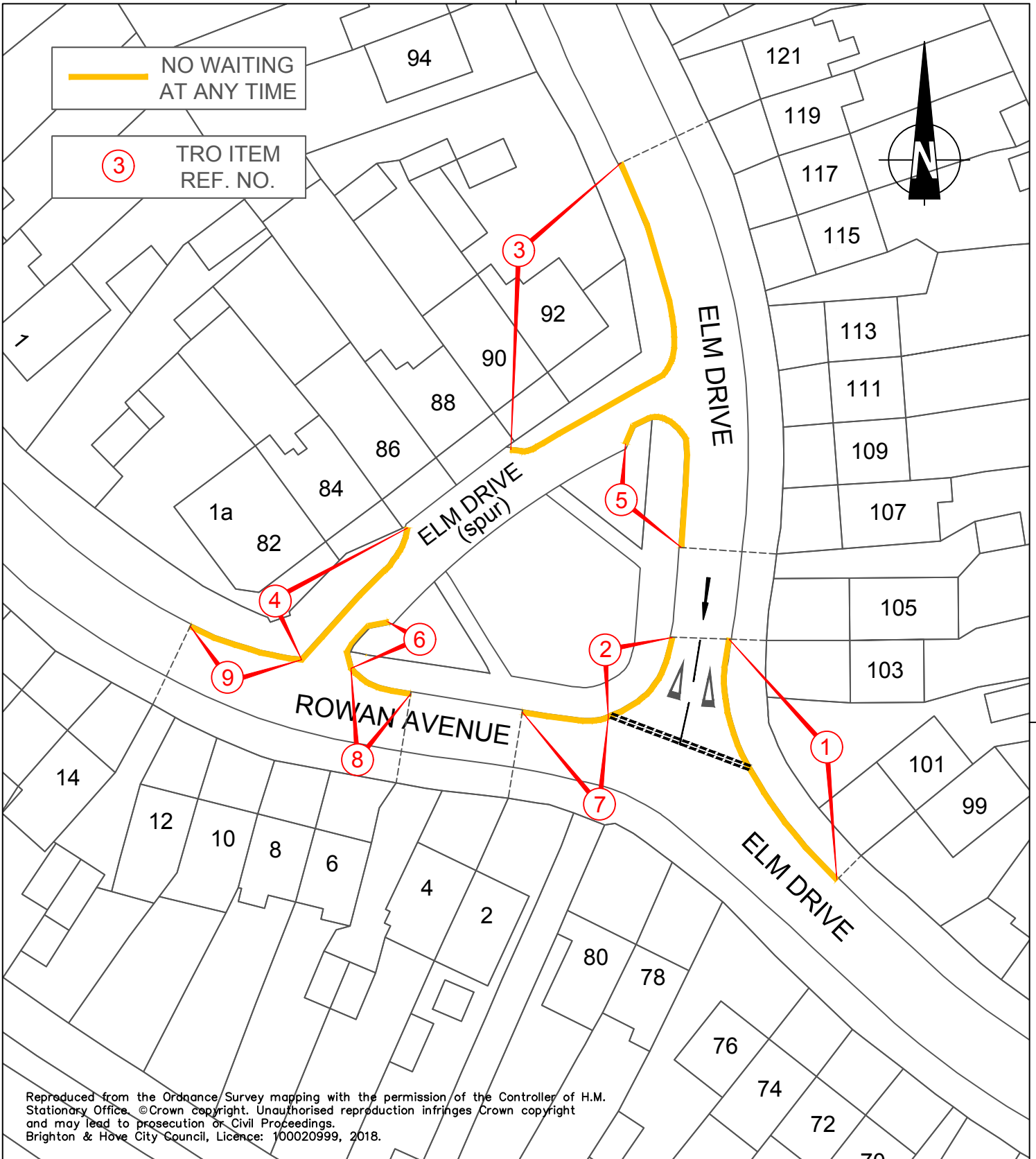
SUPPORTING DOCUMENTATION

Appendices:


1. Plan of TRO-4-2019

Background Documents

None



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Notes 1. All dimensions are in millimetres unless noted otherwise. 2. Do not scale from this drawing.	Project Name ELM DRIVE WAITING RESTRICTIONS	 Brighton & Hove City Council		
	Drawing Title TRAFFIC REGULATION ORDER			Drawn PJO
Revision		Drawing No HD-BHCC-ED-002		Rev

Subject:	City Environment Modernisation Update		
Date of Meeting:	8 October 2019		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Lynsay Cook	Tel: 01273 292448
	Email:	lynsay.cook@brighton-hove.gov.uk	
Ward(s) affected:	(All Wards);		

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

- 1.1 The Environment, Transport & Sustainability Committee last received an update on the City Environment Modernisation Programme at its meeting on 25 June. This update provides a further update on progress.
- 1.2 The report also presents the results from the consultation on the introduction of a communal recycling scheme for Lewes Road Triangle, as well as further changes and improvements to the existing communal refuse and recycling scheme.

2. RECOMMENDATIONS:

- 2.1 That the Committee notes the progress made through the City Environment Modernisation Programme.
- 2.2 That the Committee approves the introduction of the communal recycling scheme in Lewes Road Triangle.
- 2.3 That the Committee agrees, in principle, to the introduction of the new communal bin system.
- 2.4 That the Committee agrees, in principle, to the expansion of the communal bin scheme.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The City Environment Modernisation Programme is developing a sustainable future for the service in Brighton & Hove in the context of reducing council budgets, increasing customer demand and an expanding service offer. Many of the City Environment services are statutory and have, in recent months, been under a lot of scrutiny. The service has an integral role in resident, business and visitor perceptions of Brighton & Hove and is absolutely fundamental to the success and attraction of the city.

Communal bins (amber)

- 3.2 The consultation on the introduction of communal recycling bins in Lewes Road Triangle to complement the communal refuse service has been completed. The full results are contained in Appendix 1. In short:
- 82% of respondents agreed with the introduction of communal recycling
 - 84% agreed with the proposed locations of the bins.
- 3.3 Based on these results and the reasons why respondents support the introduction of communal recycling, it is recommended that communal recycling is introduced to the Lewes Road Triangle in the locations detailed in the consultation document and repeated in Appendix 1.
- 3.4 Work has started on design principles for a new communal bin system and associated fleet to improve the efficiency and reliability of the service. The basis for the new system is in Appendix 2.
- 3.5 During completion of the wheelie bin audit, it has been identified that other streets across the city would benefit from the introduction of communal bins. This is because the road and/or pavement are not suitable for wheelie bins and black bag collections are not an option.
- 3.6 When the introduction of communal bins was agreed previously, a map was agreed on the boundaries. For operational and customer service reasons, this needs to be expanded. This report is seeking Member approval for an extension to the boundaries in principle to support the Keeping the City Clean Review (round restructures). Any changes from a kerbside collection to a communal collection will be subject to feedback from the Keeping the City Clean Review (round restructures), Member approval to consult with residents (which is subject to a report to a future Committee meeting) and a resident consultation, the results of which will be presented to an Environment, Transport & Sustainability Committee meeting for a decision on how to proceed.

Operator's Licence (amber)

- 3.7 Under the Goods Vehicle Licensing Act, Brighton & Hove City Council has an obligation to satisfy the Traffic Commissioner that council vehicles are operated properly and within current legislation. If these obligations are not met, the Traffic Commissioner will enforce sanctions which could result in the loss of the Operator's Licence.
- 3.8 In February 2019, an Operator's Licence Compliance Audit was completed by the new Head of Fleet. This identified that standards were significantly below that which was required. Following this discovery, a letter was sent to the Traffic Commissioner informing her that: the audit had uncovered some serious problems with how the Operator's Licence had been managed, and that an action plan had been developed to resolve these issues.
- 3.9 Considerable progress has been made towards improving the levels of compliance although there is still work to do. Fleet Maintenance and Servicing is now fully compliant. The area of focus for improvement is the management of drivers. Progress is already being made through introducing a new performance

framework; regular Tool Box Talks to provide training and information; improving joint working between the fleet office and operation managers. In addition, a fleet replacement programme has been developed and a report on fleet procurement options is due to come to committee in November.

- 3.10 The Head of Fleet & Transport Manager named on the Operator's Licence resigned and left the council in September 2019. A new Head of Fleet is being recruited. Some experienced temporary Transport Managers have been appointed to be named on the Operator's Licence for BHCC and to work with the council to reach compliance. The Operations Manager has qualified as a Transport Manager and is now named on the O licence. We will be training another manager as a Transport Manager to upskill our management team and improve future service resilience.

Health & Safety (amber)

- 3.11 Work continues to improve health and safety across all City Environment operations. The Health & Safety Business Partner, who started in January 2019, is undertaking work to improve all aspects of health and safety across Cityclean and City Parks. A Health & Safety Improvement Plan is being developed which covers areas such as depot safety, Personal Protection Equipment (PPE) requirements and observance, team safety plans, risks assessments and health surveillance.
- 3.12 While there is still work to do to improve health and safety, the following recent progress has been made:
- Risk assessments have been updated and new risk assessments have been created, as necessary; moving forward, each risk assessment document will be accompanied by a one-page, easy to read version with the essential information to ensure all operatives can understand it. All the risk assessments are recorded in a register with regular review dates and are overseen by an Operations Manager
 - Work has been completed with the Industrial Noise & Vibration Centre to improve our understanding of equipment noise readings (there are over 600 pieces of City Parks' equipment) and to identify any change or action required
 - Noise testing has been completed on 'unique' pieces of City Parks' equipment; noise testing on glass collections and emptying will take place in October
 - Site inspections have been completed for all lock ups across the city
 - A Health & Safety Handbook has been produced including instructions on driving, lone working, PPE etc.
 - All Team Leaders have been trained in 'train the trainer manual handling'
 - Cityclean Tool Box Talks have been delivered on reversing assistant and vehicle checks; future Talks will include manual handling, PPE and working in and around large vehicles
 - A training matrix has been created to capture all staff training; this includes the date the training was completed and the refresher/review date. The training will be delivered through a number of methods including tool box talks, council training and e-learning
 - The transportation and storage of fuel has been reviewed
 - The approach to welding has been investigated and a corporate standard developed

- Arrangements at the depot are being assessed including fire alarms, CCTV, security and air testing
- All Street Cleansing machinery has been tested for whole body vibration
- A working at height audit has been completed for the fleet workshop
- Consultation on Madeira Terrace clearances
- The Site Manager continues to supervise vehicle checks every morning; quality checking takes place in the afternoon when a vehicle returns to the depot

3.13 Improvements to the depot site are imminent which will improve the site entrance, security and fuel tanks. Resurfacing works will take place, the security hut and entry requirements will change and the fuel tanks will be upgraded and moved to a new location.

Increasing recycling (amber)

3.14 The start of a new academic year provides an opportune moment to educate students about what can and cannot be recycled. This year, this has included articles published in student magazines and flyers prepared for handing out to language schools and universities on what can and cannot be recycled. This literature also includes advice relating to littering and fly-tipping and the risk of receiving a Fixed Penalty Notice if someone commits an environmental offence.

3.15 The rollout of on-the-go recycling litter bins has commenced, starting between Meeting House Café and Palace Pier as this area has the highest footfall.

Commercial Services (amber)

3.16 The Commercial Team continues to identify ways to improve the profitability of the services provided through reviewing existing contracts. The trade waste service continues to expand both the bin and sack customer base.

3.17 Residents on the garden waste waiting list are gradually being invited to join the service where capacity on existing rounds allows. Work continues on the viability of a third round as it is unlikely that there is sufficient capacity within the existing rounds to invite all of those on the waiting list to join the service.

3.18 There have been a number of customer service issues in recent months which the Commercial Team has been working to resolve. It is pleasing to report that in recent weeks, the number of complaints has reduced.

Recycling wheelie bins (amber)

3.19 The recycling wheelie bin audit is almost complete with the final round being audited. Rollout of recycling wheelie bins following the audit has been completed for three rounds. The remaining rounds are being discussed with operational colleagues to ratify the recommendations and identify appropriate timescales for rollout of wheelie bins.

3.20 Residents will receive a leaflet informing them of the changes (there will be no changes to collection days), which will also detail what can and cannot be put in the recycling bin. Ward members will also receive an update.

Graffiti Reduction Strategy (green)

- 3.21 Delivery of the Graffiti Reduction Strategy action plan continues. Activities delivered over the last few months includes:
- A Youth Offending Service clean up at Volks railway underpass in August
 - A community payback graffiti paint out at Barcombe Road garages started in August
 - Designing the graffiti database
 - Expanding the existing graffiti removal resources through recruiting an additional graffiti operative
 - Improving access to resources for residents and community groups through the creation of a dedicated mailbox; residents can email communitycleanup@brighton-hove.gov.uk to request supplies to paint out graffiti
 - Trialling of anti-graffiti coatings on council bins and brick work
 - Exploring opportunities to change graffiti culture with graffiti artists; multiple ideas are being discussed such as a graffiti festival, safe spaces and a focus group with graffiti artists
 - Discussions with Housing, City Regeneration and the Valley Garden Project on architectural graffiti prevention designs for future projects e.g. trialling bushes as a barrier to walls
 - Obtaining quotes to erect a green wall on Madeira Drive; the key issue here is cost – it is very expensive to implement for a small area
 - Conversations with Sussex Police on how to work better together
 - Implementing a new approach to graffiti removal, working in zones to combat and remove graffiti from council property and furniture
- 3.22 The consultation on graffiti removal and enforcement will start imminently. The results and recommendations for taking this forward will be presented to a future Environment, Transport & Sustainability Committee.

Customer experience (amber)

- 3.23 There have been a number of issues with collections over the last few weeks. The recent fire at Veolia's Waste Transfer Station at Hollingdean on 25 August had a huge effect on Cityclean's ability to carry out a normal collection service. It meant drivers had to drive to Newhaven to drop off loads (a three hour round journey) or at the Hove Household Waste Recycling Site, with a one and a half hour wait, both depending on traffic. Added to this, there was also a higher than normal spate of vehicle breakdowns, plus a high number of driver shortages caused by sudden and unexpected sickness, at a time when there have been vacancies and the summer break.
- 3.24 The Hollingdean Waste Transfer Station reopened on Monday 23 September and collections have returned to normal.
- 3.25 The reasons for the vehicle breakdowns have been investigated and it appears it is due to a build-up of rubbish underneath the compactor. Measures have been put in place to address this to prevent it happening in the future.
- 3.26 Recruitment to the vacant posts has been completed and a specialist agency has been engaged to help provide emergency cover when required.

- 3.27 Two new Team Leaders are in post to help deliver changes to how the service understands and manages missed work. Changes will be made to better understand the work that has been missed, the reasons for this and the timescales for collecting the dropped work.
- 3.28 The number of complaints has led to the Environment Contact Centre being inundated and not everyone, at the time of writing, has received a response or feedback to their enquiry. Staff are working very hard to respond to these.

Environmental enforcement (amber)

- 3.29 Following approval at the last Committee meeting, preparatory work to start the consultation on managing commercial bins on the highway has taken place. The results and recommendations for taking this forward will be presented to a future Environment, Transport & Sustainability Committee.
- 3.30 A specification has been drawn up for CCTV provision to deter and tackle fly-tipping across the city. The Team, with Procurement support, are reviewing options and suppliers. Similarly, a specification has been created for an environmental enforcement back-office system to better help manage the issuing of, and tracking of payments relating to, Fixed Penalty Notices.
- 3.31 Unpaid Fixed Penalty Notices continue to be taken through the courts process. There have been a number of successful prosecutions in recent months. Fines for littering which are £75 (or £55 if paid within 10 days) that remain unpaid and taken to the Magistrates' Court have resulted in the offenders facing a £220 fine, £150 costs and a £30 surcharge.

Other

- 3.32 Cityclean has received notification that the Veolia Producer Compliance Scheme (PCS) for UK Waste Electrical and Electronic Equipment (WEEE) is coming to an end. This means the 10 WEEE recycling banks across the city will be removed from October. Cityclean is currently looking into the options and funding available on what may be available to replace these. In the meantime, residents are still able to take their unwanted WEEE to the Brighton or Hove Household Waste Recycling Sites.
- 3.33 Future provision of a WEEE service (in addition to the HWRS) will need to consider the funding and budget available. The annual tonnage from the WEEE banks is circa. 10 to 15 tonnes per year, which is quite small when compared to the 1200 tonnes of WEEE collected via the HWRSs last year.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The City Environment Modernisation Programme is developing a sustainable future for City Environment services in Brighton & Hove in the context of reducing council budgets, increasing customer demand and an expanding service offer. Within this, work is taking place to improve performance on refuse, recycling, garden and trade waste collections, and street cleansing, as well as adopting a more commercial approach to managing income generating services. Without the

continuation of the Programme, there is a risk that improvements will not be delivered and there will be further pressures on the City Environment budget.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Previous community and consultation activities in relation to City Environment are detailed in the committee reports listed as Background Documents below.
- 5.2 Resident consultation has been completed as part of the introduction of communal recycling in the Lewes Road Triangle.
- 5.3 Further changes to the communal bin system will be discussed with staff and trade unions. Any further rollout of communal schemes will be the subject of resident consultation and Member approval.

