

Environment, Transport & Sustainability Committee

<u>Date:</u> **17 March 2020**

<u>Time:</u> **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

Contact: John Peel

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PART ONE Page

PROCEDURAL MATTERS

70 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.

71 MINUTES 9 - 32

To consider the minutes of the meeting held on [insert date].

Contact Officer: John Peel Tel: 01273 291058

72 CHAIRS COMMUNICATIONS

73 CALL OVER

- (a) Items 76 86 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.

74 PUBLIC INVOLVEMENT

33 - 36

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

- (a) **Petitions:** To receive any petitions presented by members of the public:
 - (i) Tree Preservation Orders
 - (ii) Help End Sewage Pollution
 - (iii) Pedestrian Crossing on Goldstone Crescent
- (b) **Written Questions:** To receive any questions submitted by the due date of 12 noon on the 11 March 2019:
 - (i) Preston Circus Pollution
- (c) **Deputations:** To receive any deputations submitted by the due date of 12 noon on the 11 March 2019.

75 MEMBER INVOLVEMENT

37 - 54

To consider the following matters raised by Members:

- (a) **Petitions:** To receive any petitions;
- (b) **Written Questions:** To consider any written questions;
 - (i) Traffic Survey- Councillor Yates
 - (ii) Cityclean- Councillor Wares
 - (iii) Valley Gardens- Councillor Wares
 - (iv) Flyposting- Councillor Wares
 - (v) COP26- Councillor Heley
 - (vi) 20mph Speed Limits- Councillor Davis
 - (vii) Refuse and Recycling- Councillor Davis
- (c) Letters: To consider any letters;
 - (i) Carden Woods- Councillors Wares, McNair & Theobald
 - (ii) Bikeshare- Councillor Wares
 - (iii) Cityclean Modernisation reports- Councillor Wares
 - (iv) Old London Road Pavement- Councillor Wares
 - (v) Patcham Roundabout- Councillor Wares
 - (vi) Tree Planting on Glebe Villas- Councillor Nemeth

(d) Notices of Motion: to consider any Notices of Motion referred from Full Council or submitted directly to the Committee. Environmental Impact Assessment and Traffic Modelling-(i) Proposed by Councillor Wares **ENVIRONMENT & SUSTAINABILITY MATTERS HEALTH & SAFETY SERVICE PLAN 2020-21** 55 - 60 Report of the Interim Executive Director Housing, Neighbourhoods & Communities Contact Officer: Nick Wilmot Tel: 01273 292157 Ward Affected: All Wards OFFICIAL FEED AND FOOD CONTROLS SERVICE PLAN 2020/21 61 - 86 Report of the Interim Executive Director Housing, Neighbourhoods & Communities Contact Officer: Nick Wilmot Tel: 01273 292157 Ward Affected: All Wards **GRAFFITI REDUCTION STRATEGY - OUTCOMES OF** 87 - 108 CONSULTATION Report of the Executive Director, Economy, Environment & Culture Contact Officer: Saoirse Roach Tel: 01273 294739 Ward Affected: All Wards **BULKY WASTE CONTRACT** 109 - 116 Report of the Executive Director, Economy, Environment & Culture Contact Officer: Lynsay Cook Tel: 01273 291851 Ward Affected: All Wards

117 - 122

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Tel: 01273 294720

Tel: 01273 292477

NATURE2020 - A CELEBRATION OF BIODIVERSITY IN THE

Report of the Executive Director, Economy, Environment & Culture

2020/21 LOCAL TRANSPORT PLAN CAPITAL PROGRAMME

Report of the Executive Director, Economy, Environment & Culture

Sarah Dobson

Andrew Renaut

All Wards

All Wards

TRANSPORT & PUBLIC REALM MATTERS

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BIOSPHERE

Contact Officer:

Ward Affected:

Contact Officer:

Ward Affected:

82 LOCAL CYCLING AND WALKING INFRASTRUCTURE PLAN (LCWIP) 139 - 158 - UPDATE REPORT

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Paul A. Holloway Tel: 01273 290368

Ward Affected: All Wards

83 TRAFFIC REGULATION ORDERS UPDATE REPORT

159 - 182

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Catherine Dignan Tel: 01273 292235

Ward Affected: East Brighton; Hove Park;

Patcham; Withdean

84 TRAFFIC REGULATION ORDERS - OBJECTIONS TO ORDERS RELATED TO NEW DEVELOPMENTS

183 - 224

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: David Farnham Tel: 01273 292368

Ward Affected: Central Hove; Hollingdean &

Stanmer; Patcham; Queen's Park; St Peter's & North Laine

85 DYKE ROAD WAITING RESTRICTIONS EXPERIMENTAL TRO (TRO- 225 - 234 12-2019)

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Ben Thomas Tel: 01273 290398

Ward Affected: Regency; St Peter's & North

Laine

86 BTN BIKESHARE

235 - 298

Report of the Executive Director, Economy, Environment & Culture

Contact Officer: Matthew Thompson Tel: 01273 293705

Ward Affected: All Wards

PART TWO

87 BTN BIKESHARE (EXEMPT CATEGORY 3)

299 - 332

Report of the Executive Director, Economy, Environment & Culture (copy circulated to Members only)

Contact Officer: Matthew Thompson Tel: 01273 293705

Ward Affected: All Wards

88 PART TWO PROCEEDINGS

To consider whether the items listed in Part Two of the agenda and decisions thereon should remain exempt from disclosure to the press and public.

89 ITEMS REFERRED FOR FULL COUNCIL

To consider items to be submitted to the 2 April 2020 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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Date of Publication - Monday, 9 March 2020

BRIGHTON & HOVE CITY COUNCIL

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

4.00pm 21 JANUARY 2020

COUNCIL CHAMBER, HOVE TOWN HALL

MINUTES

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

PART ONE

53 PROCEDURAL BUSINESS

- 53(a) Declarations of substitutes
- 53.1 Councillor Moonan was present as substitute for Councillor Fowler.
- 53(b) Declarations of interest
- 53.2 There were none.

53(c) Exclusion of press and public

- 53.3 In accordance with section 100A of the Local Government Act 1972 ("the Act"), the Committee considered whether the press and public should be excluded from the meeting during an item of business on the grounds that it was likely, in view of the business to be transacted or the nature of proceedings, that if members of the press and public were present during that item, there would be disclosure to them of confidential information (as defined in section 100A(3) of the Act) or exempt information (as defined in section 100(I)) of the Act).
- 53.4 **RESOLVED-** That the press and public not be excluded from the meeting.

54 MINUTES

- 54.1 With reference to items 47.4 and 47.8, Councillor Wares stated that he had not received briefings on either matter.
- 54.2 The Chair apologised for the delay as assured Councillor Wares these would be sent as soon as possible.
- 54.3 **RESOLVED-** That the minutes of the previous meeting be approved and signed as the correct record.

55 CHAIRS COMMUNICATIONS

55.1 The Chair provided the following communications:

"The city council declared a climate emergency in December 2018, and we have committed to becoming a carbon neutral city by 2030. We have to address the climate crisis urgently and our local actions in and around the city will make an important contribution to addressing this challenge. I am pleased to feedback following approval of a report at P&R Committee on 5 December, the Carbon Neutral programme has now been established and the committee also formally agreed the establishment of a crossparty member group to oversee this programme.

There are steps that the council, public sector partners and local businesses can take to reduce their carbon emissions. We also want to involve our residents and we will develop an engagement programme to inform and support the carbon reduction work. As part of this, I am pleased to report we are organising a climate assembly, to bring together a randomly selected but representative group of around 50 residents to shape how we combat climate change over the next decade. The assembly will have good geographical coverage, involving residents from across our city. It will be designed and facilitated by an independent organisation, which is experienced in delivering deliberative engagement processes, and a procurement process is underway. We are planning that this first climate assembly will focus on transport which, along with energy, causes around 95% of carbon emissions in Brighton & Hove. We anticipate that the climate assembly will meet in March and April to help shape a programme of action for delivery from summer 2020. The assembly recommendations would help shape the consultation for the next local transport plan for the city.

On the 7th January I was delighted to host a visit from the Transport Minister, George Freeman MP accompanied by the Director of OLEV (the Office for Low Emission Vehicles) to congratulate us on the initial rollout of our 200 on street Electric Vehicle Charging Points funded by OLEV following our successful bid. As well as demonstrating to the Minister that Brighton & Hove is a forward thinking city in our planning and thinking, it shows we can deliver innovative transport projects quickly and with great skill. I discussed with the Minister our ambition to be a Carbon Neutral City by 2030 as well as our emerging Transport Infrastructure that is embracing technological innovation, including the transition to EV's, on-line and virtual Parking Payment Systems as well as support to public transport from multi-operator ticketing. I also shared our further thoughts on how we were open to the City being a future test bed for innovative projects and programmes that might aid the transition to greater take up of sustainable public transport, walking and cycling, a switch to electric and hydrogen fuels that will also support our Carbon Reduction aims.

I have met the Minister now on several occasions now and believe he now understands that our City means business in its Transport and Climate ambitions. I am also pleased to see the reintroduction of the Environment Bill in the Queen's speech before Christmas along with a proposal to establish an Office of Environmental Protection. We look forward to hearing the details of this over the coming months. It was also announced in the Queen's speech that a National Infrastructure Strategy will be brought forward to set out a long-term vision to improve the nation's digital, transport and energy infrastructure. It is important that Government works with local councils to deliver on its infrastructure commitments, including transport and energy infrastructure".

- 56 CALL OVER
- 56.1 All items on the agenda were reserved for discussion.
- 57 PUBLIC INVOLVEMENT
- (B) WRITTEN QUESTIONS
- (i) Smoke Control Area
- 57.1 Adrian Hill put the following question:

"I suffer with life threateningly poor respiratory health; particulates cause poor health (lung, heart, cancer, birth defects, premature death). I recorded dangerous levels of particulates on Christmas day after fires were lit in homes. DEFRA says burning fuels in homes is the biggest contributor to particulate emissions and there are no safe levels for health. I struggled to breathe while sleeping that night and my blood oxygen levels fell. Burning smokey fuels is an unnecessary luxury because there are alternatives. Burners are gaining popularity; for my health and others, can the Smoke Control Area be widened to cover the whole city".

57.2 The Chair provided the following reply:

"I am very sorry to hear that your health has been affected over the Christmas and hope that this recent episode has now passed and that you are feeling better.

The city does have five Smoke Control Areas in the central and eastern areas. These were established through the Clean Air Act legislation from 1968, prior to domestic central heating becoming common place, and the last one to be declared was in 1979. However, it is recognised that alternatives to gas-fired central heating such as wood and coal burning have become more popular in recent years, not just in the city but across the country too.

I realise that your condition is affected by particulates, and the Government's 2019 Clean Air Strategy particularly highlighted the contribution that woodburning makes to fine particulate matter. It has also published a further report about progress towards meeting World Health Organisation guidelines for particulates, placing further focus on this matter.

Our 2019 Air Quality Annual Status Report has outlined the work that the council is doing to address and reduce fine particulate emissions, but we will need to review our 2013 Air Quality Management Areas and the 2015 Air Quality Action Plan very soon. Therefore, I think we should place a greater emphasis on understanding the extent and effects of emissions from woodburning in the city and I will be asking officers if we can do this as part of that work. I expect that this will provide a clearer indication about the possibility and implications of widening the area of the city's existing Smoke Control Area coverage".

- (ii) TRO Goldstone Crescent
- 57.3 Gareth Hall put the following question:

"There is a TRO being proposed to extend double yellow lines along a section of Goldstone Crescent. This will only serve to move the congestion problem further down the road. Will the Chair consider removing the parking restrictions adjacent to the park enabling city park workers to park there (spaces are empty during the day around the park) or alternatively extend the double yellow lines all along the far end of Goldstone Crescent reducing congestion and protecting the grass verges which are getting badly damaged by cars driving on them?".

57.4 The Chair provided the following reply:

"Thank you for your representation and we do understand the parking concerns of residents.

The reason for the proposed double yellow lines in this section of Goldstone Crescent is that they were requested by the bus company. Site meetings were held, and this area was highlighted by the bus company as being problematic to run a service due to the obstructive parking.

I realise that some residents feel that the lines aren't long enough, but if we were to introduce excessive double yellow lines, we would just simply push the problem elsewhere and into the smaller roads causing further complaints from other residents. Currently we are not considering removing the three-hour limited free parking adjacent to Hove Park as this was implemented to prevent all day parking limiting opportunities for park users.

However, we will be undertaking a review of Zone P as part of the parking scheme priority timetable. This can consider how the scheme is working for residents in the scheme and if any improvements can be made to deal with some of the displaced vehicles in the wider area".

57.5 Gareth Hall asked the following supplementary question:

"I understand that for a number of years now, there has been a trial of stopping people parking on grass verges in certain places in Brighton. I've been told by my ward councillor that you won't add anymore areas onto that trial however, as there's clearly going to be a problem on Goldstone Crescent with parking issues that have come in due to permits, will you consider adding Goldstone Crescent to that trial?"

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

"We've taken forward a verge parking trial in a number of locations, but they come forward on a case by case basis. We can pick up your request and that could be an area we can look at. In addition, the government's pavement parking review is at the third bill of reading in Parliament and that will hopefully give local authority's more powers in this area".

(iii) Local Cycling & Walking Infrastructure Plan

57.7 Alexander Sallons put the following question:

"I understand that the LCWIP Task and Finish group has met multiple times, although I could find no mention of that on the council website or in the public domain, in the

accepted amendment by the Green Group to the scoping report the Task and Finish Group was said to offer key stakeholders earlier and stronger engagement. Can the Council provide a timetable for when those stakeholders, and the public, will be engaged with?"

57.8 The Chair provided the following reply:

"Thank you for your question.

I would like to reassure you that the Member Task & Finish Group for the Local Cycling and Walking Infrastructure Plan has only met once formally so far – and this was just before Christmas. This was because we have had to make sure that all the preparatory discussions and administrative work in setting these new councillor groups up was completed first. The next planned meeting of the group will be in June, but I am also expecting a report about the plan to be brought to the next meeting of this committee, so that we can all hear and discuss the progress being made and what else is planned. As the group is now up and running, we will be commencing engagement with stakeholders in spring this year, to assist with the initial development of the Plan. This will include a number of local area workshops across the city and will be supplemented by a city-wide stakeholder event and wider public consultation. We are still finalising the details for this engagement stage as it involves a lot of planning, but we will announce these as soon as possible. The outcome of the initial round of stakeholder engagement will feed into a background report, ahead of commencing the walking and cycling network planning stage".

(C) DEPUTATIONS

(i) Barriers to cycling

- 57.9 The Committee considered a deputation that detailed a number of cycling access issues caused by the recent introduction or widening of barriers in the city and requested a more strategic response to the issue.
- 57.10 The Chair provided the following response:

"I am sorry you feel the Council has deliberately created a barrier for cycling at Ship Street and other locations.

Let me first say that officers have been in active discussions with you on this matter and I myself have taken a very keen interest and have called for a further meeting with officers to find a way forward.

Unfortunately, the Council has been compelled to take this action due to the failure of the original solution and reliance on lockable removeable bollards, in that they have literally been removed by others. This theft or damage has occurred so frequently that the Council has endured a bill of tens of thousands of pounds and has therefore as a last resort, faced with a further bill to replace this unsustainable measure, installed gates at Ship Street.

The smallest gate that we could install still requires posts at each end to prevent vehicular access and therefore there is a reduced width for the footway and southbound cycle lane. As this Cycle lane is intended to be southbound only it is still practical and safe to pass but we do appreciate with pedestrians in Ship Street at busy times,

particularly evenings and weekends, there may be times when people also wishing to use this for a northbound manoeuvre will lead to conflict.

Whilst I will be seeking to confirm myself that this measure is the most practical and safest option through the meeting that I have arranged, I would also like to say that we are commencing through the LCWIP (Local Walking Cycling Infrastructure Plan) where we will be reviewing our cycle network, planning and cycling infrastructure. Within this process we will be engaging the views of the local cycling community, including yourselves as we would like to hear what works for you and what we can improve, including looking at shortfalls in existing cycling infrastructure. I can assure you that I will be reviewing these recent gate installations and if there is a better more cost-effective solution that works for everyone I will be asking officers to take it forward. In the meantime, officers will be reporting on the Local Walking and Cycling Infrastructure Plan process for a future meeting of this Committee and I have asked that they consider how best to consult with our community as part of that process and I would like to thank your deputation for bringing this matter to the Committee's attention".

- 57.11 Councillor West stated that there was huge disquiet about the issue and in his view, many of the problems could have been resolved by a cycle forum. Councillor West moved a motion to request an officer report on the request made in the deputation.
- 57.12 Councillor Lloyd formally seconded the motion.
- 57.13 The Chair put the motion to the vote that passed.
- 57.14 **RESOLVED-** That the committee request an officer report on the requests made in the deputation.

(ii) Parking Schemes

- 57.15 The Committee considered a deputation that set out various objections and concerns relating to the consultation process for the introduction of controlled parking zones.
- 57.16 The Chair provided the following response:

"Thank you for your deputation and I'm sorry to hear of your concerns about the service you have received from the Council.

The parking scheme consultation process is one of the most rigorous and extensive within the Council and can take up to 18 months to ensure it meets the needs of residents and that any concerns outlined during the various stages of consultation are considered.

The parking scheme priority timetable up to 2022/23 was agreed at this Committee last November and was based on areas which had strong support from residents and Ward Councillors.

During the consultation process there are three opportunities for residents to comment on the proposals. The first two opportunities are at the initial then detailed design phases while the final stage is the Traffic Regulation Order stage. All three stages of the consultation are made public and discussed at this Committee for agreement to go forward to the next stage.

The legal Traffic Regulation Order for any parking scheme allows for enforcement and gives any member of the public the chance to make a comment. Any proposals for changes to further parking restrictions outside of parking schemes also go through a Traffic Regulation order which includes advertising the proposals in the press and on the Council website as well as the ability to view the proposals in the Customer Service Centres in Brighton & Hove as well as notices on street furniture in the nearby location. The parking schemes are all consulted, designed and implemented by a small experienced in-house Parking Infrastructure Team who deal with all parking timetable work alongside planned and reactive lining and signing maintenance.

I can assure you that the team visit residents and deal with phone calls whenever they can. The team have identified that they have visited at least one of the residents listed in the deputation in Hazeldene Meads which is a particular issue at the moment due to displaced parking following the implementation of the Hove Park scheme.

The team have recently advertised double yellow lines within this location and it's important to note that budget cuts are not the main reason for us to carry out obvious works as there may be road safety issues that are prioritised.

Comment within the deputation suggests that implementing the Hove Park scheme was a mistake and this should be rectified. This scheme was agreed at this Committee and was requested by a significant amount of residents in the area with support from Ward Councillors.

The Council have had very few complaints about the parking scheme itself, however, as part of the priority timetable a review of Zone P will be undertaken later in the year. This can consider how the scheme is working for residents in the scheme and if any improvements can be made to deal with some of the displaced vehicles in the wider area".

- 57.17 **RESOLVED-** That the Committee note the deputation.
- 58 ITEMS REFERRED FROM COUNCIL
- (A) PETITIONS
- (i) Dropped Kerbs
- 58.1 The Committee considered a petition referred from the meeting of Full Council held on 19 December 2019 and signed by 112 people requesting a survey of safe provision of dropped kerbs.
- 58.2 The Chair provided the following response:

"The City Council already has a programme for providing new or improved dropped kerb facilities across the city each year. These kerbs are provided either in response to individual householder requests or are provided for selected route improvements, for example the whole of Elm Grove in Brighton now has a dropped kerb route on both sides, works which were completed last year. Many requests are received each year from the public for new dropped kerbs and unfortunately due to budgetary constraints it is not always possible to deliver all of the dropped kerbs requested each year. However, any requests not dealt with remain on the request list until funding becomes available.

The City Council has also started to map all of the existing dropped kerb locations within the city, as over the years it has expanded in a very ad hoc manner. As can be appreciated though this is a very time-consuming process and resources are limited, but once completed it will allow a more holistic approach to the provision of dropped crossing facilities in the future, particularly with a focus on completing accessible routes along the main transport corridors throughout the city.

With specific regard to Sackville Road this is one of the routes that has already been identified as needing both new and improved dropped kerb facilities, particularly the section between Blatchington Road and the Old Shoreham Road. With this in mind it is hoped, subject to funding, to carry out these works in the 2020 / 2021 financial year".

- 58.3 **RESOLVED-** That the Committee note the petition.
- (ii) Replacement Bus Shelter at the Avenue
- The Committee considered a petition referred from the meeting of Full Council held on 19 December 2019 and signed by 380 people requesting a replacement bus shelter at the Avenue. Moulsecoomb.
- 58.5 The Chair provided the following response:

"The Public Transport team would like to apologise for the delay in replacing this shelter. The shelter was involved in a Road Traffic Accident and was dismantled in August 2019. The time frame between orders and installation is normally about three months, but due to supply issues in the industry the stock was temporarily unavailable resulting in an increased delivery time. We have now had assurance from our contractor that installation will now take place in May. We are in communication with our supplier to see if delivery can be hurried up".

- 58.6 **RESOLVED-** That the Committee note the petition.
- 59 MEMBER INVOLVEMENT
- (B) WRITTEN QUESTIONS
- (i) Woodburning Stoves
- 59.1 Councillor Heley put the following question:

"This winter, many residents have been in touch with me about woodburning stoves. Woodburners and open fires cause smoke and contribute to our extremely dangerous levels of air pollution in our city. Is the council doing anything to deal with this? What more could the council do?"

59.2 The Chair provided the following reply:

"Thank you for your question Councillor Heley. I can understand why your residents have some concerns about them and their effects on air quality and therefore people's health.

I referred to the Clean Air Act in my response about woodburning to Adrian Hills's question earlier this afternoon. More recent legislation agreed in the 1990s sets out the statutory duties of councils to assess and improve local air quality, including the declaration of Air Quality Management Areas where legally binding pollution standards are not met. It also covers the assessment of statutory nuisance, and complaints relating to domestic solid fuel burning and smoke are received and considered by the council's Environmental Health Officers under that legislation.

The council's current Air Quality Action Plan was produced in 2015 and includes a section on domestic solid fuel burning. The council's website also has a lot of information about this in the pollution and air quality section, on a page entitled 'Using solid fuels safely and legally'. There have been a number of funded projects with the relevant Government's Department for Environment, Food and Rural Affairs (which is known as DEFRA), which have helped raise awareness of the issues. I also said to Adrian Hills that I would ask officers to look more closely at woodburning as part of our future review of our Air Quality Management Areas.

DEFRA is also reviewing the Clean Air Act and consulting with Local Authorities on how to make it more useful. We very much hope that this work will be progressed by the Government after the election and that the outcomes will be a good basis on which to further consider what, and how much more, the council can do".

(C) LETTERS

(i) Stoneham Area Tree Planting

- 59.3 The Committee considered a Letter from Councillor Nemeth and Councillor Peltzer Dunn requesting the support of the committee to combined four tree planting projects into a single project with a designated lead officer and timetable.
- 59.4 The Chair provided the following response:

"The available staff in arboriculture are working on the tree planting agreed by ET&S Committee, public donations, the remedial inspection and pruning work reported to this committee. There is currently no capacity to survey or arrange additional planting. The donated trees in Stoneham Recreation ground that have died are not scheduled to be replanted this year. However, as parks planting is a relatively straight forward process I have asked for these to be added to this year's tree order and subject to availability from the supplier, these will be planted this year.

An additional post has been created in the arboricultural section to help deal with the upsurge of interest in tree planting and the increased inspection regime introduced for our tree stock. We are currently having service delivery problems which we anticipate will ease prior to next year's planting season".

- 59.5 Councillor Wares expressed his hope that support could be given to the request as residents and ward councillors had spent a great deal of time on the projects. A solution was offered, and support would be timely given the current focus and commitments relating to climate change.
- 59.6 The Chair stated that she would speak with the City Parks team and see what help could be offered.

59.7 **RESOVLED-** That the Committee note the Letter.

(D) NOTICES OF MOTION

(i) Car-free city centre by 2023

- 59.8 The Chair noted that a revision to the Notice of Motion had been circulated and in line with council procedure rules, the revision would need to be accepted by a majority of the committee members. The committee agreed to this proposal.
- 59.9 Councillor Heley moved the following joint Green Group and Labour Group Notice of Motion:

"In January 2020 York City Council pledged to become the UK's first car free city centre within three years, and in 2019 we saw Bristol pledge to become our country's first city to ban diesel cars from entering parts of the city centre. Edinburgh already hosts regular car-free days and has further plans to shift away from private car use. Brighton and Hove City Council must take action on a similar scale.

The climate emergency, the environmental and public health crisis caused by air pollution, and dangerous roads in the city can and must be tackled by drastically reducing private car use in the city centre.

Therefore, this committee:

- 1) Requests that a report is brought to the Environment, Transport and Sustainability Committee that explores the feasibility and costs of developing a car-free city centre by 2023 in Brighton and Hove, for the October 2020 committee meeting.
- 2) Requests that this report will detail costs and practicalities, rules for exemptions (for those with accessibility needs and some trades vehicles for example) and how the council's plans to introduce an Ultra-Low Emission Zone for private vehicles in the city centre can act as a transition to a car free city centre
- 3) Notes that this notice of motion should be considered during the council's Climate Assembly, as part of our resident-led conversation as a city about how we reach the target of becoming net-zero by 2030"
- 59.10 Introducing the Notice of Motion, Councillor Heley stated that requesting a feasibility report was a sensible step in understanding what could be done to ensure the city met its ambition to be carbon neutral by 2030. Councillor Heley stressed that people with disabilities should be at the forefront when considering such a proposal as was highlighted in the Motion. Other key exemptions to consider were taxis, trade vehicles and emergency vehicles. Councillor Heley referred to other potential benefits such as improved air quality and a reduction in road traffic casualties.
- 59.11 Councillor Wilkinson formally seconded the Notice of Motion. Councillor Wilkinson stated that the council was compelled to consider all the ways in which could become carbon neutral and combat climate change to preserve the environment for future generations. Councillor Wilkinson stated that the council had to introduce a transport system that was

- carbon neutral in a short number of years. Councillor Wilkinson also highlighted the number of deaths caused not only by road traffic casualties but also by air pollution.
- 59.12 Councillor Wares stated his support for the Notice of Motion. Councillor Wares stated that everything should be explored in detail and a wide consultation with all residents and welcomed the proposal for an economic impact assessment. Councillor Wares noted that the cities specifically mentioned in the NoM were all very different to Brighton & Hove which had unique challenges, and all had established a Park & Ride providing choice to residents not to use a vehicle in the city centre. Councillor Wares stated that it was important to consider and review all forms of transport and highlighted that two of the cities most polluted roads in North Street and Western Road were almost exclusively used by buses. Councillor Wares explained that there were other factors to consider such as knock on effect on parking income that provided for concessionary bus passes and subsidised bus routes.
- 59.13 Councillor Davis welcomed the Notice of Motion that was an important step in discussing how best to safeguard the city in terms of both health and climate.
- 59.14 Councillor West welcomed the comments made by Councillor Wares adding that there would be more such challenges arising as the feasibility exercise progressed. Councillor West stated that the city was overly car dependent and the issue would be a challenge.
- 59.15 Councillor Moonan thanked Councillor Heley and Councillor Wilkinson for proposing and seconding the motion and that consensus would be an important part of moving toward carbon neutrality. Councillor Moonan stated that engagement through the Climate Assembly and wide-ranging debate with residents was vital.
- 59.16 The Chair provided the following response:

"I am very interested in developments, relating to harmful emissions, that are arising across the UK as well as cities across Europe and farther afield. As you know we as a Council formally declared a Climate Emergency and have set out an ambitious Carbon Reduction Programme and will be establishing a Climate Assembly to consider these matters and will be informing our future thinking.

I believe it worthwhile that the committee be informed of the feasibility, costs associated and other potential implications of introducing a car-free city centre by 2023. In my view, it would help us build a knowledge base, alongside those actions we are already taking, on the type of measures we could undertake to prioritise the measures that this City will need to deliver on air quality and become Carbon Neutral by 2030. It's important that we consider this alongside the discussions that will be taking place through the Climate Assembly and through consultation with residents and stakeholders on the new Local Transport Plan, so I am pleased to see this emphasised in the revised motion".

- 59.17 **RESOLVED-** That the Committee agree the Notice of Motion as follows:
 - 1) Requests that a report is brought to the Environment, Transport and Sustainability Committee that explores the feasibility and costs of developing a car-free city centre by 2023 in Brighton and Hove, for the October 2020 committee meeting.

- 2) Requests that this report will detail costs and practicalities, rules for exemptions (for those with accessibility needs and some trades vehicles for example) and how the council's plans to introduce an Ultra-Low Emission Zone for private vehicles in the city centre can act as a transition to a car free city centre
- 3) Notes that this notice of motion should be considered during the council's Climate Assembly, as part of our resident-led conversation as a city about how we reach the target of becoming net-zero by 2030

(ii) Hydrogen Hub for Brighton & Hove

59.18 On behalf of the Green Group, Councillor Lloyd moved the following Notice of Motion:

"This council has declared climate emergency, and it is time we explored the potential of developing or own municipal Green energy company with a specific emphasis on the production and delivery of Hydrogen Fuel from a dedicated Hydrogen Hub in the city. We have seen other authorities such as Hackney Council successfully launch public owned Green Energy companies and we have perfect resources in this city to do the same.

Hydrogen has huge potential as a clean fuel of the future that can power our fuel cell buses and eventually replace 20% of the natural gas that we use in our domestic boilers and cookers. Hydrogen is therefore seen as an essential part of any future zero carbon energy mix and we are in an excellent position in Brighton and Hove to produce it cheaply and cleanly.