6. CONCLUSION

- 6.1 This report provides Environment, Transport & Sustainability Committee with a progress report on the Modernisation Programme. Improvement and modernisation work continues to be delivered, but there is still some way to go.
- 6.2 The consultation with residents in the Lewes Road Triangle on the introduction of a communal recycling scheme demonstrated there is significant support for this. If Members approve the introduction, the same model of rollout used for other schemes will commence.
- 6.3 Throughout the delivery of the Modernisation Programme and in feedback from staff, Members and residents it was demonstrated that improvements are needed to the communal bin system. If Members approve, in principle, to the new design principles and the expansion of the communal bin service, work can start on the detail of how this may operate in practice, including engagement with all stakeholders.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The costs associated with the City Environment Modernisation Programme are funded from a combination of existing revenue resources and approved Modernisation Funding. It is anticipated that the various modernisation activities identified will support an improved customer experience, service efficiencies and a more commercial approach to provide value for money and contribute to the service budget proposals.
- 7.2 As reported to Committee in June 2019 as part of the last update, costs associated with the communal recycling scheme within the Lewes Road Triangle will be contained within existing City Environmental Management resources.
- 7.3 If additional resources are required for the Modernisation Programme including the communal recycling scheme roll out, if approved, this will be brought back to member for consideration/decision.

Legal Implications:

- 7.4 So far as the Report's recommendations regarding communal bins are concerned, the Council, as waste collection authority, can specify what receptacles are used for the collection of household waste, where the receptacles are located and what substances or articles can be placed in the receptacle or in separate compartments within that receptacle (s46 Environmental Protection Act 1990).
- 7.5 Save as above, there are no direct legal implications arising from the report.

Lawyer Consulted: Hilary Woodward

Date: 23/09/19

Equalities Implications:

- 7.6 Any resident unable to easily access refuse or recycling collection services can apply for an assisted collection.
- 7.7 Equalities implications relating to other City Environment projects within the Modernisation Programme are detailed in the committee reports listed as Background Documents below.

Sustainability Implications:

- 7.8 The City Environment Modernisation Programme is seeking to increase recycling rates and improve street cleanliness.

SUPPORTING DOCUMENTATION

Appendices:

1. Outcomes of the Lewes Road Triangle Consultation
2. New communal bin system

Background Documents

1. City Environment Modernisation Update to Environment, Transport & Sustainability Committee on 25 June 2019
2. City Environment Modernisation Update to Environment, Transport & Sustainability Committee on 22 January 2019
3. Environmental Enforcement Framework Report to Environment, Transport & Sustainability Committee on 27 November 2018
4. Graffiti Reduction Strategy Report to Environment, Transport & Sustainability Committee on 27 November 2018
5. Public Convenience Report to Policy, Resources & Growth Committee on 11 October 2018

6. City Environmental Management – Modernisation Programme Update Report to Environment, Transport & Sustainability Committee on 9 October 2018
7. City Environmental Management – Modernisation Programme Update Report to Policy, Resources & Growth Committee on 12 July 2018
8. Update on Chargeable Garden Waste Collection Service Report to Environment, Transport & Sustainability Committee on 28 June 2016
9. Proposals for a Chargeable Garden Waste Collection Service Report to Environment, Transport & Sustainability Committee on 13 October 2015
10. Cityclean Service Plan and Priorities Report to Policy & Resources Committee on 9 July 2015

Appendix 1: Lewes Road Triangle: consultation outcomes

Background

At its meeting on 25 June 2019, the Environment, Transport & Sustainability Committee agreed the commencement of a consultation in relation to the introduction of a communal recycling scheme for the Lewes Road Triangle.

The consultation took place from 1 to 28 July. Leaflets were sent to all households in the affected area detailing the proposal and seeking their views on:

1. if they agree with the introduction of communal recycling and the reasons why
2. if they agree with the proposed location of the bins and the reason why

A drop-in session was also arranged for 16 July.

The affected roads are: Aberdeen Road, Brewer Street, Caledonian Road, Edinburgh Road, Gladstone Terrace, Inverness Road, Lewes Road, Newport Street, Park Crescent Place, Park Crescent Road, Rose Hill, St Martins Street, St Mary Magdalene Street, St Pauls Street, Trinity Street and Upper Lewes Road.

These roads are already receiving a communal refuse service.

Consultation results

	Total number of responses	% of total responses
Do you agree with the introduction of communal recycling in the Lewes Road Triangle?		
Yes	99	82%
No	22	18%
If yes, please tick why (respondents could tick as many as were relevant)		
Communal recycling bins can be used daily so are easy and convenient	85	N/A
It means I do not have to store recycling in my house until collection day	73	N/A
Recycling is securely contained (compared to boxes), resulting in cleaner streets	84	N/A
They offer a larger capacity for recycling than the current recycling boxes	65	N/A
If no, please tick why (respondents could tick as many as were relevant)		
I would like to carry on using the current box recycling service	17	N/A
I am concerned about fly-tipping around the recycling bins	10	N/A
I am concerned about the loss of parking	8	N/A
If the introduction of communal recycling is supported by the majority of residents responding to the consultation, do you agree with the proposed locations of the communal bins shown in the maps?		
Yes	100	84%
No	19	16%
If no, please tick why (respondents could tick as many as were relevant)		
The bins are too far from my house	15	N/A
I do not want bins outside my house	5	N/A

Other reasons that residents were in support of communal recycling were:

Reason	Number of respondents saying this
Communal recycling will reduce litter / mess	7
They are already using communal recycling	5
The boxes themselves create mess and a safety hazard	4
The capacity in the boxes is not sufficient	3
Communal recycling will help increase recycling	3
There is no need to wait until collection day	2
Boxes are contaminated by passers-by	1
It will make recycling easier	1
Current collections are so intermittent this will be an improvement	1

Other reasons that residents were not in support of communal recycling were:

Reason	Number of respondents saying this
Carrying waste to a bin will be an issue	6
It will discourage people from recycling	3
There will be increased noise levels	3
The bins will overflow	3
The bins are difficult to use	1
The bins are too close to my house	1

The reasons residents were not in support of the communal recycling locations were:

Reason	Number of respondents saying this
There will be increased noise levels	2
The bins will overflow	2
Road safety concerns	2
Too far away	1

A free text box was included at the end of the questionnaire offering the respondents the opportunity to provide any further comments or suggestions. The responses contained here included:

Comment	Number of respondents saying this
Supportive of communal recycling	10
Concerns about contamination	7
Want more frequent collections	5
More education is needed with residents, particularly students	5
There should be more enforcement	3
It will reduce clutter from streets	3
Concerns about fly-tipping	2
Concerns about increased noise levels	2
Signage on bins needs to be clear	2

To mitigate the concerns raised, it should be noted that:

- Assisted collections will be made available to those that need one; details on how to apply for one will be in the leaflet sent to residents notifying them of the changes
- Collections of communal bins takes place between 5am and 3pm
- The number of communal recycling bins has been calculated based on the number of households in the area and will be emptied at least three times a week
- The bins will be labelled with clear signage to show which are for general rubbish, mixed recycling and glass recycling
- The signage will include clear messaging around bulky waste, fly-tipping and trade waste
- Environmental Enforcement Officers will regularly patrol the area to make sure that the bins do not attract fly-tipping and our streets team will ensure that any bulky waste left is removed quickly
- Separate work is being done with the universities on what can and cannot be recycled, as well as advice relating to littering and fly-tipping and the risk of receiving a Fixed Penalty Notice if someone commits an environmental offence

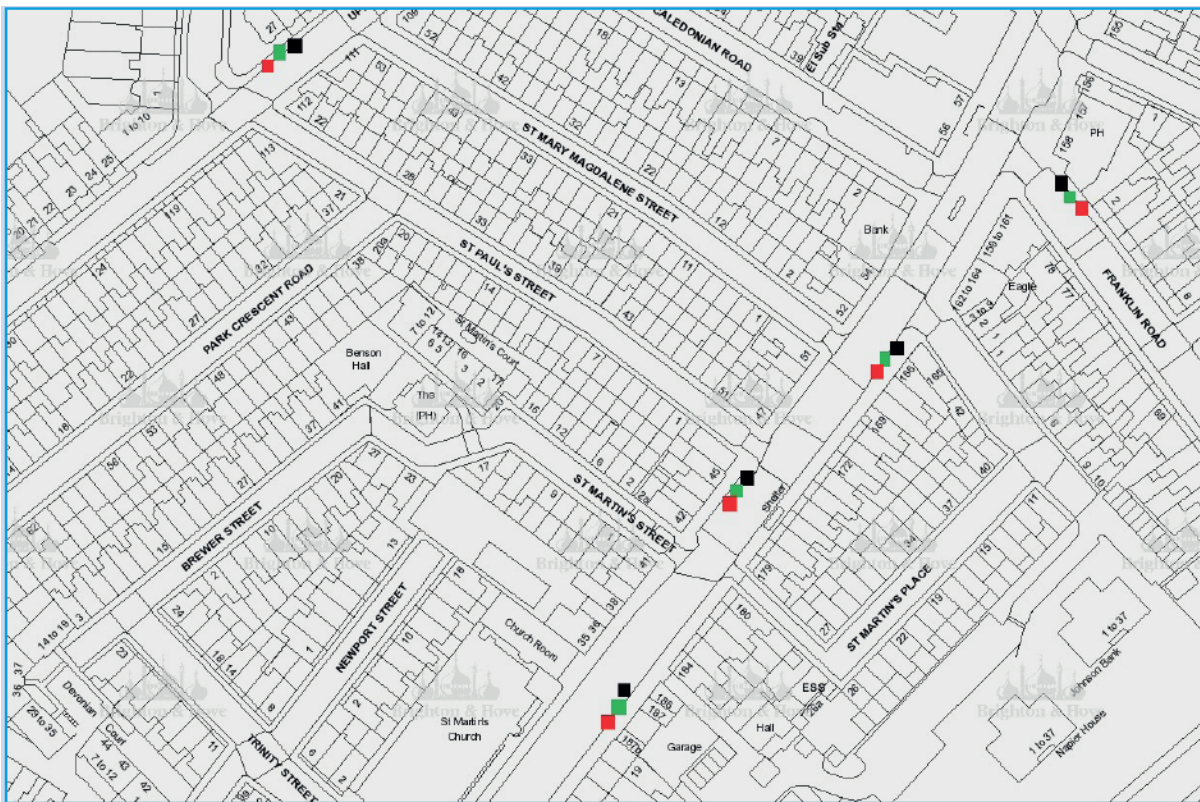
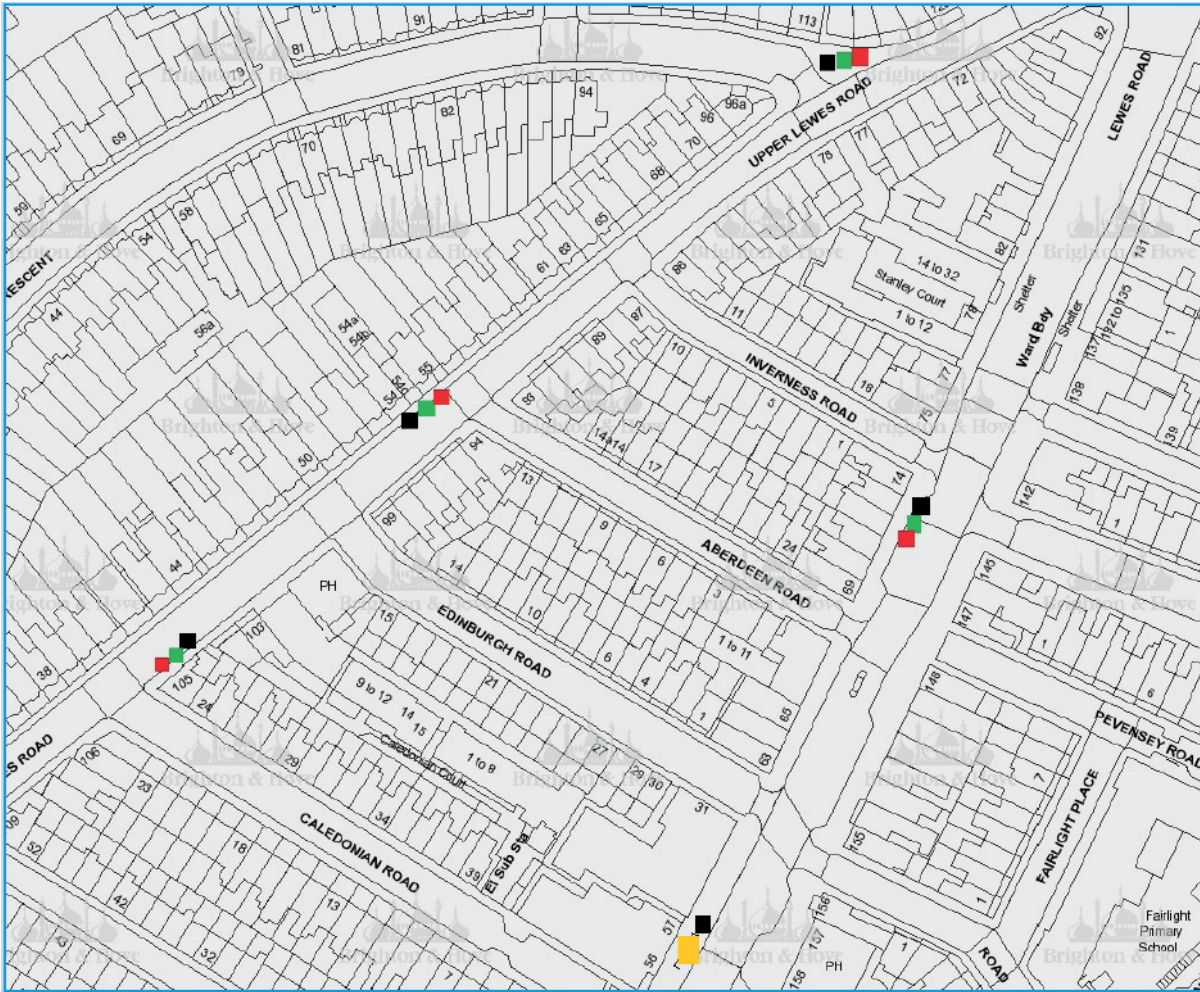
There were also a number of other comments that were not related to the introduction of communal recycling in Lewes Road Triangle. Officers are looking at these in more detail to determine how this feedback can be best used to inform future work of the City Environment Modernisation Programme.

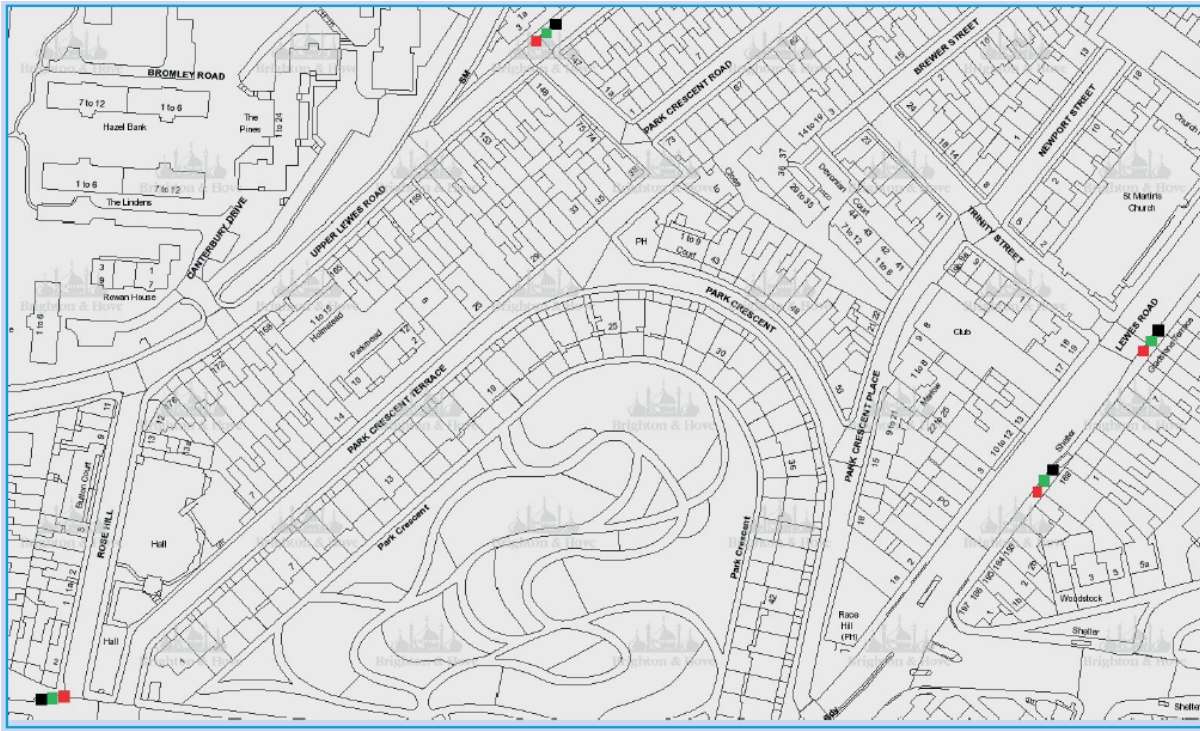
Next steps

Subject to Member approval, a timetable for rollout will be developed. This will include communications with all affected residents and ward councillors on the changes, including a map showing the locations of the new bins and when the change will come into effect. Residents will be given at least two week's notice. The information will also include what can and cannot be placed in recycling bins.





The bins will be monitored closely and emptying can be adjusted according to their usage.

Maps of bin locations





Key

-  Existing general waste bin
-  New location for mixed recycling bin
-  New location for glass recycling bin
-  Existing recycling point including mixed recycling, glass recycling, carton recycling and clothes & shoes recycling

Appendix 2: Improving the communal bin system

Introduction

Through the Modernisation Programme, City Environment is seeking to make improvements to the communal bin system. In recent months, significant service issues have arisen due to the current set-up. Based on this feedback, as well as the discovery work being completed through the Keeping the City Clean Review (round restructures), now is an opportune moment to design and deliver improvements.

Based on this proposal, it is anticipated that:

- Recycling will increase
- The service will be more resilient and efficient, in terms of operatives and vehicles
- Complaints about communal bins will reduce e.g. overflowing, fly-tipping, graffiti
- Refuse and recycling services will be easier to understand
- Access to and safety on highways and pavements will improve
- There will be less disruption to parking spaces

Improvement activities

A communal bin audit is being completed to map the locations of all on-street communal bins (refuse, recycling and glass) in the city. The audit is capturing:

- The street name
- The ward
- The locality
- The nearest landmark
- Any perceived issues with the locality
- The latitude
- The longitude
- The date it was assessed
- Who assessed it

During this process, each bin will be given a unique identification number and photographs will be taken.

Once the audit is complete a number of activities are planned:

- The condition of each bin will be reviewed to determine whether any repair work is needed, or if it needs replacing.
- Analysis will be completed to determine whether the bins are in the right locations. This will be twofold: 1) ensuring there is sufficient capacity within a vicinity / neighbourhood for the number of households in the area, 2) reviewing whether the locations are appropriate as per the communal bin siting guidelines.
- The geolocations of each bin will be uploaded to the council website for residents to locate their nearest refuse, recycling or glass bin.
- The data will be stored electronically for easier data management as well as to enable integration with City Environment systems.

The siting guidelines are in draft and will be finalised before this phase of the work starts. Alongside this, other Standard Operating Procedures are being developed to manage further

change requests; namely managing a request to move a bin and managing a request for another bin. Instructions are also being developed on how to rollout communal bins in new areas of the city.

New communal bin system

Using the data and guidelines and reflecting on recent service failures, a new system is proposed as follows:

- All three bin types will be placed together, where operationally and practically possible. If this is not possible, glass will be located nearby. It is expected that this will make disposing of refuse and recycling easier for residents as all the containers will be in one location.
- Each set of bins will be enclosed in a bin bay using key clamp. This will help ensure bins are not moved without council knowledge or approval and will reduce the amount of parking space consumed by inappropriately sited bins.
- The capacity of refuse bins will be 1100 litres. These will be collected on a daily basis, with some collected twice daily. New vehicles will be purchased to increase the resilience of the service given the current issues with the 3300 litre bins and collection vehicles.
- The capacity of recycling bins will be 1100 litre. These will be collected on a daily basis.
- The capacity of glass bins will be between 660 litres and 3200 litre depending on the location and space available. The size will determine collection frequency.
- Improvements will be made to glass collections to improve health and safety provision and reduce noise. This includes using on-street bins specifically designed for glass collections and potentially using a glass truck with a crane to lower the waste into the truck to an appropriate height to release the glass.
- The lids of refuse bins will be black, the lids of dry mixed recycling bins will be Brighton Blue and the lids of glass bins will be Hove Maroon. Feedback from the trial in the Montpelier area of the city indicated that having a differentiation helped residents understand what can go in each bin. These colours are the same as those being rolled out along the seafront for on-the-go recycling.
- CCTV will be installed in all locations to deter moving of bins and fly-tipping. These will be monitored by Environmental Enforcement Officers and where sufficient evidence is available, Fixed Penalty Notices will be issued to individuals who fly-tip and to businesses found to be committing a commercial fly-tip.
- Signage will be reviewed and improved to ensure all key messages are provided. This will include what can go in each bin type.
- A cleaning and maintenance regime will be introduced to improve and sustain the new communal bin system.
- Each bin bay will be subject to a Traffic Regulation Order.

New communal bins areas

Through the Wheelie Bin Audit and other modernisation activities, additional locations for communal bins have been identified. This is because the road and/or pavement are not suitable for wheelie bins and black bag collections are not an option. Moving forward, new communal bin areas will be designed with these principles in mind.

Please note, all new communal bin areas are subject to feedback from the Keeping the City Clean Review (round restructures), Member approval to consult with residents and a resident

consultation, the results of which will be presented to an Environment, Transport & Sustainability Committee meeting for a decision on how to proceed.

Funding

Funding options are being explored. The cost of introducing this is still to be determined; the completion of the audit will inform the number of bins and sites to be invested in. The Fleet Replacement Programme complements this piece of work and the costs of this are being calculated to be presented to Environment, Transport & Sustainability Committee in November 2019.

City Environment will see seek to refurbish and reuse as many existing communal bins as possible.

Subject:	Arboriculture [tree] Strategy permission to go to public consultation		
Date of Meeting:	8 October 2019		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Robert Walker	Tel: 01273 294349
	Email:	robert.walker@brighton-hove.gov.uk	
Ward(s) affected:	(All Wards);		

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

- 1.1 The Committee are being asked to give permission for officers to put the attached Tree Strategy out for public consultation. This process will follow similar methodology to the highly successful engagement used in developing the Open Spaces strategy, which highlighted the need for a tree strategy. Following consultation, the intention is to bring the strategy back to committee for further consideration.

2. RECOMMENDATIONS:

- 2.1 That the Committee agrees to the implementation of a new inspection regime for the City's parks and open spaces trees as set out in the strategy section 4.2 and appendix 2
- 2.2 That the Committee agrees that the attached strategy is put out for public consultation for all other aspects as set out in section 5, prior to returning the strategy to this committee for final approval and adoption.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The strategy identifies issues with our current arboricultural management the details of which are included within the document. The principal issues are listed below.
- 3.2 We are losing trees at a faster rate than we are replacing them on streets and that the ones that are replaced are potentially damaging the highway and obstructing the footways.
- 3.3 Our current tree inspection regime does not meet best practice in some areas. Short term action has already been taken to remedy this with this committee agreeing one off funding to deal with tree issues identified in the first round of park and open spaces inspections. Highway trees already have a reasonable inspection regime in place but park and open space tree inspection is inconsistent and not on a repeating programme

- 3.4 We have a number of disease tree disease threats and of particular current concern is Ash Die Back
- 3.5 There are many initiatives and strategies in place and being developed such as the Local Cycling & Walking Infrastructure Plan [LCWIP] and the next Local Transport Plan to take into consideration when selecting planting sites, Consultation and collaboration with other council teams will ensure new trees align with and complement other strategies, plans and workstreams e.g. highway/transport projects.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The council has no obligation to maintain street tree numbers but it is an area where there is a lot of public support for planting. There is no immediate need to act on this however if the trend continues the spaces previously occupied by trees are likely to become occupied by services and street furniture and it will become increasingly difficult to replace trees.
- 4.1.1 We are obliged to have a reasonable inspection regime and although there is no frequency stipulated in law the consultant has based their recommendations on previous legal cases and the Council has no option but to introduce an acceptable inspection regime for parks and open spaces trees.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 At this stage most consultation has been with technical experts, committee are being asked to approve going out to wider public consultation
- 5.2 The consultation methods used would be similar to the methods used for the Open Spaces Strategy which had a very good response. This may involve:
- Working with 'Community Works' In order to contact hard to reach groups whose membership covers 450 third sector groups including: disability, special needs, the elderly and those less able to access the internet.
 - Attending public meetings to promote the Strategy, learning from the audience about their issues and concerns.
 - Arrange outreach sessions in public buildings
 - Distribute publicity material to suitable establishments and 'Friends of Parks' and community groups, and erect Publicity material in the parks.
 - Publicising via the Communications team putting out tweets from the main council account which has 45,000 followers, re-tweeting by other council departments, promotion on Facebook.
- 5.3 In order to elicit a high response rate which can be analysed we will be asking some specific questions including:
- Should a comprehensive Elm disease prevention Programme remain a priority?
 - Should street trees be replaced as a priority considering the cost implications of potentially losing car parking spaces and creating road build outs
 - Should we address our current net loss of trees by investing in a tree planting programme subject to funding:

- Should we seek to raise money for trees through an external charity body like a Park Foundation
- Which of the recommendations should we consider to take forward our Tree Donation Scheme?
- Do members of the public want to support our work in Pest and disease prevention by signing up to mobile apps and becoming voluntary tree wardens?

6. CONCLUSION

- 6.1 It is important that the council has a strategy outlining how we will manage our existing tree stock safely and effectively but also to plan for the future of the local authority owned trees and woodlands. Effective community engagement will help ensure that we develop a strategy that meets the future needs and wishes of residents of the city.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The financial implications of the issues identified in the strategy are set out in the attached document. Introduction of a new inspection regime can be delivered within existing budgets. It is likely that this will identify work that requires doing which may not be deliverable within existing budgets. £30,000 has already been allocated for the cost of ash die back at part of 2019/20 budget setting.

Finance Officer Consulted: Jess Laing

Date: 24/09/2019

Legal Implications:

- 7.2 The Council's legal obligations in relation to the management of trees in its area are set out in Appendix 1 of the attached draft Tree Strategy.

Lawyer Consulted: Elizabeth Culbert

Date: 27/09/2019

Equalities Implications:

- 7.3 Poor selection of tree species, planting site and planting methods increases the problems experienced by people using the City's pavements this is particularly problematic for those with poor sight, mobility problems or with young children.

Sustainability Implications:

- 7.4 These are set out within the strategy

Any Other Significant Implications:

- 7.5 None

SUPPORTING DOCUMENTATION

Appendices:

1. Brighton and Hove City Council Draft Tree Strategy

Background Documents

None

Brighton & Hove City Council

Tree Strategy 9th DRAFT



This Tree Strategy has been produced on behalf of Brighton & Hove City Council with Connick Tree Care

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1 Councillor Foreword

To be completed...

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3 Executive Summary

The tree strategy demonstrates the important range of benefits trees play in improving our health, wealth, society and environment. Responders to the 2017 Open Spaces Strategy consultation voted trees as the most important asset within our open spaces. They are arguably one of the most positive subjects which the public are strongly connective to and protective of.

Brighton's Elm tree collection has been living happily alongside the populous for dozens of years and is recognised as a National Collection. The Elms also gave further credence to the international UNESCO designation awarded to Brighton and Lewes Downs in 2016. The strategy seeks to improve the protection of Elm trees and highlight the impact of resources to manage the City's trees.

The importance of Brighton's Elms nationally should not be overlooked, the Royal Forestry Society visit in October 2019 will look at Brighton Elms as a point of keen interest and a recent tweet from @Trevor Beattie, Chief Executive of the SDNPA, expressed concern about our recent loss of trees and Brighton as the last bastion of Elm trees falling.

In short, it should be argued that trees are *perhaps* the most valuable, cost effective and loved asset that the council manages. Trees are valued by most stakeholders and this strategy seeks to provide a range of observations, investigations, and recommendations to support this relationship.

The strategy looks at all aspects of tree management and usefully breaks down each section with the following headings:

- **The Current Situation**
- **Challenges**
- **Recommendations** (for committee and decision makers)
- **Actions** (for council officers and affected parties)

The Headline Current Situation:

A figure of £405,000 of additional investment is needed to meet the minimum requirement to ensure the council can replace felled trees each year and meet the new standards for inspections and works programmes for trees.

Investment is also needed to ensure a proactive approach to tree management is initiated to ensure that both Elm disease, Ash Dieback and any other biosecurity threats are effectively managed.

If the council were to lose control of Elm Disease it would be devastating; resulting in over 70% of the cities mature Elms trees requiring felling, removal and replacement at a cost of over 5 million pounds.

Moreover, this loss doesn't even take into account the further impact such a massive loss of mature trees might have on mitigating flooding, remembering that Brighton is ranked number eight in the country regarding flood risks.

The Primary Recommendations and Actions

Cityparks has already started the process to address the challenges for the Arboricultural Service and are at present:

- A) Restructuring both Cityparks and the Arboricultural Service which will result in more staff generally (even if that is by filling currently vacant posts.)

- B) Working with related departments such as Housing and Bereavement Services to invest in additional inspection and works programme.
- C) Identifying a viable solution to fund the £405,000 income gap which has been identified.

Section 4.8 and Appendix 8 present a case that trees should be a benefactor of the emerging Community Investment Fund which is being developed by the Planning department. Support for this ambition would resolve the resource challenge in a single stroke and would benefit other related departments such as, The Estates Team, City Transport, Bereavement Service, and Housing etc. all of which already invest revenue into managing trees. Therefore a recommendation being proposed is for support of the ambition to use CIL to mitigate the £405,000 shortfall for at least ten years

Almost twenty recommendations are put forward through this document which can be broadly split into four groups:

- The adoption of best practice legal / case law guidance
- The adoption of best practise standards of delivery
- The need to create a clear path for tree enquiries and tree maintenance priorities for efficient management by the council
- An effective way of managing trees under different committee ownership

A full list of the recommendations can be seen below which can also be found through the document.

1. A formal set of best practice tree guides and processes are adopted and distributed amongst the relevant departments and stakeholders. These guides will cover; Tree Enquiry Handling, Tree Inspections, Tree Site Assessments, Consultation and collaboration with other council teams to ensure new trees align with and complement other strategies, plans and workstreams e.g. highway/transport projects, Elm Disease Management, Ash Dieback management, Tree Selection and Planting (open spaces and on street), Tree pruning and root ingress management, Tree Trust Scheme donations and Biosecurity.
2. The Council ring-fence £500,000 annually of Community Infrastructure Fund whilst the details are finalised on the true cost to manage the city's tree stock.*
3. Cityparks should submit a Community Infrastructure Levy proposal for £500,000 to deliver a ten year tree programme for the city which will address the challenges identified by this strategy.
4. Trees are formally supported as an essential part of the urban Infrastructure.*
5. The Council adopts the tree inspections standards set out in Appendix 2, acknowledging the need to identify the investment shortfall required to deliver this initiative.
6. The Council adopts the Capital Asset Value for Amenity Trees pricing system (CAVAT) valuation method, to allow the council to more effectively claim compensation for damaged or lost trees as a result of construction or other activities.
7. The Council adopts the Arboricultural Associations Biosecurity Position Statement and DEFRA's Tree Health Resilience Strategy processes as summarised in Appendix 7.
8. Continue to prioritise a comprehensive programme to manage Elm disease.
9. Limit the percentage of Elms trees across the City to no more than circa 25% by replacing diseased and unsound Elms with other species where sensitive to the landscape value of the

tree population.

10. The Council adopts and implements the recommended process for managing Ash Dieback as outlined in Appendix 3, acknowledging the need to identify the investment shortfall required to deliver this improvement.
11. The Council agrees that all committees sign up to agreed practises for managing Elm Disease and Ash dieback.*
12. The tree list (Appendix 4), is adopted by the Council and stakeholders for specifying trees within the City as the primary selection tool where possible.
13. The Council ensures that all new planting schemes will be designed in line with the principles set out in this Tree Strategy.
14. Vehicular crossovers will not be considered viable if trees or their roots are likely to be adversely affected.
15. The council adopts the National Joint Utilities Group Guidance regarding underground service runs within the rooting area of trees, available at <http://streetworks.org.uk/wp-content/uploads/2016/09/V4-Trees-Issue-2-16-11-2007.pdf>.
16. The Arboricultural Service to apply for funding for Tree and Woodland grants when possible.
17. Tree Trust Scheme donations and practise should be reviewed.*
18. The emerging Parks Foundation develops a programme to invest in trees.

***Recommendations likely to need approval from other departments such as Planning or Policy Resources and Growth Committees.**

Actions

The tree strategy should remind all stakeholders of the close relationship many communities and individuals have with the cities trees; we should be reminded of their importance and beauty and should seek a comprehensive solution for their future as there are many real and present dangers facing their existence.

This tree strategy has identified the challenges, gaps and potential solutions to make this ambition, to benefit the City's trees, a reality for all.

Introduction

3.1 Why is a Tree Strategy Required?

This document has come at a time when the City and the Arboricultural Service are facing unprecedented tree and resource challenges. It also occurs in a moment when the public, politicians and much of the wider society recognises trees as being crucial for a 'healthy' City environment.

The successful management of a tree population is by its very nature, a long-term process and this strategy reflects this, emphasising the need for a review in five years. It is also intended to ensure trees gain the recognition and protection they deserve for providing individually and collectively, one of the most visually apparent contributions to the environment.

In addition the City needs a Tree Strategy because...

- Trees are one of the most valued and loved assets managed by the Council.
- Trees are one of the primary assets that can benefit Health, Economy, Society and the Environment.
- The 2017 adopted Open Spaces Strategy required that a 'Tree Strategy' was completed.
- The Open Spaces Strategy also required Cityparks to *'Review the required tree maintenance and inspections needed to ensure we meet our statutory requirements'*.
- There are currently failings in parts of the Arboricultural Service.
- Arboricultural Service links with other related departments need to be improved.
- Respond to staff resourcing challenges within the Arboricultural Service.
- The Council needs to ensure that the City's trees and woodlands are adequately protected and cared for.
- The Council needs to ensure the service meets its statutory obligations to manage a high risk and high value asset.
- Trees were voted by responders to Open Spaces Strategy consultation 2017 as being the most important asset in the City's Parks & Gardens.
- Tree diseases such as Ash dieback are of national concern and are impacting the City.
- Further delays would likely lead to greater costs and risks for the Council.

3.2 The Importance and Benefits of Trees

Most Council residents and visitors recognise the importance of trees in the city; but there are many other proven benefits of their role in society as listed below:

Table 1: Identifying the benefits trees provide.

Environmental	<ul style="list-style-type: none"> • Trees remove CO² to create a carbon sink. • Trees support wildlife throughout all areas of the City and increase biodiversity. • Trees provide shade within our streets, parks and open spaces to offer protection from the sun. • Trees intercept rainwater helping to prevent localised flooding. • Trees prevent soil erosion.
Health	<ul style="list-style-type: none"> • Trees provide a positive impact on mental health and wellbeing. • Trees help lower risk of skin cancer by providing shade. • Trees help improve air quality reducing the chances of asthma and other respiratory conditions by removing harmful particles.
Social	<ul style="list-style-type: none"> • Trees provide a heightened sense of pride in a place. • Provide seasonal interest through their flowers, fruit, autumn colour and dormancy. • Provide an educational resource. • Trees have been credited in United States to have reduced crime in some towns. • The preservation of an Elm collection in the UK
Economic	<ul style="list-style-type: none"> • The presence of trees can increase property values. • Retail areas with trees perform better. • Urban trees improve the health of local populations, reducing healthcare costs. • They can provide a potential long-term renewable energy resource. • Increase the value of residential properties with tree lined streets by up to 15%. • Increase the desirability of business to locate within a city.