Therefore, this committee:

- (1) Recognises the potential of hydrogen as a source of clean energy
- (2) Requests that a feasibility report is brought to the Environment, Transport and Sustainability committee outlining the potential of establishing a hydrogen hub in Brighton and Hove, including practicalities, costings and potential locations.
- 59.19 Councillor West formally seconded the Notice of Motion and referenced work already in place by other local authorities on the subject matter and the positive impact it had realised.
- 59.20 Councillor Wares thanked Councillor Lloyd for the proposal and his research on the matter. Councillor Wares asked if the use of hydrogen would be cheaper for end users and whether the feasibility assessment could include options for use in council homes and to power its vehicle fleet.
- 59.21 Councillor Lloyd explained that the price of hydrogen was dictated by the cost of electricity used to create it.
- 59.22 Councillor Moonan noted that she had previously raised the issue of the number of requests for reports made at every meeting and the impact that may have creating an unsustainable workload for officers. Councillor Moonan stated that a detailed work programme could not be maintained when new requests were approved on a case by case basis.

- 59.23 Councillor West stated that whilst he appreciated that resources were stretched and there was a lot for officers to do, in his view, the Administration would obliged to find the necessary resource through the upcoming Budget setting process.
- 59.24 Councillor Wares stated that Members were obliged to react to issues that were raised with them and some of the matters raised were historical where no adequate action had been undertaken or proposed and were not new issues.
- 59.25 The Chair provided the following response:

"The council recognises that hydrogen has great potential to be a clean replacement for intensive energy uses like heavy freight, buses, aviation, shipping and heating. Hydrogen can be a strong complement to electrification on the journey towards a zero-carbon energy system.

Developing a low-carbon hydrogen economy over the next decade could help Brighton & Hove City Council to meet its 2030 carbon neutral pledge, as well as addressing poor air quality in the city. I have personally met with a number of businesses who would like to explore opportunities to develop hydrogen infrastructure in the city. Brighton & Hove City Council is leading on the Greater Brighton Energy Plan, which will set the scene for a low carbon energy system that benefits our communities and environment. Officers and I are engaging with key players on future hydrogen development including the gas utilities, transport providers and business partners. Establishing a manufacturing hub that will be part of a future development of our energy system is being looked at as part of the process of developing and implementing the Energy Plan across Greater Brighton. I expect that Plan to include suggestions that will generate ideas that in turn will inform other, more detailed, feasibility studies that will come forward to this committee.

Through the Energy Plan, and as part of our work to carbon neutral by 2030, we will continue to work with neighbouring local authorities, businesses, academics and other stakeholders including Greater Brighton, Coast2Capital, and Greater South East Energy Hub on many innovations in the energy system, including hydrogen. We will look to move towards a more developed infrastructure to support the production, use and sale of hydrogen. For example, there may be opportunities to trial the installation of hydrogen-ready hybrid boilers. We will also ensure that the hydrogen economy is embedded in the Coast2Capital Local Industrial Strategy, to meet the energy and transport needs of our community".

59.26 **RESOLVED-** That the Committee agree the Notice of Motion as follows:

This Committee:

- (1) Recognises the potential of hydrogen as a source of clean energy
- (2) Requests that a feasibility report is brought to the Environment, Transport and Sustainability committee outlining the potential of establishing a hydrogen hub in Brighton and Hove, including practicalities, costings and potential locations.

The meeting was adjourned at 5.40pm and reconvened at 5.50pm

60 FEES AND CHARGES 2020/21

- 60.1 The Committee considered a joint report of the Executive Director, Economy, Environment & Culture, the Interim Executive Director, Neighbourhoods, Communities & Housing and the Executive Lead Officer, Strategy, Governance & Law that set out the proposed 2018/19 fees and charges for the service areas covered by the Environment, Transport and Sustainability Committee in accordance with corporate regulations and policy.
- 60.2 Councillor West expressed his disappointment that there was very little in the structure of the fees and charges that focussed on the commitment to carbon neutrality. Councillor West stated his disappointment that there was very little or no overall increase in the parking charges and he believed this should be looked at again. Councillor West noted that there was an unacceptable surcharge in the cost of buying permits on a monthly basis against buying annual permits. Councillor West stated that this was unacceptable as it penalised residents and businesses that couldn't afford an annual permit due to cash flow issues or those that did not want to buy an annual permit. Councillor West believed this should be corrected through the budget process. With regard to parking charges for parks, Councillor West explained that whilst setting a cheaper tariff compared to the other charges in the CPZ had been a noble intention, the reality was that park car parks had been overloaded precisely because the charges were cheaper than compared to the surrounding area. Councillor West stated the parking charges for parks should be increased subject to recommendation 2.3. Furthermore, Councillor West expressed his disappointment that there was no differentiation in fees and charges for vehicle types and level of emissions, as was used for car tax as it did not encourage people to purchase lower emissions vehicles. Councillor West stated that he believed the committee should defer the decision to Policy & Resources Committee.
- 60.3 Councillor Wares queried the justification for the increase proposed for garden waste collection when the service wasn't delivering as expected. In relation to recommendation 2.3, Councillor Wares observed that a recent meeting of the Stanmer Park Working Group had brought up a number of issues that may be difficult to resolve so agreement may take some time.
- In relation to Stanmer Park, the Executive Director, Economy, Environment & Culture replied that he had been given feedback from the meeting however, it was still intended and achievable to meet the deadlines as set out. In relation to garden waste collections, the Executive Director, Economy, Environment & Culture added that there had been a lot of good work made in improving the service area and fees and charges had not been increased in the previous financial year in order to stabilise the service. It was felt that as the service waiting list was about to re-open and the service had been stabilised and improved, it was now appropriate to increase the charge to ensure costs were recovered. The Executive Director, Economy, Environment & Culture noted that if agreed, this would be the first price increase since the service had been introduced.
- 60.5 Councillor Wares stated that he believed the price increases would predominately impact upon those on low income and he was surprised Councillor West was advocating an increase in fees and charges. Councillor Wares expressed his dismay that traders permits would increase by £100 per annum, an act that would further hit businesses in

the city. Furthermore, Councillor Wares believed it was an outrage that Doctors permits would rise by 100%, when they were undertaking such an important duty. Councillor Wares observed that whilst he agreed with some aspects of the proposals were good, many of the fees and charges would undoubtably affect those on low income the most and he would therefore, be voting against the recommendations.

- 60.6 Councillor Brown echoed Councillor Wares objections to the rise in Doctor's permits. In relation to paragraph 3.10, Councillor Brown did not believe a price increase at the King Alfred Centre was rationale as it would deter people from physical activity and exercise.
- 60.7 In response to queries from Councillor Heley and Councillor West, it was explained that as no amendments to the report had been received by 10am, procedurally, the committee had three choices available. To vote against the report, which would mean the report would be referred to the Policy & Resources Committee. This was because the 2020/21 budget proposals were developed on the assumption that fees and charges are agreed as recommended and any failure to agree would have an impact on the overall budget proposals, which meant the decision would need to be dealt with by Policy & Resources Committee as per the requirements of the Constitution. The second option would be to abstain and the third option to vote in favour of the report.
- 60.8 Councillor Lloyd stated that it was correct to introduce fee increases to deter unnecessary car journeys and promote sustainable transport. However, every journey a trader made was a necessary journey and he objected to any increase in this area.
- 60.9 Councillor Moonan welcomed the report, highlighting key aspects: that parking charges were lower than in neighbouring authorities, that Doctors would be able to park anywhere in the city for £1 per day and that the balance set in the parking fees and charges would help reduce congestion and work toward the overall program of carbon neutrality by 2030. Councillor Moonan noted that the some of the surplus would go directly towards the climate change programme and noted that with ten years of a reducing government grant, local authorities were left with no other option that to look closely at its fees and charges.
- 60.10 Councillor Wares noted that the council had lost millions of pounds in bad management of Coin Co International and the Shelter Hall project and it was acceptable to punish residents by asking them to pay for those mistakes by increasing fees and charges.
- 60.11 Councillor West expressed his disappointment in the report proposals as he felt a golden opportunity had been missed to dissuade people from using motor vehicles by raising fees and charges and in turn, raise funding that could be re-invested in sustainable transport infrastructure and projects.
- 60.12 In response to a further query from Councillor West, the committee received legal and procedural advice on rules for submission of amendments for this committee, Policy & Resources Committee and Budget Council.
- 60.13 Councillor West stated that he would like to propose a motion to amend the recommendations and requested the Chair's discretion to do so.

- 60.14 The Chair stated that the council had clear procedural rules on amendments and following the technical advice provided by officers at the meeting, she was not prepared to accept a late amendment.
- 60.15 Councillor Moonan expressed her frustration that a complex, technical amendment had been proposed at the last minute when the council had clear procedural rules and timescales on the matter and the report had been published on time.
- 60.16 The Chair then put the recommendations to the vote that failed.
- 60.17 The report was referred to Policy & Resources Committee for decision.

61 TEMPLE STREET PETITION

- 61.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that detailed the implications for the closure of Temple Street and proposed reversing the traffic flow to reduce the impact of rat running.
- 61.2 On behalf of the Green Group, Councillor Lloyd moved the following motion to amend recommendation 2.1 and add a recommendation 2.2 as show in bold italics below:
 - 2.1 That the Committee agrees to advertise an Experimental Traffic Regulation Order to *close the southern end of* Temple Street to *stop* rat running in the street.
 - 2.2 That the committee agrees to monitor the effect of the Experimental Traffic Regulation Order on Temple Street and surrounding streets and bring a report to this committee at the end of the trial period with the results of the trial and recommendations for a permanent solution.
- 61.3 Introducing the motion, Councillor Lloyd stated that the residents of Temple Street were in support of the closure to stop rat running completely. Councillor Lloyd stated that low-cost option for closure such as street planters could be effective.
- 61.4 Councillor West formally seconded the motion explaining that the proposals were supported by both ward councillors and residents. Councillor West highlighted that the problem with reversal would be the impact upon cyclists and if there was a subsequent impact on adjoining roads, the committee should consider the wishes of those residents too.
- 61.5 Councillor Wares stated that the committee relied upon ward councillors views on such matters and on the basis of their support, his Group would be supporting the motion.
- 61.6 The Chair put the motion to the vote that passed.
- 61.7 The Chair put the recommendations, as amended to the vote that were agreed.

61.8 **RESOLVED-**

1) That the Committee agrees to advertise an Experimental Traffic Regulation Order to close the southern end of Temple Street to stop rat running in the street.

2) That the committee agrees to monitor the effect of the Experimental Traffic Regulation Order on Temple Street and surrounding streets and bring a report to this committee at the end of the trial period with the results of the trial and recommendations for a permanent solution.

62 CAR FREE DAY AND ACCESS GRANT FUNDED PROJECTS

- 62.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that set out options for a Car Free Day to be held on 22 September 2020 and other options including school and non-school road closures.
- 62.2 Councillor West asked if Boundary Road was proposed as the preferred option as per recommendation 2.3 as recommendation 2.2 referred to additional consultation.
- 62.3 The Access Fund Manager confirmed that Boundary Road was the preferred option and clarified that recommendation 2.2 was reference to further work required on other sites for a non-school closure.
- 62.4 Councillor West stated that his preference was for a more central location for a Car Free Day and the city centre was ideal as both a visitor destination and a prominent location. Councillor West stated his preference for a Car Free Day event on the stretch of the A259 between Middle Street and Pool Valley as this would ensure the event was as visible and high profile as possible but also maintain access to Churchill Square and to coaches in Pool Valley.
- 62.5 As clarification, the Access Fund Manager explained that Boundary Road had been chosen due to its high levels of traffic, high rates of car ownership and as a location where planning for such an event would be more feasible in the timeframe compared with a major city centre location.
- 62.6 Councillor Wares noted that the closure of St James's Street was forecast to cost £55,800 and asked if this was the same cost as for the Pride Party. Councillor Wares asked if there were other instances in the calendar year where the section of the A259 referred to was closed to traffic.
- 62.7 The Access Fund Manger explained to the cost to the council for a Car Free Day road closure on St James's Street and the cost to the Pride Trust were not comparable as the costs incurred for each party would be for very different things. The Access Fund Manager confirmed that the section of the A259 discussed was closed during the Brighton Marathon.
- 62.8 Councillor Wares stated that whilst closing a section of the A259 would be a big task, there was some experience in the procedures for doing so linked to other events. Councillor Wares explained that he did understand the educational and awareness benefits of a closure on Boundary Road. Councillor Wares stated that he found it curious that there was no commitment for funding for certain elements of the report proposals when the Administration controlled the council budget and could make such a commitment.

- 62.9 Councillor Heley welcomed the report stating that although there was a good case for Boundary Road to host a Car Free Day, a city centre location would be beneficial in terms of attendance, scale and profile.
- 62.10 Councillor Davis asked when the first School Streets events were scheduled to take place.
- 62.11 The Access Fund Manager replied that there would be a Taster Day to coincide with Car Free Day and following appropriate timescales, the first timed School Streets road closure would be in February 2021.
- 62.12 Councillor Moonan asked how schools could apply to be part of the School Streets taster day as she was aware of two schools in Central Hove ward that experienced multiple problems relating to traffic.
- 62.13 The Access Fund Manager explained that the locations were subject to the funding available through the Access Fund and there was a case that the school chosen should be within the area that Fund was designated.
- 62.14 Councillor Wilkinson welcomed the report that would benefit the environment and air quality however, he believed there was much more to do to make meaningful change than a one-day event.
- 62.15 The Executive Director, Economy, Environment & Culture noted that as identified in the report's financial implications, the funding for a non-school Car Free Day was subject to the budget process and Budget Council in February 2020 and the funding for the location proposed or an alternative location, would be dependent on the outcome of that process.
 - The meeting was adjourned at 7.30pm and reconvened at 7.40pm
- 62.16 Councillor West proposed a joint motion to amend recommendations 2.2 and 2.3 as shown in bold italics and strikethrough below:
 - 2.2 To note the feasibility assessment (Appendix 2) and indicative costs (Appendix 3) associated with various options for potential non-school Car Free Day road closures and to request that officers undertake further consultation with Ward members and other key stakeholders on the option(s) (named in Appendix 2 & 3) preferred by members subject to an additional budget of up to £65,000 being identified;
 - 2.3 Request that officers liaise with Ward councillors, residents and other stakeholders regarding a potential non-school road closure in Boundary Road that could on the A259 from Middle St to Pool Valley and The Lanes: (Boyce's St; Middle St; Duke St; Ship Street; Prince Albert St; Bartholomews; East Street) to occur in 2020 for Car Free Day as part of Year 4 of the Access Projects;
- 62.17 Councillor Wares formally seconded the joint motion.
- 62.18 The Chair put the motion to the vote that passed.

62.19 The Chair then put the recommendations, as amended, to the vote that were agreed.

62.20 **RESOLVED-** That the committee:

- 1) Progress the development of possible school road closures and events for European Mobility Week and Car Free Day 2020 in association with the extension (Year 4) of the council's Access Fund Project in 2020/21 and a School Streets taster day, subject to confirmation from the Government of the funding for that project, and subject to agreement of the proposed school selection criteria (Appendix 1);
- 2) Note the feasibility assessment (Appendix 2) and indicative costs (Appendix 3) associated with various options for potential non-school Car Free Day road closures and to request that officers undertake further consultation with Ward members and other key stakeholders on the option(s) (named in Appendix 2 & 3) preferred by members subject to an additional budget being identified;
- Request that officers liaise with Ward councillors, residents and other stakeholders regarding a non-school road closure on the A259 from Middle St to Pool Valley and The Lanes: (Boyce's St; Middle St; Duke St; Ship Street; Prince Albert St; Bartholomews; East Street) to occur in 2020 for Car Free Day as part of Year 4 of the Access Projects;
- 4) Welcome requests for community events or activities in local streets that will contribute to the council's participation in European Mobility Week and Car Free Day 2020.

63 PARKING PERMIT REVIEW

- 63.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that advised the committee on the progress of the parking permit review and sought approval for changes to the operation of various parking permits throughout the city.
- 63.2 Councillor Wares questioned the value of a consultation process where only council officers were involved and expressed his view that it should have been wider. Councillor Wares stated his objection to the proposal to double the cost of Doctor's permits as they performed a life changing and lifesaving service in the city. Councillor Wares stated that the report recommendations were closely linked to the Fees & Charges report and therefore, he could not support the proposals.

63.3 RESOLVED-

- 1) That the Committee agrees the "No change" proposals outlined in Appendix A.
- 2) That the Committee notes the links to the 2020/21 fees and charges proposals in Appendix B which are being presented for approval in a separate report at this same meeting.
- 3) That the Committee notes the working proposals in Appendix B to be presented fully at the Environment, Transport & Sustainability Committee in Jan 2021. This will link to any fees and charges proposals for 2021/22.

64 PARKING SCHEME UPDATE REPORT

- 64.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that provided an update on the progress of recent resident parking scheme consultations and requested approval for a range of proposals.
- 64.2 Councillor Wares referred to the concerns raised in the deputation received by the committee earlier in the meeting, particularly that action was taken based on a relatively low response rate to consultations. Councillor Wares stated that he believed the council needed to find a way to improve the response rate to provide greater assurance on the decisions it made.
- 64.3 Councillor Moonan stated that the parking scheme consultation process was one of the most resident led. The process began with petitions then three opportunities to be engaged as the process progressed. Councillor Moonan stated that a higher response rate would be welcome however, the council had to make decisions on the responses it received.

64.4 RESOLVED-

- 1) That Committee agrees that no changes are required in Zone B and Zone D (Match Day Parking).
- That Committee approves that a new resident parking scheme (Light Touch Monday Friday 10-11am & 5-6 pm) be considered within the Coombe Road area and that this proposal be progressed to the final design with the Traffic Order advertised to allow for further comment. All comments will be reported back to a further Environment, Transport & Sustainability Committee.
- 3) That Committee having taken account of all duly made representations and comments, agrees to proceed to the next stage of the detailed design for a Light Touch parking scheme within the South Portslade Area.
- 4) Agrees that the following Traffic Regulation Orders are approved for Freshfield Street/Queens Park Rise and the Top Triangle Area and proceed to the implementation stage:
 - BRIGHTON AND HOVE VARIOUS CONTROLLED PARKING ZONES CONSOLIDATION ORDER 2018 AMENDMENT ORDER NO.*201* (TRO-31-2019)
 - BRIGHTON AND HOVE VARIOUS CONTROLLED PARKING ZONES CONSOLIDATION ORDER 2018 AMENDMENT ORDER NO.*201* AMENDMENT ORDER NO.*201* (TRO-32-2019)

65 TRANSPORT FOR THE SOUTH EAST - RESPONSE TO CONSULTATION ON DRAFT TRANSPORT STRATEGY

65.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that set out the progress being made on supporting delivery of Transport for The

- South East's (TfSE) draft Transport Strategy and sought retrospective approval of the council's formal response to the consultation on the draft Strategy.
- 65.2 Councillor West expressed his disappointment by the TfSE's aim for carbon neutrality by 2050 that was unambitious, too late and at odds with the council's own target. Councillor West stated his dissatisfaction that the TfSE was overly focussed on road schemes that was again, at odds with carbon neutrality targets. Councillor West stated that he could not endorse the response as it was to a flawed draft strategy.
- 65.3 The Assistant Director, City Transport explained that the strategy was focussed on regional movement and there was a strong emphasis on sustainability. Furthermore, the strategy did not fetter the ability of local authorities to set their own travel priorities.
- 65.4 Councillor West noted that active travel was not referenced at all in the draft strategy and there was a need to reduce and localise journeys.
- 65.5 Councillor Wares agreed with the concerns made and noted that there was a chance for officers to speak to the opposition spokespersons or brief them ahead of providing the response to the consultation.
- 65.6 The Chair proposed the following amendment to recommendation 2.2 as shown in bold italics and strikethrough:
 - 2.2 That the Committee formally agree **note** the Consultation response set out in Appendix 1.
- 65.7 The Committee were in agreement with the proposal.

65.8 RESOLVED-

- 1) That the Committee note the progress being made on supporting delivery of Transport for The South East's Draft Transport Strategy
- 2) That the Committee formally note the Consultation response set out in Appendix 1.

66 CITY ENVIRONMENT MODERNISATION UPDATE

- 59.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that provided a progress update on the City Environment Modernisation programme.
- 59.2 Councillor Wares noted that the Modernisation programme had begun in July 2018 and at the time, the committee were informed that it would take two years to resolve the issues identified. Councillor Wares stated that 18 months on, many big issues were incomplete, and it was not acceptable for the service to be at a perpetual amber rating. Councillor Wares asked if the Operator's License was still in special measures and what actions could be undertaken to convert health and safety to a green rating given its critical importance. Furthermore, Councillor Wares asked why data collection on communal bins was rated as poor when the council were the holders of that information, when the correct paint would be available for community clean ups and what action was

being taken with Sussex Police to ensure prosecutions for graffiti were proportionate. Councillor Wares asked for an update on the current status of the proposed round restructure and gave details of an instance in his ward where a resident on an assisted collection service was not having their rubbish collected. Furthermore, Councillor Wares stated that there appeared to have been no benefit to bringing the environmental enforcement service in-house as enforcement activity was down and staff levels remained static.

- 59.3 The Executive Director, Economy, Environment & Culture stated that the City Environment management team had undertaken a great deal of good work laying the foundation for improvement and in managing change, new issues had arisen that required priority action meaning the modernisation programme had evolved. In relation to the Operator's License, the Executive Director, Economy, Environment & Culture stated that there was a need for vigilance until there was complete satisfaction that the council was compliant, and the progress made over the past 18 months had been very positive. With regard to health and safety, the Executive Director, Economy, Environment & Culture noted that there were many risks associated with operation of the service that meant that similarly, there was a need for absolute assurance that the council was fully compliant. The Executive Director, Economy, Environment & Culture explained that capacity within the health and safety team had been increased and a new governance structure within the Directorate where he chaired the Health & Safety Board. The Executive Director, Economy, Environment & Culture stated that the service would continue to tackle the issues in this area. With regard to fleet, the Executive Director, Economy, Environment & Culture noted that the committee had recently agreed to develop a Fleet Strategy and progress was being made.
- The Head of Business Support & Projects explained that the scope of the modernisation programme had increased as new issues had been found undertaking the programme. One such issue related the query raised on communal bin data where it had been found that no such data existed, and extensive work was required to gather that data. In relation to feedback provided to Sussex Police and the individual case relating to assisted collection raised by Councillor Wares, the Head of Business Support & Projects stated that an update could be provided directly after the meeting. The Head of Business Support & Projects explained that the round restructure was going well and there would be an update provided to the March meeting of the committee. Feedback would be provided to the environment enforcement team in relation to the concerns raised on staffing levels however, these were difficult posts to recruit to.
- 59.5 Councillor Wares stated that it was important that the modernisation updates continued to be clear and candid however, it was important also that if there was some slippage in the modernisation programme then the committee members be reappraised of that.
- 59.6 Councillor West stated that there may be some benefit in presenting the modernisation update in the form of a performance management report, similar to those presented to the Audit & Standards Committee.
- 59.7 The Executive Director, Economy, Environment & Culture stated that it was unusual to report a modernisation update to a committee and he would be happy to speak to the committee members if potential changes to the report format would be required and beneficial.

59.8 **RESOLVED-** That the Committee notes the progress made through the City Environment Modernisation Programme.

67 BRIGHTON CHAMP (CHALK MANAGEMENT PARTNERSHIP) FOR WATER 2020 ONWARDS

- 67.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that provided information on the Brighton Chalk Management Partnership (ChaMP) project, its proposed projects and plans for the next five years.
- 67.2 Councillor Brown asked if ChaMP were routinely consulted on major developments and specifically, on the proposed Toad's Hole Valley development.
- 67.3 The Assistant Director City Development & Regeneration explained that ChaMP were not a statutory consultee. However, water cleanliness and water run-off were planning application matters and some of the ChaMP partners such as Southern Water and the Environment Agency would consider such matters as part of that process.
- 67.4 Councillor Wares welcomed the report that was a key element in managing nitro pollution and mitigating surface water flooding. Councillor Wares expressed concern that if the Shaping Climate Change Adaptive Places (SCAPE) project were to fail, that would negatively impact upon resident's perception of the benefit of potential ChaMP projects.
- 67.5 The Assistant Director City Development & Regeneration explained that the plants used for the SCAPE project would be specifically chosen for their ability to clean water supplies.
- 67.6 In response, Councillor Wares confirmed that he was aware the plants would be chosen for a specific purpose. However, the visual presentation received on ChaMP had been very impressive and he hoped that could be shared more widely to offset any potential concerns relating to SCAPE.

67.7 **RESOLVED-**

1) That the Committee notes the information about ChaMP, its proposed projects and its plans for the next five years.

68 ITEMS REFERRED FOR FULL COUNCIL

68.1 No items were referred to Full Council for information.

The meeting concluded a	t 8.45pm		
Signed		Chair	Chair
Dated this	day of		

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 74(a)

Brighton & Hove City Council

Subject: Petitions

Date of Meeting: 17 March 2020

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) Tree Preservation Orders – Gareth Hall

To receive the following petition signed by 330 people at the time of publication:

"We the undersigned petition Brighton & Hove Council to Place a Tree Preservation Order (TPO) on all trees on council owned parks and public places.

There is a climate emergency. Planting and preserving trees is a priority if we are to save the planet.

BHCC continue to agree to trees being felled in public places for example planning permission was given to fell four trees in Hove Park in order to build a café.

I am requesting the council to put a TPO on all trees they manage on behalf of BHCC residents so that they cannot be felled without a legitimate and valid reason".

3. (ii) Help End Sewage Pollution – Andrew Coleman

To receive the following petition signed by 270 people at the time of publication:

We the undersigned petition Brighton & Hove Council to demand that Southern Water provides year-round sewage alerts to the Safer Seas Service with better information about which outfalls are responsible for the sewage alerts and takes urgent action to stop all sewage discharges into recreational waters - use the Safer Seas Service to post alerts on the Council's website, Twitter and other social and local media outlets - require lifeguards to use red flags and written warnings when there is a sewage alert - carry out monitoring of waste materials such as tarry residues, plastic and other litter and warns beach users and sea users about them.

3. (iii) Pedestrian Crossing on Goldstone Crescent- Rachel Weinstein

To receive the following petition hosted on the 38 Degrees website and signed by 565 people at the time of publication:

Petition requesting a Pedestrian Crossing on Goldstone Crescent between bottom of woodland drive and bottom of Nevill Way

The increasing danger of crossing this road for Pedestrians, especially Children on their way to and from school.

This has greatly increased due to the new parking restrictions in the surrounding area. The speeding traffic is a hazard, where the speed limit is still 30mph as opposed to 20mph along the rest of Goldstone Crescent. There have been a numerous near misses with children and cars on a daily basis.

ENVIRONMENT, TRANSPORT & Agend SUSTAINABILITY COMMITTEE

Agenda Item 74(b)

17 March 2020

Brighton & Hove City Council

WRITTEN QUESTIONS

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

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 of the public:

(i) Preston Circus Pollution – Adrian Hill

"I suffer with very poor respiratory health and advised to stay indoors regularly when air quality is poor. NO2 is responsible for aggravating lung conditions, allergies and the creation of Ozone. Preston Circus has high NO2, particulates and ozone and levels remained stagnant the last four years according to 10 closest monitors, exceeding limits. The location has been neglected, what improvements are coming? ULEZ, move and synchronise traffic lights, widen 20mph zones, radar speed signs, signage, reduce Stanford Avenue's lanes, narrow roads, force deliveries to use cargo bikes, park and ride, fully electric buses, tram. What is the expected effects?"

Agenda Item 75(b)

17 March 2020

Brighton & Hove City Council

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:

(1) Councillor Yates – Traffic Survey

In the last few weeks Hillside in Moulsecoomb and Bevendean ward has seen two serious vehicle accidents. One involving two cars and a motor cycle nears its junction with the Lewes Road that highlighted the problems caused by parking near that junction and a two-car collision near Hillside Way where residents have been warning for years about the impact of a sharp bend and inconsiderate parking on road safety.

Can the Chair please consider a traffic survey along to full length of Hillside and additional parking restrictions to ensure the safety of road users, residents and pedestrians?

(2) Councillor Wares- Cityclean

On the 29th January 2020 (and on other dates) the press reported on what they headlined as the "Bin Crisis". In reporting about the missed collections and the £1m bill for agency staff, they highlight the cause of the problems. It seems that the Administration's reasons were down to staff shortages due to sickness, but the unions disputed this and said it was down to defective vehicles. Please could the Chair confirm who was telling the truth?

(3) Councillor Wares- Valley Gardens

Recently the council obtained an extension to the funding deadline for Valley Gardens Phase 3. This being something that last year was expressed as being virtually impossible to force through the decision on preferred option 1. To secure the extension only a verbal presentation was given by officers to the LEP. This happened in December last year. Officers' actions were not brought to the attention of Audit & Standards when the audit report was presented. Their actions were not briefed to ETS Committee, there is no paperwork or report to be able to check and scrutinise what was said. In a press release a council spokeswoman was quoted as saying the council had no duty to inform councillors. Unless the Chair of ETS has lost control of her brief she must have sanctioned this. Please could the Chair confirm that she sanctioned this approach designed to keep Councillors out of the loop and prevent open and transparent scrutiny of this Administration?

(4) Councillor Wares- Flyposting

We note the recent prosecution of a fly-poster and applaud the strong words issued by the Chair and in particular when she said, "flyposting is illegal for a very good reason and we (the council) will have hesitation in taking them to court". The Chair went on to say, "they all help ruin the appearance of the city". It felt very "Mayor Giuliani" with his successful zero tolerance stance for New York. Please could the Chair assure us that prior to the next Labour Party Conference being held in the city, she will write to them and their fringe organisations and make it clear that fly-posting is illegal, will not be tolerated and that those who intend to will not be welcome in Brighton and Hove. We would be encouraged if the Chair would show the same courage of conviction as her previous colleague and former Leader of the Council namely, Cllr. Warren Morgan.

(5) Councillor Heley- COP26

COP26 is being held in Glasgow later this year and has the potential to be a turning point in the international struggle for climate justice. As we have pledged to become net-zero by 2030, How can we as a council participate in these crucial climate talks?