(TDAG, 2010)

In addition to the Environmental, Health, Social and Economic benefits, trees within Brighton & Hove are of historic and national importance. Over 17,000 Elm trees form the National Elm collection granted by Plant Heritage; including 103 different cultivars and veteran specimens exist within the Royal Pavilion and Coronation Gardens.

Key heritage specimens were the 'Preston Twins' at Preston Park, believed to be the largest and oldest surviving English Elms in Europe and those that frame the perimeter of The Level. Sadly, one of the Preston twins has recently succumbed to Elm Disease and will be removed before 2020.

3.3 Trees within the City

The City environment for trees is characterised by coastal exposure, chalk soil and increasing building developments; all taking place on land constrained between the South Downs and the Sea.

The City's tree stock has not been fully mapped out, but a process to audit all trees on Council owned land is in progress. This will provide valuable information to aid the future management of trees.

Council owned trees are spread across the following areas:

- Highways
- Parks and Open Spaces
- Woodlands
- Housing
- Cemeteries
- Education and Social Services

3.4 The Arboricultural Service

Trees within the City are primarily managed by the Councils Arboricultural Service that sits within Cityparks. This department also assists with the management of trees for Bereavement Services and Housing.

Trees also occur within other Council departments such as in Policy and Resources and Education; on third-party land including Railways and Highways (England). At these locations third party contractors undertake the works.

The current Arboricultural service comprises:

- An arboricultural officer in operations responsible for the in-house establishment of ten staff (currently six staff in post).
- A full time arboricultural officer with responsibility for statutory planning functions, including Tree Preservation Orders.
- A part time administrator.

The team's responsibilities include:

1. Maintaining the City's trees.
2. Statutory planning functions, responding to planning enquiries and Tree Preservation Order requests.
3. Responding to all general enquiries and housing department enquiries.
4. Site visits, reporting and advice.
5. Management and monitoring the delivery of tree inspection and maintenance of trees within the public highways, parks, open spaces and bereavement services, using in-house and external contractors.
6. Management and monitoring of the Elm and other tree Diseases.
7. All aspects of tree planting including the Tree Trust scheme.
8. Publicising tree works.

The in-house Arborists are supported by approved term contractors, who undertake physical tree work. External Arboriculturist's and external Highways contractors provide civil engineering works when required on the streetscapes.

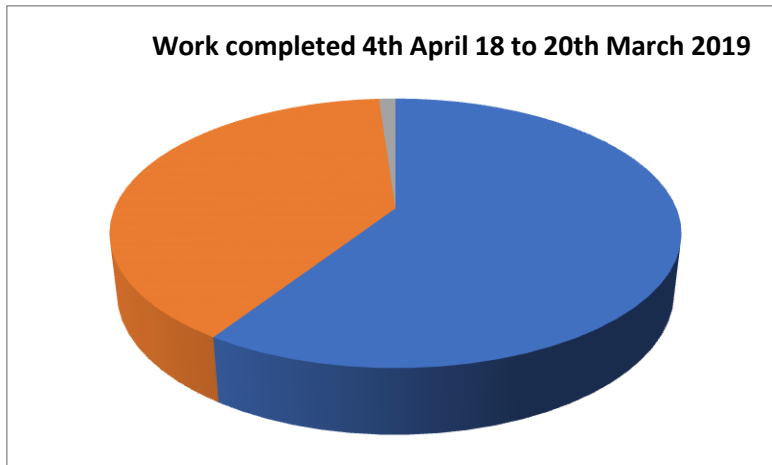


Figure 1: Illustrating percentage of works completed by external contractors in blue on the right is currently more than the in-house team on the left in orange. The small grey slither in the middle on the top reflects works on highways.

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4 Tree Management

4.1 Tree Enquiries

The Current Situation

- The Arboricultural Service responds to in-excess of 200 internal and external enquiries every week.
- The Arboriculture Officer prioritises work according to level of risk and whether or not the tree is located on Cityparks, Housing or Bereavement Services land.
- The Council ensures the trees within Brighton and Hove are maintained through a number of policies, process and procedures; see Appendix 1.
- The Arboricultural Service work closely with the Housing, Cityparks, and Cityclean Contact Centres who each have their own customer service recording processes which are being updated over the next 18 months (2019-2021).

Challenges

1. Stakeholders are not receiving an effective or efficient service from the Arboricultural Service due to resource challenges and undeveloped processes.

Actions

- A. Overhaul of the Arboricultural Service administrative systems led by the future Administrative Team Leader working with related departments (appointment due October 2019).

4.2 Tree Inspections

The Current Situation

Street trees are typically inspected at four-yearly intervals but this could be shorter or longer depending on resources and site conditions. Inspections are undertaken and recorded by arboriculturists primarily to identify defects or hazards that present a risk. These are then recorded on the Council's tree asset management system (ARBORtrack).

Where necessary, the inspectors will prescribe the appropriate tree works to reduce the risk. They will also seek to rectify any actionable issues and programme any routine maintenance. Some tree problems may necessitate the implementation of a more frequent inspection regime or require a further aerial inspection undertaken by staff climbing the tree and/or more examination using decay detection equipment.

Trees within parks, open spaces, housing and cemeteries are currently being inspected more comprehensively as from late 2018, this work should be completed across the entire city by 2021 due to additional funding being identified. Works identified from these inspections is split between urgent works that are undertaken immediately and programmed works that should be completed within an allotted time frame.

Performance and Resources department manage their Woodland and Estates land with four yearly inspections using external contractors. Educational institutes manage their facilities independently from the Arboricultural Service; their frequency will vary.

Challenges

- Recent legal findings have concluded that more frequent inspections should be utilised for high risk areas such as street trees. This would result in BHCC needing to double their rate of inspections in some areas, totalling approximately £95,000 per annum. See appendix 2
- Current budgets do not allow for the amount of work that is needed to meet the emerging best practice standards.
- The Arboricultural Service is behind on its current workload and is unlikely to catch up without additional staff resources.
- Procuring staff to Arboriculturist (Tree Surgeon) role is difficult as the council's current salaries are lower than the market rate.
- The programmed list of works is lagging behind meaning some elements are moving into the urgent category from a previously timetabled status.

Recommendations

1. **The Council adopts the tree inspections standards set out in Appendix 2, acknowledging the need to identify the investment shortfall required to deliver this initiative.**

Actions

- A. Ensure best practice standards are distributed through corporate health and safety to all relevant departments.

4.3 Tree Pruning and Felling Works

The Current Situation

The Council currently undertakes a mixture of both proactive and re-active works upon its tree stock. The works are as a result of either routine management or following ad-hoc inspection in response to an enquiry.

The Council tries to adopt a minimal intervention approach to tree management. There is an inherent weakness once trees are pruned within the re-growth, which has a greater propensity of branch failure or collapse in the future. Pruning work is carried out typically over a four-year cyclical programme following the routine tree surveys but this time frame could be shorter or longer depending on resources and site conditions.

4.3.1 Tree Removal

The Council's key principle is to protect and retain existing street trees and will not remove trees without careful consideration. Trees will only be removed where:

- It poses a potential risk of injury or damage and the problem cannot be remedied by pruning or suitable engineering solutions.
- It is causing an obstruction to the Highway and Highway Footpaths and the problem cannot be remedied by pruning or suitable engineering solutions.
- It is proven to be the cause of structural damage.
- The loss will be advantageous to the tree stock and in accordance with good arboricultural practice e.g. to limit the spread of disease.
- An agreed senior management or Councillor decisions, e.g. through a planning decisions.

4.3.2 Inappropriate Tree Work Operations

The Council will not normally carry out tree works which may result in unnecessary damage to trees and will normally refuse works if requested for the following reasons:

- Interference with television/satellite signals and private CCTV operations.
- Shade prevention.
- Seasonal nuisances such as flower, seed or fruit fall.
- Residents' perception that a tree is too large.
- Obstruction of a view or light.
- Branches are overhanging a neighbour's garden.
- Prevention of animal and insect droppings or squirrel access.

Note: Third parties are not permitted to access Council land in order to carry out works to trees that are within its control.

4.3.3 Root Ingress

The Council conducts site visits to assess root ingress and can conduct remedial pruning of the roots to enable the tree to remain in situ on Highways footways.

The Council is unable to prevent ingress of roots to adjacent gardens and will not therefore undertake root removal where this has occurred.

The Council will not accept responsibility for tree roots that have gained access to drains or services if those services are in disrepair.

Challenges

- Not meeting time schedules specified to stakeholders for tree works due to limited resources.
- There are inconsistencies in departments understanding of tree works and processes.
- The public and other stakeholders have limited guidance about tree practices and policies.

Recommendations

1. **A formal set of best practice tree guides and processes are adopted and distributed amongst the relevant departments and stakeholders. These guides will cover; Tree Enquiry Handling, Tree Inspections, Tree Site Assessments, Consultation and collaboration with other council teams to ensure new trees align with and complement other strategies, plans and workstreams e.g. highway/transport projects, Elm Disease Management, Ash Dieback management, Tree Selection and Planting (open spaces and on street), Tree pruning and root ingress management, Tree Trust Scheme donations and Biosecurity.**

Action

- a) The Arboricultural Service to investigate if other departments such as Education and Policy and Resource services can mirror and adopt the emerging best practice guidance.

4.4 Managing Pests and Diseases

4.4.1 Biosecurity

The Current Situation

To ensure a healthy and sustained tree stock within the City, the Arboricultural Service will take appropriate measures to prevent or reduce the introduction and spread of harmful organisms.

The arboriculture officers keep abreast of emerging threats and manage existing ones.

Challenges

- An overarching strategy for Biosecurity, Pest and Disease is needed to safeguard the City's tree stock.
- There are still a number of risks regarding Biosecurity that need to be addressed such as sourcing non-diseased new tree stock and the timely removal of Elm diseased wood by third parties.
- We are missing opportunities to utilise the public or third parties in identifying pest and diseases.

Recommendation

1. **The Council adopts the Arboricultural Associations Biosecurity Position Statement and DEFRA's Tree Health Resilience Strategy processes as summarised in Appendix 7.**

Action

- A. Encourage Land owners and the public to record any notifiable or recent pest or disease identified using the Tree-Alert app or website which can be found at <https://www.forestresearch.gov.uk/tools-and-resources/tree-alert>

4.4.2 Elm Disease

Elm Disease is a serious disease of Elms caused by the fungus *Ophiostoma novo-ulmi*. It is a type of disease known as a vascular wilt because the fungus blocks the vascular (water transport) system, causing the branches to wilt and die. It is spread by elm bark beetles. Damage is usually seen in summer and early autumn.



You may see the following symptoms:

- At any time in the summer months, all or part of the foliage suddenly turns yellow, then wilts, shrivels and dies
- Peeling off the bark from affected branches will reveal brown streaks in the outer wood, which appear as a broken or continuous brown ring in the outer growth ring if the branch is cut across.

The Current Situation

The Council proactively manages the control of Elm Disease. The Arboricultural Service currently undertakes Elm Disease spotting during June-September. If Elm Disease is detected the infected tree will be removed as soon as practicable and the dead wood is then taken to a burn-site to prevent the infestation of the beetles that carry the disease from inhabiting and breeding in the old bark. This process is known as 'sanitation'.

The Councils' current practise for Elm management is something to be proud of and is replicated by Edinburgh City Council who has managed and retains 15,000 Elm trees.

Challenges

- The Arboricultural Service resources are limited so they are continually challenged to maintain best practice for the management of Elm Disease.
- The growing work load has resulted in work slipping behind schedule which means that any less than optimum response to disease continues to pose a threat to Elm's within the city.
- The ineffective control of third parties infected logs is a significant concern for the Service.
- The city is losing dozens of Elm trees each year, with 2019 looking particularly bad for the Disease.
- The priority to manage Elm disease means other works cannot go forward across the city.
- **If the city lost control of Elm disease this could result in around 80% of Elms needing to be removed. This could result in Elms being felled at the cost of over £5,000,000. The final bill would also need to include: pavement and highways works, additional tree removal and replanting. The final management and replacement bill could conservatively exceed £10,000,000.**

Recommendations

1. **Limit the percentage of Elms trees across the City to no more than circa 25% by replacing diseased and unsound Elms with other species where sensitive to the landscape value of the tree population.**
2. **The Council agrees that all committees should sign up to agreed practises for managing Elm Disease.**

Action

- A. Proactively invest in the Arboriculture Service as an efficiency measure which would provide the most robust strategy to keep Elm Disease under control.

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4.4.3 Ash Dieback

Ash dieback affects Ash trees and is caused by a fungus. It blocks the water transport systems in trees causing leaf loss, lesions in the wood and on the bark and ultimately the dieback of the crown of the tree.

The Current Situation

At present the Council like many local authorities are only monitoring the ash dieback threat.



Challenges

Ash dieback has the potential to cause significant damage to the UK's ash population, with implications for woodland biodiversity and ecology, and for the hardwood industries. Experience indicates that it can kill young and coppiced ash trees quite quickly. However, older trees can resist it for some time until prolonged exposure, or another pest or pathogen eventually causes them to succumb. Ash is one of our most useful and versatile native tree species, providing valuable habitat for a wide range of dependent species. It can grow in a variety of soils and climatic conditions. The 'airy' nature of its foliage allows light to penetrate to the woodland floor, encouraging ground plants and fauna. A number of insects, other invertebrates, lichens and mosses depend wholly on ash for habitat.' Text and image above linked from www.forestresearch.gov.uk

- **An estimated 75% of street trees and 50% of Woodland Ash trees will need to be removed from the city costing around £1,500,000 over ten years. See Appendix 3.**
- Ash Dieback is an emerging threat to the City's Ash population. It is most noticeable along the road over the Downs to Ditchling and along the A27, it is also prevalent in many of the small woodland areas and at Stanmer Estate Woods.
- Approximately 25% (125 hectares), of the city's 500 hectares of woodlands are believed to be Ash trees.
- At present the council has no formal process to manage Ash Dieback.

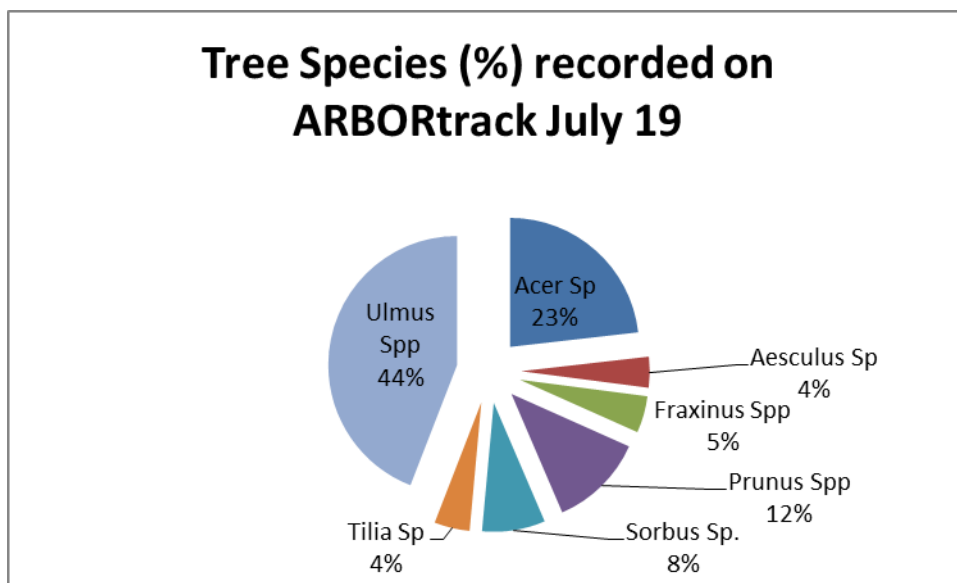
Recommendations

1. **The Council adopts and implements the recommended process for managing Ash Dieback as outlined in Appendix 3, acknowledging the need to identify the investment shortfall required to deliver this improvement.**
2. **The Council agrees that all committees sign up to agreed practises for managing Elm Disease and Ash dieback.**
3. **The emerging Parks Foundation develops a programme to invest in trees.**

4.5 Tree Selection and Planting

The Current Situation

The current tree stock, (excluding woodland) within Brighton and Hove is heavily dependent upon Elms (Ulmaceae), Maples, including Sycamore (Acer) and Cherry (Prunus).



In general new trees are planted from the West to the East of the City utilising the annual planting budget of £15,000.

There are two tree donation schemes running within the Council: the first Donation is run by Bereavement Services and the second is a Tree Trust scheme run by Cityparks. These enable a member of the public to donate and have a dedicated tree planted in the city.

The car parking team are receiving trees for planting, in response parking machines being removed. At present over 150 trees are to be donated to the city as part of this programme.

The 'Plant your Postcode' scheme launched July 2019, funded by Campaign for Rural England (CPRE) local business and public seeking to work with local communities to plant trees.

Challenges

- **Approximately an additional 100 trees should be planted in hard and soft landscapes each year, which would cost on average £2000 each (£200,000 annually).**
- Only 40-60 % of trees lost in 2017 and 2018 were replaced, see figure 1 below.
- The City is too reliant on the Elms which represent around 40% of all mature tree stock.
- Many of the Elm Trees are over 100 years old which means that a significant number may be lost over a short period of time as they become older and weakened.
- The on-going net loss of trees and the tree canopy will eventually have a negative impact on the city's health, wealth, society and environment if not reversed.