(6) Councillor Davis- 20mph speed limits

The 20mph speed limit has been an emotive subject but nobody can deny that slower moving vehicles lead to less serious injuries and a safer environment for pedestrians and cyclists.

This month Tfl have introduced a blanket 20mph speed limit to their central streets alongside and an enforcement team to further enhance city centres and so my question is, would this administration consider following suit and rolling out a city wide 20mph speed limit?

(7) Councillor Davis- Refuse and recycling

After my election in May I could never have imagined just how many recycling and rubbish related emails I would have from my residents. My inbox groans under their weight on a daily basis and the situation is getting worse week by week and while I fully understand the strains put on our hard-working colleagues at City Clean by a decade of Conservative party austerity, and it's attacks on all wonderful public services, the administration needs be providing a much better service. I absolutely appreciate that my main role as a councillor is to represent my residents with their interactions to this council, but I firmly believe they would prefer the majority of my time not to be taken up with these enquires.

My question is, in 2015 the Labour party were elected on a manifesto to "get the basics right" and this quite clearly isn't happening so can the administration please tell me what plans they have for improving this unsatisfactory service?

Agenda Item 75 (c) (1)

Brighton & Hove City Council

Geoff Raw – Chief Executive Brighton & Hove City Council

7th February 2020

Dear Geoff

We are submitting the following letter under Council Procedure Rule 23.3 to be included on the agenda for the Environment, Transport & Sustainability Committee meeting of 17th March 2020.

We recently proposed to City Environment an idea to use the slopes above Carden Park in Hollingbury for a new woodland area. This area is presently open chalk grassland with a few mature trees scattered around. Part of the area sits within the western side of Wild Park Local Nature Reserve.

Following a meeting with officers, the Council's Conservation Manager assessed that part of the slope was species rich grassland and worthy of preservation and the rest suitable for extensive tree planting.

In further discussions it was felt that the following was possible and is reflected on the plan that we attach with this letter: -

- 1. The slope would be used to plant 8,000 trees with pathways cut between and around blocks of tree planting.
- 2. Trees would be planted down the northern boundary that would help screen the industrial estate from the park/ housing development and link up with Old Boat Corner Community Centre who are planting a small orchard at the rear of the building.
- 3. The very top of the slope (being species rich grassland) would be encompassed within the adjacent grazed area. The cost of fencing material can be met from s106 funds for Crowhurst Corner with the work carried out by volunteers.
- 4. The embankment separating the playing field and slope would be extensively landscaped to create bee banks, wild flowering and increased biodiversity provision. The cost can be met from the Changing Chalk HLF partnership led by the National Trust.

Adjacent to Carden Park is Carden Avenue that is subject to the SCAPE sustainable drainage system project using planted water catchment areas and immediately opposite is Carden School that will be part of the Brighton Chalk Management Project. To the south of Carden Park is Woodbourne Meadows that the conservation group has over several years transformed now resulting in rare butterflies being seen. We have an active Ward conservation group, a trained tree warden, dozens of

keen residents, and the city's only UN climate change qualified teacher. The schools are keen to take part and the community centre is able and willing to have display and educational areas and perhaps even organise walks and talks.

This proposal provides the council with an opportunity to create a vast area of rejuvenated open space that will conserve, preserve, create and increase biodiversity. It will produce a wealth of flora and fauna that also helps link and draw closer the natural environment to the built environment and it is a very long time since our city planted a brand-new woodland area on this scale.

This initiative will go right to the very heart of tackling climate change and our commitment to be carbon neutral. We all talk about the climate emergency and say there needs to be a radical change. We are offering an initiative that is possible now.

Officers advise that these ideas are achievable with minimum impact on the council's budget and we have allocated most of our ward budget to this proposition.

To that end, we respectfully ask this Committee to consider our idea and request officers to bring to 23rd June 2020 Environment, Transport and Sustainability Committee a report that details the scheme and provides the necessary financial and legal advice that we hope will result in Committee authorising the scheme to progress. Time is of the essence, not just in respect to climate change but the need to organise and make purchases ready for planning in November this year.

Yours sincerely

Cllrs. Lee Wares, Alistair McNair and Carol Theobald

Posts St John Police Station Enterprise Estate Hollingbury Industrial Estate El Sub Sta Species Rich Grassland El Sub Sta Sub Sta ScrubScrub Clearance Orchard Amenity Mown Tree Planting BBank Community Centre Playground 70 to 84 50 to 60

Options for Land Above Carden Park



Date: 03/02/2020

1:1,250



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Agenda Item 75 (c) (2)

Brighton & Hove City Council

Geoff Raw – Chief Executive Brighton & Hove City Council

23rd February 2020

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 (ETS) meeting of 17th March 2020.

Since July 2019 I have been seeking answers to questions in respect to BTN Bikeshare. I have raised a number of questions at ETS all of which have been answered "with a response to follow" or "it will be in the report".

Today items 86 and 87 are being presented by the Administration to Committee of which fail to answer the questions previously raised. I therefore reintroduce the questions for which I would be grateful to receive a comprehensive answer.

- 1. Tariffs to use the bikes were increased in August 2019. The Administration gave reasons such as the ability to reinvest the revenue citing that the charges were less expensive or comparable with other city's (that it seems are now closing their bikeshare schemes). The confidential briefing dated 25th July 2019 provides entirely different reasons for the need to raise the tariffs. Will the Chair please disclose those reasons?
- 2. Has Hourbike paid all debts due to the council. If not, please could you provide the detail and reasons?
- 3. The council ordered and paid for electric ready bikes. During the contract the supplier was acquired by Uber who subsequently would not supply the electric conversion kits. The council has now received e-ready bikes that cannot be electrified but, in the process paid circa £30k more than had standard bikes been purchased. Please could the Chair confirm what action is being taken to either force Uber to supply the conversion kits the council has paid for or recover the overpaid £30k.
- 4. It is clear (and reinforced in the report) that the original business case was flawed. Costs were under-estimated and revenue over-stated. The scheme relies on sponsorship to supplement revenue from customers. The ability for the scheme to succeed also appears to rely on subsidies and grants to acquire capital infrastructure without borrowing costs. Any further decision should be based on a revised business case taking account of actual data

- established over the last two years. Please could the Chair request a revised business case to support the procurement options in item 86.
- 5. Please could the Chair explain why the council condones the use of older diesel vehicles to collect and redistribute (and service) the bikes throughout the city when the premise of the bikeshare scheme is to encourage a healthier lifestyle and tackle climate change.

Yours sincerely, Cllr. Lee Wares

Agenda Item 75 (c) (3)

Brighton & Hove City Council

Geoff Raw – Chief Executive Brighton & Hove City Council

23rd February 2020

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 (ETS) meeting of 17th March 2020.

It is clear from previous reports regarding Cityclean's modernisation that improvement in some areas is stalling or even going backwards. We are 18 months in to a two-year programme and it is no longer clear when the problems will end, and the city will enjoy a reliable service.

It is disappointing that Committee today does not have an update report. Regardless, the method of RAG rating the reports is no longer effective in being able to properly assess progress towards reform.

Please would the Chair therefore request officers to produce future Cityclean update reports with an appended table that lists all the issues originally discovered 18 months ago (and those discovered since). Against each item there needs to be a reevaluated end date and then progress towards that end date expressed as a percentage. Subsequent reports should identify the change in percentage and/or the change in end date.

What is beginning to happen is continued failure of the service masked by "modernisation in progress". We now need to see far greater accuracy and accountability of where things are.

Equally, where modernisation is going well, we need to be able to recognise that.

Yours sincerely,

Cllr. Lee Wares

Agenda Item 75 (c) (4)

Brighton & Hove City Council

Geoff Raw – Chief Executive Brighton & Hove City Council

23rd February 2020

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 (ETS) meeting of 17th March 2020.

In July last year I raised an issue regarding a short section of pavement on Old London Road. Over approximately 2m, the pavement, due to damage from tree routes, is exceptionally difficult to pass by those with mobility scooters, walking aids or sight impairment. Also, it is very difficult for those using wheelchairs; this was demonstrated to me by a resident and her young son who is a wheelchair user.

There is no alternative to this route unless you use the road that is a busy bus route; there is no pavement on the opposite side of the street.

I have been in dialogue with officers for the last seven months but although there is progress of sorts, there is no indication of when the matter will be resolved.

At ETS Committee we discuss much about encouraging people to use sustainable travel, to be active and lead more healthy life-styles. On Old London Road we have a barrier to everything we encourage. We also have a serious health and safety issue that forces our less able citizens to choose between navigating the dangerous pavement or using the busy road. In some instances, they are choosing not to make the journey leading to greater isolation.

Please would the Chair of ETS assist officers in being able to make this a priority.

Yours sincerely,

Cllr. Lee Wares

Agenda Item 75 (c) (5)

Brighton & Hove City Council

Geoff Raw – Chief Executive Brighton & Hove City Council

23rd February 2020

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 (ETS) meeting of 17th March 2020.

For years Patcham Ward Councillors have been lobbying the council and Highways England to undertake improvement works to the roundabout at the A23/27 intersection in Patcham. When the council decided to remove the floral welcome display in the same location last year we made further representations to ETS.

We received personal assurances from the Chair of ETS that "something" would be done by the end of 2019. That promise was not fulfilled. We have subsequently raised the issue at Full Council and twice at ETS to be told that the council has a plan/ design and everything is ready to go with the delay being Highways England. I have also written directly to the Chair of ETS.

We have on four previous occasions requested a briefing and plans/ details of the proposals. We have three times been promised we would receive such a briefing. This is our fifth request.

Please could the council provide Patcham Ward Councillors with a briefing, including plans and designs, of the proposals that apparently exist relating to Patcham roundabout and the floral display. Please can the council also provide us with copies of the communications between the council and Highways England with emphasis on demonstrating that Highways England are the sole cause of delay.

Yours sincerely,

Cllr. Lee Wares

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

05.03.2020

Dear Geoff;

I am submitting the following letter under Council Procedure Rule 23.3 to be included on the agenda for the 21st January meeting of the Environment, Transport & Sustainability Committee

TREE PLANTING ON GLEBE VILLAS

We write this letter for inclusion on the agenda of the 17th March meeting of the Environment, Transport & Sustainability Committee.

For the past year, we have been working closely with the Friends of Glebe Villas to bring forward a tree-planting scheme for the street.

A local historic quirk is that Glebe Villas is the only street of its type in the area that has no street trees. All surrounding streets are blessed with sizeable trees which are generally considered to be a highly attractive feature for numerous reasons.

We are backing the scheme in full recognition of the Council's declaration of a 'climate emergency' on the basis that planting trees is an obvious way to reduce net carbon emissions. There are numerous other environmental benefits including pollution reduction, flood prevention and wildlife encouragement.

Fundraising is now well underway. The plan is to save approximately £10,000 for 20 trees (ten on either side of the street).

The reason for our letter is to win the backing of the Environment, Transport & Sustainability Committee for (i) the usual tree-planting fee to be honoured in lieu of any revised figure and (ii) a survey to be undertaken as a matter of urgency so that planting can take place in the autumn.

We look forward to having the opportunity to attend committee to present the proposal and to answer any questions as necessary.

With best wishes

Clir Robert Nemeth and Clir Garry Peltzer Dunn Wish Ward

Agenda Item X

17th March 2020

Brighton & Hove City Council

NOTICE OF MOTION

ENVIRONMENTAL IMPACT ASSESSMENT AND TRAFFIC MODELLING CONSERVATIVE GROUP

This Committee agrees to request the Executive Director Economy, Environment & Culture: -

- 1. To commission and undertake a full environmental impact assessment (including air quality assessment) and full comprehensive traffic modelling assessment (including traffic displacement and bus congestion impact analysis for North Street and Old Steine) over the project areas known as Valley Gardens 3 and Duke's Mound including the A259 and Madeira Drive. The assessments to consider the areas as if they were one; and
- 2. Report back the results of those assessments for further consideration by this Committee at the earliest opportunity.

Proposed by: Cllr. Lee Wares Seconded by: Cllr. Vanessa Brown

Supporting information.

Valley Gardens Phase 3 and Duke's Mound are inextricably linked.

Valley Gardens Phase 3 and Duke's Mound have not been subject to any environmental impact assessment or detailed air quality assessment.

Valley Gardens Phase 3 and Duke's Mound have not been subject to any traffic modelling overlapping the relationship between the two.

Duke's Mound has not been specifically subject to any discussion, debate or detailed briefing or report to ETS Committee Members. All matters relating to Dukes Mound have been secreted into the Planning Application for Blackrock.

NM01 18.10.18 Status: Proposed

Agenda Item 76

Brighton & Hove City Council

Subject: Health & Safety Service Plan 2020-21

Date of Meeting: 17th March 2020

Report of: Interim Executive Director Housing,

Neighbourhoods & Communities

Contact Officer: Name: Nick Wilmot Tel: 01273 292157

Email: nick.wilmot@brighton-hove.gov.uk

Ward(s) affected: (All Wards);

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The Health & Safety Service Plan is required under the National Local Authority Enforcement Code, issued by the Health and Safety Executive, under Section 18 of the Health and Safety at Work etc Act 1974.
- 1.2 This work is very important to a city like Brighton & Hove with its leisure and tourist industry, its night time economy and its retail businesses. It keeps the city's workers, residents and visitors safe and healthy and enhances the city's reputation as an attractive place to work, live and visit.
- 1.3 Recent years' activities were determined by reducing service budget, the local public health agenda and the 'better regulation' agenda. Deregulation impacted on health and safety following Lord Young's review of health and safety, Common Sense Common Safety, the Löfstedt review recommending reducing the burden of unnecessary regulation on businesses and the HSE's National Local Authority (LA) Enforcement Code which provided a principle based framework that recognised the respective roles of business and the regulator in the management of risk.

2. **RECOMMENDATIONS:**

2.1 That the Committee approves the proposed Health & Safety Service Plan 2020/2021 at Appendix 1.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 Health and safety legislation in Great Britain is enforced by HSE or one of the over 380 Local Authorities (LA), depending on the main activity carried out at any particular premises. In general, Local Authorities are the main enforcing authority for retail, wholesale distribution and warehousing, hotel and catering premises, offices, and the consumer/leisure industries. In Brighton and Hove this is approximately 8,000 businesses.
- 3.2 Each LA is an enforcing authority in its own right and must make adequate provision for enforcement. The LA National Enforcement Code introduced in

- May 2013 sets out the principles that each LA should follow to ensure a consistent, proportionate and targeted approach to regulation based on risk.
- 3.3 Local Authorities use a number of intervention approaches to regulate and influence businesses in the management of health and safety risks including: Provision of advice and guidance to individual businesses or groups proactive interventions, including inspection reactive interventions, e.g. to investigate an accident or complaint.
- 3.4 LA inspectors may use enforcement powers, including formal enforcement notices, to address occupational health and safety risks and secure compliance with the law. Prosecution action may be appropriate to hold duty holders to account for failures to safeguard health and safety.
- 3.5 The Health & Safety Annual Service Plan is a statutory document required under guidance issued by the Health and Safety Executive (HSE), National Local Authority Enforcement Code. This Code requires Local Authorities to make adequate arrangements for providing a health and safety service that includes an enforcement role.
- 3.6 There have been a number of national health and safety reviews over the last five years. Consequently, Central Government thinking on how Local Authorities should approach enforcement of health and safety has changed. Regulators are to achieve their objectives in a way that minimises the burdens on business. Local Authorities are to embed a risk-based, proportionate, targeted and flexible approach to regulatory inspection and enforcement. This approach will ensure that regulators are efficient and effective in their work, without imposing unnecessary burdens on those they regulate.
- 3.7 To ensure local transparency and accountability, it is a requirement that the Health & Safety Service Plan is submitted to the relevant member forum for approval

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

5.1 The Service Plan is a statutory requirement. LAC 67/2(rev 7) and The National Local Authority Enforcement Code provides direction to Local Authorities on meeting statutory requirements.

5. COMMUNITY ENGAGEMENT & CONSULTATION

5.1 None

6. CONCLUSION

- 6.1 This report details how the Council intends to comply with its statutory duties.
- 6.2 Whilst the primary responsibility for managing health and safety risks lies with the business who creates the risk, health and safety regulators have an important role in ensuring the effective and proportionate management of risks, supporting business, protecting their communities and contributing to a wider public health agenda

7. FINANCIAL & OTHER IMPLICATIONS:

7.1 Financial Implications:

There are no direct financial implications arising from this report. The costs of implementing the service plan are budgeted for within the Housing, Neighbourhoods and Communities Directorate.

Finance Officer Consulted: Michael Bentley Date: 28/01/20

Legal Implications:

7.2 Section 18(4) of the Health & Safety at Work etc. Act 1974 imposes a duty on every local authority to make adequate arrangements for the enforcement within their area of the relevant statutory provisions for which they are responsible, and to perform those duties in accordance with guidance issued by the HSE. The Health & Safety Service Plan proposed for approval will assist the council in discharging its Section 18 duties.

Lawyer Consulted: Elizabeth Culbert Date:28/012020

Equalities Implications:

7.3 Where business considers that they operate in a lower risk sector and have been unreasonably subject to a proactive health and safety inspection by an LA they can complain to the Independent Regulatory Challenge Panel whose members have the competence and experience to assess regulatory matters.

Sustainability Implications:

7.4 Unacceptable risk, fatalities and major injuries would reduce development of the city, tourism and benefits to local people, in addition to private and family lives.

Any Other Significant Implications:

- 7.5 The service plan protects public health by improving standards in work places reducing sickness and ill health. The public and visitors to the city are also protected from accidents and incidents that can lead to injury.
- 7.6 A safe and healthy workforce benefits the local economy and develops the city's tourism.

Crime & Disorder Implications:

7.7 The reduction in preventative work may lead to an increase in poorly performing business resulting in more enforcement action,

Risk and Opportunity Management Implications

7.8 Proportionate decision making is required by the Council's Enforcement Policy, HSE's Enforcement Policy Statement and Enforcement Management Model

Public Health Implications:

7.9 Health and safety at work enforcement complements accident protection work like road safety and home safety. E.g. the health and safety team work with adult social care regarding reducing falls in care homes.

Corporate / Citywide Implications:

7.10 Inspectors take a risk-based approach to intervention planning for both local & national priorities

SUPPORTING DOCUMENTATION

Appendices:

1. Health & Safety Service Plan 2020/2021

Background Documents

- 1. Health & Safety at Work etc Act 1974
- 2. Reducing administrative burdens: Effective inspection and enforcement Philip Hampton March 2005
- 3. Health & Safety Executive strategy 'be part of the solution'
- 4. Local Authority Circular (LAC 67/2 (rev7)
- 5. Common sense, Common Safety Professor Ragnar E Lofstedt October 2010
- 6. Lord Young Report Department of work and pensions. Good Health & Safety, Good for Everyone March 2011
- 7. Local Government Group2 (LGG) and HSE published joint guidance "Reducing Proactive Inspections"
- 8. Reclaiming Health & Safety for all. An Independent review of health & safety legislation. Professor Ragnar E Lofstedt. November 2011
- 9. The LA National Enforcement Code

Service Plan 2020-2021

Directorate:	Housing, Neighbourhoods & Communities	Service:	Safer Communities - Health And Safety Team		
Responsible Officer:	Nick Wilmot, Safer Communities Manager.				

Corporate Plan – Six Core Outcomes		4 A growing and learning city			
1	A city to call home		A sustainable city		
2	A city working for all	6	A healthy and caring city		
3	A stronger city	-			
Service Objectives for 2020/21					
1	To comply with the National Local Authority Enforcement Code				

Key Service deliverables

Service Objective 1:					
Directorate Objective number	Action/deliverable	Due Date	Accountable Lead Officer	Internal /External partners involved	Measure of Success
	Proactive inspection of high risk activities in those sectors specified by HSE or where intelligence suggests risks are not being effectively managed.	31 st March 2021	Nick Wilmot	HSE Fire Brigade Planning Building Control	Inspection of high risk activities in those sectors where intelligence suggests that risks are not being effectively managed.



Service Obje	ective 2:				
Directorate Objective number	Action/deliverable	Due Date	Accountable Lead Officer	Internal /External partners involved	Measure of Success
	To investigate 150 RIDDOR accident notifications.	31 st March 2021	Nick Wilmot	HSE Police Fire Brigade Planning Building Control	150 RIDDOR notifications investigated.
Service Obje	ective 3:				
Directorate Objective number	Action/deliverable	Due Date	Accountable Lead Officer	Internal /External partners involved	Measure of Success
	To investigate 200 complaints of poor working practices/conditions.	31 st March 2021	Nick Wilmot	HSE Police Fire Brigade Planning Building	200 complaints investigated.



Agenda Item 77

Brighton & Hove City Council

Subject: Official Feed and Food Controls Service Plan

2020/21

Date of Meeting: 17th March 2020

Report of: Interim Executive Director, Neighbourhoods,

Communities & Housing

Contact Officer: Name: Nick Wilmot Tel: 01273 292157

Email: nick.wilmot@brighton-hove.gov.uk

Ward(s) affected: (All Wards);

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT:

1.1 To agree the Official Feed and Food Controls Service Plan.

2. RECOMMENDATIONS:

2.1 That the committee agrees the Official Feed and Food Controls Service Plan 2020/2021 set out in the appendix to this report.

3. BACKGROUND INFORMATION:

- 3.1 The Food Standards Agency's Framework Agreement on Local Authority Food Law Enforcement requires the production and publication of a service plan. Every local authority is required to develop an annual food enforcement service plan, which provides the basis on which local authorities are monitored and audited by the Food Standards Agency.
- 3.2 To ensure local transparency and accountability, it is a requirement that the Official Feed and Food Controls Service Plan is submitted to the relevant member forum for approval.
- 3.3 The attached plan (Appendix A) is an integral part of the organisation of Regulatory Services.
- 3.4 In accordance with the standard outlined in the Framework Agreement the food service is a mix of enforcement, intelligence based work, investigation and education. Key performance targets are completion of 98% of programmed food safety interventions, 90% of service requests responded to within 5 days and 95% of food businesses being deemed 'Broadly Compliant' ie having a Food Hygiene Rating Score of 3 out of 5 or better.
- 3.5 In addition, areas of current good practice, and opportunities for further improvement, have been identified, both in Food Safety and Food Standards, in section 6.3 of the Service Plan. The targeting of resources to these areas of work aims to provide a balanced mix of services, which is most likely to benefit the business sector,

consumers and other stakeholders. The service will continue to focus enforcement action on the poorer performing businesses.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 The plan and activities detailed within it are legally required to comply with the Food Law Code of Practice.

5. COMMUNITY ENGAGEMENT AND CONSULTATION

5.1 The planning process is governed by the national Food Safety Framework Agreement and so follows the same format each year. In past years draft plans have been circulated to the Brighton & Hove Food Partnership, the Brighton & Hove Citizens panel and Regulatory Services Peer Review.

6. CONCLUSION

6.1 That the committee agrees the Official Feed and Food Controls Service Plan 2020/2021 set out in the appendix to this report.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

7.1 The costs associated with implementing and enforcing the proposed Official Feed and Food Controls Service Plan 2020/21 will be met from within the Food Safety revenue budget within Safer Communities services. The proposed 2020/21 net budget for the Food Safety service is £0.499m, subject to agreement by Budget Council on 27th February 2020.

Finance Officer Consulted: Michael Bentley Date: 05/02/20

Legal Implications:

7.2 The Food Standards Agency places a requirement on local authorities to develop and submit a service plan. Local authorities are audited and assessed by the Food Standards Agency on the basis of their food law enforcement service as provided for in their Service Plans. The Food Safety Act 1990 (Code of Practice) places a requirement on local authorities to operate an inspection rating scheme, which determines frequency of intervention of food premises. The Official Feed and Food Controls Service Plan 2020/21 identifies the planned number of interventions for that period.

Lawyer consulted: Elizabeth Culbert Date 05/02/2020

Equalities Implications:

7.3 An Equalities Impact Assessment has been undertaken. See 2.4.6 of appendix 1 for profile of the ethnicity of food business proprietors where notified during the year 2016/17. The service is mindful of the greater assistance food business operators require where their first language is not English. Written information, translation and

interpreting services are employed where necessary to assist businesses to comply with regulatory requirements.

Any Other Significant Implications:

Public Health Implications:

7.4 The Food and Feed Service Plan is seen as key to protecting public health in the City. It is in line with the stated outcome to 'reduce health inequalities and long standing public health issues' as part of the priority of tackling inequalities which states that 'we will continue with high profile enforcement of food and health and safety rules, maintaining our excellent record of environmental health improvements.'

SUPPORTING DOCUMENTATION

Appendices:

1. Draft Official Feed and Food Controls Service Plan 2020/2021

Background Documents

1. None

Brighton & Hove City Council Official Feed and Food Controls Service Plan 2020/2021

1. Service Aims and Objectives

1.1 Aims and Objectives

- 1.1.1 The food service function of Brighton & Hove City Council is enforced by staff within the Safer Communities Service of the Housing, Neighbourhoods & Communities Directorate. The Head of Safer Communities reports to the Executive Director of Housing, Neighbourhoods & Communities.
- 1.1.2 The strategic aim of the directorate being to put communities at the heart of the services. To this end the directorate consolidates Environmental Health and Trading Standards food enforcement teams in one service.
- 1.1.3 The service is primarily concerned with protecting and improving public health across the city. Within this service food safety officers work to ensure that food prepared and sold from local establishments is safe. This is achieved by carrying out a programme of interventions at food businesses, sampling and responding to service requests. Wherever practicable links are formed with the business community and all relevant professional groups with the objective of increasing and promoting food safety awareness.
- 1.1.4 The overall objective of the service is to provide a comprehensive food safety service to benefit consumers and the business community, with a considered balance between enforcement, investigation, advice and education.
- 1.1.5 Trading Standards officers aim to provide a comprehensive range of enforcement and advisory services to the community within a statutory framework. Its goal is to contribute, in conjunction with other agencies, to the development of a safe, fair and equitable trading environment for all consumers and businesses, by means of advice, information, education and enforcement.

The core aims being to ensure: -

- Accurate food information for consumers.
- That compositional standard of food is maintained.
- Prevent food fraud
- That food and feed are free from unsafe contaminants

The objectives being: -

- To carry out risk-based and intelligence led activities;
- To undertake screen testing and food sampling to reflect identified areas of concern;

- To respond appropriately to food complaints and initiate proportionate action;
- Respond to trader requests in a timely manner; and
- To educate the public on compositional and labelling issues to improve eating habits.

1.2 Links to Corporate Objectives and Plans

- 1.2.1 Brighton & Hove City Council's Draft Corporate Plan 2020-23 'A Fairer City, A Sustainable Future' identifies six outcomes:
 - A city to call home;
 - A city working for all;
 - A stronger city;
 - A growing and learning city;
 - A sustainable city; and
 - A healthy and caring city.
- 1.2.2 The food safety and standards service has particularly strong links with; a city working for all through the assistance and support given to small businesses; a stronger city based on fair engagement with all businesses, residents and visitors and; a healthy and caring city from the core aim of protecting public health.
- 1.2.3 The service continually monitors business opinion through satisfaction surveys. The findings help to ensure that the service meets the requirements of local businesses, residents and visitors and provides a service the city deserves.

2. Background

2.1 Profile of the Local Authority

- 2.1.1 Brighton & Hove is a unitary authority on the south coast of England. It is approximately 50 miles from London. It is bounded by the English Channel to the south and the South Downs to the north, it covers an eight-mile stretch of seafront and extends inland for approximately five miles.
- 2.1.2 Demographic information reported in the Corporate Plan gives a population of 290,395 (2017). One in five residents, or 19.5%, are from a Black or Minority Ethnic groups and the population profile is younger than the national with 62% being 20 to 59 years old against the average across England of 53%.
- 2.1.3 Tourism plays a major part in the local economy supporting over 21,000 jobs in the area.

2.2 Organisational Structure

2.2.1 Brighton & Hove City Council is a unitary authority that operates a committee system model. Responsibility for the food safety and standards services is delegated to the Environment Transport & Sustainability Committee.

2.3 Scope of the Feed and Food Service

- 2.3.1 A specialist Food Safety Team within Environmental Health carries out the food safety function. The work of the team includes:-
 - Inspecting food premises:-
 - The investigation of food safety complaints;
 - Food poisoning investigations when linked to a premises;
 - Investigating infectious disease notifications;
 - Microbiological food sampling;
 - Food safety training;
 - Responding to requests for advice;
 - Initiatives relating to working with the community and businesses;
 - Taking appropriate steps to publicise and act upon national food alerts:
 - Publicising the food hygiene standards of local businesses;
 - Promoting healthy catering initiatives within local food businesses.
- 2.3.2 The food standards and feed hygiene functions are carried out by competent Trading Standards Food and Feed Officers. The work of the team includes the following: -
 - Risk based enforcement activity including inspections
 - Complaint investigation:
 - Food analysis and investigation;
 - Service Requests from businesses;
 - Education programmes;
 - Reacting to Food Alerts.
 - Sampling
- 2.3.3 Food Standards and Feed Hygiene work is undertaken in conjunction with work on other areas of Trading Standards law. For instance, a programmed food visit will also include inspecting and giving advice about other matters such as product safety, counterfeit, age restricted products, prices, business names and weights and measures. In this way, a comprehensive visit is under taken, so as to minimise any inconvenience caused to the general day-to-day running of the business.
- 2.3.4 Both Trading Standards and Environmental Heath officers have responsibility for enforcing relevant legislation in respect of imported products of animal origin and non-animal origin. The food safety team deal with microbiological issues and Trading Standards, compositional standards and also contaminants which includes mycotoxins and

chemicals. Trading Standards have responsibility for the enforcement of regulations pertaining to allergen information relating to food.

2.4 <u>Demands on the Feed and Food Service</u>

Food Safety

2.4.1 As at January 2020 there were 3229 food businesses registered. These premises are broken down into the following profile:

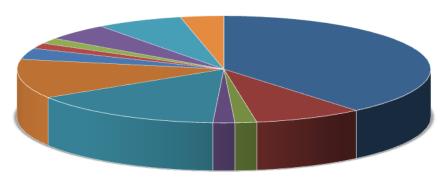
6	Primary Producers
41	Manufacturers/Processors
7	Packers
8	Importers/Exporters
33	Distributors/Transporters
598	Retailers
2533	Restaurants and other Caterers
3	Manufacturers Selling Mainly by Retail
3229	TOTAL

- 2.4.2 Four food businesses are approved under Regulation (EC) 853/2004 for specific dairy, fish and meat products processing.
- 2.4.3 The nature of the city results in a considerable seasonal variation in the department's workload. Some businesses only open during spring, summer or school holidays. The intervention programme has to be tailored to meet these service needs. There is a dramatic increase in the number of visitors in the spring and summer, this increases the volume of requests for service, enquiries and other reactive work. Outdoor events such as music events, festivals, specialist markets, farmers' markets, open-air concerts and funfairs also add to the seasonality of the workload.
- 2.4.4 Premises data is captured on the Uniform database and therefore the premises profile is similar to the LGR scheme. However, the risks for Trading Standards matters differ to those for the Food Safety function with individual premises having different inspection frequency. As of January 2020, 3312 premises were considered to have an 'inspectable risk' for Food Standards work. It has been noted that there is a high turnover of new premises requiring food standards advice.
- 2.4.5 At the time of preparing this plan the effect of BREXIT on the service and local food business are not fully known. Impacts will depend on the level of divergence from the EU legislative framework and the terms agreed between the EU and UK.

Access to services

2.4.6 Up to January 2017 businesses were requested to compete feedback questionnaires following inspections. The questionnaires request information on the ethnic origins of the business owners. The last data available being for the eleven months to January 2017 58.7% of those who gave an answer identified themselves as White British. The ethnicity of the remaining businesses identified as below.

Ethnicity of Food Businesses Where Notified 2016/2017



- 16.1% Any other White background
- 0.7% Asian or Asian British Indian
- 6.3% Any other Asian Background Chinese 4.9% Any other Asian Background
- 1.4% Mixed Asian & White
- 0.7% Mixed Black Caribbean & White
- 2.8% Arab

- 3.5% Asian or Asian British Bangladeshi
- 0.7% Asian or Asian British Pakistani
- 0.7% Mixed Black African & White
- 2.1% Any other mixed background
- 1.4% Any other ethnic group
- 2.4.7 In addition to having a number of key food safety advice leaflets in a variety of languages, the service has the capacity to have any leaflet, letter or other document translated as required. Wherever possible, opportunities are taken to provide information about services to ethnic communities. Where necessary, interpreters accompany officers on planned interventions.
- 2.4.8 Access to the service is provided by:
 - Visiting either the Brighton or Hove Customer Services Centre, open hours 9:00am to 4:30pm weekdays;
 - Self-help points across the city including all the main council offices, libraries, leisure centres and some schools;
 - General telephone calls to the Call Contact Centre on (01273) 292161;
 - Advice can also be accessed via the council's website, www.brighton-hove.gov.uk;
 - Email to ehl.food@brighton-hove.gov.uk.

- 2.4.9 Food Standards complaints are usually received by Citizens Advice Consumer Service. There is a referral protocol regarding food issues requiring enquiries to be sent to Trading Standards within 24 hours. Complaints and referrals are also received via the food safety team.
- 2.4.10 The food safety team operates an advice line during office hours where businesses and consumers can obtain immediate advice from a food safety officer. Senior food competent staff provide cover for an out of hour's service to respond to food safety emergencies and incidents.
- 2.4.11 New food businesses registering with the service are provided with access to a wide range of online documents, hard copies can be provided on request to assist compliance with food legislation.

2.5 Regulation Policy

- 2.5.1 The Council has a Corporate Enforcement Policy in line with the national Regulators Compliance Code for Enforcers and is published on the Council's website. The enforcement policy is grounded in better regulation principles of proportionality, accountability, consistency, transparency and targeting.
- 2.5.2 Any breaches of food law noted in businesses where Brighton & Hove City Council has an interest, either as proprietor or responsibility for structural repair, are brought to the attention of the Chief Executive without delay.

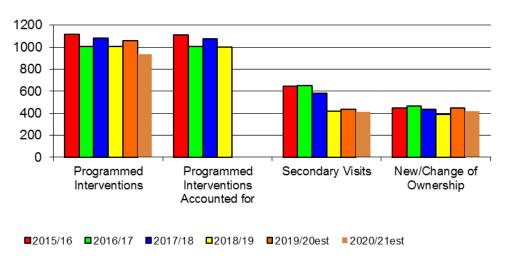
3 Service Delivery

3.1 Interventions at Food and Feedingstuffs Establishments

Food Safety

- 3.1.1 The Food Safety Team undertakes the planned food safety intervention programme. The level of achievement in food safety intervention based activity over the past four years is shown in the chart below and Table 3.1.1 along with estimates for completion of the current year and 2020/2021.
- 3.1.2 Inspection intervals are calculated on a risk-based approach. The service has a key performance indicator of achieving 98% compliance with the annual programme. The target takes account of possible service or operational problems such as a turnover of staff at the end of the year, emergencies or difficulties contacting home caterers.

Chart of Intervention-Based Activity 2015-2021



See tables 3.1.1 and 3.1.3 for further details.

Year	15/16	16/17	17/18	18/19	19/20	20/21est
Programmed	1116	1008	1079	1004	1058	939
Interventions						
Accounted for	1113	1004	1077	1001		
Target %	98 A-D					
Achieved%	99.7%	99.6%	99.8%	99.7%		

Table 3.1.1 Achievement of Planned Food Safety Inspection/Intervention Programme 2015-21.

- 3.1.3 The national Food Safety Code of Practice contains a mechanism for risk rating each businesses based on factors such as: if unwrapped high risk-food is handled, prepared or cooked; size of the business; any high-risk operations undertaken; number of customers; vulnerability of the customers to food-borne illness; standards of hygiene; condition of the structure and confidence in management. Scoring all of these factors gives an overall risk rating of A to E. Category A premises are the highest risk and E the lowest.
- 3.1.4 Category E businesses present a minimal risk due to the limited types of food they handle and/or they cater for a limited number of people. The service operates an alternative enforcement strategy to maintain surveillance of these low risk businesses. This strategy enables the service to provide greater focus on higher risk category A to D establishments. Data on the number of interventions undertaken since 2015 and estimates for 2019/20 and 2020/21 can be seen in table 3.1.2.
- 3.1.5 The alternative surveillance of low-risk businesses follows a structured documented procedure: postal questionnaires, sample inspections to check the validity of the information gained and follow up inspections.

Year	15/16	16/17	17/18	18/19	19/20est	20/21est
Questionnaires	255	132	133	39	200	250
Visit	40	2	49	2	30	40

Table 3.1.2. Premises dealt with under alternative strategy or inspected.

3.1.6 Planned food safety interventions programme for the year 2020/2021 as estimated at 1st January 2020 being:-

Risk Category of Premises	Number of Interventions Due		
A	2		
В	71		
С	322		
D	544		
Total	939		

Low-risk premises due for intervention

272

- 3.1.7 A further target is to ensure that at least 95% of food establishments are 'broadly compliant', with a Food Hygiene Rating Score (FHRS) of three or more.
- 3.1.8 As at January 2020 the level of broadly compliant establishments rated in the FHRS scheme stood at 97%. This is in line with the average across all English Unitary Authorities.
- 3.1.9 **Secondary Interventions** The main purpose of secondary interventions is to monitor food businesses that fail to comply with significant statutory food safety requirements, or where directly required by Regulation. Failure could include:-
 - Failure to comply with a single requirement that compromises food safety, public health or prejudices consumers;
 - Failure to comply with a number of requirements that, taken together, indicate ineffective management; or
 - Service of a Hygiene Emergency Prohibition Notice or Order.
- 3.1.10 When considering both the need for and timing of a secondary intervention, consideration is given to the seriousness of any failing, history of the business, confidence in management and the likely effectiveness of this action when compared to any other enforcement option.
- 3.1.11 Safeguard measures associated with the FHRS permits any food business that does not attain the top rating to request a rescore once any necessary issues have been resolved. Any revisit is unannounced.
- 3.1.12 In late 2016 the service introduced a charge for those businesses who requested a rescore visit. From the introduction of the charging scheme to December 2019 152 businesses pursued this option.
- 3.1.13 Other secondary interventions are categorised as those that are not primary interventions but include:-
 - Additional interventions of establishments that are subject to product-specific food hygiene regulations;
 - Sampling visits;
 - Visits to check on the progress of measures required after a previous intervention;

- Visits to investigate food and food premises complaints;
- Visits to discuss implementation of Hazard Analysis of Critical Control Points based system;
- Visits involving training of food handlers;
- Inspections of premises to assess a licence.
- 3.1.14 Interventions at New Businesses/Change of Ownership Where the service becomes aware that ownership of a food business has changed or a new business has commenced, it aims to undertake an intervention within 28 days of the business starting trading.
- 3.1.15 The purpose of the intervention is to establish the scope of the business, gather and record information, determine if food sampling or swabbing is necessary, identify food safety breaches, determine relevant enforcement action to be taken by the food service, communicate this to the business and determine a risk rating score. Based on the last five years' data, it is predicted that there will be 420 new businesses or changes of ownership in 2020/2021.
- 3.1.16 **Monitoring of Vacant Premises** The service aims to inspect all new food businesses within 28 days of opening. Food safety law does not require prior approval.

Year	15/16	16/17	17/18	18/19	19/20est	20/21est
Secondary inspections	647	654	580	416	438	410
New Premises or Change in Ownership	450	467	435	391	450	420

Table 3.1.3 Estimate for 2019/2020 and 2020/21 based on data since 2015.

3.1.17 It is estimated that the number of staff required to carry out the programme of inspections plus other visits is 6.4 full time equivalents. Resources required to undertake secondary visits generated by complaints, enquiries or to undertake sampling are included in the appropriate part of this plan.

Food Standards and Feed Hygiene

3.1.18 The LGR system requires high-risk premises to be visited each year, medium risk every two years and the low risk every five years. This means that all 421 high risk, 50% of the 1080 medium risk and 20% of the 1811 low risk premises should be visited each year. The service was proposing to move to the FSA risk rating scheme at the start of 2018/19, but due to IT problems with the service provider, this was not possible; due to the FSA's Regulating Our Future programme, there will be a major change to the risk rating of Food Premises; whilst these changes are not expected until 2022/23, a decision has been made not to move to the current FSA system; in addition the Service has applied to join the pilot of the new risk rating scheme scheduled to start April 2020, the decision as to whether we will be participating in the pilot is currently awaited.

- 3.1.19 The target for 2019-20 was to visit 421 high-risk and 458 medium risk premises liable to inspection. Due to work undertaken on compliance with allergen information, the risk profile of a number of premises have changed to high or medium instead of low risk. Due to the additional work required to ensure compliance with allergen information in poorly performing businesses, the target for 2020-21 is to visit 100% of High Risk premises and 33% of Medium Risk premises, with priority given to Medium Risk premises with poor allergen compliance.
- 3.1.20 There is no commitment to visit low risk premises but in 2019-20, 246 low risk premises were visited up to 24th Jan 2020, as a result of project work, referrals, complaints and other routine inspections.
- 3.1.21 Approximately 5% of inspections require a follow-up visit. Officers do not work exclusively on the food function. Follow up visits will be made to all premises when a non-compliance is detected and formal action is contemplated.
- 3.1.22 One full time and one part time posts make up the Food Standards Team. This equates to 1.6 FTE. About 95% of their time is spent on the food and feed function.
- 3.1.23 **New Businesses** Trading Standards Officers aim to assess new food businesses within 56 days.
- 3.1.24 High Risk Premises Premises with good management control, no history of contraventions or complaints will be subject to a minimum intervention approach and will only be inspected if they change their product range or complaints are received.
- 3.1.25 Poorer performing High Risk Premises -These premises will be inspected every year but may be the subject of additional interventions depending on their compliance. Poor compliance with allergen information with the corresponding risk to the safety of food is a continuing threat.
- 3.1.26 Medium Risk Premises -These premises will receive an intervention at three yearly intervals. These interventions will alternate between comprehensive inspections, and a mix of sampling visits, complaint visits or other monitoring or surveillance. At least 33% of the premises liable to an inspection will be subject to a comprehensive visit. Where medium risk rated premises have a Primary authority relationship with a local TS service, or if they are part of a national or regional chain, these premises will be re rated to low risk. This will allow officers more time to support independent and new businesses, together with those businesses with a history of poor compliance.
- 3.1.27 **Low Risk Premises** A programme of interventions will be based on the intelligence received about the individual premises or where the business requests support/advice.

3.1.28 **Feed Hygiene** – The service participates in the National Trading Standards feed programme. We will undertake inspections of premises identified by the national team as requiring a visit. This equates to approximately 12 visits per annum.

3.2 Feed and Food Complaints

Food Safety

3.2.1 It is the policy of this authority to respond promptly to all requests for advice from business. It is the target of the service to respond to 90% of planning application consultations within 10 working days, and all other demand driven work within 5 days.

Year	14/15	15/16	16/17	17/18	18/19
Within target %	96.8	97.2	96.6	97.1	94

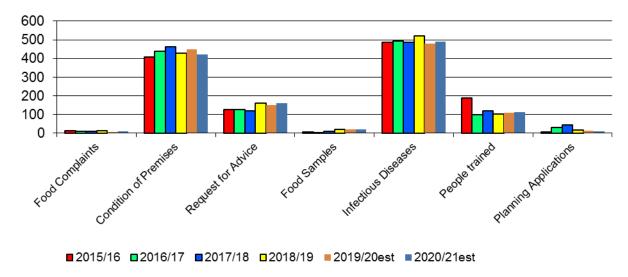
Table 3.2 Percentage of Demand Driven Work within Target Response Time

3.2.2 All food complaints received are investigated in accordance with the council's Enforcement Policy and documented procedures. See below for a chart showing the pattern of demand driven work since April 2015 and estimates for the current year and 2020/2021. The source figures for this chart are contained in tables within the relevant part of the plan.

Year	15/16	16/17	17/18	18/19	19/20est	20/21est
Food Complaints	14	11	10	14	6	10
Condition of Premises	406	440	461	429	450	420

Table 3.2.1 Estimate of complaints for current year and 2020/2021 based on data from 2015 onwards.

Chart of Demand Driven Work 2015-2021



See tables 3.2.1, 3.4.1, 3.5.0, 3.5.1 and 3.8 for the source of data.

3.2.3 It is estimated that 1.8 Full Time Equivalent officers will be required to meet this level of service requests.

Food Standards

3.2.4 It is the policy of this authority to respond promptly to all food complaints and to carry out enquiries in accordance with the complaints procedure. The following figures show a final estimate for 2018/19 as the report is generated before the end of the calculated year.

Year	15/16	16/17	17/18	18/19	19/20 est
Number of Complaints	133	125	130	125	152

3.3 Home Authority Principle and Primary Authority Principle

3.3.1 Brighton & Hove City Council fully supports the Home Authority principle, and has entered into 8 informal arrangements with businesses whose operational activity extends outside of the city. Currently there are no primary authority partnerships in the city.

3.4 Advice to Businesses

Food Safety

- 3.4.1 Advice is given during inspections, by hotline, website and an enewsletter. Group emails can also be sent from the food establishment database to over 2000 businesses who have supplied email addresses.
- 3.4.2 Table 3.4.1 gives the number of planning applications viewed by food safety officers and the number of requests for advice from businesses. Such focussed guidance includes advice on the construction, development and structural alterations to food establishments.

Year	15/16	16/17	17/18	18/19	19/20est	20/21est
No of Requests	125	128	119	160	150	160
Planning Applications	7	31	45	17	12	10

Table3.4.1 Requests received since 2015 and estimates for the current year and 2020/2021

3.4.3 It is estimated that 0.5 Full Time Equivalent Officer is required to meet this estimated demand.

Food Standards

3.4.4 The level of requests for advice has remained reasonably consistent over several years. The following figures show an estimate for 2019/20 as the report is generated before the end of the calculated year. There has been an increase in requests following an improved system of referrals for business advice on allergens via the Food Safety Team.

Level of Service Requests

Year	15/16	16/17	17/18	18/19	19/20 est
No of	190	146	150	136	150
Requests					

3.5 Feed and Food Sampling

Food Safety

- 3.5.1 A formal arrangement is in place with Public Health England's (PHE) Food Water & Environment laboratory based at Porton Down for the analysis of samples that require microbiological examination.
- 3.5.2 The service participates in national microbiological sampling initiatives coordinated PHE and regional sampling programmes across Hampshire, Kent, Surrey and Sussex. Samples of food and swabs of food-contact surfaces may also taken as part of routine work and when investigating specific issues at food premises.
- 3.5.3 The three national food sampling programmes for 2019/2020 were:-
 - Study 66 Frozen fruit and vegetables from retail and catering premises. This study was undertaken in the spring of 2019 with the aim of providing microbiological quality data on frozen fruit and vegetables from retail and catering premises, with a focus on Listeria. All samples collected across the city were satisfactory.
 - **Study 67 Vacuum/Modified atmosphere packed ready to eat (RTE) food.** The study aims to provide microbiological quality data on RTE vacuum packed foods and the hygiene of vacuum packing machines. Of the 22 samples reported at the time of preparing this plan all but 4 were satisfactory. Where unsatisfactory results were obtained corrective action has been agreed.
 - **Study 68 Raw milk cheeses.** The study aims to ascertain microbiological safety and quality for raw milk cheese at retail sale, with particular emphasis on a particular form of E.Coli. All of the 6 samples reported so far as part of this study were satisfactory.

Year	15/16	16/17	17/18	18/19	19/20est	20/21est
No. of samples	6	3	9	19	20	20

Table 3.5.0 Food Safety Sampling visits 2015-2019 & estimate for the current year and 2020/2021.

Food standards

- 3.5.5 The Public Analyst contract was awarded to Kent Scientific Services in 2017. For the year 2019/20 a budget allocation of £5,000 was made for sampling analysis. It is envisaged that a similar amount will be allocated for 2020/21. The focus of the contract remains composition, allergens labelling and chemical contamination.
- 3.5.6 Inspections, investigations and advice for 2019/20 equated to approximately 1.6FTE.
- 3.5.7 In 2017 the FSA withdrew all funding for National and Regional Sampling. Sampling programmes locally have therefore been based on

TSSE regional programmes. In 2017/18 some funding for sampling was provided via TSSE in order for local authorities to participate in Regional Sampling programmes; this funding has continued and it is anticipated that this funding may continue in 2020/21. It is intended that in 2020/21 further sampling will be undertaken locally focusing on meat species and also sampling for allergens; it is anticipated that this will tie in with TSSE led projects.

Food Sampling Work undertaken in 2019/20

PROJECT
Wine and Spirit sampling
Meat species
Allergens including Gluten Free *
Complaints and investigations

^{*} Denotes TSSE led project

- 3.5.8 The FSA has withdrawn all funding for National initiatives. The cost for the regional and local projects will be set to allow for contingencies, such as complaints and reacting to food alerts. It is understood that the FSA as part of the Regulating Our Future programme of work will be providing some funding for intelligence led risk based food sampling at some point in 2020/21; it is currently unknown whether this will be administered regionally or if Local Authorities will have to bid for funding.
- 3.5.9 During 2019/20 Trading standards have also carried out work funded by the FSA via NTSB (National Trading Standards Board) on animal feed which ties in to the Official Feed and Food Controls. This work will be funded again in 2020/21 but funding is likely to be reduced.
- 3.5.10 New regulations governing the labelling of food and whether they contain allergens, came into force in 2014. Officers have undertaken work to inform and educate businesses of their obligations under these regulations; compliance with the requirement to provide allergen information still remains an issue and therefore this work will continue in 2020/21 prioritising advice and support to small independent traders. In addition new labelling requirements will come into force in October 2021 for pre-packed for direct sale foods and amended labelling will also be required as a result of EU Exit.
- 3.5.11 Control and Investigation of Outbreaks and Food-related Infectious Disease Specific infectious diseases are notifiable to the local authority. The department investigates these cases in an attempt to identify the cause of illness and any practical measures to control potential outbreaks. See below for the number of cases investigated from 2015 to 2019 and an estimate of the numbers expected for the current year and 2020/2021. Investigations of outbreaks must

commence as soon as practical. In individual notifications, the investigation has to commence within 5 days. It is estimated that 0.3 FTE officer will be required to meet this level of complaints.

Year	15/16	16/17	17/18	18/19	19/20est	20/21est
No. of reports	485	494	485	521	480	490

Table 3.5.1 Notifications for 2019/2020 & 2020/2021 based on data from 2015 onwards.

3.5.12 The number of notifications included in table 3.5.1 has been corrected to discount those illnesses not associated with food such as mumps, measles and hepatitis.

Year	15/16	16/17	17/18	18/19	19/20est	20/21est
Campylobacter	267	253	294	313	300	290
Salmonella	20	24	19	27	20	20

Table 3.5.2 Estimate of Number of specific notifications for 2018/2019 & 2019/2020

3.5.13 Food-borne illness can be contracted as a result of a number of reasons including poor food handling in the home or foreign travel. Usually it is therefore difficult to attribute any increase or reduction to one source.

3.6 Feed/Food Safety Incidents

- 3.6.1 An out of hours emergency service is staffed by senior staff who are suitably authorised to carry out the full range of food safety functions including responding to emergency food safety incidents.
- 3.6.2 Information regarding national food safety alerts, such as product recalls from the FSA, is received during office hours via the national alert system.
- 3.6.3 The Food Safety team manager and senior staff are registered on the rapid alert system to receive food alerts through a text message scheme direct to their mobile phones. The information contained in the food incidents is distributed and acted if required.
- 3.6.4 Introduction of the Smarter Communication platform by the FSA means that all food officers receive food hazard alerts by email. As the majority of these concern food allergy alerts and are for information only from 2020 only those requiring action will be reported.

3.7 Liaison with Other Organisations

Food Safety

3.7.1 There are a number of arrangements in place with other professions and local authorities to promote consistency, provide joint projects and develop services: -

- The Food Safety team sends a representative to Sussex Food Liaison Group which develops common approaches to regulation across Sussex.
- An Environmental Health Officer attends the Chartered Institute of Environmental Health's Sussex Food Study Group which develops joint procedures and practices.
- An officer attends the regular liaison meetings with Children's Services and school caterers.
- Public Health England's local Community Consultant in Disease Control reviews procedures and agrees communicable disease outbreak and food poisoning control measures across the south east of England.
- The authority is a member of the Brighton & Hove Food Partnership. The partnership includes representatives from local businesses and community groups, community workers and members of the Sustainability Commission. The Partnership raises awareness of food producers in supporting health, the economy and the environment increasing access to nutritious, safe, affordable food and providing a network for information exchange.
- A liaison arrangement is in place with Sussex Career Services and local schools to enable teachers and students from Brighton & Hove to gain work experience.

This work is accounted for in the reactive work estimate of resources required.

Food Standards

3.7.2 The team works closely with 19 other Trading Standards Services in the southeast that together make up Trading Standards South East (TSSE). Activities include liaison on all trading standards issues, coordinated activities, sampling and advice projects and sharing of information via the TSSE intranet. As well, officers use the national knowledge hub, which allows access to trading standards services nationally. The team also work directly with the FSA and receive food alerts, which identify problem products which we can move quickly to remove from the food chain at a local level. Officers also use this forum to receive advice and intelligence regarding the feed function. In 2019/20 the Food Standards Team have also participated in a National Food Crime Unit project and have provided advice and assistance to the Early Years and Child Care Team as well as the Families, Children and Learning on allergen information and the provision of allergy free foods.

3.8 Feed and Food Safety and Standards Promotional Work, and Other Non-Official Controls Interventions

3.8.1 The city Health and Wellbeing Board's strategy focuses on priority areas where it can make the greatest impact. This strategy includes promotion of healthy weight and good nutrition. A project officer works

- within the Food Safety Team to develop and co-ordinate a number of programmes in line with this strategy.
- 3.8.2 The city's Healthy Choice Award is one such programme. The award prioritises the preparation of meals using fresh healthier ingredients and cooking methods. As at January 2020 127 food outlets have gained the award with a further 12 working towards accreditation.
- 3.8.3 Two school catering cookery events with families took place in 2019 with Healthy Choice Awards caterers demonstrating easy healthy and budget friendly meals to parents. Further work to increase vegetable consumption in schools is planned for 2020.
- 3.8.4 Another programme supports the Sugar Smart City campaign. This aims to motivate settings such as schools, food outlets and retailers to take action and help residents reduce their sugar intake. Food outlets being asked to make 'Sugar Smart Commitments' such as to promote free tap water for customers, offer a range of low and no sugar soft drinks, or to develop lower sugar dessert or children's menu options.
- 3.8.5 Between September 2015 and November 2019 several healthier catering workshops have been staged for food outlets. Topics including healthier cooking techniques, cooking oil maintenance and general good practices, types of oils and their properties, allergy and health, financial and environmental implications. 164 chefs, managers, front of house staff and business owners have attended these sessions.
- 3.8.6 A further programme supports national healthy eating campaigns such as Peas Please and Veg Power which encourages producers, suppliers, retailers and other actors across the food supply chain and schools to make it easier for everyone to eat more vegetables. This project initiated a partnership research project with the retailer Lidl and the University of Brighton.
- 3.8.7 In 2017 Brighton and Hove pledged to become a pioneer Veg City, running catering workshops to increase vegetables in meals for public and private caterers. During 2019/20, in partnership with the Brighton and Hove Food Partnership a series workshops across different settings such as early years, secondary schools and food outlets were delivered as a cookery competition. Caterers were asked to create an innovative grab-and-go meal that was packed with vegetables. The winning recipe is to be championed and trialled in various secondary schools across the city early 2020 and shared with local and national networks.
- 3.8.8 The food safety training activity by number of people trained on the CIEH Level 2 Award Food Safety in Catering course is given below in table 3.8. This is a full day course aimed at food handlers. The service offers seven courses a year.

Year	2015/16	2016/17	2017/18	2018/19est	2019/20est	2020/21est
Trained	187	100	119	103	110	112

Table 3.8 Total Training Undertaken since 2015

- 3.8.9 The service took part in a citywide healthy schools event staffing an interactive stand to promote food safety to pupils and their teachers. A Christmas Food Safety Quiz for parents of young children was also organised at one of the council's Children's Centres
- 3.8.10 It is estimated that this promotional work will be covered within resources plus the addition of a fulltime project officer to manage and co-ordinate food nutrition work.

4. Resources

4.1 Financial Allocation

Food Safety

4.1.1 The food safety service net revenue budget for 2019/20 is £522,970. The proposed net budget for 2020/21 is £498,860, subject to agreement by Budget Council on 27th February 2020.

Food Standards

4.1.2 It is difficult to detail the time spent on the food standards function as it is carried out during a comprehensive inspection. Time monitoring is not currently used to apportion time to the food function. Cost of the food standards function in 2019/20 was as follows based on the percentage of time officers spend on the food function outlined above and below:

Staffing Inspection, complaints and advice	
Management/Support	£ 7,000
Food Team	£70,000
Total	£77,000
D. otherwise	0 500
Purchases	£ 500
Analysis	£ 4,500
Total	£ 5,000
Total	£ 87,000

4.1 Staffing Allocation

Food Safety

- 4.2.1 The 2019/2020 Establishment for the Food Safety Team is as below and equates to nine full time equivalent enforcement officers plus two administrative support staff, management and Food Nutrition Project Officer broken down as below:
 - 0.25 x Regulatory Services Manager
 - 2 x Senior Environmental Health Officers
 - 2.8 x Environmental Health Officers
 - 4.2 x Senior Technical Officers
 - 1.68 x Technical Support Officers
 - 1 x Food Nutrition Project Officer
- 4.2.2 As detailed in 3.1.16, 3.2.3, 3.4.3, 3.5.11 and 3.8.10 of this plan it is estimated that 9 full time equivalents are required to fulfil the given objectives plus management. This is in-line with the allocated resources.
- 4.2.3 In addition to the food safety responsibilities from 2018 onwards the Senior EHO's of the Food Safety Team took on additional management and supervisory duties and the team became responsible for the health & safety enforcement function. See 6.1.6.

Food Standards

4.2.4 The proportion of time allocated to this function in 2019/20 was estimated as follows:-

Support 0.05

Management 0.05

Food Staff 1.6

Total 1.7 FTE

4.2 Staff Development Plan

- 4.3.1 The Authority has a structured appraisal and development system. During staff appraisals, individual training needs and any gaps in competence are identified. The information is used to produce individual training and development plans for each officer for the coming year.
- 4.3.2 All food safety field officers hold relevant qualifications to comply with the requirements of the Food Safety Code of Practice. In addition to the annual appraisal system ongoing professional development is monitored and managed through officer self-assessment, management monitoring, regular 1-2-1's and the quality assurance system detailed in 5.1.1 below.

5.0 **Quality Assessment**

5.1 Quality Assessment and Internal Monitoring

Food Safety

5.1.1 The service has a documented procedure relating to food safety duties. Internal audits are carried out to ensure compliance with these procedures. Staff performance is reviewed, monitored and managed through the appraisal system, monthly 1-2-1 and review by the departmental management team.

Food Standards

- 5.1.2 We aim to continually improve the level of service provided. Procedures are implemented and reviewed where necessary to incorporate identified improvements.
- 5.1.3 All food standards and feed hygiene officers hold relevant qualifications to comply with the requirements of the Food and Feed Codes of Practice. In addition to the annual appraisal system ongoing professional development is monitored and managed through officer self-assessment, management monitoring, and regular 1-2-1's to ensure that they maintain their competency under the Codes.

6. Review

6.1 Review Against the Service Plan.

Food Safety

- 6.1.1 In addition to the quality checks detailed in 5.1, performance is reviewed against the service plan by comparing the number of interventions achieved against the number programmed. Monthly statistical reports are produced so that performance can be closely monitored and managed through the year. Any problems are promptly identified and resolved through management reviews, team meetings and monthly one to ones between field staff and their line manager.
- 6.1.2 Official Feed and Food Controls Service Plans are produced and reviewed on an annual basis by management review and consideration by elected members through the committee structure and Full Council.
- 6.1.3 In the year 2018/2019, 99.7% of the due food safety interventions were accounted for. This included interventions carried out and businesses that ceased trading before they could receive their planned intervention. 391 interventions were undertaken of new businesses or premises that had changed ownership.