Figure 2: Showing Comparison between Trees Removed, and Trees Planted in 2017 and 2018

Recommendations

- 1. Limit the percentage of Elms in its tree stock to no more than around 25% of all trees so that the city's tree population is more resilient.**
- 2. The tree list (Appendix 4), is adopted by the Council and stakeholders for specifying trees within the City as the primary selection tool where possible.**
- 3. Cityparks should submit a Community Infrastructure Levy proposal for £500,000 to deliver a ten year tree programme for the city which will address the challenges identified by this strategy.**

Actions

- A. The Council will encourage local support for tree planting within its parks and open spaces through its Tree Trust Scheme.**
- B. All relevant internal and external stakeholders to adopt and utilise the plant list.**

4.5.1 Tree Pit Assessments

The Current Situation

Empty tree pits and trees removed are recorded on ARBORtrack and give an indication of where new street trees could be accommodated.

Tree sites are assessed by the Arboriculture Team Leader and trees are ordered and replaced where required.

Tree replacement also occurs on an ad-hoc basis through the Tree Trust fund or to commemorate a significant event.

Challenges

- Staff resources are not available to assess existing or proposed tree pits.
- There isn't a consistent tree pit assessment for trees planted across the city.
- New tree pits tend to be in open spaces and sites rather than in locations where there may be stump removal, utilities, engineering work and other costs which are not covered by the basic costs for tree planting.

Recommendations

1. **A formal set of best practice tree guides and processes are adopted and distributed amongst the relevant departments and stakeholders. These guides will cover; Tree Enquiry Handling, Tree Inspections, Tree Site Assessments, Consultation and collaboration with other council teams to ensure new trees align with and complement other strategies, plans and workstreams e.g. highway/transport projects, Elm Disease Management, Ash Dieback management, Tree Selection and Planting (open spaces and on street), Tree pruning and root ingress management, Tree Trust Scheme donations and Biosecurity.**

4.5.2 Tree Planting

The Current Situation

New tree planting can be done by the Arboriculture Service or external contractors. Tree pit specifications vary considerably across the city. Tree planting costs can vary between £300 and £5000 depending on the location and civil engineering issues.

Challenges

- Situations have occurred where tree planting has impinged on the highway or conflicts with other trees or buildings.
- Vacant tree pits or those containing stumps are located across the City with an uncertain future as a visual eyesore and potential hazard.
- There is currently no comprehensive programme to address all the cities tree stumps which may be the best locations for future street trees.
- There is a backlog of replacement planting because of the significant cost of replanting in Highways where stump removal and other kerb and pavement works are required.
- Staff resource issue where each site has to be assessed individually and follow up work is required to prepare the tree pit.
- There is a need for adoption of planting specifications and requirements in different locations to be agreed by City Transport and Cityparks. See Appendix 5
- New highways recommendations are that all trees will be located with enough space that their crowns do not over hang the public carriageway at the time of planting and their trunk should be a minimum of 300mm away from the rear carriageway kerb edge at maturity. In this case there would be very few street trees replaced because the Highway footpaths tend to be much narrower than this would allow. Alternatively there could be other considerations taken into account to accommodate trees, for example;
 1. A requirement for a build out to enable retention of accessible footpath is likely to incur costly engineering for street trees.
 2. The loss of income from parking revenue due to the loss of car parking.
 3. A reduction in larger species trees being planted where pollution is most problematic.

Recommendation

1. **The Council ring-fence £500,000 annually of Community Infrastructure Fund whilst the details are finalised on the true cost to manage the city's tree stock.**
2. **The tree list (Appendix 4), is adopted by the Council and stakeholders for specifying trees within the City as the primary selection tool where possible.**
3. **The Council ensures that all new planting schemes will be designed in line with the principles set out in this Tree Strategy**
4. **Trees are formally supported as an essential part of the urban Infrastructure.**

4.6 Privately Owned Trees

4.6.1 Protection of Privately-Owned Trees

The Current Situation

4.6.2 Conservation Areas

Many of Brighton and Hove's private trees are protected by law under the Town and Country Planning Act. Tree owners within the City's Conservation Areas are required by law to give the Council six weeks notification should they wish to remove or prune any part of a tree (including roots).

4.6.3 Tree Preservation Orders

Under the same legislation the Council also has the power to protect trees which are of particular amenity value by serving a Tree Preservation Order (TPO). They can be used to protect any tree but are mostly used for trees on private land. The order requires the permission from the Planning Authority prior to undertaking tree removal or pruning of any live part of the tree (including roots).

Anyone wishing to remove or undertake pruning works to a tree protected by a TPO is required to make a formal application to the Planning Department using the appropriate form. Once the application has been registered, the Council's Arboricultural Service will assess the proposal and provide recommendations to the Planning Department. The Planning administration and any enquiries are managed by the Arboricultural Service and the decision notice detailing the outcome of the process is normally issued within 8 weeks.

In the UK trees that are pruned or removed without prior consent from the Council could lead to a fine of up to £20,000 plus cost as seen in at this link <https://www.bbc.co.uk/news/uk-england-dorset-20466753>.

Further information on conservation areas and tree preservation orders can be found on the Council's website <https://www.brighton-hove.gov.uk/content/leisure-and-libraries/parks-and-green-spaces/tree-preservation-orders>.

4.6.4 Works to Privately-Owned Trees /Hedges

The Council is unable to assist in civil disputes regarding privately owned trees and will only become involved with High Hedges disputes upon receipt of a complaint that conforms to the requirements outlined within the guidance provided on our website and the appropriate fee.

<https://www.brighton-hove.gov.uk/content/leisure-and-libraries/parks-and-green-spaces/tree-preservation-orders>

4.7 Trees and Developments

The Current Situation

Where developments are likely to result in any impact upon protected trees or trees located within Cityparks maintained land, the Arboricultural Service are consulted by the Planning department at the pre-application stage and prior to any approval being given for the development.

The Council's Arboricultural Service is sometimes consulted on developments resulting in the adoption of Highways or land to be used for public recreation at public expense. Tree planting schemes including species selection and design should be approved and commuted sums for future management agreed.

Challenges

- Not all development proposals are conveyed to the Arboricultural Service.
- Insufficient resources to monitor development work allowing trees to be damaged.
- Loss or damage to public trees with no compensation to fund replacements.
- New schemes being adopted where new planting results in high management costs.
- Limited guidance regarding the impact of utilities on trees.
- The implementation of underground utilities may damage the roots of existing trees.
- Unknown cost to resources.

Recommendations

1. **The Council adopts the Capital Asset Value for Amenity Trees pricing system (CAVAT) valuation method, to allow the council to more effectively claim compensation for damaged or lost trees as a result of construction or other activities.**
2. **The council adopts the National Joint Utilities Group Guidance regarding underground service runs within the rooting area of trees, available at <http://streetworks.org.uk/wp-content/uploads/2016/09/V4-Trees-Issue-2-16-11-2007.pdf>.**

4.7.1 Vehicular Crossovers

The Current Situation

Where trees are potentially impacted by vehicle cross over applications, the highways inspectors consult with the Arboricultural Service following payment by the applicant. The Arboricultural Service will then assess the amenity value of the tree.

A site visit is undertaken to decide the impact on the tree. In some cases trees can be relocated if feasible. When relocation occurs the costs would also be borne out by the applicant.

Challenges

- Vehicular Crossovers within the City can result in damage to street trees if they are not managed or assessed effectively.
- The Councils Current Driveways and Drop kerb guidance allows for intervention as close as one meter to the tree which could still be very detrimental depending on the tree roots and the construction.

Recommendation

- 1. Vehicular crossovers will only be considered viable if trees or their roots are unlikely to be adversely affected.**

Actions

- A. The council's driveways and drop kerbs guidance is reviewed and updated by the Arboriculture service with the planning department.

4.8 Funding

4.8.1 Core funding

The Current Situation

The Council spends around £700,000 each year to manage the city's trees. Utilising external contractors with the internal workforce allows flexibility in the summer months when there is less work. A small amount of income is generated from donations for trees but this rarely covers the full cost of installation except when they are planted in grass areas. Recently the Environment Transport and Sustainability committee agreed to fund Cityparks proposals to spend an additional £500,000 on tree related works. A further £50,000 was secured for tree planting through section 106 money. 150 trees have also been donated for planting through the carbon saving scheme linked to the removal of car parking meters from the streetscape.

Challenges

- The Council is at critical point in the life of the city's trees and a number of important tree related reports have already been completed which will need resources to monitor and implement, which include: The Open Spaces Strategy (2017), Annual tree inspection report (on-going), The Stanmer Woodland Management Plan (2018).
- Elm and Ash diseases will both require resources to keep the public safe.
- New funding will be needed following the inspections report to implement the works.
- Additional money will need to be found to reverse the net loss of tree planting in the city.
- In short there will be a gap in funding available to address the trees challenges identified in this Strategy.

The following table compile the varying funding gaps identified in this strategy:

No.	Currently unfunded Tree Costs	Estimated annual cost for the next ten years to address challenge.
1.	Maintaining the current tree stock numbers based on 2017/2018	£200,000 (replanting 100 trees in parks and streets approximately £2,000 each)
2.	Tree inspections	£40,000 (see appendix 2 and item number 6 below)
3.	Ash street tree replacement (based on £2,000/tree replacement see appendix 3)	£55,000 (see appendix 2)
4.	Ash Dieback management excluding street trees	£110,000 (see appendix 3)
	Estimated Total Unfunded	£405,000
5.	Civil engineering repairs around trees	£150,000 (set aside budget minimum cost)
6.	Current inspection investment	£45,000 (Current estimated inspections being undertaken by internal and external Arboricultural staff.)
7.	Responsive Tree pruning/felling	£620,000 (Within existing budgets)

*It is anticipated that `Ash dieback will only occur for limited amount of years as opposed to annually as the Ash trees would be permanently lost.

The table below shows the available funding in black to deal with this shortfall and possible future funding streams. The words in *red italics* reflect shortfalls in funding and the *green* 2021 column alludes to the potential to be fully funded.

It should be noted that inspections works are essential; maintaining tree planting numbers can be increased in later years although if left too long planting spaces will be lost in streets. Ash Dieback could be delayed by a year or two with limited issues. An improved inspection regime is likely to result in higher maintenance costs and a probable peak initially which would then tail off but costs are currently unknown.

No.	Current unfunded or partially funded Tree Costs	2019	2020	2021
1.	Maintaining the current tree stock numbers based on 2017/2018	£200,000 funding already agreed by ETS from underspend provision	<i>£200,000</i> This could be addressed in the 2020 budget setting process	£200,000
2.	Tree inspections	This is being covered from within existing budgets within Cityparks	This is being covered from within existing budgets within Cityparks	Options would be either to make permanent changes to budget allocation which would impact on the area losing the budget or also seek Community Infrastructure Level funding
3.	Ash street tree replacement (based on £2,000/tree replacement see appendix 3)	<i>£55,000</i>	<i>£55,000</i> <i>Removal costs will have to be addressed in the 2020 budget setting process and replanting could be addressed</i>	£55,000
4.	Ash Dieback management at 50% tree loss*	<i>£110,000</i> £30,000 has be allocated towards this cost and will deal with all immediate problems	<i>£110,000</i> <i>This will have to be addressed in the 2020 budget setting process</i>	£110,000
	Estimated Total Unfunded	<i>£165,000</i>	<i>£365,000</i>	£365,000
No.		2019	2020	2021

In 2021 the Council is due to introduce the community Infrastructure Levy [CIL] ,as set out in Appendix 8; trees meet many of the criteria for the funding and depending on future decisions on allocation of CIL, it could be used to deal with part or all of this budget pressure.

Recommendations

1. **The Council ring-fence £500,000 annually of Community Infrastructure Fund whilst the details are finalised on the true cost to manage the city's tree stock.**
2. **Cityparks should submit a Community Infrastructure Levy proposal for £500,000 to deliver a ten year tree programme for the city which will address the challenges identified by this strategy.**
3. **The emerging Parks Foundation develops a programme to invest in trees.**

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4.8.2 Tree Donation Scheme

The Current Situation

The Tree Trust Scheme is a resource which allows the local community and individual residents to sponsor tree planting. The scheme currently only allows for trees to be planted within public parks and a fee of £319.00 is required.

The cost of planting a tree will vary depending on the species and size chosen. A number of trees such as Elm, Oak, and Yew can live to over 100 years old. A typical elm tree in a street costs about £8,500 to maintain assuming it lives to around 70 years old.

Challenges

- Given the potential high cost for planting trees in streets and the long term maintenance, the Council should review the contribution from the public or businesses.
- The cost of £319.00 does not fully cover the cost to plant a tree in hard landscaping areas.
- Cityparks are potentially missing opportunities to raise more investment from tree donations for trees.
- The cost of replacing larger trees in the streetscape is very variable but it is not unusual to spend £4000 to replant, as the footway and carriageway often need extensive repairing.

Recommendation

1. **Tree Trust Scheme donations and practise should be reviewed.**

Actions

- A. Work with Bereavement Services to develop a more consistent approach so it is easier for the public to access and navigate the services.

***** End of Main Document *****

5 References

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- UK Roads Liaison Group, 2016. Well-managed highway infrastructure, A Code of Practise. Available at <http://www.ukroadsliaisongroup.org/en/guidance/codes-of-practice.cfm>

Appendices

Appendix I

Our Statutory Obligations

The Council are obliged to manage the trees in its responsibility within a reasonable and appropriate manner under statutory obligations which principally are the Highways Act 1980 and the Occupiers Liability Acts 1957 and 1984.

Contractors working within the City must operate to the guidance set out within The New Roads and Street Work Act 1991; Health and Safety at Work Act 1974 and the Wildlife and Countryside Act 1981.

The Town and Country Planning Act 1990 places a duty upon the Council to assess the impact of tree loss within the City; where the loss is likely to have a significant impact upon the local and wider landscape, the Local Authority must consider protecting trees through the Tree Preservation Order process.

The Council fulfils their responsibilities by employing professional Arboriculturists, who are suitably qualified and experienced in the delivery of statute and policy relating to Arboricultural Management.

Overarching Policies

This strategy has been created following a review of national, regional and local policy. The review has enabled a greater understanding of the overarching policy framework, and relevant policy areas have been captured in this strategy. The key policy documents are identified below:

This policy links to overarching National, Regional and Local policies including:

- The National Planning Policy Framework
- The Town and Country Planning Act 1990
- Brighton and Hove Public Realm Strategy
- The South Downs Local Plan
- The Council's Open Space Strategy (2017)
- The Council's City Plan Part 1 and Part 2 and adopted supplementary documents
- A Green Network for Brighton and Hove Final Report (2009)
- Biosphere Management Strategy 2014-2019

Appendix 2

Tree Inspection Process and Frequency Guidance

Introduction

The Council is required to ensure all trees within its responsibility are maintained in a reasonable manner, ensuring it meets its statutory requirements. To meet this a pragmatic approach to surveying its tree stock is essential. This document sets out the approach the Council will undertake to do this.

Implementation

The Council will fulfil its responsibilities by employing suitably qualified arboricultural officers to deliver the statue requirements and polices relating to Arboricultural Management.

The Council will meet its requirement to manage the trees within their responsibility by undertaking more rigorous best practice standards for routine tree inspections. The frequency of inspections would in some instances double from our current rate which would require additional resources.

No.	Tree Location	Current Frequency	Future Frequency
1.	Major strategic roads and locally important roads or pathways	4 Years	2 Years
2.	Minor roads , including residential,	4 Years	4 Years unless large mature trees identified within high occupancy areas have been identified. Then the frequencies for those trees are every 2 years.
3.	All Parks trees within falling distance of major highways.	Ad-Hoc reactive	2 Years
4.	All Parks trees within falling distance of constructed footways, access roads or built structures (owned and third party) within parks	Ad-Hoc reactive	4 Years unless large mature trees identified within high occupancy areas have been identified. Then the frequencies for those trees are every 2 years.
5.	All remaining Parks areas	Ad-Hoc reactive	4 Years unless large mature trees identified within high occupancy risk areas have been identified. Then the frequencies for those trees are every 2 years.
6.	Housing, Cemeteries, Allotments	Ad-Hoc reactive	4 Years unless large mature trees identified within high occupancy risk areas have been identified. Then the frequencies for those trees are every 2 years.
7.	Policy and Resources	5 Years	4 Years unless large mature trees identified within high occupancy risk areas have been identified. Then the frequencies for those trees are every 2 years.

Highway tree inspections will include all trees within, and in falling distance, of the highway in line with the guidance set out in the UK Road Liaison Groups Well-Managed Highway Infrastructure.

The future survey frequencies are based on the principles of the [National Tree Safety Group](#) guidance “Common sense risk management of trees”. This system aims to be both clear and manageable.