- 6.1.4 At January 2020, 97% of the food businesses in the city were deemed to be 'broadly compliant', ie a FHRS of three or better.
- 6.1.5 From April 2018 to March 2019 one business was prosecuted for food hygiene offences, 11 food establishments were subject to formal enforcement actions by way of Hygiene Improvement Notices and 1017 were written to following inspections regarding non-compliances.
- 6.1.6 During 2019/20 as a result of a mixture of one member of staff being seconded to support another team, a period of extended up-paid leave for one officer and additional service pressures from the Health & Safety enforcement function it was necessary to source additional support from outside of the team to deliver the service.

Food Standards

- 6.1.6 Service reviews are carried out on a monthly basis to check that the inspection programme is on target and to ensure that projects are being completed in the agreed timescale.
- 6.1.7 The Service Reviews indicate that the service is on target to achieve the interventions programme.
- 6.1.8 During staff one-to-one's each officer's performance is monitored, to identify good performance and any areas of improvement.
- 6.1.9 Complaints are responded to within the stated timescales.

6.2 Identification of Any Variation from the Service Plan

Food Safety

- 6.2.1 The numbers of requests for re-score visits under the Food Hygiene Rating scheme has increased such that it is now estimated that 70 such requests will be received during 2019/20 against 35 this time last year. This is due to online takeaway delivery platforms requirement that business are deemed at least broadly compliant before they are permitted to sign up to the service.
- 6.2.2 The number of new businesses registrations has increased over the year such that it is now estimated that 450 new businesses will be inspected during the course of 2019/20 against an original estimate of 380. It is though that this is due to an above average churn of businesses ownerships as a result of more challenging trading conditions.

Food Standards

6.2.3 There was no significant variation from the plan.

6.3 Areas of Improvement

Food Safety

6.3.1 As a result of publishing the food safety standards through FHRS general food hygiene standards are continuing to improve year on year. Table 6.3 demonstrates the improvement which has been built on from 2013.

FHRS	January 2013	January 2020
rating	0	•
0	3	2
1	113	38
2	92	33
3	265	194
4	589	549
5	1377	1887
Total	2624	2703

Table 6.3. Number of food businesses in each FHRS Comparing 2013 and 2020 Ratings

6.3.2 The number of Broadly Compliant businesses has continued to increase and currently stands at 97% of all food business.

Food Standards

- 6.3.3 Advancements have been made in the delivery of food law enforcement. There are many examples of joined up working and cooperation where co-ordinated sampling programmes and officer training feature highly. However, there are still areas for improvement. They are as follows:
 - Targeting beer, wines and spirits misdiscription and traceability, this work links in with the Licensing Authority function and Alcohol Project Board
 - Improvements in the provision of accurate allergen information by catering businesses.
 - Increasing and maintaining the competency and professional development of food officers.
 - Establishing consumer concerns and reflecting this in local activity.
 - Improving our data records and risk rating
 - Improving the referral system between the Food Standards and Food Safety Teams to identify and support poorly performing businesses on the provision of allergen information.
 - Providing support and assistance to independent SMEs (Small and Medium Enterprises)
 - Targeting Food Fraud

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 78

Brighton & Hove City Council

Subject: Graffiti Reduction Strategy – outcomes of

consultation

Date of Meeting: 17 March 2020

Report of: Executive Director, Economy, Environment &

Culture

Contact Officer: Name: Saoirse Roche Tel: 01273 294739

Email: Saoirse.roche@brighton-hove.gov.uk

Ward(s) affected: All

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 In recognition of the scale of graffiti within Brighton & Hove, the Environment, Transport & Sustainability Committee approved a Graffiti Reduction Strategy in November 2018.
- 1.2 To support delivery of the Strategy, it was agreed that a public consultation would take place with businesses, Statutory Undertakers¹ and private property owners in relation to a new enforcement process requiring property owners to remove graffiti within an agreed timeframe. Committee also agreed for officers to explore the feasibility of creating a chargeable graffiti removal service to owners of private and commercial buildings. It was agreed both would be brought back to Committee for approval on how to proceed.
- 1.3 This report details the outcomes of the consultation, making recommendations based on the results.

2. RECOMMENDATIONS:

That the Committee:

- 2.1 Note the outcomes of the consultation at Appendix 1.
- 2.2 Authorise Cityclean to use Community Protection Warnings and Community Protection Notices in relation to graffiti removal from Statutory Undertakers' property within Brighton & Hove as detailed at Appendix 2.
- 2.3 Authorise Cityclean to use Community Protection Warnings and Community Protection Notices in relation to graffiti removal from large businesses (250 employees or more) within Brighton & Hove as detailed at Appendix 3.

¹ Statutory Undertaker is a legal term used to describe organisations or agencies who have legal rights and obligations to carry out development and infrastructure work. Typically, they are utilities and telecoms companies: those who deal with water, gas, electricity, railways etc.

- 2.4 Authorise Cityclean to use Community Protection Warnings and Community Protection Notices in relation to graffiti removal from small to medium sized enterprises (less than 250 employees) within Brighton & Hove as detailed at Appendix 4.
- 2.5 Agree not to introduce a graffiti enforcement approach for homeowners.
- 2.6 Approves the creation of a chargeable graffiti removal service, funded through Service Level Agreements using a tiered pricing structure.
- 2.7 Authorise Environmental Enforcement Officers to issue Community Protection Warnings and Community Protection Notices

3. CONTEXT / BACKGROUND INFORMATION

- 3.1 In recognition of the scale of graffiti within Brighton & Hove, the Environment, Transport & Sustainability Committee approved a Graffiti Reduction Strategy in November 2018. The Strategy focuses on four workstreams: Prevention, Enforcement, Removal and Monitoring & Review.
- 3.2 The action plan to deliver the Strategy was shared with Environment, Transport & Sustainability Committee in June 2019. Further updates on actions taken to deliver the Strategy were provided to Committee in October 2019 and January 2020.

Current approach to graffiti removal and enforcement

- 3.3 Cityclean is responsible for removing graffiti on council property as well as offensive graffiti from all private property. Currently, two full time graffiti removal operatives provide this service. There is no capacity to extend this to non-offensive graffiti on private property. A consequence of this is a large amount of graffiti on private property across the city.
- 3.4 The Environmental Enforcement Team issue Fixed Penalty Notices to graffiti perpetrators when sufficient evidence is available. At present, Brighton & Hove City Council has no permissions or procedures for enforcing the removal of graffiti from private property.

Community Protection Notices

- 3.5 The Clean Neighbourhoods and Environmental Act 2005, was superseded by the Anti-Social Behaviour, Crime and Policing Act in 2014, replacing Graffiti Removal Notices with Community Protection Notices. A Community Protection Notice can be issued to an individual aged 16 or over, or a body, if satisfied on reasonable grounds that:
 - (a) The conduct of the individual or body is having a detrimental effect, of a persistent or continuing nature, on the quality of life of those in the locality, and
 - (b) The conduct is unreasonable

- 3.6 The consultation shows that:
 - 72.9% of respondents strongly agreed or tended to agree that graffiti is a problem in their local area
 - 85.2% of respondents strongly agreed or tended to agree that graffiti is a problem in Brighton & Hove
 - 82.3% of respondents felt graffiti has a negative impact on people's perception of an area, affecting the amenity of areas within Brighton & Hove
- 3.7 Based on this feedback, Community Protection Warnings and Community Protection Notices are an appropriate enforcement approach to address the issue of graffiti on private property. Appendices 2 to 4 explain how this will work in practice, if approved. To deliver this, an additional Environmental Enforcement Officer will be recruited to process and enforce Community Protection Warnings and Community Protection Notices. It is proposed that this post will be self-funding from the income generated by the graffiti enforcement.

Outcomes from consultation

- 3.8 A public consultation on graffiti enforcement and removal took place between 14 October and 14 December 2019. Different approaches to enforcement against Statutory Undertakers, large businesses, small to medium sized enterprises and homeowners were proposed, alongside questions relating to the introduction of a chargeable graffiti removal services.
- 3.9 A total of 1028 responses were received, one of the highest responses in recent years. Appendix 1 contains all the feedback. Respondents were able to provide free text for several questions; this has been analysed and the common themes and feedback to these are contained within Appendix 1.

3.10 Overall:

- 44.6% of respondents strongly agreed or tended to agree that the council should take enforcement action against property owners that fail to remove graffiti from their property
- 45.2 % strongly disagreed or tended to disagree that enforcement action should be taken
- 8.4% neither agreed or disagreed
- 3.11 While more respondents disagreed with the introduction of enforcement action overall, the subsequent questions and responses provides further insight into this, which is reflected in the recommendations.

3.12 Statutory Undertakers:

- 67.5% of respondents strongly agreed or tended to agree with the proposed enforcement approach for Statutory Undertakers
- Based on the results of the consultation, it is proposed that the enforcement of graffiti removal for Statutory Undertakers is introduced as per Appendix 2

3.13 Large businesses:

- 66.6% of respondents strongly agreed or tended to agree with the proposed enforcement approach to large businesses (more than 250 employees)
- Based on the results of the consultation, it is proposed that the enforcement of graffiti removal for large businesses is introduced as per Appendix 3

3.14 Small to medium sized enterprises:

- 51.6% of respondents strongly agreed or tended to agree with the proposed enforcement approach to small to medium sized enterprises (less than 250 employees)
- For those that were responding as a local business, more respondents strongly disagreed or tended to disagree with the introduction of enforcement against small and medium sized enterprises, than those that supported the proposal. The responses from other stakeholders, however, supported the introduction of an enforcement approach. The purpose of the enforcement approach is to protect the amenity of an area. It's clear from the other stakeholders' responses that enforcement is required, alongside the other measures being delivered within the Strategy
- Based on the results of the consultation, it is proposed that the enforcement of graffiti removal for small to medium sized enterprises is introduced as per Appendix 4

3.15 Homeowners:

- 37.7% of respondents strongly agreed or tended to agree with the proposed enforcement approach to homeowners
- Based on the results of the consultation, it is proposed that the enforcement of graffiti removal for homeowners is not introduced. Rather, alternative options will be provided to encourage removal

3.16 Chargeable graffiti removal service:

- 67.3% of respondents strongly agreed or tended to agree with the introduction of a chargeable graffiti removal service
- 69.6% of respondents strongly or tended to agree with the proposed charges of the chargeable graffiti removal service differing for Statutory Undertakers, large businesses, small and medium sized enterprises and homeowners
- Based on the results of the consultation, it is proposed that a chargeable graffiti removal service is introduced, with differing charges for the different types of property owners

Implementation

impiementatio

- 3.17 A phased approach will be used to implement the new enforcement arrangements, subject to the appropriate approvals from committee today. This will be:
 - The creation of Service Level Agreements with Statutory Undertakers for the council to remove reported graffiti from their property within a given time frame²
 - The introduction of Statutory Undertaker enforcement as per Appendix 2
 - The creation of Service Level Agreements with Large Businesses for the council to remove reported graffiti from their property within a given time frame
 - The introduction of large business enforcement as per Appendix 3

² If there is insufficient demand for SLAs and the income generated does not make the graffiti removal service a viable option, then the model proposed in this report will have to be revisited

- The introduction of small and medium sized enterprise enforcement as per Appendix 4
- 3.18 Alongside this will be the creation of the chargeable graffiti removal service, supportive measures for homeowners and delivery of other elements of the Graffiti Reduction Strategy.
- 3.19 The council will increase its efforts to remove graffiti from its own property as it is recognised that more work can be done. However, it should be noted that:
 - Operatives are only able to use a two-step ladder, so removing graffiti from height is complex
 - Some surfaces will require specialist skills or equipment or a contractor
 - High footfall areas can only be cleaned very early in the morning
 - Some graffiti removal can only be completed when the weather is dry

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The council can continue with its current approach to graffiti removal and enforcement only, but this will not deliver the aims of the Graffiti Reduction Strategy.
- 4.2 The public consultation provided an opportunity for residents to comment on the proposals.

5. COMMUNITY ENGAGEMENT & CONSULTATION

5.1 The feedback from the consultation is detailed in the main body of the report and Appendix 1.

6. CONCLUSION

- 6.1 Members agreed the Graffiti Reduction Strategy in November 2018. This included a commitment to complete a public consultation on a new enforcement approach requiring property owners to remove graffiti within an agreed timeframe, plus the introduction of a chargeable graffiti removal service. This report presents the outcomes of the consultation.
- 6.2 To continue the successful delivery of the Graffiti Reduction Strategy, Members are asked to approve the recommendations is section 2 to further prevent, enforce and remove graffiti and/or tagging across Brighton & Hove.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

7.1 The graffiti removal service has a budget of £0.122m for 2020/21 (the original budget of £0.082m has been increased by £0.040m following an agreed amendment at Budget Council). It is assumed that the additional Environmental Enforcement officer post (paragraph 3.7) will be self-funding (funded from within this budget). The proposal (as set out in paragraph 3.17) is a phased approach so that, for example, Service Level Agreements are secured prior to expanding

the service. This should limit the risk that the additional costs incurred by expanding the service will exceed the additional income from charging for the service. As set out in the report, if there is insufficient demand for SLAs and the income generated does not make the graffiti removal service a viable option, then the model proposed in this report will have to be revisited. The financial position will also be reviewed as part of monthly budget monitoring and annual budget setting.

Finance Officer Consulted: Jess Laing Date: 06/03/2020

Legal Implications:

- 7.2 The power to issue Community Protection Notices is found in section 43 of the Anti-Social Behaviour, Crime and Policing Act 2014, referred to in paragraph 3.5 of this report. That section provides that a Community Protection Notice can only be issued if the individual or body concerned has been given written warning that a notice will be served unless the relevant conduct ceases, and that the conduct has continued.
- 7.3 The Council's power to charge for discretionary services is found in s.93 of the Local Government Act 2003. The power is subject to a duty that, taking one financial year with another, the income from charges does not exceed the costs of provision.

Lawyer Consulted: Hilary Woodward Date: 19/02/2020

Equalities Implications:

- 7.4 It is recognised that some buildings are more likely to be subject to graffiti vandalism than others. The different approaches to graffiti enforcement have been proposed to take this into account.
- 7.5 A scaled pricing system for the chargeable graffiti removal system has been proposed to make the service as accessible as possible.

Sustainability Implications

7.6 The vehicle to be purchased for chargeable graffiti removal service has a 200-bar pressure washer, which should decrease the operating time of the engine, cutting vehicle emissions. This will be purchased in line with the recently approved Fleet Strategy and will have a minimum life of four to five years before it will be assessed for replacement.

Crime & Disorder Implications:

7.7 Graffiti vandalism is a crime. Deploying measures to prevent, enforce and remove graffiti and/or tagging will reduce the anti-social behaviour associated with this activity. A graffiti prevention officer has been appointed by Sussex Police to support the prevention of graffiti vandalism and to ensure consistency between investigations. Joint patrols and communications will be actioned to deliver the Graffiti Reduction Strategy.

Corporate / Citywide Implications:

7.8 The recommendations in this report support the Corporate Plan commitment to tackle graffiti and tagging.

SUPPORTING DOCUMENTATION

Appendices

- 1. Responses to the public consultation
- 2. Proposed approach for Statutory Undertakers
- 3. Proposed approach for large businesses
- 4. Proposed approach for small to medium sized enterprises

Background Documents

- Graffiti Reduction Strategy Report to Environment, Transport & Sustainability Committee on 27 November 2018
- 2. <u>Graffiti Reduction Strategy Update Report</u> to Environment, Transport & Sustainability Committee on 25 June 2019
- 3. <u>City Environment Modernisation Update Report</u> to Environment, Transport & Sustainability Committee on 8 October 2019
- 4. <u>City Environment Modernisation Update Report</u> to Environment, Transport & Sustainability Committee on 21 January 2020

Question 1 - "How are you responding to this consultation? As a..."

Resident of Brighton & Hove	939
Visitor	26
A local landlord	9
A local business	22
A local community or voluntary group	15
A local stakeholder	5
Other	9
No response	3

Question 2 – "To what extent do you agree or disagree that graffiti is a problem in your local area?"

This question had a total of **935** resident responses

Strongly agree	Tend to agree	Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know/ not sure
527	155	60	91	101	1

Question 3 – "To what extent do you agree or disagree that graffiti is a problem in Brighton & Hove?"

This question had a total of 1,021 responses

	Strongly agree	Tend to agree	Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know/ not sure
Residents	679	99	25	58	72	2
Visitors	15	4	0	5	2	0
Local landlord	9	0	0	0	0	0
Local business	18	3	1	0	0	0
Local CVS	13	0	0	2	0	0
Local stakeholder	2	2	1	0	0	0
Other	3	2	1	1	0	2
Total	739	110	28	66	74	4

Question 4 – "To what extent do you agree or disagree that graffiti has a negative impact on people's perception of an area?"

This question had a total of 1,023 responses

	Strongly agree	Tend to agree	Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know/ not sure
Residents	642	127	44	66	56	2
Visitors	15	5	0	3	3	0
Local landlord	9	0	0	0	0	0

Local	16	4	1	1	0	0
business						
Local CVS	13	0	0	2	0	0
Local	3	2	0	0	0	0
stakeholder						
Other	5	1	2	1	0	0
Total	703	139	47	73	59	2

Question 5 – "To what extent do you agree or disagree that the council should take enforcement action against property owners that fail to remove graffiti from their property?"

This question had a total of 1,025 responses

	Strongly agree	Tend to agree	Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know/ not sure
Residents	240	181	76	165	260	17
Visitors	5	4	1	7	8	1
Local landlord	4	1	0	0	4	0
Local business	3	4	5	4	6	0
Local CVS	4	3	4	2	2	0
Local stakeholder	2	2	0	0	1	0
Other	3	1	1	0	4	0
Total	261	196	87	178	285	18

Question 6 – "To what extent do you agree or disagree with the proposed approach for utility, telecommunication and transport providers, referred to as statutory undertakers?"

This question had a total of 1,020 responses

	Strongly	Tend to	Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know/ not sure
	agree	agree				
Residents	424	213	74	76	130	18
Visitors	8	8	1	3	4	1
Local landlord	5	0	1	0	3	0
Local business	7	7	2	2	4	0
Local CVS	9	2	2	1	0	1
Local stakeholder	0	1	0	1	3	0
Other	2	2	1	0	3	1
Total	455	233	81	83	147	21

Several statutory undertakers participated in this consultation, self-identifying as "Other" and "A local stakeholder". The following statutory undertakers completed the consultation:

- The Royal Mail Group Ltd
- UK Power Networks
- Sothern Water
- Network Rail

Free text comments on proposed approach to Statutory Undertakers

Common themes found:

- Too much time before action
- Happy with proposed approach
- The cost to the council is a concern
- Not enough time before action
- Police assistance is required to tackle graffiti
- Penalties should focus on perpetrators not victims of crime
- Proposal lacks sufficient preventative measures
- A safe space for graffiti would reduce private property being targeted
- The decision is up to the property owner
- A definition of graffiti is required for this framework
- Council needs to get its own house in order
- Graffiti is not a problem
- Community Protection Notices should not be used
- Worries of the cost being transferred to statutory undertaker customers

Question 7 – "To what extent do you agree or disagree with the proposed approach for large businesses consisting of more than 250 employees?"

This question had a total of 1,017 responses

	Strongly agree	Tend to agree	Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know/ not sure
Residents	422	204	78	81	136	11
Visitors	8	6	1	3	6	1
Local landlord	5	0	0	1	3	0
Local business	5	8	2	2	5	0
Local CVS	7	5	1	1	1	0
Local stakeholder	1	1	1	2	0	0
Other	2	3	2	0	2	0
Total	450	227	85	90	153	12

Question 8 – Free text comments on proposed approach to large businesses

Common themes found:

- Too much time before action
- The cost to the council in a concern
- Not enough time before action
- Need to consider charities
- Police assistance is required to tackle graffiti
- Penalties should focus on perpetrators not victims of crime
- Proposal lacks sufficient preventative measures
- A safe space for graffiti would reduce private property being targeted
- Graffiti removal should be free to everyone by the council
- Cost to the business is a concern
- The decision is up to the property owner

- A definition of graffiti is required for this framework
- · Council needs to get its own house in order
- · Graffiti is not a problem

Question 9 – "To what extent do you agree or disagree with the proposed approach for small to medium sized businesses?"

This question had a total of 1,016 responses

	Strongly agree	Tend to agree	Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know/ not sure
Residents	277	211	81	142	203	18
Visitors	5	5	3	4	7	1
Local landlord	4	0	0	1	4	0
Local business	2	5	2	4	9	0
Local CVS	5	6	1	2	1	0
Local stakeholder	1	1	0	1	1	0
Other	1	1	4	1	2	0
Total	295	229	91	155	227	19

Question 10 – Free text comments on proposed approach to small to medium businesses

Common themes found:

- Too much time before action
- The cost to the council in a concern
- Not enough time before action
- Police assistance is required to tackle graffiti
- Penalties should focus on perpetrators not victims of crime
- Proposal lacks sufficient preventative measures
- A safe space for graffiti would reduce private property being targeted
- The decision is up to the property owner
- Graffiti removal should be free to everyone by the council
- Cost to the business is a concern
- The decision is up to the property owner
- A definition of graffiti is required for this framework
- Council needs to get its own house in order
- Small to medium sized businesses should not have to pay
- Geographically unfair as some businesses will get vandalised more than others

Question 11 – "To what extent do you agree or disagree with the proposed approach for homeowners?"

This question had a total of 1,017 responses

	Strongly	Tend to	Neither agree		Strongly	Don't know/
	agree	agree	nor disagree	disagree	disagree	not sure
Residents	209	148	73	130	356	16
Visitors	2	5	2	3	14	0
Local	3	1	0	0	5	0

landlord						
Local	1	5	2	4	10	0
business						
Local CVS	5	2	3	3	2	0
Local	1	0	1	2	0	0
stakeholder						
Other	1	0	3	2	3	0
Total	222	161	84	144	390	16

Question 12 – Free text comments on proposed approach homeowners

Common themes found:

- Removal by homeowner may not be possible
- Cost to homeowner is a concern
- Graffiti removal should be included within council tax
- Too much time before action
- The cost to the council in a concern
- Not enough time before action
- · Police assistance is required to tackle graffiti
- Penalties should focus on perpetrators not victims of crime
- Proposal lacks sufficient preventative measures
- A safe space for graffiti would reduce private property being targeted
- The decision is up to the property owner
- Graffiti removal should be free to everyone by the council
- Cost to the business is a concern
- The decision is up to the property owner
- A definition of graffiti is required for this framework
- Council needs to get its own house in order
- Geographically unfair as some homes will get vandalised more than others

Question 13 – "To what extent do you agree or disagree that the council should set up a chargeable graffiti removal service for property owners to access across the city?"

This question had a total of 1,013 responses

	Strongly	Tend to	Neither agree	Tend to	Strongly	Don't know/
	agree	agree	nor disagree	disagree	disagree	not sure
Residents	391	239	94	65	118	20
Visitors	9	9	1	2	5	0
Local	3	2	0	0	4	0
landlord						
Local	3	9	4	1	4	1
business						
Local CVS	5	5	3	0	1	1
Local	3	0	1	0	1	0
stakeholder						
Other	1	3	2	2	1	0
Total	415	267	105	70	134	22

Question 14 - Free text comments on proposed chargeable graffiti removal service

Common themes found:

- If the service is not compulsory to use
- Commercial service should operate on a minimal cost
- Commercial service should operate on a sliding scale of costs
- Culprits should remove graffiti rather than victims paying for removal
- Low income households/ businesses may still struggle to access the service
- Council needs to get its own house in order
- Commercial service should be free to residents
- The quality of removal by the commercial service is a concern
- Commercial service should be contracted out to an external contractor, rather than being ran by City Clean
- Graffiti removal should be provided for free by the council
- Commercial service should not operate on a sliding scale of costs
- A commercial service will not suffice without any preventative measures

Question 15 – "To what extent do you agree or disagree that the proposed charges should differ depending on whether it is a statutory undertaker, large business, small to medium sized business or homeowner?"

This question had a total of 1,010 responses

	Strongly agree	Tend to agree	Neither agree nor disagree	Tend to disagree	Strongly disagree	Don't know/ not sure
Residents	432	216	118	35	90	33
Visitors	12	6	3	0	5	0
Local landlord	4	1	1	1	2	0
Local business	8	8	1	1	4	0
Local CVS	6	4	3	0	1	1
Local stakeholder	2	1	0	0	2	0
Other	2	1	1	1	4	0
Total	466	237	127	38	108	34

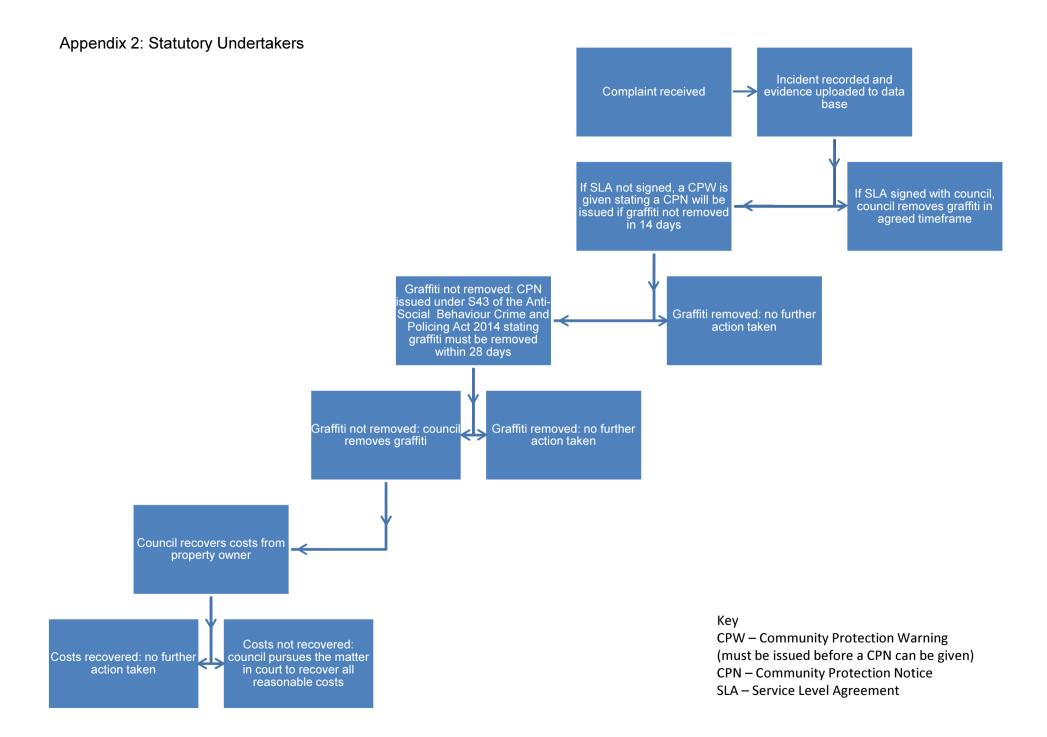
Question 16 – Free text comments on proposed differing charges for statutory undertakers, large businesses, small to medium sized businesses or homeowners

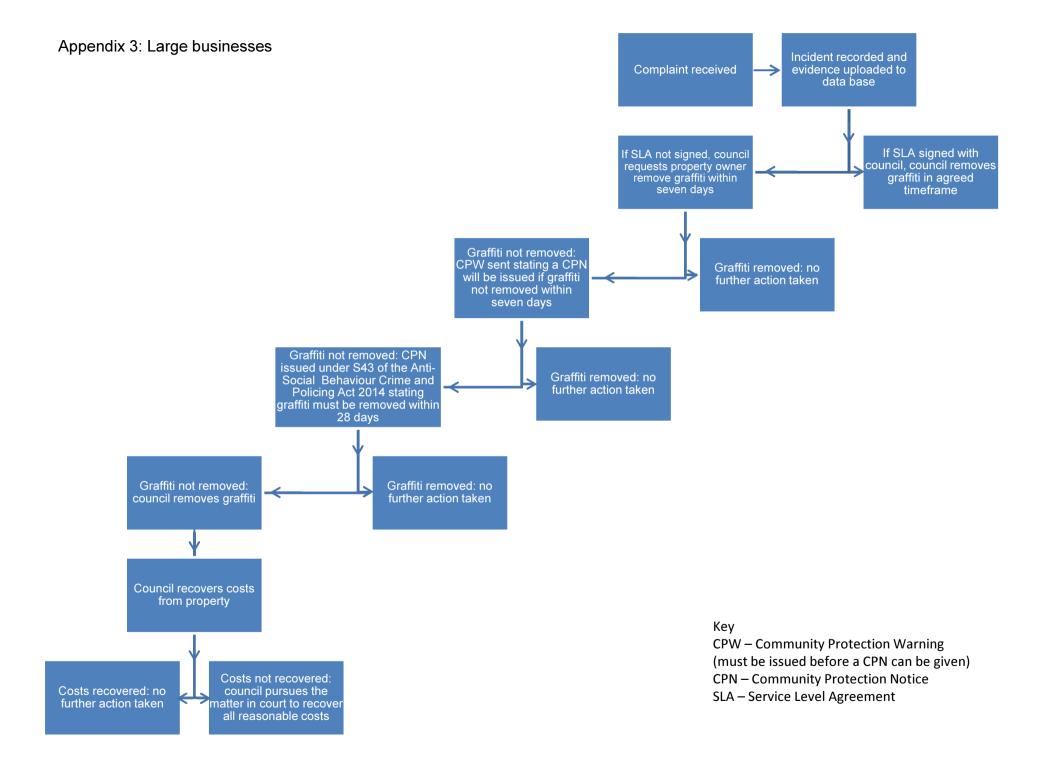
Common themes found:

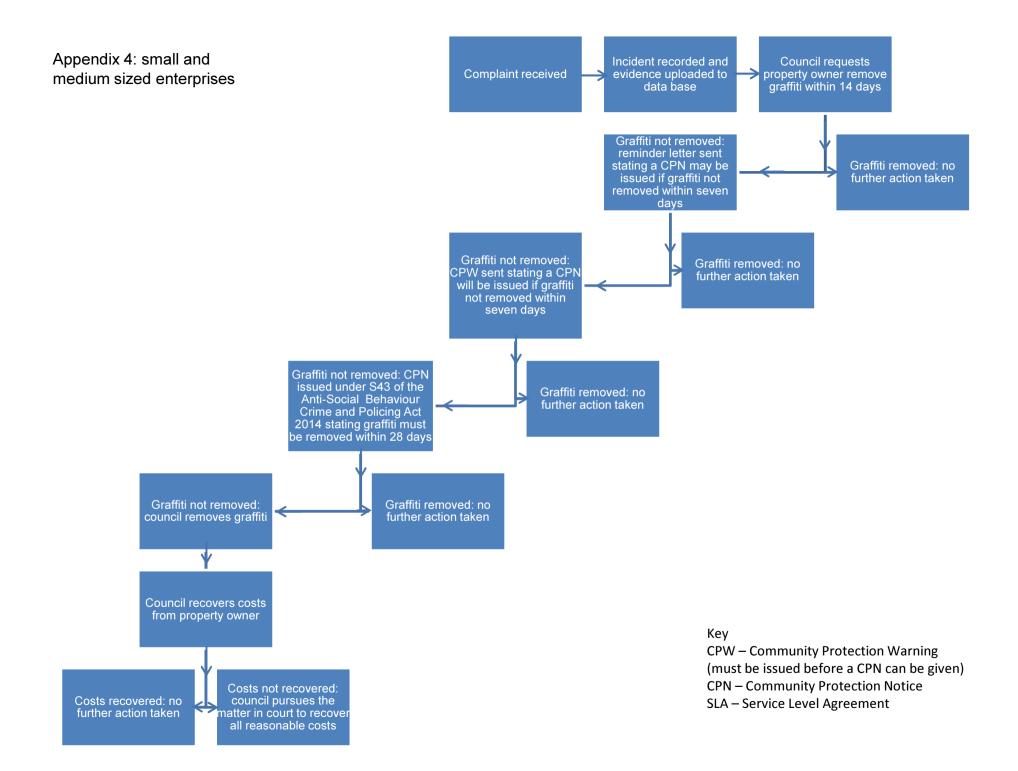
- Graffiti removal should be included within council tax
- Commercial service should be free to residents
- Commercial service should not operate on a sliding scale of costs
- Commercial service should be free for homeowners and small to medium businesses
- Commercial service should be means tested to determine the price
- No commercial service needed
- Low income households/ businesses may still struggle to access the service
- Need to consider charities
- Geographically unfair, as properties in hot spot areas will need to use the service more than others
- Commercial service should be cost neutral

Further information and mitigating actions in relation to the free text comments are:

The proposed approach is based on the legal parameters of the legislation and feedback from Legal Services. An additional step of sending a reminder letter to small and medium sized enterprises has been incorporated as a supportive approach in getting					
graffiti removed.					
A prevention officer has been appointed by Sussex Police to support the prevention of graffiti vandalism and to ensure consistency between investigations. Joint patrols and communications will be actioned to deliver the Graffiti Reduction Strategy.					
Other activities focused on the perpetrators of crime will continue to be delivered as part of the Graffiti Reduction Strategy.					
Based on the feedback of the consultation, enforcement action against homeowners is not being recommended.					
Work is already taking place with the Phoenix Arts Association to create a mural. Opportunities for graffiti artists are being explored including further partnership working with Phoenix Arts Association, permissioned murals led by local residents and researching the benefits of a 'graffiti safe space'.					
Enforcement action will only be taken where there is proof that the graffiti is detrimental to the amenity of an area and having an impact on the residents in the locality.					
The council is aware that additional effort is required to maintain council property. A new approach has been adopted by graffiti operatives to do this by working in zones and revisiting on a regular basis. Additional temporary operatives are being recruited to work during the summer months when removal is easier due to the weather. It is hoped that the increased capacity during the summer months will allow the two full time operatives to maintain the progress over the winter months.					
It is recognised that some buildings are more likely to be subject to graffiti vandalism than others. The different approaches to graffiti enforcement have been proposed to take this into account. A scaled pricing system for the chargeable graffiti removal system has been proposed to make the service as accessible as possible.					
The Graffiti Reduction Strategy has a preventative workstream. Activities in this workstream include: • trialling a range of anti-graffiti coating					
 working with Trading Standards to restrict the sales of spray cans to under 16's working with Major Projects and Highways Teams to ensure preventative measures are considered in future designs 					
There are not sufficient resources available to do this. Graffiti removal is not a statutory service.					
Graffiti art: permissioned street art, created through obtaining appropriate Permissions, this can include tagging Graffiti vandalism: any kind of street art which has been done without the permission of the property owner, this can include tagging					
Other graffiti removal companies are available. The council service is another option for residents and businesses in the city. Property owners can					
use which ever graffiti removal service they wish.					
Charities will be considered under the SME approach to enforcement and will be able to use the graffiti removal service at the same price as homeowners and SMEs					







ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 79

Brighton & Hove City Council

Subject: Bulky waste collection services

Date of Meeting: 17 March 2020

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

FOR GENERAL RELEASE

1 PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 Brighton & Hove City Council provides a service to residents for the collection of bulky waste items items too large or otherwise inappropriate for the council's kerbside or communal refuse and recycling bins. This might include mattresses, domestic electrical items, furniture and so on. The service is currently provided by an outsourced contractor which takes the fees from services users.
- 1.2 This report seeks committee approval to change the service delivery model for bulky waste collection services in Brighton & Hove.

2 RECOMMENDATIONS:

That the Committee:

- 2.1 Approves the bringing in-house, within Cityclean, of the bulky waste collection services at the end of the current contract on 22 June 2020.
- 2.2 Agrees for charges to remain the same while a complete review is undertaken, once the service is brought in-house to determine the pricing model moving forward.

3 CONTEXT/ BACKGROUND INFORMATION

- 3.1 As a local authority, Brighton & Hove City Council has a duty to provide for the collection and disposal of household waste items. The council currently provides services to residents for the collection of bulky waste items items too large or otherwise inappropriate for the council's domestic waste collection service. This might include mattresses, domestic electrical items, furniture etc. The collection service allows residents to have bulky items picked up and legally disposed of, rather than having to transport the items to one of the city's Household Waste Recycling Sites or be illegally fly-tipped. The council is permitted to charge fees for these collections.
- 3.2 At present, the collection service is provided by an outsourced contractor, which directly takes the fees from service users. The contractor keeps 100% of fees

- collected from residents in exchange for providing the collection service. The current fees for the service are available in Appendix 2.
- 3.3 There are currently over 300 collections a month with a total monthly value of around £10-£11k, approximately £130k per annum.

Current challenges

- 3.4 The contractor is KSD Environmental which was awarded the contract in August 2013 following a successful tender process. The contract has been extended on a rolling basis without further competition to the present date. The contract is currently under a waiver until 22 June 2020.
- 3.5 At present, all collected items are sent as residual waste to the Energy Recovery facility; nothing is reused or recycled.

4 ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 Please see appendix 1 for a consideration of the options available.
- 4.2 The preferred option is to bring the service in-house to be directly managed by Cityclean. At the Procurement Advisory Board meeting on 27 January 2020, the Board were supportive of the proposal for the service to be brought in-house at the end of the current waiver.
- 4.3 Benefits of bringing the service in-house include:
 - Potential surplus income can be invested in refuse, recycling and street cleaning services
 - Opportunities to reuse and recycle the bulky items collected
 - Flexibility of service delivery to respond to issues e.g. potential initiatives with universities to reduce the instance of fly-tipping at the end of term
 - Improved assurance in relation to health and safety and customer service
- 4.4 Based on current costs and demand, insourcing the service is estimated to cost £119,164 per annum and will generate an income of £130,000, leading to a potential annual surplus of around £11k to be invested into refuse, recycling and street cleansing services. The costs include:
 - Staffing costs: £101,364
 - Uniform and other materials: £2,400
 - Vehicle costs (initial purchase and borrowing costs): £5,400
 - Vehicle running costs: £10,000 a year.
- 4.5 If Members agree for the service to be brought in-house, the service will sit within the Commercial Team and will not impact on Cityclean's business as usual activities. The Commercial Team has successfully improved the financial viability of the trade waste and garden waste services and has significantly improved customer service. Therefore, there is confidence that the service will be able to successfully manage bulky waste.
- 4.6 Bringing this service inhouse will involve the TUPE transfer of staff from KSD. During due diligence the final list of staff will be agreed but could involve the

TUPE of both operational and office staff. These staff will transfer on their own terms and conditions, and this may result in some risks where staff who have TUPE'd to the council are on different conditions to our staff.

4.7 The current waiver expires on 22 June 2020 and the service will be delivered directly by the council from 23 June 2020. The service model, including fees, will stay the same while a complete review is undertaken to determine the model moving forward.

5 COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The Procurement Advisory Board are supportive of the proposal for the service to be brought in-house at the end of the current waiver.
- 5.2 If Members agree for the service to be brought in-house, there will be a review of the service which will include identifying opportunities to work more closely with the community in relation to service delivery. For example, working with students to reduce the instance of fly-tipping at the end of term.

6 CONCLUSION

- 6.1 The council has a duty to provide for the collection and disposal of household waste items such as mattresses, domestic electrical items, furniture. The current arrangements have been in place since August 2013 following a successful tender process. The contract has been extended on a rolling basis without any further competition to the present day.
- 6.2 This report is seeking approval to bring the service in-house within Cityclean when the current waiver ends on 22 June 2020. The Procurement Advisory Board are supportive of proposal for the service to be brought in-house.

7 FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The bulky waste collection service has been delivered by an external contractor for a number of years at no cost to the council. Based on the information available, the cost of running the service in-house is expected to be, as a minimum, cost neutral (breakeven) and might generate net additional income (the initial assumption is a surplus of £11k). As acknowledged in Appendix 1 (Option 2, Projected cost), there will be initial upfront costs as part of setting up the in-house version of the existing service. It is anticipated that these will be covered by the income generated.
- 7.2 Any future changes to fees and charges will be subject to the council's fees and charges policy. The financial position will be reviewed as part of monthly budget monitoring and annual budget setting.

Finance Officer Consulted: Jess Laing Date: 28/02/2020

Legal Implications:

7.3 Section 45 of the Environmental Protection Act 1990 provides that waste collection authorities have a duty to collect household waste, save in limited circumstances. Section 45(3) of the Act allows a reasonable charge to be made for the collection of certain household waste. The types of household waste for which a collection charge can be made are found in the Controlled Waste (England and Wales) Regulations 2012, and include bulky waste.

Lawyer Consulted: Hilary Woodward Date: 21/2/2020

Sustainability Implications:

- 7.4 Through bringing the service in-house, Cityclean has more control over what happens to the items. This means action can be taken to reuse as many items as possible, and where this is not an option, send the items for recycling. Placing the item in the residual waste stream will be the last option.
- 7.5 If Members agree for the service to be brought in-house, applicable items will be sent to the council's Housing team to be used by residents who do not have their own furniture. Other options include donating items to charities and other organisations which re-sell or upcycle applicable items.

SUPPORTING DOCUMENTATION

Appendices

- 1. Options for collecting and disposing of bulky waste
- 2. Current bulky waste charges

Background Documents

1. None

Option	Benefits	Risks	Projected cost	Preferred option
Option 1: tender contract Place contract out for tender	Service delivered by specialist provider in the market	 It will take about nine months to complete the procurement process BHCC will receive none of the income BHCC will have to pay VAT on collection fees, then reclaim from HMRC Does not allow for the service to be flexible to address issues or priorities Provides less assurance around what is collected e.g. commercial waste or builders waste may be disposed of Provides less assurance relating to health and safety compliance, including vehicle weights, manual handling and PPE Provides less assurance relating to customer service 	VAT would be payable but could be reclaimed - therefore cost neutral.	No
Option 2: delivered inhouse Bulky waste collection and disposal service delivered directly by Cityclean	 Expected income to be generated to reinvest in refuse, recycling and street cleansing services More flexibility in terms of service delivery e.g. initiatives with universities to reduce instance of fly-tipping More opportunities to reuse and recycle the goods collected BHCC will be directly accountable for 	 BHCC will solely assume all risks and legal responsibilities Future reputation damage if unavailable to deliver service Lose the benefit from knowledge and experience of specialist suppliers in the marketplace Additional service provision for Cityclean at a time of change 	Surplus £11k Based on current prices and staffing of current supplier in its successful tender bid at 2019/20 pay grades. Costs would be front-loaded to allow for equipping staff and leasing vehicles.	Yes

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Option	Benefits	Risks	Projected cost	Preferred option
	service provision and not reliant on external contractors No contract management / external performance issues Remove supplier's cost margin Ensure ethical employment practices through in-house recruitment / TUPE Retains the option of contracting out at some point in the future			
Option 3: as is KSD Environmental continues to deliver the service	No changes to existing arrangements	 Does not provide assurance that value for money is being achieved Does not allow for the service to be flexible to address issues or priorities BHCC will receive none of the income BHCC will have to pay VAT on the current collection fees Provides less assurance relating to financial controls, particularly where cash is exchanged Provides less assurance around what is collected e.g. commercial waste or builders waste may be disposed of Provides less assurance relating to health and safety compliance, including vehicle weights, manual handling and PPE Provides less assurance relating to customer service 	VAT would be payable but could be reclaimed - therefore cost neutral.	No

Appendix 2: current bulky waste charges

Item	Cost	Discounted cost*
Single bed base	£14	£7
Single bed mattress	£14	£7
Double bed base	£25	£12.50
Double bed mattress (including king size)	£25	£12.50
Chest of drawers	£24	£12
Small chest of drawers or bed side table	£15	£7.50
Armchair	£18	£9
Recliner armchair	£24	£12
Electrically operated armchair	£28	£14
Sofa	£41	£20.50
Sofa bed	£42	£21
Coffee table (average size)	£13	£6.50
Dining room or garden chair	£7	£3.50
Wardrobe (up to 2 doors)	£38	£19
Wardrobe (3 or more doors)	Price on er	nquiry
Upright piano	£76	£38
TV (up to 15-inch screen)	£15	£7.50
TV (over 15-inch screen)	£22	£11
Computer monitor	£14	£7
Cooker (must be fully disconnected)	£33	£16.50
Tumble dryer	£29	£14.50
Washing machine (must be fully disconnected)	£39	£19.50
Dishwasher (must be fully disconnected)	£32	£16
Microwave	£15	£7.50
Vacuum cleaner	£14	£7
Under counter fridge or freezer (domestic size)	£30	£15
Fridge freezer or chest freezer	£42	£21
Door	£15	£7.50
Small shed - maximum of 6 feet by 5 feet	£79	£39.50
Other waste: average price for each half cubic metre (about five tied black sacks)	£24	£12

^{*50%} discount available to residents who:

- are over 60 years old
- receive income support or Universal Credit
- receive Employment and Support Allowance
- receive Job Seekers Allowance
- receive Incapacity Benefit
- receive Personal Independence Payment and/or Disability Living Allowance

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 80

Brighton & Hove City Council

Subject: Nature2020 – a celebration of biodiversity in the

Biosphere

Date of Meeting: 17 March 2020

Report of: Executive Director of Economy, Environment &

Culture

Contact Officer: Name: Sarah Dobson Tel: 01273 294720

Email: Sarah.dobson@brighton-hove.gov.uk

Ward(s) affected: All

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to provide information on the Nature2020 programme of public events celebrating biodiversity within the Biosphere region throughout 2020.
- 1.2 The Living Coast is Brighton & Lewes Downs UNESCO World Biosphere Region and was designated as such in 2014. The city council is the lead partner.

2. **RECOMMENDATIONS:**

- 2.1 That the Committee endorses the Nature2020 programme on behalf of the city council.
- 2.2 That the Committee encourages elected members to champion and support the Nature2020 programme in their wards, and promote participation by local community groups
- 2.3 That the Committee supports the organisation of a Nature2020 information and knowledge sharing session for elected members.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Living Coast, Brighton & Lewes Downs UNESCO World Biosphere Region was designated in 2014 as an international demonstration area for sustainability, part of the World Network of Biosphere Reserves of over 700 sites (including seven in the UK) that "inspire a positive future by connecting people and nature today".
- 3.2 Biosphere Regions have three objectives: (i) Conserve and enhance nature (ii) Support human development that is sustainable (iii) Encourage environmental knowledge, learning and awareness and engagement.
- 3.3 The city council is the lead partner of the Brighton & Lewes Downs Biosphere Partnership, composed of over 40 local organisations active to pursue the Biosphere objectives.

- 3.4 The Biosphere programme is directed by the Biosphere Delivery Board, composed of 20 organisations that represent a range of sectors and areas, with a Chair and Vice-chair appointed from partner bodies. The Chair is currently held by Brighton & Hove Bus Company.
- 3.5 Biosphere Board members deliver projects meeting Biosphere objectives as part of the Biosphere programme. ONCA Gallery is the Board member leading on coordinating Nature2020. Nature2020 is delivered by a steering group consisting of representatives from: ONCA Gallery, Big Nature, the Biosphere, Sussex Wildlife Trust, University of Brighton, University of Sussex, the Royal Pavilion and Museums, Dorothy Stringer School, Butterfly Conservation Sussex and Brighton & Hove City Council.
- 3.6 2020 is the last year of the United Nations Decade on Biodiversity. Nature2020 has been developed to mark the end of the Decade, draw public focus to biodiversity both locally and globally, and provide information and improve public awareness of how biodiversity can be supported through individuals' and organisations' local actions. The goal of the United Nations Decade on Biodiversity is to support the implementation of the UN Strategic Plan for Biodiversity and to promote its overall vision of 'living in harmony with nature'.
- 3.7 The first year of the UN Decade on Biodiversity was marked in Brighton & Hove by a series of events co-ordinated by Big Nature with support from BHCC.
- 3.8 The Nature2020 programme consists of flagship events developed and delivered by steering group members and other key partners, and a larger programme of community-led events developed and delivered by public individuals, community groups, charities and other organisations via the Nature2020 framework.
- 3.9 The Nature2020 steering group developed a suite of tools for event planners to use to enable events hosted by a wide range of individuals and organisations to be developed, including those without any event management experience. The event planning toolkit also includes prompts to ensure planners are considering how they are delivering an event that:
 - Connects people with their Biosphere;
 - Is accessible for as wide an audience as possible;
 - Is diverse and inclusive:
 - Has minimal environmental impact.
- 3.10 All Nature2020 events are requested to be free or very low cost to attend.
- 3.11 Nature2020 information including the event calendar, event planning toolkit, event registration form and general, background information is accessible to the general public and hosted on an external website www.nature2020.org.uk that was developed and is managed by ONCA Gallery.
- 3.12 The Nature2020 steering group has delivered 2 flagship events so far:
 - A pre-launch event for potential event organisers held at the University of Brighton in October 2019.

- The purpose of this event was to publicise Nature2020, to provide practical event running information and to provide networking opportunities to facilitate event collaborations.
- A VIP launch event for stakeholders to publicise the start of the Nature2020 programme, held at the ONCA Community Barge in January 2020 to which all Brighton & Hove Councillors were invited. The event was opened by the Deputy Mayor of Brighton & Hove and attended by local MPs.
- 3.13 Future Nature2020 flagship events that are in development include:
 - Global City Nature Challenge, 24 27 April 2020;
 - This is a global bio-blitz and Citizen Science project. Individuals become wildlife recorders through using the global iNaturalist free app, taking photos of wildlife and plant species they see locally, uploading them to the iNaturalist platform where they are identified and registered as part of the Biosphere's biodiversity records.
 - The City Nature Challenge is in essence a competition between participating locations to see who can record the most observations, the most species, and engage the most participants.
 - The Biosphere is competing in the City Nature Challenge for the first time this year.
 - Wildlife recording and identification events including an event led by a BHCC Park Ranger - will be held in the run up to and during the weekend of City Nature Challenge.
 - This event is led by the University of Brighton, University of Sussex, and the Biosphere.
 - The Brighton Festival Children's Parade, 2 May 2020;
 - This event is led by Brighton Festival and arts charity Same Sky, who are supporting Nature2020 by theming this year's Children's Parade 'Nature's Marvels'.
 - Schools Biodiversity Conference, 8 July 2020;
 - This event is being led by students and teachers from Dorothy Stringer School.
 - Youth Art Show, 8 26 July 2020:
 - This is a group art exhibition themed around biodiversity, featuring work by children and young people aged 4 – 18 from across The Living Coast Biosphere.
 - This event is led by ONCA Gallery.
 - Wild Chalk Festival, 19 July 2020;
 - This is a family event celebrating the wildlife, history and water filtering properties of our chalk downland.
 - This event is led by the South Downs National Park and BHCC Park Rangers.
 - Nature2020 closing event, date tbc, Autumn;
 - This event is planned to be a celebration of Nature2020, a summary of achievements and outputs and an introduction to any legacy outputs identified throughout the year.
 - This event is led by the Nature2020 steering group.
- 3.14 The full calendar of confirmed events can be found online.

- 3.15 A specific Nature2020 information and knowledge sharing session for elected members is being arranged to take place in April 2020. This early evening session will provide information about the Biosphere and Nature2020, and detail further opportunities for elected members to engage directly with the programme. Invitations to this session will be issued to all elected members in due course.
- 3.16 The BHCC Corporate Plan 2020 2023 'A Fairer City, A Sustainable Future', includes a priority to: 'promote and protect biodiversity'.
- 3.17 At Full Council in December 2018 it was unanimously agreed to support the motion to 'Declare(s) its recognition of global climate and biodiversity emergencies;' and to 'consider how the Council can strengthen local protection and enhancement of species, habitats and ecosystems services under available powers'.
- 3.18 The <u>WWF Global Futures report</u>, published February 2020, estimates the 'cost to the world economy from the loss of nature in a 'business as usual scenario' by 2050' at 'US\$10trillion'.
- 3.19 The 2019 IPBES Global Assessment Report on Biodiversity and Ecosystem Services notes that: 'Nature is essential for human existence and good quality of life', that 'Marine and terrestrial ecosystems are the sole sinks for anthropogenic carbon emissions', and that 'around 1 million species already face extinction, many within decades, unless action is taken to reduce the intensity of drivers of biodiversity loss'.
- 3.20 Supporting and enhancing biodiversity and nature locally, nationally and internationally will be an essential action in meeting the Council's target to become carbon neutral by 2030.
- 3.21 BHCC are supporting Nature2020 through staff time a sustainability programme officer, the Biosphere programme manager and Royal Pavilion and Museums Officer sit on the steering group, as well as Park Ranger time in supporting several events and with a financial contribution of £4k to support the co-ordination and communication requirements of the programme. BHCC are also lead partner in the Biosphere programme.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 No alternative options are deemed necessary for consideration currently.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The Nature2020 concept and programme has been developed through close working with partner organisations and feedback obtained from the pre-launch event for organisers held in October 2019.
- 5.2 Specialist input has been sought from BHCC Outdoor Events Team, BHCC Communities Team and the Sussex Biodiversity Records Centre.

5.3 Communication with wider stakeholders has also taken place via the Biosphere website, social media channels and e-newsletters; BHCC website; media channels of all steering group members and at least 3 press releases.

6. CONCLUSION

6.1 To support, strengthen and enhance biodiversity across the city and contribute to climate change mitigation, the Committee is requested to help support and promote participation in the Nature2020 events programme.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

7.1 Financial implications of supporting Nature2020 include a one-off financial contribution of £4,000 to support the co-ordination and communication of the programme, which will be funded from approved revenue budgets within the Sustainability service. It is also anticipated that existing officer time will be required to support steering group membership, communications support, and event planning and delivery by park rangers. Both events currently planned to be delivered by BHCC rangers are within their existing work programmes and would continue to be delivered without the Nature2020 programme.

Finance Officer Consulted: Steven Bedford Date: 20/02/20

Legal Implications:

7.2 There are no legal implications arising from this report.

Lawyer Consulted: Alice Rowland Date: 14.02.20

Equalities Implications:

7.3 Accessibility, diversity and inclusivity are key considerations for Nature2020 event organisers and specific information is provided within the Nature2020 Event Toolkit to assist organisers in ensuring events meet these considerations. For example, it is requested that all events are free or very low cost to attend.

Sustainability Implications:

7.4 The Nature2020 programme aim is to deliver benefits to biodiversity and sustainability. Minimising the environmental impact of events is a key consideration for Nature2020 event organisers and specific information is provided within the Nature2020 Event Toolkit to assist organisers in ensuring events meet this consideration.

Brexit Implications:

7.5 None

Any Other Significant Implications:

Crime & Disorder Implications:

7.6 None

Risk and Opportunity Management Implications:

7.7 None

Public Health Implications:

7.7 Spending time in natural environments has been shown to be beneficial to physical and mental health and wellbeing. Supported and well-functioning biodiversity and eco-systems provide a huge variety of public health benefits including air quality improvement, urban heat-island reduction, water quality and quantity improvements, food production amongst many others.

Corporate / Citywide Implications:

7.8 Nature2020 supports the Council's priority to 'promote and protect biodiversity' and to be a carbon neutral city by 2030.

SUPPORTING DOCUMENTATION

Appendices:

1. None

Background Documents

1. None

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 81

Brighton & Hove City Council

Subject: 2020/21 Local Transport Plan Capital Programme

Date of Meeting: 17 March 2020 – Environment, Transport &

Sustainability Committee

19 March 2020 - Policy & Resources Committee

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

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The council receives capital funding each year for transport schemes through the Government's Local Transport Plan [LTP] process. The council approved the use of this capital funding (£4.758m) for approved and new transport schemes and projects for 2020/21 on 27 February 2020 as part of the overall budget. In addition, the funding in 2020/21 has also been increased by £3.900m of additional capital funding for investment in citywide improvements to supplement the planned LTP investment. This was agreed at Budget Council on 27 February 2020, and therefore provides a total of £8.658m. This report seeks approval of specific allocations of this funding to particular maintenance and sustainable transport projects and programmes of work.
- 1.2 The LTP is a statutory document and the council's fourth LTP [LTP4] was approved by the council in March 2015. The development of a new LTP will begin this year. An LTP must consist of a long-term Strategy (2030 for Brighton & Hove), and a short-term Delivery Plan. Maintaining, managing and improving the city's transport and highway infrastructure, which is one of the city's largest assets with an estimated value of £4.04 billion, is an essential part of the council's investment which helps support and provide access to the many activities that are important to the city's residents and local communities and its wider, sub-regional economic role within the Greater Brighton City Region.

2. **RECOMMENDATIONS:**

That the Environment, Transport & Sustainability Committee:

2.1 Recommends that Policy & Resources Committee agrees the 2020/21 Local Transport Plan capital programme budget allocation of £8.658 million, as set out in Appendix 1 of this report.

That the Policy & Resources Committee:

2.1 Agrees the 2020/21 Local Transport Plan capital programme budget allocation of £8.658 million, as set out in Appendix 1 of this report.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The amount of 2020/21 capital funding is initially based on Government estimates of how much investment is required in the city. However, over many years, the levels of funding provided have not been sufficient to fully maintain and improve the city's infrastructure to meet standards and demands. This has resulted in ongoing deterioration of the council's transport network which becomes more costly to repair or replace over time. A future report on this issue will be brought to the Environment, Transport & Sustainability Committee later this year.
- 3.2 The council ensures that the investment it makes with the funding it is allocated is focused on maintaining and renewing the road network to a high standard; improving safety; increasing choices for some journeys by providing for, and encouraging, the use of sustainable transport; and creating a more attractive public realm. The proposed, capital programme for 2020/21 allocates funding across a number of areas including capital renewal (maintenance); capital repairs (potholes); asset management; and sustainable (integrated) transport projects and programmes. It includes commitments to schemes that are already approved, ongoing programmes of works and new projects which will deliver long-term benefits to the city and its residents. The content of the programme is based on a number of factors, which include: -
 - recent or past decisions made by this or other council committees, often following public consultation, to deliver transport projects and programmes;
 - prioritised projects or programmes identified in investment or action plans to deliver the aims and objectives of approved council strategies or plans following public consultation;
 - decisions made by committees in response to the receipt of petitions, deputations or Notices of Motion;
 - engagement and discussion with The Connected City's Transport Partnership;
 - requests for improvements from ward councillors or residents which are prioritised according to need or significance, based on committee-approved policies or assessment criteria, if available; and
 - technical or statistical data, surveys or evidence which indicate that a significant problem exists and requires capital investment to correct it.
- 3.3 Investment in short-term, reactive repairs to the transport network in response to relatively minor problems identified by officers or residents is carried out from within existing revenue budgets, which are allocated separately within each financial year via the delegated authority assigned to the Executive Director of Economy, Environment & Culture.
- 3.4 The capital funding secured through the LTP process and invested in its Strategy and Delivery Plan contributes towards enhancing local neighbourhoods and environments and strengthening the city's role as a transport hub and centre for economic activity within the wider Greater Brighton City Region. Major schemes include those within the city centre, such as Valley Gardens, and the seafront, including rebuilding and regenerating the city's historic 'arches' (which are

- highway structures supporting the promenade and A259). More localised investment in neighbourhoods includes bus stops, pedestrian crossings, cycle facilities and Rights of Way improvements.
- In addition, the LTP budget has been used to help secure and deliver significant levels of capital funding from other sources for many different projects. These have included competitive, Government funding rounds, and applications to secure funding allocated to the Coast to Capital Local Enterprise Partnership [LEP] as part of the Local Growth Fund, which is the primary funding source for delivering the Valley Gardens project.
- 3.6 The Government funding included in the 2020/21 capital programme consists of two traditional LTP block allocations for Maintenance and Integrated (Sustainable) Transport, plus two additional funding steams which are:-
 - 'Incentive' Funding additional funding allocated to councils that demonstrate: approval of a highway infrastructure asset management strategy; input of stakeholders into the process; collaborative working with construction partners; standard specifications; joint contracts and collaboration with other local authorities.
 - Pothole Action Fund and Flood Resilience Fund for minor road surface repairs, or to prevent potholes forming.
- 3.7 The proposed allocation of funds set out in Appendix 1 is based on a number of factors: 1) the progress made on completing or continuing spend on 2019/20 projects and programmes; 2) previously agreed financial contributions or commitments to begin or continue projects or programmes in 2020/21; and 3) success in securing, or being allocated, additional funding from external sources e.g DfT and LEP (Local Growth Fund) [LGF].
- 3.8 The funding in 2020/21 has also been increased by £3.900m of additional capital funding for investment in citywide improvements to supplement the planned LTP investment. This was agreed at Budget Council on 27 February 2020. This funding will be allocated across projects and programmes which include infrastructure to expand zero emission transport; improvements to roads; filling potholes, repairing uneven pavements and other works to make cycling, walking and driving safer; improvements to cycling, bus, pedestrian and electric/hydrogen vehicle projects, to support carbon emission reduction; further investment into the bus network, introducing more bus shelters, real-time bus stops and schemes to reduce bus journey times; staff posts (funded through these capital resources) to support the increased spending on transport projects and priorities; increased tree planting, to help absorb toxic emissions and improve air quality; and support for the work and outcomes of the Climate Assembly on transport. A further, revised appendix to this report will be issued as an addendum in advance of this meeting, indicating how the additional £3.900m is proposed to be allocated.
- 3.9 The content of the programme is described briefly below, and is consistent with the principles established within the LTP4 Delivery Plan <u>maintaining</u> the network, managing movement, and improving streets and infrastructure.