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Tree Works Funding Programme

Tree Works	Current costs	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026
Tree Works	620,500	620,500	620,500	620,500	620,500	620,500	620,500	620,500
Planning advice	40,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
Central costs	59,000	59,000	59,000	59,000	59,000	59,000	59,000	59,000
Tree Inspection Programme								
Strategic & important roads		24,750	24,750	24,750	24,750	24,750	24,750	24,750
Minor roads		1,125	1,125	1,125	1,125	1,125	1,125	1,125
Parks near paths or structures		3,750	3,750	3,750	3,750	3,750	3,750	3,750
Parks (other)		26,250	26,250	26,250	26,250	26,250	26,250	26,250
Schools		3,000	3,000	3,000	3,000	3,000	3,000	3,000
Bereavement		1,000	1,000	1,000	1,000	1,000	1,000	1,000
Housing and other clients		12,000	12,000	12,000	12,000	12,000	12,000	12,000
Disease inspections (DED and AD)		24,000	24,000	24,000	24,000	24,000	24,000	24,000
Total Inspection Cost		95,875	95,875	95,875	95,875	95,875	95,875	95,875
Ash Dieback Removal								
Street removal		17,000	17,000	17,000	17,000	17,000	17,000	17,000
Woodland removal		93,750	93,750	93,750	93,750	93,750	93,750	93,750
Wider Maintenance Programmes								
Map trees/licencing of Arbortrack	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500
Street Planting		44,000	44,000	44,000	44,000	44,000	44,000	44,000
Parks Planting		38,600	38,600	38,600	38,600	38,600	38,600	38,600
Planting (woodlands)		10,000	10,000	10,000	10,000	10,000	10,000	10,000
Annual cost (£)	722,000	1,117,100	1,021,225	1,021,225	1,021,225	1,021,225	1,021,225	1,021,225

Tree Works Notes

- Arboricultural budget is for maintenance and a planning function plus central costs
- Assuming 14,500 strategic highways & 1,500 minor roads trees
- Assuming 5,000 parks near paths structures & 35,000 within open grounds
- Disease inspection based on 80 days at £300.00 a day
- Based on 10 year removal programme at 75% loss. In woodlands these figures are based on only 50% of those trees dying requiring removal.
- Inspection costs at £3 per tree (ash dieback - street)
- Based on 10 year removal programme at 75% loss
- Planting costs @ £440.67 per tree for streets and £380.60 for soft landscaping.
- Planting costs @ £20/tree (woodland)
- Based on 17,000 elm trees

The surveys will be undertaken through a rotation of areas which have been organised by wards (see figure 2 below).



Figure 3: Showing Area break down by wards.

Inspection methodology.

1. All trees over 100mm in stem diameter measured at 1.5m above ground level or greater than 4m in height will be surveyed. Where trees form obvious woodland areas or dense groups they will be treated as such and assessed as whole. Any individual tree identified as defective and requiring works within a Woodland or Group will be identified individually.
2. Woodland areas will be surveyed and split into easy identifiable compartments defined by existing features such as footpaths or characteristics. If already under a Woodland Management Plan use the compartments already identified. Special attention is to be given to areas around site entrances, adjacent to property, boundaries, roads, footways or PROW's and seating.
3. The inspections will be carried out from ground level using the Visual Tree Assessment (VTA) method (Mattheck, C and Breloer, H, 1994) examining the external features of each individual tree.

9th Draft: For internal Comment Only

4. Newly planted trees or trees smaller than 150mm in diameter or shorter than 4m in height, will only be identified where they are individual stands.
5. All trees identified will be marked using metal tree tags/paint where appropriate to allow for identification.
6. All trees will have an appropriate re-inspection frequency assigned to it.
7. All tree data will be recorded using the Councils ARBORtrack tree management software.

Recording

All tree surveys/inspections will be recorded within the Council tree asset management system ARBORtrack.

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Appendix 3

Ash Dieback

In 2013 Ash Dieback Disease was identified within the wider environment, this disease is caused by the fungus *Hymenoscyphus fraxineus* and leads to leaf loss, crown dieback and bark lesions in affected trees. Once a tree is infected the disease is usually fatal, either directly, or indirectly.

An assessment of Ash trees within the City using accessible data has identified:

- There are approximately 354 Ash trees located within the City streets (ARBORtrack).
- Ash-dominated woodland covers approximately 25% of Stanmer Park woodland (Stanmer Park FC approved Woodland Management Plan 2016).
- The Woodland Trust Ancient Tree Inventory lists 2 ancient, veteran or notable Ash trees within the City.

The environmental implications of hazard and disease management must be considered in relation to the need to conserve biodiversity in the deadwood fauna and flora. All management works need to be a reasonable balance between the need for tree safety and the encouragement of biodiversity.

Predictions of the exact figure of how many Ash trees will be lost to this disease vary and it will be hard to predict due to the possibility of some genetic resilience. However, it is widely believed that up to 75% of all Ash within the UK could be lost within 5 to 10 years. As a result, the cost of Ash Die Back to the City in relation to monetary, ecological and tree cover values will be significant, particularly within our woodland areas. As such a balanced and appropriate approach to the management of Ash Dieback is required.

Table 1 below outlines approximate costs the Council could be responsible for within the next 5 to 10 years in dealing with the removal of Ash Dieback within the City.

Table 1: Showing costs related to tree removal within the City.

Cost of Ash Street Tree Removal			Cost of Ash Woodland Removal		
Loss in %	Approximate number of trees	Approximate Costs	Loss in %	Woodland area in Hectare's	Approximate Costs
25%	88	£56,264	25%	31.25	£625,000
50%	177	£112,529	50%	64.5	£1,290,000
75%	265	£168,794	75%	93.75	£1,875,000
100%	354	£225,059	100%	125	£2,500,000

Costs based on an average cost to fell a tree and grind to 600mm below ground level.

Costs based on previous large-scale Elm sanitisation works.

The Council's Arboricultural Service will monitor for Ash Dieback as part of the cyclical inspection regimes and during the seasonal inspection for signs of Elm Disease and record the findings on ARBORtrack. Where Ash Dieback is identified in open grown trees located within streets, parks and open spaces, cemeteries or housing the trees will be managed in line with national guidance and best practice principals which include:

- Retain to facilitate possible long-term adaptation of Ash populations by identifying potential tolerant variations.
- Allow more time for replacement tree species to grow, to give a more gradual transition of dominant landscape species.

- Minimise the impacts on associated species and wider biodiversity.
- Only undertake works where they are required for reasons of health and safety.

Where Ash Dieback is identified within Council responsible woodlands, there will be a minimal intervention approach to the management in line with the best practices set out in the Forestry Commission's Operations Note 046 Managing Ash in Woodlands in Light of Ash Dieback. Where infected trees are identified adjacent to frequently used areas these will be dealt with accordingly and appropriate works recommended.

Where woodlands abut areas of high use and Ash Dieback is identified, the Council may opt to undertake removal of whole linear sections to ensure public safety. The wood from these processes will where possible be utilised for sustainable energy (i.e. biomass).

All trees identified with Ash Dieback will be inspected on a two-year cycle where they are within areas of high occupancy.

To increase species diversity following positive management of infected Ash and replanting with more diverse species.

Details of the symptoms of the disease can be found on the Forestry Commission's website at <http://www.forestry.gov.uk/ashdieback#Symptoms>.

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Appendix 4

Tree Species Selection List

The Tree list below reflects the environmental conditions of Brighton and Hove City such as salt winds and chalk soil and the Councils aspirations to develop a more resilient tree population.

The suitability of any tree species will be assessed on a site by site basis and taking into consideration all site constraints.

This list is not intended to be exhaustive but is to be used as a guide to what can be planted within the City. Further species can be identified using appropriate online tree species selections tools.

Common Name	Scientific Name	Family	Location	Habit	Mature Height (m)	Tolerances		
						Coastal	Chalk Soils	Clay Soils
Montpellier Maple	<i>Acer monspessulanum</i>	<i>Sapindaceae</i>	Parkland or pavement	Globular	10+	x		
Italian Alder	<i>Alnus cordata</i>	<i>Betulaceae</i>	Parkland or pavement	Conical	25	x	x	
Monkey Puzzle	<i>Araucaria araucana</i>	<i>Araucariaceae</i>	Parkland	Conical to Umbrella	40+	x	x	
Sweet Chestnut	<i>Castana sativa</i>	<i>Fagaceae</i>	Parkland	Broad	20 +		x	
Judas tree	<i>Cercis siliquastrum</i>	<i>Fabaceae</i>	Parkland or pavement	Globular	12	x	x	
Broad Leafed Cockspur Thorn	<i>Crataegus x persimilis</i>	<i>Rosaceae</i>	Parkland	Globular	5	x	x	
Monterey Cypress	<i>Cupressus macrocarpa</i>	<i>Cupressaceae</i>	Parkland or pavement	Conical	25-40	x	x	
Common Spindle Tree	<i>Euonymus europaeus</i>	<i>Celastraceae</i>	Parkland or pavement	Globular	8	x		
Honey Locust	<i>Gleditsia triacanthus</i>	<i>Fabaceae</i>	Parkland or pavement	Ovoid	30 +	x	x	
Willow Leafed Sea Buckthorn	<i>Hippophae salicifolia</i>	<i>Elaeagnaceae</i>	Parkland or pavement	Globular	10	x		
Common Holly	<i>Ilex aquifolium</i>	<i>Aquifoliaceae</i>	Parkland	Conical to Ovoid	25	x	x	
Eastern Red Cedar	<i>Juniperus virginiana</i>	<i>Cupressaceae</i>	Parkland or pavement	Conical	20-30	x		
Pride of India	<i>Koelreuteria paniculata</i>	<i>Sapindaceae</i>	Parkland	Globular	15 -20		x	
Dawn Redwood	<i>Metasequoia glyptostroboides</i>	<i>Cupressaceae</i>	Parkland or pavement	Pyramidal	20 +		x	x
Hop Hornbeam	<i>Ostrya carpinifolia</i>	<i>Betulaceae</i>	Parkland or pavement	Globular	20	x	x	
Sitka Spruce	<i>Picea sitchensis</i>	<i>Pinaceae</i>	Parkland	Conical	80+	x		
Corsican Pine	<i>Pinus maritima</i>	<i>Pinaceae</i>	Parkland	Conical	35-40			
Black Pine	<i>Pinus nigra</i>	<i>Pinaceae</i>	Parkland or pavement	Conical	40	x	x	
Austrian Pine	<i>Pinus nigra Austruaca</i>	<i>Pinaceae</i>	Parkland	Conical	35 -40			
Maritime Pine	<i>Pinus pinaster</i>	<i>Pinaceae</i>	Parkland	Conical to Broad	40	x		
Stone Pine	<i>Pinus pinea</i>	<i>Pinaceae</i>	Parkland	Vase like	25	x	x	
Monterey Pine	<i>Pinus radiata</i>	<i>Pinaceae</i>	Parkland	Conical to Irregular	40	x		
Scots Pine	<i>Pinus sylvestris</i>	<i>Pinaceae</i>	Parkland or pavement	Conical	35 -40		x	
White Poplar	<i>Populus alba</i>	<i>Salicaceae</i>	Parkland	Ovoid	20+	x	x	
Black Poplar	<i>Populus nigra</i>	<i>Salicaceae</i>	Parkland	Ovoid to Irregular	40	x	x	

Common Name	Scientific Name	Family	Location	Habit	Mature Height (m)	Tolerances		
						Coastal	Chalk Soils	Clay Soils
Eurasian Aspen	<i>Populus tremula</i>	<i>Salicaceae</i>	Parkland	Ovoid to Globular	40	x	x	
Hybrid Poplar	<i>Populus x canadensis</i>	<i>Salicaceae</i>	Parkland	Ovoid to Globular	40	x	x	
Callery Pear	<i>Pyrus calleryana</i>	<i>Rosaceae</i>	Parkland or pavement	Oval	15	x	x	
Common Pear	<i>Pyrus communis</i>	<i>Rosaceae</i>	Parkland or pavement	Oval	15	x		
Willow Leafed Pear	<i>Pyrus salicifolia</i>	<i>Rosaceae</i>	Parkland	Weeping	8	x		
Turkey Oak	<i>Quercus cerris</i>	<i>Fagaceae</i>	Parkland	Globular	35	x	x	
Holm (Evergreen) Oak	<i>Quercus Ilex</i>	<i>Fagaceae</i>	Parkland	Globular	25	x	x	x
Pin Oak	<i>Quercus palustris</i>	<i>Fagaceae</i>	Parkland	Globular	20-25			
Sessile Oak	<i>Quercus petraea</i>	<i>Fagaceae</i>	Parkland	Globular to broad ovoid	35	x	x	
English Oak	<i>Quercus robur</i>	<i>Fagaceae</i>	Parkland	Broad	20+		x	
Coastal Redwood	<i>Sequoia sempervirens</i>	<i>Cupressaceae</i>	Parkland	Conical	50+	x	x	
Whitebeam	<i>Sorbus aria</i>	<i>Rosaceae</i>	Parkland	Rounded	5-10		x	
Mountain Ash	<i>Sorbus aucuparia</i>	<i>Rosaceae</i>	Parkland	Rounded	10		x	
Swedish Whitebeam	<i>Sorbus intermedia</i>	<i>Rosaceae</i>	Parkland or pavement	Oval	15	x		
Wild Service Tree	<i>Sorbus torminalis</i>	<i>Rosaceae</i>	Parkland or pavement	Oval	20	x	x	
Salt Cedar	<i>Tamarix ramosissima</i>	<i>Tamaricaceae</i>	Parkland or pavement	Irregular	8	x	x	
Four Stamen Tamarisk	<i>Tamarix tetrandra</i>	<i>Tamaricaceae</i>	Parkland	Irregular	4	x	x	
Swamp Cypress	<i>Taxodium distichum</i>	<i>Cupressaceae</i>	Parkland	Conical	35-40		x	x
Common Yew	<i>Taxus baccata</i>	<i>Taxaceae</i>	Parkland	Globular	18		x	x
Broad Leaved Lime	<i>Tillia plataphylis</i>	<i>Malvaceae</i>	Parkland	Broad	20 +		x	
Silver Lime	<i>Tillia tomentosa</i>	<i>Malvaceae</i>	Parkland	Broad	20 +		x	
Elm Clusius	<i>Ulmus Clusius</i>	<i>Ulmaceae</i>	Parkland or pavement	Oval	15 -20	x	x	
Columnella Elm	<i>Ulmus Columnella</i>	<i>Ulmaceae</i>	Parkland or pavement	Upright	15 -20	x	x	
Dodoens Elm	<i>Ulmus Dodoens</i>	<i>Ulmaceae</i>	Parkland or pavement	Globular	15 -20	x	x	
Elm New Horizon	<i>Ulmus Horizon</i>	<i>Ulmaceae</i>	Parkland or pavement	Conical	15 -20	x	x	
Lobel Elm	<i>Ulmus Lobel</i>	<i>Ulmaceae</i>	Parkland or pavement	Columnar	15 -20	x	x	
Elm Lutece	<i>Ulmus lutece</i>	<i>Ulmaceae</i>	Parkland or pavement	Vase-like	15 -20	x	x	
Japanese Zelkova	<i>Zelkova serrata</i>	<i>Ulmaceae</i>	Parkland or pavement	Vase-like	20+	x	x	

Appendix 5

Tree Planting Specifications

Street Trees

The Council aims to reduce the possible conflict between tree roots and the public highway, by using permeable or porous material depending on tree pit specification and location. Bound rubber crumb is designed to provide a firm finish for pedestrian traffic combined with the permeability for air and water to penetrate the roots. This material is highly flexible and allows tree root growth and movement without the resultant cracking and distortion of the footway typically seen when asphalt is laid close to the base of trees. This system reduces trip hazards and the need for repeated repairs.

In addition, The Council will use tree root barriers and directors within hard surfaces where it is appropriate to do so. The tree root barriers and directors prevent root swirl and divert trees roots downwards preventing hazardous root damage. Examples of these products are included below.

Image 1: identifying tree root barriers to be used within grass verges



Image 2: identifying tree root deflectors to alleviate root damage within hard surfaces.



Images courtesy of Green Blue Urban.

All trees will be located with enough space that their crowns do not over hang the public carriageway at time of planting and be a minimum of 300mm away from the rear carriageway kerb edge.

Parks and Open Spaces

In grassed or exposed soil locations all tree pits will be finished with wood mulch to act as a slow release fertiliser and protective layer to retain moisture in the soil pit. This layer should be between 7- 10 cm in depth. When further wood mulch is required, the existing mulch is broken up with a hand fork prior to the addition of more mulch.

Planting with the City's Parks and Open spaces will prioritise larger growing species trees to provide valuable shade and other environmental benefits. Suitable areas to the south and west of children's play areas will be given priority.

Woodlands

In woodland environments the Council will prioritise the planting of native tree species. However, to ensure a resilient tree canopy non-native species could be introduced, where appropriate to do so.

Appendix 6:

Local Authority Examples of Managing Resource Shortages

In addition to the funding streams identified within the Tree Strategy, included below are a number of examples of how local authorities have met resource shortages for the management of trees which are directly relevant to Brighton and Hove. These include:

1. **Bristol City Council** has adopted a value for money approach to tree provision through its “TreeBristol” campaign. This has created a single body to raise funds through sponsorship; engage the local community through tree planting and other events; and planning and delivering a tree planting programme on Council land. It includes representatives from Council departments, community and conservation groups.
2. **Birmingham City Council** has a “Trees for Life” charity. This has planted 70,000 trees since 2006, and heavily involves local schools and includes a “Friends and Family” events when people who have sponsored trees can become involved in planting. The Council also offers small company sponsorship; a larger company scheme; multiple year sponsorship and corporate team building days.
3. The **London Borough of Islington** has developed a trading body called iCo Green to ensure that tree maintenance savings are met. It has developed an innovative new tree work contract, and used the CAVAT system to generate over £200,000 via compensation for trees lost during development. Income targets for the service have been met.
4. **Reading Borough Council** generates considerable amounts of by-products in the form of woodchips and wood. Recycling of tree by-products has commonly turned trunks into seats, sculptures and play equipment, together with creating wildlife habitats from standing timber and lying wood. Trials have been undertaken to recycle surplus woodchip from tree operations to provide bio-fuel as a renewable energy product. Wood is also being made available for other forms of wood recycling such as by the artist community or in training schemes. Revenue from these trials has contributed towards new planting of trees under the “Trees for Cities” Partnership and for other strategic tree planting.
5. **Bournemouth Parks Foundation**
By closely following Charity Commission guidance and using model paperwork, the Bournemouth Parks Foundation was set up ready to function within just over 6 months, as follows: - - Establish a Limited Company (1 month) - Complete the Charity application and registration (3-4 months) - Research and apply for a charitable bank account (2 months)
Time also needs to be factored in for the appointment process and discussions with potential Trustees. The success of any charitable organisation is down to recruiting Trustees with the right skills as well as flair, creativity and enthusiasm. In the case of the Bournemouth Parks Foundation it took about six months to find a core group sufficient to establish the Board, this process is ongoing.
<https://www.bournemouthparksfoundation.org.uk/>

Appendix 7

Biosecurity (Pest & Diseases)

The Councils Arboricultural Service will continue to be proactive in planning for any new threats to the City's tree population.

If a statutory-controlled quarantine pest or pathogen is suspected or confirmed there is a legal obligation to notify the relevant plant health authority who will be able to provide help and direction on the required action.

The service will achieve this by adhering to the principles set out with the Arboricultural Associations Biosecurity Position Statement (Arboricultural Association, 2018 available at <https://www.trees.org.uk/Help-Advice/Biosecurity-Guidance>), these are:

- Adopting biosecurity processes and policy commitments.
- Contracts are required to implement routine biosecurity control measures, including cleaning and disinfection of clothing, PPE, tools, equipment and vehicles.
- All arising must be disposed of appropriately.
- Increase the species and genetic diversity of the Councils tree stock but this should be managed using best practice Biosecurity processes to reduce contamination.

To avoid the risk of disease having a widespread and damaging effect across the City the Council will encourage species and genetic diversity amongst the tree population within its future planting in line with DEFRA's Tree Health Resilience Strategy (May, 2018)

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/710719/tree-health-resilience-strategy.pdf

Appendix 8

Community Infrastructure Levy

Brighton & Hove City Council has an opportunity to support and potentially resolve the majority of arboricultural opportunities and challenges for the next ten years using the following emerging process. A significant solution could be found through the emerging Community Infrastructure Levy fund which is still being finalised in 2019/2020. The new funding process could attract an additional £500,000 on top of the current £1,000,000 in developer's contributions.

Cityparks should bid for a percentage of the CIL funding as more than three quarters of the selection criteria (coloured **green** below) is relevant to trees.

	Infrastructure Type or Project (funded by CIL)
1.	Air Quality All off-site citywide Air Quality mitigation and monitoring measures priorities where identified in Infrastructure Delivery Plan
2.	Education facilities All off-site provision and improvements to new or existing schools and public sector funded education facilities.
3.	Emergency Services Cumulative impacts of development upon services where identified in Infrastructure Delivery Plan.
4.	Flood risk Strategic Urban Drainage Systems (SUDS) - priorities where identified in Infrastructure Delivery Plan.
5.	Health Facilities Off-site citywide health care facilities provision.
6.	Open Space Provision All off-site provision and improvements to publically accessible parks and other recreation open space facilities including amenity green areas and areas for food growing.
7.	Recreation space built facilities All off-site provision and improvements including built provision to play space, indoor/outdoor sports, and playing fields.
8.	Provision and enhancement of Green Infrastructure network Green infrastructure network connectivity including cross boundary infrastructure, rights of way, biodiversity measures and tree planting
9.	Public Realm Strategic public realm upgrade including environmental improvements.
10.	Renewable Energy Strategic renewable energy projects and measures where identified in Infrastructure Delivery Plan.
11.	Transport and Highways Citywide transport improvements including walking and cycling facilities and networks and public transport facilities and services. Off-site provision, improvement and maintenance to new and existing public highways infrastructure and rights of way including traffic signals, junction upgrades and lighting.

Community Infrastructure Levy allows local authorities in England and Wales to raise funds from certain types of new developments for strategic infrastructure to support growth. The Council is introducing a Community Infrastructure Levy (CIL) in (2020) and a list of Infrastructure which may be funded in whole or part by the CIL reflecting the priorities.

Appendix 9

Infrastructure Planting

All new infrastructure planting schemes within the hard landscape must consider the key points to success outlined within the Tree Design Action Group's, *Trees in Hard Landscapes, A Guide for Delivery*, which include:

- Ensure collaborative working across all disciplines.
- Meet the needs of both the Highway and the tree.
- Integrate trees in to new infrastructure.
- Providing a non-compacted rooting environment.

<http://www.tdag.org.uk/trees-in-hard-landscapes.html>



Appendix 10

Capital Asset Value for Amenity Trees

Income from Capital Asset Value for Amenity Trees (CAVAT)

Based on the case studies from Islington in London it has been speculated that the Council could attract income from enforcement charges from damaged or lost trees on development sites. See Appendix 6.

When a Council owned tree is required to be removed to facilitate a development, the Capital Asset Value for Amenity Trees (CAVAT) value of the tree will be required to mitigate the loss, and the money received from the developer used to support the replacement planting within the City. CAVAT is a valuation method developed in the UK to express the amenity value of trees in terms of the cost of equivalent replacement. Further information on CAVAT can be found online at <https://www.ltoa.org.uk/resources/cavat>.

DRAFT



Subject:	Self- Management of Sports Facilities		
Date of Meeting:	8th October 2019		
Report of:	Executive Director, Economy, Environment & Culture		
Contact Officer:	Name:	Robert Walker	Tel: 01273 294349
	Email:	robert.walker@brighton-hove.gov.uk	
Ward(s) affected:	Hollingdean & Stanmer; Hove Park		

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

- 1.1 Two organisations have submitted proposals to the council to self-manage sports facilities in the city's parks, one football and one football and cricket
- 1.2 The Committee is being asked to consider and approve these proposals.

2. RECOMMENDATIONS:

- 2.1 That the Committee approves the grant of a lease for the football pitch at Hollingdean Park and delegates authority to the Executive Director, Economy, Environment and Culture to agree and execute lease terms.
- 2.2 That the Committee approves the grant of a lease for the football and cricket pitches, pavilion and facilities at Nevill Recreation Ground subject to the proposal receiving written support from the Sussex Sunday Football League and delegates authority to the Executive Director, Economy, Environment and Culture to agree and execute lease.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Following budget reductions in sports the standard of sports provision has declined in parks. A number of sports led proposals have been put forward to mitigate the impact, principally through self- management by sports clubs. To date the majority of proposals have been for sports organisations to take on facilities at a low rent and to take responsibility for the running costs of the facilities.
- 3.2 This approach has been successful in areas such as tennis courts, bowls pavilions and cricket squares. Although there are some historical arrangements with partially self-managed football pitches this is not something that the council has put in place recently.
- 3.3 Hollingdean Park pitch (see plan at Appendix 1) is currently not well used as it is in a poor state and unsuitable for match play. A proposal has been received from Hollingbury Hawkes FC in relation to the pitch and is attached at Appendix 3. Officers have not been made aware of any opposition to the proposal to let the

pitch and facilities to Hollingbury Hawks FC. Officers believe that leasing the pitch will give benefit to the new users in the community and allow other clubs to use this currently redundant site. In order to allow the club to access external funds it is anticipated a 25 year lease would be agreed.

- 3.4 The playing fields at Nevill Recreation Ground are used for both cricket and football. Brighton and Hove Cricket Club already hold a licence for use of the cricket ground and also hold a ground lease for their club house which is attached to the sports pavilion (plan attached at Appendix 2). A proposal has been received to grant Brighton and Hove Cricket Club a new lease to include the management and maintenance of the football pitches as well as a lease of the pavilion and facilities. The proposal is set out at Appendix 4.
- 3.5 The football pitches are of a mixed standard and the principal football users are the Sussex Sunday Football League who do not support the proposal as they have concerns about the future costs and availability of pitches. It is proposed that a new lease and licence only be granted when the cricket club have satisfied the concerns of the Sussex Sunday Football League. Therefore the proposed recommendation is to approve the proposal subject to the receipt by the Council of the written confirmation from the Sussex Sunday Football League that they are in agreement with the proposals. Currently maintenance is shared between the council and the club the aim would be to negotiate for the club to maintain the site releasing some council resource.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 Arrangements for both sites could remain as they are with the council maintaining the pitches.
- 4.2 At Hollingdean Park this would forgo the opportunity to bring the pitch back into play but would not lead to any budget or operational issues.
- 4.3 At Nevill Recreation Ground this would forgo the opportunity to deliver some budget savings if we have to continue to maintain facilities which would be handed over if the lease was amended.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Both organisations have engaged with ward members and users. Officers have engaged with current sports users (for clarity this is sports users who formally book or lease the facilities). In the case of Hollingdean Park there are no existing formal users, however community groups will be consulted prior to any lease being put in place to ensure support.

6. CONCLUSION

- 6.1 Although self-management has proven to be a very successful arrangement for the management of sports facilities, in the city to date it has only been implemented with the support of a significant number of the current users.

- 6.2 Without the support of the Sussex Sunday Football League it is not considered that the proposal for Nevill Recreation Ground proposal will be implemented successfully.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The proposed leasing of the two playing field sites and facilities to external organisations has no impact on the existing relevant service budgets providing the leases do not place any additional requirements on the Council as land owner.

Finance Officer Consulted: Jess Laing

Date: 28/09/2019

Legal Implications:

- 7.2 Section 123 of the Local Government Act 1972 enables the Council to dispose of land it holds in any manner it sees fit subject to the condition that, except in the case of a short tenancy, the disposal must be for the best consideration reasonably obtainable. If the intention is to grant a lease for longer than 7 years then valuer input will be required to ensure the Council meets the best consideration requirement. The General Disposal Consent (England) 2003 does permit a disposal at an undervalue provided that the amount foregone is less than £2 million and there would be economic, social or environmental benefits to be gained as a result of the disposal. In addition, the Act further provides that an authority may not dispose of Open Space land until after an Open Space Notice has been advertised and any objections considered. Officers will need to review the plans and publish the relevant notices if the land in question is open space land prior to entering into any new lease agreements.

Lawyer Consulted:

Elizabeth Culbert

Date: 27/09/19

Equalities Implications:

- 7.3 Leasing of sports facilities could restrict access to club members to these parks sports facilities. This could therefore disadvantage some groups who are no longer able to access these sites. However there are a number of other parks sports facilities in the city which continue to be maintained by the council and allow free access to all members of the public.

Sustainability Implications:

- 7.4 Due to reduced funding for maintenance costs some of these sites are falling into a poor state of repair. Leasing them to clubs and community groups will allow them to be maintained and used for the longer term.

Any Other Significant Implications:

- 7.5 None

SUPPORTING DOCUMENTATION

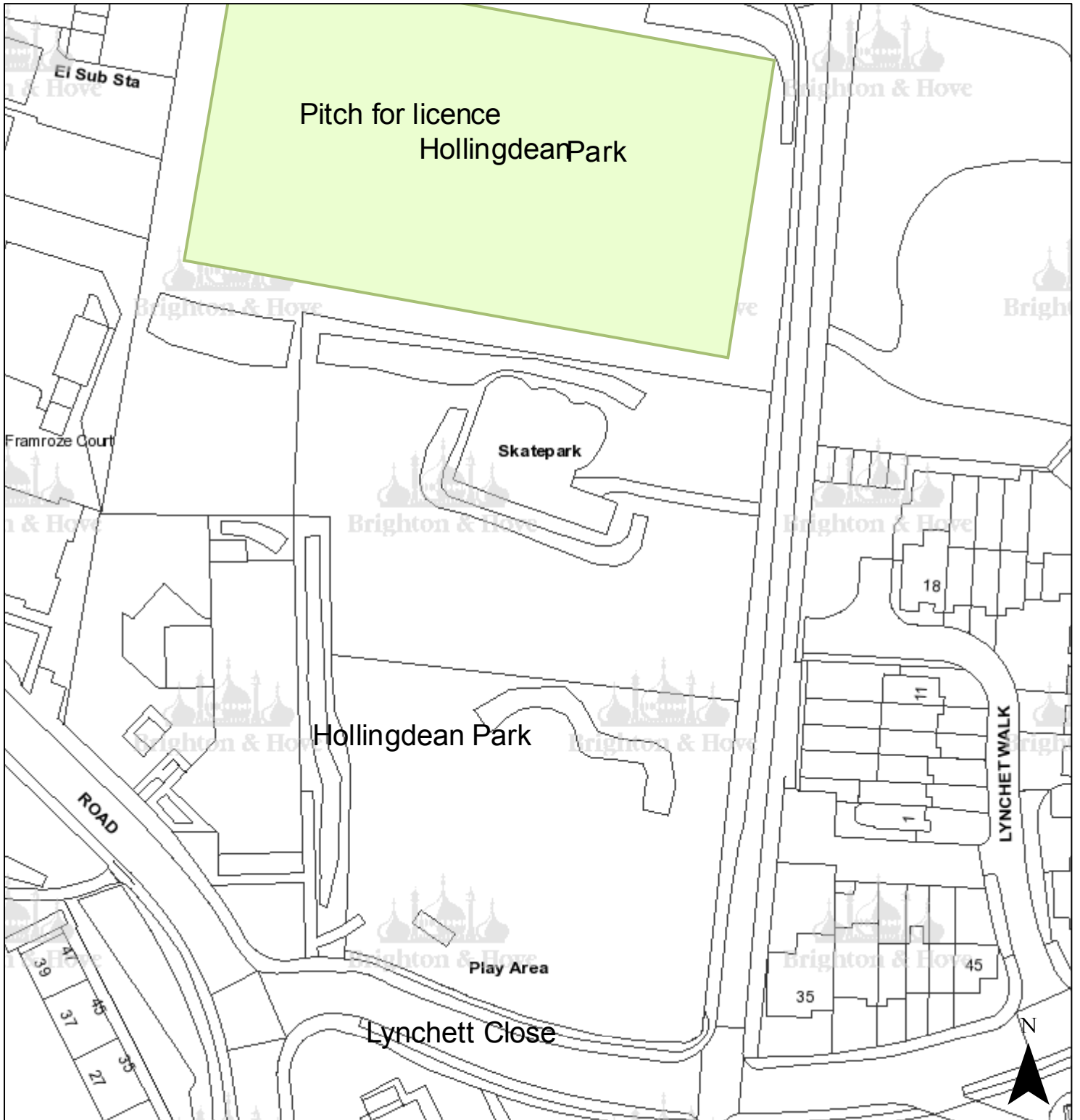
Appendices:

1. Plan Hollingdean Park
2. Plan Nevill Recreation Ground
3. Hollingbury Hawks request for pitch lease
4. Brighton and Hove Cricket Club supporting information

Background Documents

None.

ArcGIS Web Map



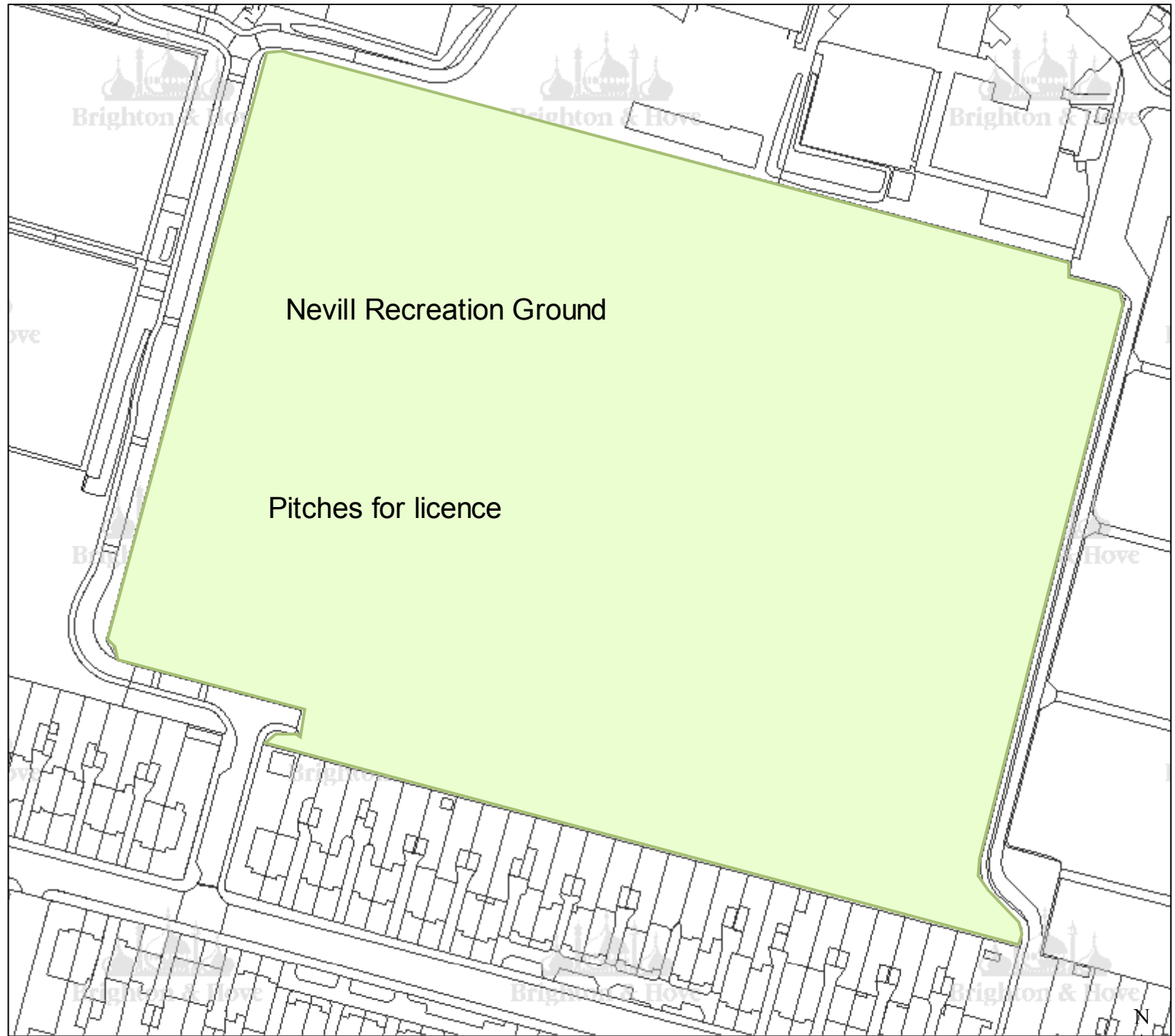
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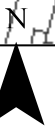


Nevill Recreation Ground

Pitches for licence

Scale 1:1,638

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HOLLINGBURY HAWKS FC



The Hollingbury Hawks (Youth and Colts) are a registered grassroots football club established in 1973. The club is a non profit voluntary organisation run by a committee including child welfare officers. We have a club constitution, ethos and code of conduct in the aim to provide football for all on an equal basis.