CAPITAL RENEWAL (MAINTENANCE) FUNDING

- 3.10 The proposed allocation of £3.290m of LTP funding for this area of work includes estimated sums of Incentive Funding and Pothole Action Funds of £0.589m. Further allocations from the additional £3.900m Budget Council sum will be proposed to this area in the revised appendix that will be circulated in advance of the meeting. This area of funding is focused on maintaining links and routes and reflects the continued and growing need to renew highway infrastructure in order to ensure that it has a longer life. This minimises the need for ongoing/short-term repairs which are funded from revenue budgets. This sum is in addition to £1.792m worth of funding from other approved, council sources for the street lighting improvement programme.
- 3.11 The programme includes £1.485m for road re-construction. Priority consideration will continue to be given to repairing damage that has occurred to key routes to address the effects of high traffic volumes and recent episodes of winter weather conditions. Sections of roads where the surface requires immediate, major repairs or renewal will be identified based on recent surveys. A further £0.600m will help improve the condition of footways across the city, with a continued focus on well-used corridors. The programme will include the use of permeable, flexible paving to treat tree root areas and reduce flood risk. £0.095m is also allocated to continue investment in addressing problems associated with damaged highway drainage which causes surface water flooding on roads and pavements.
- 3.12 Significant works to assess and strengthen highway structures across the city will also continue (requiring £0.450m from the 2020/21 LTP allocations) to ensure they remain in a safe condition and are fit for purpose. The investment involves the inspection, maintenance or renewal of structures which is currently focused on the seafront, in line with the principles of the council's Seafront Investment Plan. The Shelter Hall structure supports the A259, and the scheme includes improvements to the King's Road/West Street junction which are expected to be completed in June this year. Further work will be undertaken to develop detailed designs for Phase 4 of the seafront programme. Other sites where structural work on retaining walls are planned include Dyke Road Drive, Hartington Road and Bates Road.
- 3.13 A further additional £0.300m will be invested in maintaining Hove Station Footbridge, which provides important local connections between the Hove Park area and the station and Central Hove. Network Rail owns the bridge, but the council has responsibility for its upkeep.
- 3.14 An annual allocation of £0.300m has been previously approved to assist in reducing the ongoing maintenance requirements for the £10m-plus worth of street lighting in the city, primarily funded by an 'Invest to Save' initiative. Ongoing surveys and condition assessments identify areas/corridors that require street lighting column replacement. The works include upgraded lighting with more efficient lanterns/lamps to help accelerate reductions in electricity and maintenance costs and achieve the city's target of becoming carbon neutral by 2030. The programme of investment in 2020/21 is currently being planned and finalised.

3.15 The Government requires all Local Highway Authorities to identify and account for their infrastructure (often referred to as 'assets') by updating their Highway Asset Management Strategy, which provides a comprehensive inventory of current asset condition. This will be continued during 2020/21 with £0.060m as it is also a requirement for securing Government funding for maintenance. This strategy is used to prepare medium and long-term programmes of works to maintain the highway to required standards. The council's self-assessment of its progress is a 'Band 3' grading, which is the highest level of compliance and is expected to secure additional ('incentive') funding for works of approximately £0.400m.

INTEGRATED (SUSTAINABLE) TRANSPORT FUNDING

3.16 The proposed allocation of £1.468m of LTP funding for this area of work includes increased provision for safe, sustainable and healthy forms of transport and will create more efficient movement through junctions and crossings that will help reduce congestion and/or emissions, therefore improving air quality. This is in addition to £4.482m worth of LGF from the LEP. Further allocations from the additional £3.900m Budget Council sum will be proposed for this area in the revised appendix that will be circulated in advance of this meeting. This total amount of funding will be focused on delivering the following key LTP objectives.

Connecting people with destinations, activities and services

- 3.17 Targeting transport investment in certain locations will help support the wider needs of the city and deliver a broad range of improved service outcomes. These locations can include important local facilities and/or more significant destinations that help draw people and investment to the city, by improving safety and increasing the transport options available to reach them.
- 3.18 The prioritisation of developing a trial 'School Streets' scheme in the city will begin with a proposed investment of £0.030m in 2020/21, which will be combined with funding from the council's Sustainability and Carbon Reduction Investment Fund. Pioneered in Hackney in London, a 'School Street' is a road outside a school with a temporary restriction on motorised traffic at school drop-off and pick-up times. This will help improve the safety and environment around school entrances and complement other measures on routes to and from schools Other measures will assist in encouraging sustainable travel behaviour change, such as workplace and school travel planning, some of which are match-funded by businesses, and which also support the council's Government revenue-funded Access Fund for Sustainable Travel project.
- 3.19 Local shopping centres are a focus for many communities/visitors and provide a variety of facilities and services that can help to reduce the need to make separate journeys. Enabling these locations to be more accessible and attractive to everybody and function safely and practically e.g deliveries and servicing, provides the opportunity for them to thrive as part of the local economy. A funding allocation of £0.075m is proposed to undertake feasibility, design and consultation for the Boundary Road/Station Road corridor in Portslade in 2020/21. This work will be integrated with the successful extension of the council's Access for Sustainable Travel Fund for a fourth year.
- 3.20 Local parks and open spaces provide opportunities for people of all ages to improve their quality of life in terms of relaxation, fresh air or exercise. Improving

access to those locations will enable them to be reached safely and sustainably, or address local perceptions of danger or severance, and therefore be used more regularly. Improving Rights of Way [RoW] in line with the statutory, approved RoW Improvement Plan will continue with £0.040m, and improved links between the city and the South Downs National Park remain a priority.

3.21 £0.170m worth of investment is proposed in interchange facilities, where people can transfer between different forms of transport on their journey/visit. This will include investment in more secure, on-street motorcycle parking.

Improving neighbourhoods

- 3.22 Continued investment is required in targeted road safety engineering schemes to maximise casualty reduction, especially the number of people killed or seriously injured in collisions. £0.173m is proposed to be invested in priority ('high risk') locations, and a programme is currently being developed. Safety improvements will be implemented in Surrenden Road to address residents' concerns, especially about school children; and £0.020m will contribute towards improving the Whitehawk Road/Bristol Gardens junction which is a priority ('high risk') locations. This scheme will complement the current improvements to the Wilson Avenue/Roedean Road junction, and both sites are linked to movements to and from GB Met College, and St Mark's and Steiner Schools. The programme also includes £0.040m to undertake an experimental road closure of Temple Street to address rat-running drivers, as agreed by the ET&S Committee.
- 3.23 Tackling pollution levels in the city's Air Quality Management Areas remains a high priority. For example, the new, minor traffic management scheme in Rottingdean Village is designed to help reduce harmful emissions in the High Street. Walking and cycling are the best forms of 'low carbon' transport and the activity involved also provides additional personal health benefits for individuals and can help reduce pollution if they replace some car journeys. 'Dropped' kerbs at road crossings are important ways of increasing the mobility of local residents and visitors and increasing the attractiveness and convenience of journeys, especially over short distances. A total of £0.250m is planned to be spent specifically in these areas in 2020/21, including pedestrian crossing facilities outside Hove Station and at the A293/Hangleton Lane junction, and feasibility/design work for a cycle route along the A259 (Wellington Road). Other named projects within the overall capital programme will also include measures to enable and increase active and healthy travel.
- 3.24 The expansion of the city's electric vehicle charging point network will help meet the growing demands for this infrastructure by widening choice, increasing uptake and therefore reducing carbon emissions. A £0.070m allocation will help deliver more 'Rapid' charging points and support the additional £0.300m worth of grant funding secured from the Government's Office for Low Emission Vehicles for 'Fast' charging points.

Managing links and improving routes

3.25 Ensuring the efficient movement of people and vehicles across and along key transport corridors helps to keep the city moving and enable or promote regeneration. Construction of the agreed Valley Gardens (Phases 1 & 2) scheme will be completed in 2020/21 using LGF money only; and progress will continue

- on developing the detailed design for Phase 3 of the project between Edward Street and the A259/Palace Pier, also using LGF money only in 2020/21.
- 3.26 Continued £0.350m worth of investment in the use of technology to manage the city's transport network is planned to replace, modernise and optimise traffic signal-controlled junctions and pedestrian crossings and improve the flows of people and traffic. A prioritised programme of locations is currently being developed.
- 3.27 A programme of investment in improvements to address locations where buses frequently get delayed and then impact on the reliable operation of the city's bus network will be funded with LTP money. In 2020/21, this will include £0.050 being invested in improving the busy Western Road/Dyke Road area near the Clock Tower.

General allocations

3.28 Minor investment is often required for some schemes after the main construction works have been completed in the previous financial year e.g safety audits and additional remedial works, and to also allow some initial scoping and preliminary work on new or emerging schemes. Some data collection will also be undertaken to assist in monitoring and assessing the wider effects of some schemes and projects. An allocation of £0.065m of funding will enable work to be undertaken on investing funding secured from permitted planning applications (referred to as 'Section 106 contributions') in locations across the city. This will include investment in transport and highway measures which are primarily focused on sustainable (walking, cycling and public transport) measures.

Future transport capital programme investment

3.29 In approving its 2020/21 budget, the council has also confirmed that it expects to receive an LTP capital allocation from the Government in the order of £5.0m in 2021/22. This sum could be confirmed in the Government's forthcoming Budget announcement in March 2020 and will enable the ongoing development and delivery of capital projects, programmes and initiatives in line with the council's LTP Strategy. The final sum and its allocation will be dependent upon future funding allocations and budget decisions made by the council.

OTHER SOURCES OF FUNDING

- 3.30 The LTP process is one of many funding sources that are used to deliver transport schemes. For example, in 2017 the council was successful with its £1.485m bid for the Government's Access for Sustainable Travel Fund which supports sustainable and accessible travel projects to help overcome barriers to jobs and economic activity. This has been focused in the Sackville Road and Lewes Road corridors and Whitehawk/Eastern Road. The council's successful application for a fourth year of this funding in 2020/21 has secured a further £0.495m, and will be focused on the Portslade area.
- 3.31 As referred to in paragraph 3.27 above, investment in local transport is also secured through the planning process via legal agreements. For example, funds from the redevelopment of the Royal Sussex County Hospital will fund measures within 2km of the site and the Eastern Road corridor. Other sums previously

secured for making bus stops and pedestrian routes accessible and level will also be used in 2020/21 to continue these important work programmes across the city near development sites. From June 2020 onwards, some transport funding may also be secured through Planning process via the Community Infrastructure Levy.

- 3.32 The council has also successfully secured funding for major and significant transport schemes by bidding for Local Growth Fund [LGF] money, such as the BikeShare scheme and the three phases of Valley Gardens. This funding is administered by the LEP and ceases to be available beyond March 2021, but any successor funding has not yet been announced by the Government.
- 3.33 In future years, the LTP capital programme may also need to reflect new or successful bids for funding, when these opportunities arise. For example, the council led a bid on behalf of the Greater Brighton City Region to the Government's Transforming Cities Fund for the A259 in 2018 but unfortunately it was not successful. However, future Government funding streams could result in access to significant levels of investment for transport and travel in the city and wider City Region such as the new National Roads Fund for the newly established Major Road Network. This should, which should become available in 2020.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 The proposed 2020/21 LTP capital programme is consistent with the Strategy and the principles of the Delivery Plan in the current LTP, and the proposed allocation of capital investment will help contribute to meeting local transport and wider policy objectives and outcomes. The programme includes commitments to financial contributions to projects and programmes. These will have either helped secure much larger sums of capital funding from other sources for the council, or will be combined with other sums to invest in comprehensive improvements to the city's transport network. Maintaining these commitments is essential to deliver those projects and will help support the council's case for any similar future bids.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The majority of the overall level of funding available through the LTP process is the outcome of the council's budget setting process. The proposed, detailed 2020/21 programme will be conveyed to The Connected City's Transport Partnership on 10 March 2020. Engagement and consultation also took place with the Partnership in 2014/15 prior to the approval of the current LTP in March 2015. The ET&S Committee also considered and approved a number of new projects and priorities to be progressed as part of the LTP capital programme/Delivery Plan in November 2015.
- 5.2 As outlined in paragraph 3.2 of this report, many individual projects and programmes have been, or will be, the subject of consultation with local communities and ward councillors. Alongside the Maintenance/Renewal programme, the delivery of Integrated Transport schemes will be considered by the council's Head of Traffic Management in order to minimise the potential effects of works on the overall operation and management of the city's transport network.

5.3 Multi-agency working remains key to helping achieve improvements in service outcomes and overall performance across the city through scheme development and transport investment. Improving transport infrastructure and services ensures that the council and its partners can meet the varying needs of the city, especially at a time when achieving sustainable economic, environmental and social outcomes, through value for money investment, are high priorities. When required, all projects will be fully co-ordinated with other council schemes and works by other agencies (gas, water etc) to minimise disruption and ensure efficient use of funds.

6. CONCLUSION

6.1 The decision of the committees to consider and approve the allocation of the 2020/21 LTP capital programme to projects and programmes will provide a clear indication of proposed plans for capital investment in transport using the LTP budget, and other sources of funding such as the LGF. The overall programme is based on the relevant allocations made at Budget Council on 27 February 2020 and it will enable works to be continued or started, which will support the council's, city's and wider stakeholders' objectives.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial implications:

- 7.1 In 2014, a Government announcement included the council's indicative funding allocations for 2020/21 from the LTP process. The sum for 2020/21 was confirmed in the Government's 2018 Roads Information Pack and has been included within the council's Capital Investment Programme 2020/21 to 2024/25.
- 7.2 The overall level of 2020/21 funding available through the LTP process was approved at Budget Council in February 2020. This report sets out the proposed use of a net sum of £4.758m worth of Government funding within the LTP capital programme, which takes into account the return of £1.000m to council reserves which was brought forward to fund works on the Shelter Hall project in 2019/20. It also includes other sources of funding secured or approved, as summarised in the table below. A fuller description and breakdown of these sums is shown in Appendix 1 of this report. Further allocations from the additional £3.900m Budget Council sum will be included in the revised appendix that will be circulated in advance of this meeting.

FUNDING SOURCE	2020/21 Allocations (£'000s)	
Government LTP Grant Funding		
LTP Integrated Transport Block	3,059	
LTP Highway Maintenance Block	2,110	
Sub-total Sub-total	5,169	
Additional Government Transport Funding		
Incentive Funding (estimated sum - assumes Band 3 self-assessment		
ranking for Highway Asset Management)	400	
Pothole Action Fund (estimated sum - assumes same allocation as		
2019/20)	189	
Sub-total	589	
Council funding		
Council borrowing – Street lighting 'Invest to Save'	1,792	
Funding returned to reserves (from Shelter Hall 2019/20)	-1,000	
Additional capital funding (27/2/20 Budget Council)	3,900	
Sub-total	4,692	
LEP funding		
Local Growth Fund [LGF] – Valley Gardens Phases 1,2 & 3	4,482	
Sub-total	4,482	
TOTAL TRANSPORT CAPITAL FUNDING AVAILABLE	14,932	

7.3 Future years' capital programmes will require Policy & Resources Committee approval and will reported at future committees. Any revenue implications as a result of these schemes including financing costs from borrowing will be met from existing revenue budgets.

Finance Officer Consulted: Rob Allen Date: 26/2/2020

<u>Legal Implications:</u>

7.4 The LTP is a statutory requirement and was adopted by Full Council in March 2015. There are no direct legal implications associated with approving the 2020/21 LTP capital programme, which are consistent with the Strategy and the Delivery Plan set out within the LTP4. Where sums of money relate to projects which are funded by the LEP, these are subject to formal Funding Agreements. Any relevant legal implications will be considered when individual schemes are brought forward for implementation.

Lawyer Consulted: Hilary Woodward Date: 10/2/2020

Equalities Implications:

7.5 In developing specific projects and programmes within the 2020/21 LTP capital programme, the needs of those people and communities who are identified as having 'protected characteristics' (those against which discrimination is unlawful) as defined by the Equality Act 2010 will be prioritised from the outset, and wherever possible their needs will be incorporated into designs in order to overcome barriers to movement that may be experienced. In doing so, this will ensure that the transport network is made accessible to everybody, irrespective of any protected characteristic. Improvements to local areas and strategic transport routes will enhance the provision and choice for people, especially those with

mobility difficulties, or other disabilities. Road safety schemes will improve conditions for vulnerable road users.

Sustainability Implications:

7.6 LTP capital funding enables the council to meet environmental objectives set out in the LTP4 Strategy and the council's Sustainability Action Plan, such as a shift towards greater use of sustainable transport, improving air quality and reducing emissions to help achieve a carbon neutral city by 2030.

Brexit Implications

7.7 There are none.

Any Other Significant Implications:

7.8 The 2020/21 LTP capital programme helps deliver the objectives of the LTP as a strategic document for the city, and transport and travel have a significant role in supporting and helping achieve the city's and council's wider objectives across a number of service departments. These are set out below.

Crime & Disorder Implications:

7.9 There are no direct implications arising from the proposed 2020/21 LTP capital programme. However, the LTP4 has a particular focus on improving road safety and personal security and, wherever possible, its projects and programmes will seek to support the aims and priorities of the council's Community Safety and Crime Reduction Strategy 2017-20, especially in helping to deliver measures that improve the physical environment, ensure communities are stronger, and help people feel safer. This can include work to design, improve, manage and maintain public spaces and streets so that people feel safe. The positive use of spaces is encouraged to ensure that crime and anti-social behaviour are discouraged.

Risk and Opportunity Management Implications:

7.10 The design of most transport schemes are road safety audited to ensure they comply with current design standards. Regular monitoring and reporting throughout the year of the LTP capital programme and its projects will minimise any risk of not fully spending the approved investment programme. Maintenance and renewal of the seafront as an asset to the city is identified within the council's Strategic Risk Register (Risk SR23 - Unable to develop an effective Investment Strategy for the Seafront) because it includes the transport routes and highway structures that form and support it. Investment in it therefore forms part of the proposed 2020/21 capital programme. Investment in scheduled maintenance of roads, pavements and cycle routes provides safer infrastructure for all users and reduces the need for expensive reactive repairs.

Public Health Implications:

7.11 Transport and travel are critical to delivering the city's public health objectives as they contribute significantly to some of today's greatest challenges to public

health, including road traffic injuries, physical inactivity, the adverse effect of traffic on social cohesiveness and the impact on outdoor air and noise pollution. Improving people's and communities' health and well-being is a key objective of the LTP4, and the LTP capital programme allows continued investment in transport improvements that provide for and promote active travel, such as walking and cycling. This investment also helps to improve air quality by reducing harmful emissions therefore delivering objectives and actions set out in the council's Air Quality Action Plan, such as providing for electric vehicles and enabling greater use of alternatives to the car for some journeys. Creating less dangerous and more attractive environments, such as road safety and public realm schemes, will improve individual and community health and quality of life.

Corporate / Citywide Implications:

The LTP includes principles and objectives that will help support the city's planned 7.12 economic growth, social development and environmental enhancement. The annual LTP capital programme plays an important role in delivering the council's Corporate Plan; the City Plan Part 1 policies (especially Policy CP9 on Sustainable Transport) and the schemes/projects identified within its associated Infrastructure Delivery Plan. The LTP capital programme will also reflect the current and emerging priorities and policies of the council, city, and other partners and stakeholders which are set out in other strategies, policy documents or statements such as the LEP's new Strategic Economic Plan 'Gatwick 360'; the Greater Brighton City Region Inward Investment and Trade Strategy and 5-year Strategic Priorities: and the outcomes set out in the 2014-2019 South Downs National Park Partnership Management Plan. The council is also playing an important role within the wider region by its participation in the Shadow Partnership Board and officer groups that are part of the Sub-national Transport Body known as Transport for the South East [TfSE]. This is helping to shape the emerging priorities of a draft Transport Strategy, and seek powers to set investment plans for roads and railways, reduce emissions, improve air quality and make travelling simpler and easier which will allow it to transform travel, boost the economy and protect the environment.

SUPPORTING DOCUMENTATION

Appendices:

Proposed 2020/21 LTP capital programme allocations
 Note - Further allocations from the additional £3.900m Budget Council sum will be included in a revised appendix that will be circulated in advance of this meeting.

Background Documents

- 1. Report and addendum to Budget Council February 2020
- 2. Government's Roads Information Pack November 2018
- Report to Environment, Transport & Sustainability Committee (LTP Future Priorities)
 November 2015
- 4. Report to Full Council meeting (Approval of LTP4) March 2015
- 5. Brighton & Hove City Council's Fourth Local Transport Plan [LTP4] March 2015

SUMMARY OF PROPOSED 2020/21 LTP CAPITAL PROGRAMME ALLOCATIONS

(Some sums will increase due to the allocation of the additional £3.9m agreed by 27/2/20 Budget Council. Proposals will be circulated in a revised appendix in advance of this meeting)

3/		
Project/Programme	Description	2020/21 Proposed
	(see Footnotes below for explanation of symbols)	Allocation (£'000s)
CAPITAL RENEWA	L/MAINTENANCE	
Maintaining links and	routes to improve	
Surfaces	Roads #	1,485
	Pavement/Footways	600
Drainage	Replacement of failed gullies/soakaways	95
Street Lighting	Replacement of connections and columns [®]	300
Bridges & Structures	Seafront Highway Arches Renewal Programme	200
	Dyke Road Drive retaining wall	150
	Hartington Road retaining wall	50
	Hove Station footbridge	300
	Other sites	50
Highway Asset		
Management	Surveys/update inventory/strategy evidence	60
	CAPITAL RENEWAL/MAINTENANCE SUB-TOTAL	3,290
INTEGRATED/SUS	TAINABLE TRANSPORT	
Connecting people with		
Education, Training &	School Streets	
Learning	School Streets	20
Learning	School Travel Plan Measures ***	30
	SUB-TOTAL	50
Workplaces & job	SOB-TOTAL	30
opportunities	Business Travel Plan Measures ***	20
opportunities	Personalised Travel Planning ***	20
_	SUB-TOTAL	40
Shopping areas		
Shopping areas	Boundary Road/Station Road - Portslade SUB-TOTAL	75 75
Darka anan anaga 9	SUB-TOTAL	75
Parks, open spaces & the National Park	Rights of Way – incl. access to National Park	40
the National Park	SUB-TOTAL	40 40
Interchanges	Cycle parking	40
Interchanges	1 7 1 0	
	Motorcycle parking Accessible bus-stops	80 50
	SUB-TOTAL	170
Improving pointhough		170
Improving neighbourh		T
Road Safety measures	'High risk' collision/casualty sites	173
	Surrenden Road	75
	SUB-TOTAL	248
Air Quality measures	Electric vehicle charging points	70
	SUB-TOTAL	70
Active travel measures	Pedestrian crossings – freestanding sites	180
	Walking network – dropped kerbs and handrails	40
	Cycle network ***	15
	Cycling & Walking Infrastructure sites	15
Traffic Management	Temple Street – experimental closure	40
	SUB-TOTAL	290
	continued/	

Drojoet/Drogramme	Description	2020/21 Dropood
Project/Programme	Description (see Footnotes below for explanation of symbols)	2020/21 Proposed Allocation (£'000s)
Managing links and ro		Allocation (£ 0005)
Technology & Travel	utes with	1
Information	'Intelligent/smart' Traffic Signals	350
mormation	SUB-TOTAL	350
Connecting poonle and	neighbourhoods with, and improving, the	330
City Centre & Seafront	Valley Gardens:Phases 1 & 2 – completion **	0
City Centre & Seanont	Valley Gardens: Phase 3 – detailed design and	0
	construction **	0
	Bus Network Infrastructure	50
	SUB-TOTAL	50
General allocations	OOD TOTAL	
'Section 106' works	Various sites +	65
Minor works	Scheme completion & scoping/Monitoring	20
WIIIOI WOLKS	SUB-TOTAL	85
INTEC	RATED/SUSTAINABLE TRANSPORT SUB-TOTAL	1,468
		,
TOTAL ALLOCATION	วทอ	4,758
Allocations Initially Fu	nded From:-	
LTP Integrated Transport I	Block Grant Allocation	3,059
LTP Maintenance Block G	rant Allocation	2,110
Additional Governmen	t Funding Sources	
Highway Maintenance Ince	entive Fund (indicative sum – to be confirmed)	400
Pothole Action Fund (indic	cative sum – to be confirmed)	189
	SUB-TOTAL	5,758
Additional Council and	d Other Funding Sources	
Maintenance		
Council Borrowing – Street lighting 'Invest to Save'		1,792
Funding returned to Reserves (from Shelter Hall 2019/20)		-1,000
Additional capital funding (27/2/20 Budget Council) *		3,900
Integrated Transport	· · · · · · · · · · · · · · · · · · ·	
Local Growth Fund - Valle	ey Gardens Phases 1&2	3,305
Local Growth Fund - Valle		1,177
	SUB-TOTAL	9,174
GRAND TOTALS		14,932

Footnotes

- * includes Incentive Funding allocation (assumed to be £400,000 based on Band 3 self-assessment ranking) and Pothole Action Fund allocation (assumed to be £189,000 based on allocation received in 2019/20).
- [®] committed contribution to 'Invest to Save' project (PR&G Committee 8/2/16).
- ** local contribution not required in 2020/21 funded by LEP Local Growth Fund.
- *** committed contribution to DfT-funded Access Fund for Sustainable Travel project.
- ⁺ to enable design and delivery of works associated with approved development.
- *- this additional sum will allocated to proposed projects and programmes in a revised appendix that will be circulated in advance of this meeting

NOTES -

• In many cases, costs indicated above are preliminary estimates.

- Expenditure on schemes may need to be increased, reduced or deferred during a financial year as information becomes available, such as survey results, tender returns or unforeseen engineering difficulties.
- The timing of construction works may be subject to network co-ordination with other council projects, development, utility companies, contractor availability and weather conditions.

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 82

Brighton & Hove City Council

Subject: Local Cycling and Walking Infrastructure Plan

(LCWIP) - Update Report

Date of Meeting: 17 March 2020

Report of: Executive Director, Economy, Environment &

Culture

Contact Officer: Name: Paul Holloway Tel: 01273 296068

Email: paul.a.holloway@brighton-hove.gov.uk

Ward(s) affected: All

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

1.1 The council is developing a Local Cycling and Walking Infrastructure Plan (LCWIP) for the city in order to plan strategically for walking and cycling networks. The first meeting of the LCWIP cross-party Member and Stakeholder Task and Finish Group ('LCWIP Task & Finish Group') took place in late 2019, and agreed that a report should be brought to the next Environment, Transport & Sustainability [ETS] Committee in order to provide an update on progress.

2. **RECOMMENDATIONS:**

2.1 That the Committee note the report, particularly detail of the LCWIP Task & Finish Group stakeholder organisations and the revised indicative timescale, as set out in paragraphs 3.4 and 3.6 of this report.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The development of an LCWIP for the city is following the technical guidance issued by the Government, and will enable the council to review and prioritise the infrastructure that is needed to plan and improve the city's walking and cycling networks. It will also ensure that the city is well placed to bid for future funding opportunities relating to walking and cycling, and that cycling and walking are fully included and incorporated into new developments.
- 3.2 The LCWIP will aim to improve the walking and cycling network, promote active travel and enhance links between Brighton & Hove and neighbouring areas, including the South Downs National Park. Wider benefits of the plan include greater connectivity, equality of opportunity, improved public health and overall quality of life for residents. It will also help meet the challenge of becoming a carbon neutral city by 2030. The plan will lead to a 10-year prioritised programme of walking and cycling improvements focused on principal cycling and walking routes, and within 'walking zones' centred on town and local centres with the highest levels of footfall.