We currently provide weekly football training and matches for 14 teams from U8-U16, boys and girls (over 200 children and continually growing). Our coaches/ managers are all CRC checked and required to train up to FA level 1, including safeguarding and first aid.

The teams are formed with kids mainly from our catchment area and local schools (Hertford being one of them and we also use their pitch which is adjacent to Brentwood Rd). We are one of the few clubs in Brighton who do not have a home ground and seeing that the pitch was not being used prompted the approach to request the site. I have also been told this site used to be the Hollingbury Hawks home ground in the past.

We would be looking to rent the ground on a long term basis and organise maintenance for the pitch. The pitch would remain accessible to the public and could be used by other teams if required. We appreciate the pitch is a difficult site and requires a lot of work before being up to standard however we feel we have access to a labour force and specialist advice in order to achieve this. Once we have a lease we can also apply for grants and seek further help and advice from the Sussex FA.

We have spoken to local community groups who seem keen for the space to be utilised and the Sussex FA are supportive of the idea.

Initially we would look to get the pitch up and running asap and maintain the area around it (including fixing the fence and providing dog bins). The pitch can then be used regularly on Sundays for matches and also as a training space at other times. We would like to start providing football for younger age groups and a home ground would make this easier.

The process started 2 years ago and we have been in discussion with Brighton Council, City Parks, Friends of Hollingdean Park, The Sure Start Centre, the Sussex FA and various ground maintenance firms to enable us to run the site. We have also set out a pitch, new goals have recently been put in (as part of the regeneration of the area) and we are ready to start the line markings. We have volunteers to help with the maintenance and various options for regular mowing and renewing of line markings.

Until we have a lease in place we are unable to apply for a grant and feel we should wait before spending any club funds getting the pitch up and running, but we have budgeted for it and are ready to go.

Anton Robiliard (Hollingbury Hawks Club Sec)



BRIGHTON & HOVE CRICKET CLUB

Nevill Sports Ground, Eridge Road, HOVE

President: Chris Pearson

FAO
Mr Robert Walker
City Parks Manager
Brighton & Hove Council
Hove Town Hall,
Norton Road, Hove BN3 3BQ

13th September 2019

Dear Rob

**Council Committee Meeting - Supporting Information
for change in license and lease Brighton & Hove Cricket Club**

Please find enclosed a summary outline of the club's ethos, values and the community benefits for the Nevill sports field and Pavilion as a multi-sport and multi user playing field for all users and stakeholder.

Background:

The Nevill Pavilion and Sports Field has been the home of Brighton and Hove Cricket Club [B&HCC] since 1993 and Brighton & Hove Hockey Club [B&HHC] since 2012. It is a multipurpose community facility for football, hockey and cricket and is in use 360 days of the year. It is also the home of Dolphins playgroup throughout the academic year.

This document focuses on the activities of B&HCC but makes reference to activities of B&HHC, as well as football clubs who utilise the space, where shared facilities and or a common interest exists.

About Us:

B&HCC is the largest community cricket club in Sussex providing cricket opportunities for boys, girls, men and women. The club currently has six senior teams (5 men's and 1 woman's) with the Men's 1st XI competing in the Sussex Cricket League Premier Division and the Women's 1st XI, in the Southern Cricket League Championship. Our colts section is well established and we currently operate teams at every age group from U9 to U19 for boys, as well as U11, U13 and U15 for girls. A popular and critically acclaimed program run at B&HCC is the England and Wales Cricket Board's (ECB) "All Stars" program which is run for young



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www.brightonandhove.play-cricket.com



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children from 5-8 year olds. This fun and friendly Saturday morning program regularly has over 100 children from all over the city being coached in basic and motor ball skills.

The club is based at Nevill Sports Ground, Eridge Road, Hove and leases the ground and pavilion from the council under license. We operate our own ground maintenance program and own some dedicated machinery and equipment, with the Club responsible for the maintenance and up-keep of the two cricket squares, as well as helping to maintain the out-field and surrounding areas of the Nevill. In 2018, and in recognition of the hard work of club volunteers meant that, B&HCC received the most improved ground in Sussex.

Our Ethos:

We are a fully inclusive club and welcome all new comers without prejudice or hindrance. irrespective of back ground, location and age. We are known as a friendly, unassuming and ambitious club.

B&H C.C work closely with both state and independent schools in the area including Blatchington Mill, Brighton College, Cardinal Newman and Hove Park schools. All of whom use our pitch and training facilities and there are close ties between the coaching staff and teaching staff at these schools.

We are proud of our “open to all” policy and have a number of undergraduate and post graduate members from Sussex and Brighton Universities too. We also have ties with a number of local language schools whose students are part of our membership.

We foster good relationship with our residential neighbours and the local community and several smaller fraternity teams who use the sports field for a variety of recreational activities and games.

Our motto is “get the game on for everyone “ and our open to everyone policy means that welcome families especially those with young children , disabilities and wheelchairs. We also have several senior citizens who visit the Nevill to spectate and participate in social events.

About the Nevill:

The Nevill is a first-class inner-city sports field which is available to all users. In addition to cricket, hockey, football and rugby it is a popular community space for neighbours, dog walkers, joggers. It is a clean clear and popular open space which is well kept and suffers only occasional bouts of vandalism and anti-social behaviour.



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It is known colloquially as “the windy Nevill”. Relationships with dog walkers, neighbours and allotment users is extremely good.

About Brighton & Hove Hockey Club:

B&HHC are also based at the Nevill and share use of the pavilion for social and changing facilities whilst using two AstroTurf pitches adjacent West Blatchington Mill School. The Hockey club has ten men’s and women’s teams as well as ten junior boys and girls’ teams. They play over 300 competitive & friendly fixtures each season as well as hosting county and regional tournaments days. Their men’s team compete in National Hockey League, the second tier nationally.

About Dolphins Playgroup:

Dolphins, an outstanding OFSTED rated pre-school was founded in 1960 and have been based at the Nevill since it first opened. B&HCC and Dolphins lease the building from Brighton and Hove City Council and enjoy good working relationships. B&HCC is administered by an elected committee of volunteers who meet regularly to agree club priorities, activities, investments and all decide on all cricket related matters.

The club generates income of about £50K per annum through player subscriptions, sponsorship and bar revenues and aims to operate a cost neutral balance sheet with any surplus reinvested back into the club. We have a relatively high cost base with our grounds contractor (approx. £25K), lease and license (£8K) and cricket equipment (£7K) being our biggest costs.

The club has some notable alumni, with former England and Sussex, multi-Ashes winning wicket-keeper Matt Prior, and former Scotland international Matt Machan among them. This is in part to our highly respected and critically acclaimed coaching infrastructure.

The club has a well-defined social and processes and a dedicated welfare officer who is in close liaison with the ECB/SCB/FA . Our coaching standards are high, and we have produced a number of male and female international cricketers over the years.

The club is GDPR compliant and operates all welfare and safeguarding requirements.

Current Funding:

B&H C.C do not have any wealthy benefactors or single sponsors/investor/shareholders. By changing the licenses and lease this will give B&H CC access to a wider range of sponsors and grants. This additional funding will

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be used to improve the quality of the playing surfaces through a holistic ground care improvement program.

In turn this will provide funding for equipment for the development of the sport for all ages and classes. There is a strong sense of community esprit d'corps at the Nevill and this would enable us to increase the scope of provision for teams and associations.

B&H CC do not generate profit, have no shareholders and is run entirely by volunteers. Most of our revenue is made up from fund raising and players seasonal subscriptions. The club funds one overseas player per season which is common for larger cricket clubs in the country.

Benefits:

The benefits to the community are many. By developing the Nevill the Cricket, Hockey and football clubs will be able to provide better infrastructure and coaching/development in the area. All local junior and senior schools will continue to make use of the grounds including schools' sports days. The Nevill is a valuable community resource for local organisations as it can be used as a meeting and social venue. Local Government intend to use the Nevill as a polling station.

Acronyms:

ECB – English Cricket Board,
SCB – Sussex Cricket Board,
SFA – Sussex Football Association



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Subject:	Hove Cemetery Toilets		
Date of Meeting:	8 October 2019		
Report of:	Executive Lead Officer Strategy Governance & Law		
Contact Officer:	Name:	Paul Holloway	01273 292005
	Email:	paul.holloway@brighton-hove.gov.uk	
Ward(s) affected:	Hangleton & Knoll;		

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

- 1.1 This report sets out proposals for provision of a new gender neutral wheelchair accessible toilet facility in the grounds of Hove Cemetery, on the north side of the Old Shoreham Road refurbishing an existing surplus building.
- 1.2 Proposals are made based on representations made to the Local Authority by a community group with representatives from the Reform and Liberal Synagogues and local Funeral Directors, with guidance provided to the group from Citizens UK

2. RECOMMENDATIONS:

- 2.1 That the request for a new gender neutral wheelchair accessible toilet facility on the north side of Hove cemetery be agreed subject to the funding being approved as part of the 2020-21 budget process.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Brighton & Hove City Council's Environment Transport and Sustainability Committee (ETS) agreed to the closure of a number of toilet facilities across the city as part of budget savings proposals in 2012.
- 3.2 Members approved recommendations for these savings to be made from the City Clean budget at this time. Toilet facilities in 2012 did not include a wheelchair accessible provision.
- 3.3 City Clean were responsible for a separate male and female facility, located on the north side. After closure there was some significant vandalism to the building
- 3.4 Representations were made to the ETS Committee in 2016, proposing for a toilet facility to re-open,
- 3.5 Members of the ETS Committee rejected the proposals to open a new facility. A budget costings report for the refurbishment of the existing building to be fully accessible was provided by the Council's Property Technical Access Manager in March 2017 (see Appendix 1)

- 3.6 The estimated cost of utilities, cleaning and maintaining this toilet once reopened is estimated to be £0.004m per annum.
- 3.8 A local community group who are keen to see the disabled toilet reopened have offered to fundraise to make a contribution towards the refurbishment costs and they are also willing to participate in the cleaning of the facility which would reduce these costs..

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The nearest gender neutral wheelchair accessible toilet facility for visitors to the cemetery on the north side, is situated on the south side of the main Old Shoreham Road. This requires a fairly long walk and there is also the need to cross the busy main road.
- 4.2 The toilet facility currently available on the south side is a gender neutral, wheelchair accessible facility.
- 4.3 Those attending burials on the north side, where there is currently no toilet facility, can often be elderly and have mobility issues. This has been one of the major points raised by the community group in their attempts to ensure a new toilet facility is opened to provide accessible facilities on the north side of the cemetery.
- 4.4 The north side of Hove cemetery currently has around 90 burials a year. The north area of Hove cemetery will continue to have space for burials for at least a further 8 years, if burial rates remain consistent with current frequency of burials.
- 4.5 Whilst a budget costings analysis report was provided in 2017, the Council's Property and Design Team, which includes the Technical Access Manager, can provide a further detailed survey, design drawings and updated costs for such a facility if requested. This would incur a fee.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 This matter has been raised by a community group from the Reform and Liberal Synagogues, alongside local Funeral Directors and with Guidance from Citizens UK.

6. CONCLUSION

- 6.1 Whilst not a statutory requirement, the provision of a gender neutral wheelchair accessible toilet facility on the north side would certainly benefit mourners and other visitors to the north side of the cemetery, who are currently faced with a fairly long walk and having to cross a busy main road.
- 6.2 Anyone else passing the cemeteries would also be able to use the facility when the cemetery is open.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The cost of refurbishment is expected to be in the region of £0.025m, and there will also be annual maintenance costs. There is currently no budgetary provision for these costs, so there would need to be identification of extra funding or savings elsewhere for the proposal to be accommodated within the 2020/21 budget.

Finance Officer Consulted: James Hengeveld

Date: 25/09/19

Legal Implications:

- 7.2 The provision of toilet facilities in cemeteries, is not a statutory requirement, but the provision of the facility will support the Council's equalities objectives by making the cemetery more user friendly to the elderly and disabled people.

Lawyer Consulted: Abraham Ghebre-Ghiorghis

Date: 24/09/2019

Equalities Implications:

- 7.3 The council is required to have regard to its public sector equality duties (section 149 of the Equality Act 2010) in the exercise of its functions. The provision of an accessible facility is considered to advance equality of opportunity to persons who share a relevant protected characteristic, including to people with some impairment types and the parents of young and/or disabled children. Engagement with the community has indicated that a new gender neutral wheelchair accessible toilet would greatly improve facilities for all mourners and other cemetery visitors and passers by at times when the cemetery is open

Sustainability Implications:

- 7.4 The cemetery area on the north side is very much a working cemetery and will continue to have burial space for at least another 8 to 10 years, based on current burials.
- 7.5 Mourners and other cemetery visitors to this area, would therefore benefit from any new facility being opened. Passers-by and cemetery staff would also benefit from a facility located on the north side.

Any Other Significant Implications:

Public Health Implications:

- 7.6 Additional gender neutral wheelchair accessible toilet facilities will ensure provision of toilets for visitors to the north side of Hove Cemetery, supporting wellbeing of cemetery visitors.

SUPPORTING DOCUMENTATION

Appendices:

1. Costings report from the Council's Technical Access Manager

Background Documents

None

Hove Cemetery North Proposed Accessible WC

Revision A: Budget Costs Updated to September 2019

OVERVIEW (As recorded March 2017)

The existing Male and Female WCs (which are in very poor internal condition with disused and broken fixtures and fittings) were inspected to assess suitability for conversion into a gender neutral, wheelchair accessible WC provision for use by all member of the public visiting the cemetery.

- Male WC has one cubicle, one sink and one trough urinal.
- Female has 2 cubicles, 1 sink and a cleaners cupboard.

There is approx 150mm difference between the external ground level and internal floor level, so ramped access required.

Male and Female is large enough to be converted into a gender neutral accessible WC with baby change.

Male overall internal dimensions: 3480mm x 3120mm

Female overall internal dimensions: 3150mm x 3070 mm

The existing **Male** provision would better lend itself for conversion for the following reasons:

- More space externally to create appropriate ramped access
- Entrance is more readily visible for safety and 'policing' (the building is subject to vandalism)

The following approximate costs have been extrapolated from budget costs for one of my other projects, which included conversion of existing Male WC provision into an accessible facility.

Photographs of Male WC (as taken March 2017)



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Hove Cemetery North – Proposed Accessible WC: OUTLINE Specification and Updated BUDGET Costs Rev A 10.09.19

No.	Item	Price
1.0	GENERALLY:	
	Refurbishment and Demolition Asbestos Survey	£330
	Provisional Sum for asbestos removal	£550
	Completely strip out existing room inc flooring, sink, WC, trough urinal, light fittings mirror etc	£440
	Remove existing blockwork partition walls	£176
	Allow for making good and re-plastering all existing walls	£660
	Allow for making good existing floors and provision of latex levelling screed	£330
	Provide robust washable paint finish to all walls and ceiling – i.e. Dulux Diamond matt emulsion	£880
	Overhaul existing windows (4 No)	£154
1.1	M & E Generally:	
	Provide new lighting to new Accessible WC on PIR sensor	£440
	Provide mechanical ventilation to new Accessible WC	£550
	Provide new electric hot water heater to new Accessible WC	£660
1.2	Drainage Generally:	
	Allow for survey/repair of existing drainage/Installation of new drainage	£330
	SUB TOTAL (CARRY FORWARD TO SUMMARY SHEET)	£5500

2.0	NEW ACCESSIBLE WC & BABY CHANGE	
	Provide new concrete ramp 1:15 gradient 1500mm wide (overall rise approx 150mm) to provide level access into WC with 1500 x 1500mm landing at head of ramp (ramping down on other side of landing for mower access to stores) and galvanised handrails to both sides	£2200
	Remove existing external door and frame, enlarge opening with new lintel over and install new outward opening solid external door and frame	£1650
	Provide wheelchair accessible external door threshold by Sealmaster of similar	£110
	Provide mortice lock for securing the door when the WC is not in use.	£55
	Provide lever indicator bolt (openable from outside with coin in event of emergency) and pair of lever handles	£66
	Provide gentle door closer	£121
	Provide metal security grille door (as requested by site staff)	£660
	Provide metal mesh protection to 4 No windows	£660
	Install complete 'Doc M' WC pack white sanitaryware, dark blue grabrails	£2475
	Provide new vinyl sheet flooring Tarkett Safetred or similar complete with coved skirtings	£440
	Provide emergency assistance alarm and reset	£440
	Provide tiled splashback to WHB to accessible WC	£110
	Provide new TP, soap and paper towel dispensers and waste bin for paper towels	£55
	Provide electric hand dryer	£220
	Provide full length mirror	£132
	Provide wall-mounted vertical fold-up baby change unit (Baby Point)	£440
	Install adjacent 'vanity' worktop with inset sink, tiled splashback mirror and space for nappy bin under	£495
	SUB TOTAL (CARRY FORWARD TO SUMMARY SHEET)	£10329

SUMMARY SHEET

	£	p
Page 2	5500	00
Page 3	10329	00
	15829	00
Contingency Sum at 10%	1583	00
	17412	00
Contractor Prelims at say 15%	2612	00
BUDGET Net Price	20024	00
VAT @ 20%	4005	00
BUDGET TOTAL inc VAT	24029	00

278