- 3.3 On 25 June 2019 the ETS Committee agreed the draft LCWIP Scoping Report, which included the proposed approach, governance and timescales. It also agreed to establish a Member Task and Finish Group which would provide councillors with oversight of the development of the LCWIP document, and enable key stakeholders to be engaged in the process. At the 8 October 2019 ETS Committee, the Terms of Reference for the LCWIP Member Task and Finish Group were agreed, and the first meeting of the Group took place on 10 December 2019.
- 3.4 Stakeholder organisations will be invited to one or more future Task and Finish Group meetings, and the following organisations will be invited to attend, subject to the theme/topic/scope of meeting:
 - Black & Minority Ethnic Community Partnership
 - Bricycles
 - B&H Local Access Forum
 - B&H Older People's Council
 - B&H Youth Council
 - B&HC Equality and Inclusion Partnership
 - Community Works
 - Cycling UK
 - Deafcog (Cultural Outreach Group for Deaf People)
 - Friends of the Earth
 - Living Streets
 - Possability People
 - Sustrans
 - Tenant Disability Group
 - Trust for Developing Communities.
- 3.5 A tendering exercise for up to £50,000 of consultancy support to provide the technical support that the DfT recommends is undertaken to develop the LCWIP, is currently underway. The successful supplier has been offered the appointment subject to contract, and will start in March 2020. Full details can be found in the issued Service Specification provided in Appendix 2. The supplier will draw on best practice and lessons learnt from LCWIPs completed or under development elsewhere across the country which will assist with tasks including:
 - Strategic advice on LCWIP approach and methodology;
 - Sourcing and analysing of relevant data and production of maps;
 - Technical input on Network Planning (walking and cycling) using the range of LCWIP tools including the Route Selection Tool, Walking Route Audit Tool and Propensity to Cycle Tool;
 - Prioritisation of schemes:
 - Feasibility of high-level proposals for key schemes and their costings / timescale estimates; and,
 - Strategic advice on the incorporation of LCWIP into local policy and strategy.
- 3.6 A revised timescale for the completion of key stages is shown in the chart on the following page.

	Stage 1: Determining the scope
1	Continuing to March 2020
	Stage 2: Gathering information
2	Continuing to May 2020
	Stage 3 and 4: Network Planning for Cycling and Walking
3/4	April to September 2020
	Stage 5: Prioritising improvements (and completed LCWIP)
5	September to November 2020
	Stage 6: Integration and application
6	From late 2020

3.7 It is expected that a completed LCWIP document incorporating a prioritised and costed programme of infrastructure improvements will be reported to this Committee towards the end of 2020.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

4.1 The DfT's technical guidance states that 'While the preparation of LCWIPs is non-mandatory, Local Authorities who have plans will be well placed to make the case for future investment.' The council is therefore committed to developing an LCWIP for the city that will enable it to plan strategically for walking and cycling networks, and to ensure the city is well placed for future funding opportunities relating to walking and cycling.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The DfT's technical guidance states that 'Effective engagement is critical to ensuring that high quality LCWIPs are produced. Stakeholders should be identified at the outset of the LCWIP process, with a planned approach to engagement agreed.' The guidance indicates that stakeholder engagement commences during information gathering (Stage 2), to ensure that additional information and data sources including perceptions on existing facilities can supplement the significant amount of information that already exists.
- 5.2 It is recognised that within Brighton and Hove there are a number of organisations, many specific to walking and cycling, who will be keen to provide their views and suggestions as part of the LCWIP. A number of these organisations are represented within the city's Transport Partnership and will be drawn from it. It is important to the council that not only key transport/travel-related organisations are engaged well through this process, but that the wider public are able to contribute views too.

- 5.3 The early stages of the LCWIP development will be informed by a city-wide stakeholder workshop. This will be supplemented by local stakeholder workshops across the city to ensure that the diverse range of local issues and desired improvements across all areas of the city are identified early on, to feed into the development of the city-wide LCWIP. Information gathering will be supplemented by further workshops with officers across the council's City Transport Division and other council teams, and relevant information gained from other public consultations taking place such as the Sport and Physical Activity survey.
- 5.4 The stakeholder organisations listed in paragraph 3.4 have been identified to contribute to the LCWIP Task & Finish Group. The wider programme of engagement for the remaining stages in developing LCWIP will be finalised in line with advice from the consultants appointed to provide the technical support, drawing on their experience and knowledge of preparing other LCWIPs across the country. The engagement programme will capture relevant feedback gained from engagement activities on the development of the council's fifth Local Transport Plan (LTP5), and the city's Climate Assembly outputs, including recommendations.
- 5.5 Of further relevance to the development of the LCWIP is this Committee's decision on 21 January 2020 after considering a deputation. It agreed to receive a report later this year which will review the reasons for the use of gates to manage and control vehicles using certain streets at certain times because of the barriers that they are considered to create for cycling and walking. The report will explore a more considered and evidence-based approach to the use and implementation of gates to achieve particular outcomes. The report will also consider establishing a cycle forum.

6. CONCLUSION

6.1 The development of an LCWIP will enable the council to review and prioritise the infrastructure that is needed to plan and improve the city's walking and cycling networks. It will also ensure that the city is well placed to bid for future funding opportunities relating to walking and cycling, and that cycling and walking are fully included and incorporated into new developments.

7. FINANCIAL & OTHER IMPLICATIONS:

7.1 A one-off allocation of £75,000 was agreed at the Budget Council meeting in February 2019 to support consultation, research and analysis for the development of a LCWIP. It is anticipated that delivery of the priorities identified within the LCWIP, when completed, will be achieved through capital works funded mainly by future Local Transport Plan (LTP) capital programmes subject to appropriate approvals in accordance with Financial Regulations and Procedures. Officers will seek to identify other external funding sources to support the delivery of the LCWIP, such as ongoing or new funds which could become available from Government or Coast to Capital Local Economic Partnership (LEP).

Finance Officer Consulted: Steven Bedford Date: 28/02/20

Legal Implications:

7.2 There are no direct legal implications associated with the development of the LCWIP. Any relevant legal implications will be considered when individual schemes are brought forward for implementation.

Lawyer Consulted: Hilary Woodward Date: 27/2/20

Equalities Implications:

7.3 In developing the LCWIP the needs of those people and communities who are identified as having 'protected characteristics' (those against which discrimination is unlawful) as defined by the Equality Act 2010 will be prioritised from the outset. The LCWIP guidance states that 'LCWIPs should reflect the needs of all'. Wherever possible, the needs of individual groups and communities will be incorporated into the LCWIP process in order to overcome barriers to movement that may be experienced. In doing so, this will ensure that the transport network is made accessible to everybody. Walking and cycling infrastructure improvements to local areas will enhance the provision and choice for people, especially those with mobility difficulties, or other disabilities, and will improve conditions for vulnerable road users. This will also ensure that the council complies with the public sector equality duty to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations between different people.

Sustainability Implications:

7.4 Improvements to walking and cycling infrastructure across Brighton and Hove will enable higher levels of active travel and reduce the attractiveness or need to travel by motorised transport. This will support the delivery of the forthcoming 2030 Carbon Neutral Programme, along with related environmental and transport objectives, including those set out in LTP4 and the Sustainable Community Strategy, such as a shift towards greater use of sustainable transport.

Brexit Implications:

7.5 There are none.

Any Other Significant Implications:

7.6 These are outlined in Appendix 1 of this report.

SUPPORTING DOCUMENTATION

Appendices:

- 1. Other Significant Implications
- 2. LCWIP Technical Support Service Specification

Background Documents

- 1. Local Cycling and Walking Infrastructure Plans Technical Guidance for Local Authorities, Department for Transport, April 2017
- 2. Budget Report to Full Council, February 2019
- 3. Report to Environment, Transport and Sustainability Committee, June 2019 'Local Cycling and Walking Infrastructure Plan (LCWIP) - approval of Scoping Report'
- 4. Report to Environment, Transport and Sustainability Committee, October 2019 'Member Task and Finish Groups' Terms of Reference'

Other Significant Implications

Crime & Disorder Implications:

1.1 There are no direct implications arising from developing an LCWIP for the city. However, in improving walking and cycling infrastructure the plan will have a particular focus on improving road safety and personal security and, wherever possible, the identified improvements will seek to support the aims and priorities of the council's Community Safety and Crime Reduction Strategy 2017-20, especially in helping to deliver measures that improve the physical environment, ensure communities are stronger, and help people feel safer. Improvements are expected to include measures that improve public spaces and streets so that people feel safer, while discouraging crime and anti-social behaviour.

Public Health Implications:

1.2 Transport and travel are critical to delivering the city's public health objectives as they contribute significantly to some of today's greatest challenges to public health, including road traffic injuries, physical inactivity, the adverse effect of traffic on social cohesiveness and the impact on outdoor air and noise pollution. Improvements to walking and cycling infrastructure will help address these challenges through enabling an increase in levels of active travel. Improving the health and well-being of people and communities will be a key objective of the plan. By enabling greater levels of walking and cycling, the plan will also help to improve air quality by reducing harmful emissions if people switch from motorised transport. This will help deliver the objectives and actions set out in the council's Air Quality Action Plan, such as enabling greater use of alternatives to the car for some journeys. Creating less dangerous and more attractive environments, such as road safety and public realm schemes, will improve individual and community health and quality of life.

Corporate / Citywide Implications:

1.3 The LCWIP will include improvements to help support the city's planned economic growth, social development and environmental enhancement. It will support in delivering the council's forthcoming 2030 Carbon Neutral Programme, along with the Corporate Plan, Sustainable Community Strategy, the City Plan Part 1 policies (especially Policy CP9 on Sustainable Transport) and its associated Infrastructure Delivery Plan. The improvements will also reflect the current and emerging priorities and policies of the council, city, and other partners and stakeholders which are set out in other strategies or plans such as the city's Health and Wellbeing Strategy (2019-2030), Rights of Way Improvement Plan (2017-27), and the South Downs National Park Cycling and Walking Strategy (2017-2024). Working with neighbouring authorities will improve cross-boundary walking and cycling links and strategic routes within the Greater Brighton City Region contributing to its five-year strategic priorities. Improved cross-boundary links will support the priorities within the draft Transport Strategy of Transport for the South East [TfSE], the Sub-national Transport Body. Once complete, the LCWIP content will be integrated into local and sub-regional planning, transport and wider policies, strategies and delivery plans.

Schedule 1 - Service Specification

Contract name: Local Cycling and Walking Infrastructure Plan (LCWIP) Technical Support

Reference: LCWIP



$\mathbf{C}\mathbf{c}$	ontents	Page
1.	OVERVIEW OF PROJECT	3
2.	SERVICE REQUIREMENTS	3
3.	BUDGET/FUNDING	11

1. OVERVIEW OF PROJECT

1.1 Summary

Brighton & Hove City Council (BHCC) has committed to developing a Local Cycling and Walking Infrastructure Plan (LCWIP) and local budget has been identified to support this process. BHCC applied for technical support from the Department for Transport (DfT) in 2017 but was unsuccessful.

BHCC now wishes to commission a suitable supplier to support the technical development of the LCWIP, a process which will be led by BHCC officers. The supplier should have experience of successfully applying the DfT LCWIP Technical Guidance for a number of UK Local Authorities, ideally through the DfT LCWIP Technical Support programme.

The objectives of the procurement are:

- To provide technical support (following DfT guidance) to BHCC to enable the preparation of the draft Brighton & Hove LCWIP by autumn 2020; and,
- Apply best practice and lessons learnt from LCWIPs completed or under development elsewhere across the country.

The Contract will be established for an initial period of eight (8) months with an option to extend for a further period or periods up to a total of four (4) months taking the Contract term to a maximum of one (1) year. The Contract is intended to start on 9 March 2020 or as otherwise agreed.

Any subsequent extension to the Contract will be agreed between the Customer and the Service Provider. It is likely that the Customer will seek the Service Provider to demonstrate improvements and/or price reductions before considering an extension. For any extension(s) to the Contract, discussions with the Service Provider shall be conducted sufficiently far in advance of the Contract expiry date to arrive at an agreed position.

2. SERVICE REQUIREMENTS

2.1 Background

In support of the government's Cycling and Walking Investment Strategy (CWIS), the Department for Transport (DfT) has been encouraging local authorities to prepare a Local Cycling and Walking Infrastructure Plan (LCWIP).

Brighton & Hove City Council (BHCC) is committed to developing a LCWIP for the city in order to plan strategically for walking and cycling networks, and to ensure the city is well placed for future funding opportunities relating to walking and cycling.

Technical guidance (*Local Cycling and Walking Infrastructure Plans: Technical Guidance for Local Authorities*) is available from DfT, detailing the suggested process for undertaking a LCWIP and the tools available to assist with this.

The improvements identified in the LCWIP will support the council's ambitions for increasing levels of active travel across Brighton & Hove and to/from neighbouring areas, thereby contributing to reducing carbon emissions while improving air quality, connectivity, equality of opportunity, public health, public realm, safety, security, and overall quality of life. They will help increase the attractiveness of the city for both residents and visitors.

BHCC wishes to commission a suitable supplier to support the technical development of the Brighton & Hove LCWIP, a process which will be led by BHCC officers in the council's City Transport Division. Preparation and approval of the LCWIP document itself will be undertaken by the council with input from the supplier. The supplier must have experience of successfully

applying the DfT LCWIP Technical Guidance for a number of UK Local Authorities, ideally through the DfT LCWIP Technical Support programme.

The current programme proposes delivery of the completed LCWIP in autumn 2020. An indicative timescale for the completion of key stages as set out in the LCWIP technical guidance is provided below; some of these stages will not require support from the supplier, as detailed later. Confirmation of the programme will be subject to further discussion with the appointed consultant.

Stage	Name	Timescale
Stage 1	Determining the scope	Continuing to March 2020
Stage 2	Gathering information	Continuing to April 2020
Stages 3/4	Network Planning for Cycling and Walking	April to September 2020
Stage 5	Prioritising improvements (and completed LCWIP)	September to October 2020
Stage 6	Integration and application	From late 2020

A draft Scoping Report was prepared in spring 2019 to set out the geographical extent, proposed delivery and governance arrangements and timescales. It went to the council's Environment, Transport & Sustainability Committee on 25 June 2019 for approval, and can be found on the following webpage (see Item 17). Note that some content of the report is pending an update, particularly the engagement strategy and timescales.

https://present.brighton-hove.gov.uk/ieListDocuments.aspx?Cld=823&Mld=9506&Ver=4

Work has also commenced on Stage 2 with the collation of background data including the existing walking and cycling network, travel patterns (including key cycling corridors) and key trip generators across the city. This has been undertaken at a broad strategic level rather than detailed local level. Some of this can feed into the Stages 3 and 4 tasks. BHCC officers have also undertaken initial internal officer workshops on the development of the LCWIP, and are currently preparing a policy and strategy review. The outputs of these will be provided to the appointed supplier on commencement of the work.

It is proposed that the initial stages of the LCWIP development are undertaken at a more local level (with the city split into six broad sub-areas) to ensure that the diverse range of local issues and desired improvements across all areas of the city are identified early on, to feed into the development of a city-wide LCWIP. Support will be required with collation and review of strategic data as well as collection and analysis of local supporting data.

2.2 Integration with Plans, Policies and Strategies

The LCWIP will support delivery of the council's Sustainable Community Strategy and City Plan (the city's development plan), and once completed the outputs will be integrated into local planning, transport and wider policies, strategies and delivery plans. It will be prepared in close partnership with work areas across the council including economic development, public health, sustainability, and tourism. It will be a core plan to support delivery of the council's 2030 Carbon Neutral Programme.

BHCC has in place Local Transport Plan 4 (LTP4), adopted in 2015, the objectives of which need to be considered in this commission. There will be a need to provide linkages with the emerging new LTP (LTP5), work on which has recently commenced, and other relevant projects including LCWIPs and/or cycling and walking strategies being developed, or in place, in neighbouring authorities, in East and West Sussex; as well as any further developments to national guidance.

Improvements set out in the LCWIP will support in delivering a wider range of priorities and projects across Brighton & Hove, and neighbouring areas inside the Greater Brighton City Region. They will reflect the current and emerging priorities and policies of the council, city, and other partners and stakeholders. Development of the LCWIP will be informed by, or inform, a number of plans and strategies (and the review of these) including the following:

• BHCC Sustainable Community Strategy (2014)

- BHCC Corporate Plan (2019-2022)
- BHCC City Plan Part 1 (2016) and Part 2 (evolving)
- BHCC Local Transport Plan 4 (2015)
- BHCC Health and Wellbeing Strategy (2019-2030)
- BHCC Rights of Way Improvement Plan (2017-2027)
- BHCC Open Spaces Strategy (2017)
- BHCC Visitor Economy Strategy (2018)
- South Downs National Park Partnership Management Plan (2014-2019)
- South Downs National Park Cycling and Walking Strategy (2017-2024)
- Brighton & Hove and Lewes Downs Biosphere [The Living Coast] Partnership Management Strategy (2014-2019)
- Shoreham Harbour Joint Area Action Plan (2018)
- Greater Brighton Economic Board 5 Year Strategic Priorities (2019)
- Transport for the South East Transport Strategy (draft)

2.3 Scope of Services

BHCC wishes to commission a suitable supplier to support the technical development of the LCWIP, a process which will be led by BHCC officers in the council's City Transport Division. Preparation of the LCWIP document itself will be undertaken by the council. The supplier must have experience of successfully applying the DfT LCWIP Technical Guidance for a number of UK Local Authorities, ideally through the DfT LCWIP Technical Support programme.

The supplier will assist with tasks covering the following areas:

- Strategic advice on LCWIP approach and methodology;
- Sourcing and analysing of additional relevant data to inform the prescribed LCWIP process;
- Production of maps to inform the LCWIP process, displaying relevant information in map form:
- Technical input on Network Planning (walking and cycling) using the range of LCWIP tools including the Route Selection Tool, Walking Route Audit Tool and Propensity to Cycle Tool (PCT);
- Prioritisation of schemes;
- Feasibility of high-level proposals for key schemes and their costings / timescale estimates; and,
- Strategic advice on the incorporation of LCWIP into local policy and strategy.

Specific tasks required (subject to confirmation at inception) under each prescribed stage of the LCWIP process are as follows; these should be reviewed alongside the contents of the LCWIP Technical Guidance. We anticipate that the majority of consultant support will be directed to undertaking Stages 3 and 4, including on-site assessment and auditing. Consultants will be expected to work at Hove Town Hall on a regular basis.

Details of deliverables are provided later in section 2.6.

Stage 1: Determining the scope

 Provision of strategic advice on the approach for the LCWIP, including engagement and document content/structure, drawing on best practice and lessons learnt from LCWIPs completed or under development elsewhere across the country.

Stage 2: Gathering information

- Sourcing, analysing and collating additional background data where required
- Identification and mapping of existing walking and cycling networks
- Identification and mapping of existing travel patterns, including journey distances, principal corridors and modal split
- Identification and mapping of trip generators (existing and planned)
- Identification of data on perceptions of existing facilities, and mapping of key issues/gaps

- Use of existing tools such as Propensity to Cycle Tool (PCT) to analyse commuting and schools data and produce maps for the city and sub-areas based on this data
- Strategic input to the stakeholder engagement process, with support at a number presentations or workshops (see section 2.6 Deliverables below for details)
- Option of provision of an interactive tool for stakeholder / public engagement on LCWIP (optional requirement – please set out previous examples and benefits of such a tool for engagement)
- Interpretation and utilisation of data and information from stakeholder engagement

Note that the following will be undertaken by BHCC staff:

Review of local and sub-regional plans, policies and strategies

Stages 3 & 4: Network Planning for Cycling and Walking

- Mapping trip origin and destination points for walking and cycling
- Identifying and mapping desire lines for walking and cycling
- Classification of desire lines for walking and cycling
- Establishing network density for walking and cycling
- Mapping of 'long list' of walking and cycling network improvements
- Utilisation of Route Selection Tool (RST) for selected routes to audit
- Establishing cycling infrastructure improvements (with site visits to establish most suitable improvements and deliverability)
- Development of Cycling Network Map
- Development of a set of key design principles for each category of mapped cycling routes
- Development of Cycling Infrastructure Improvements programme
- Identify and map Core Walking Zones
- Identify and map Core Walking Routes
- Identify barrier and funnel routes for walking
- Use of Walking Route Audit Tool (WRAT) for auditing of Core Walking Routes and Core Walking Zones
- Establish walking infrastructure improvements (with site visits to establish most suitable improvements and deliverability)
- Development of Walking Network Map
- Development of a set of key design principles for each category of mapped walking routes and zones
- Development of Walking Infrastructure Improvements programme
- Strategic input to the stakeholder engagement process, with support at a number presentations or workshops (see section 2.6 Deliverables below for details)

Stage 5: Prioritising improvements (and completed LCWIP)

- Development of prioritisation criteria, in agreement with the BHCC staff
- Development of high level costs of types of infrastructure measures
- Development of proposed timescales for delivery of walking and cycling improvements, for delivery over short, medium and long term
- Review of the appraisal and prioritisation exercise (once completed by BHCC staff)

Note that the following will be undertaken by BHCC staff:

- High level appraisal of schemes
- Prioritisation of improvements, considering effectiveness, cost and deliverability
- Development of a Prioritised Programme of cycling and walking infrastructure improvements

Stage 6: Integration and application

Provision of strategic advice on the incorporation of LCWIP into local policy and strategy

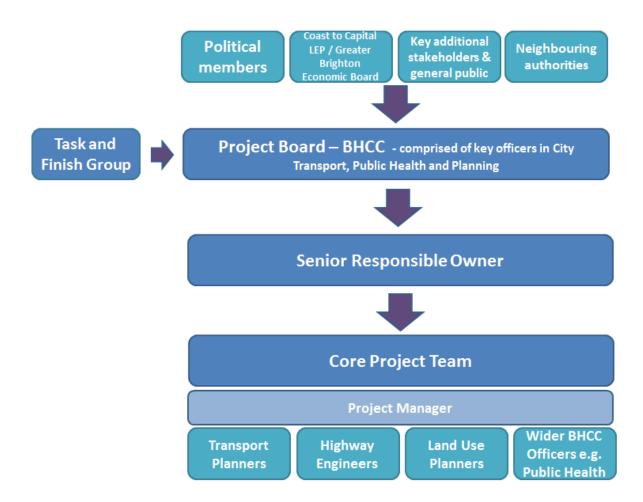
Existing Data and Information

On being appointed to undertake this project, the following existing data and information (updated where relevant) will be provided, dependent on current status:

- Demographic data summaries for each ward, from Census 2011 data
- Socio-economic data and maps, via the Brighton & Hove Connected 'Community Insight' resource: https://brighton-hove.communityinsight.org/map/
- Physical activity data (Active Lives Survey)
- Automated traffic counts https://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/counting-traffic-brighton-and-hove
- Automated cycle counts https://www.brighton-hove.gov.uk/content/parking-and-travel/travel-transport-and-road-safety/counting-traffic-brighton-and-hove
- Travel to work summaries, from Census 2011 data
- School Travel data, including hands up surveys
- School Travel Plan documents, including note of barriers to active travel and issues around each school area
- Workplace travel data
- Data from Sustrans Bike It project
- Bus passenger data (DfT)
- Rail station usage data (Office of Road and Rail)
- BTN Bikeshare data usage, demographics, wider transport use, bike ownership (Hourbike and CoMo UK)
- Primary school and workplace walking zone maps
- National Highways & Transport (NHT) survey data
- Brighton & Hove visitor survey https://www.visitbrighton.com/dbimgs/Visitor%20Survey%20Report%202018.pdf
- Brighton & Hove cycle map http://www.brightonandhovecyclemap.com/
- Highway maintenance priority routes maps
- Rights of Way Improvement Plan (ROWIP) maps https://www.brighton-hove.gov.uk/content/leisure-and-libraries/parks-and-green-spaces/rights-way
- Controlled Parking Zone (CPZ) maps https://www.brighton-hove.gov.uk/content/parking-and-travel/parking/parking-zone-information
- Cycling propensity data and maps (commuting and school travel) www.pct.bike
- Collision data and maps pedestrians and cyclists http://www.dashboard.sussexsrp.org.uk/collisions/
- Traffic congestion maps Highways Analyst using DfT TrafficMaster data
- City Plan area maps (site allocations) https://www.brighton-hove.gov.uk/content/planning/planning-policy/city-plan-part-one

2.4 Governance

The Senior Responsible Officer and Project Manager will be based in the Transport Policy and Strategy team (in the council's City Transport Division), who will be supported by a small delivery team. The Project Board will comprise of key officers including those in transport, planning, public health and public rights of way. A cross-party councillor and (co-opted) stakeholder Task & Finish Group will be in place to perform an advisory role to inform and scrutinise officer proposals as the project is delivered. The proposed governance arrangements are summarised below.



2.5 Engagement

Within Brighton & Hove there are a number of organisations, many specific to walking and cycling, who will be keen to feed in views and suggestions to the LCWIP. It is important to the council that not only key organisations are engaged well through this process but that non-cyclists, 'harder to reach' groups and the wider public are able to contribute views too. This is particularly important to ensure walking as a mode is fully represented within the document.

Details of the engagement strategy are still to be confirmed; we welcome suggestions from the supplier, based on their experience of LCWIP development for other authorities, and their wider knowledge of the DfT LCWIP programme nationally. The proposed engagement strategy, including suggested stakeholders, is set out in the draft LCWIP Scoping Report. The BHCC Transport Partnership, part of the Brighton & Hove Strategic Partnership, comprises transport lead councillors, transport operators and providers, cycling and walking groups, and other local transport user groups.

Full consultation with wider stakeholder groups and the general public is planned to take place during Stages 2 and during Stages 3/4, once draft Cycling and Walking Network Maps and Programmes of Cycling and Walking Infrastructure Improvements are available. Where possible, engagement will be timed to take place as part of the wider community and stakeholder engagement on LTP5. As part of the Stage 2 consultation, local area walkabouts and workshops will be held across the city, which will be split into six sub-areas for this purpose.

Initial engagement workshops with officers from across the City Transport Division and wider council teams took place in spring 2019, with more recent LTP5 officer workshops during autumn 2019. Notes from these meetings will be provided to the supplier upon appointment.

The engagement programme will be managed by the BHCC project team with input from the supplier, as suggested below. Development of stakeholder and public consultation materials, and its analysis and results, will be informed and managed by the Transport Division's Policy &

Research Team. The supplier will be required to ensure that the data and feedback are fed into the LCWIP process and outputs appropriately.

The Tenderer should price for attendance (and supporting presentational material) at a total of 21 engagement workshops, as set out below.

Stage	Workshop attendance
Stage 2	6X combined local (sub-area) walkabout and member/stakeholder workshops to
	invite feedback on current network and suggested future improvements (3 hours
	each)
Stage 2	3X internal stakeholder workshops to support information gathering including
	feedback on existing facilities (3 hours each)
Stage 2	1X Transport Partnership workshop to support information gathering including
	feedback on existing facilities (3 hours)
Stage 3	6X sub-area member/stakeholder workshops to invite feedback on draft cycling
	and walking networks, and programme of improvements, and discuss prioritisation
	(3 hours each)
Stage 3	3X internal / 1X external stakeholder workshops to invite feedback on draft cycling
	and walking networks, and programme of improvements, and discuss prioritisation
	(3 hours each)
Stage 3	1X Transport Partnership workshop to invite feedback on draft cycling and walking
	networks and programme of improvements, and discuss prioritisation (3 hours)
Stage 4	Combined with Stage 3
Stage 4	Combined with Stage 3
Stage 5	None
Stage 6	None

2.6 Deliverables

Key outputs from the appointed consultant are as follows:

Stage 2: Gathering information

- Background Report to map/summarise the findings of Stage 2, including key data
 analysis, identification of trip generators, and feedback from stakeholders and the public
 consultation. BHCC will provide a summary of local policy and strategy to be included in the
 report
- Excel files with detailed data for data analysis undertaken at this stage
- Other draft maps which informed the process, e.g. existing travel patterns, existing walking and cycling networks, trip generators (existing and planned)
- Outputs and analysis from tools e.g. PCT
- · Additional outputs from stakeholder engagement activities
- · Workshop attendance as set out above

Stage 3 & 4: Network Planning for Cycling and Walking

- Draft and Final Cycling Network Map
- Draft and Final Programme of Cycle Infrastructure Improvements
- Draft and Final Walking Network Map
- Draft and Final Programme of Walking Infrastructure Improvements
- Other draft maps which informed the above process, e.g. trip origin / destination points, desire lines, long list of network improvements identified
- Detailed outputs from Route Selection Tool (RST) and Walking Route Audit Tool (WRAT)
- · Additional outputs from stakeholder engagement activities
- · Workshop attendance as set out above

Stage 5: Prioritising improvements (and completed LCWIP)

 Inputs (as set out under the specific tasks listed under Stage 5 in section 2.3) to inform the Prioritised programme of cycling and walking infrastructure improvements (to be prepared by BHCC staff) Comments on the appraisal and prioritisation exercise undertaken by BHCC staff

In addition, the appointed consultant will provide inputs to and attend monthly Project Board meetings and be required to attend up to three meetings of the Task & Finish Group.

The indicative programme for completing key deliverables is as follows:

Stage	Deliverable	Completion date			
Stage 2	Background Report	April 2020			
Stage 3	Draft Cycling Network Map and Programme of Cycle Infrastructure Improvements June 2020				
Stage 4	Draft Walking Network Map and Programme of Walking Infrastructure Improvements	June 2020			
Stage 3	Final Cycling Network Map and Programme of Cycle Infrastructure Improvements	September 2020			
Stage 4	Final Walking Network Map and Programme of Walking Infrastructure Improvements	September 2020			
Stage 5	Prioritised (and costed) programme of cycling and walking infrastructure improvements	October 2020			

Project management and reporting

It is proposed that the Tenderer's project manager meets the following reporting arrangements:

- Monthly meeting (at BHCC) or conference call
- Fortnightly progress email, to include a summary of completed tasks, planned tasks and live project risk register

Specifications, standards, and format

The services required under this commission must be carried out in accordance with the Department for Transport document 'LCWIP Technical Guidance.'

Consultant staff carrying out the work must be familiar with the application of the guidance and have extensive experience of delivering LCWIP work within the required procedures, tools and formats.

Output formats include maps, data and research, and documents in line with the LCWIP guidance format and content. For mapping outputs, each shapefile package will need to include .shp, .shx, and .dbf files.

The services required in this brief (research, data, drawings, plans etc.) must be reported on and presented in a format (to be recommended by the Consultant), that will provide the information/insight required by BHCC, to enable the project's progress and conclusions to be easily interpreted and transferred into more publicly available formats e.g. committee reports.

All data collected and reports created, by the service provider, or by a third party for all work related to this brief must be made directly retrievable to the employer (Brighton & Hove City Council) electronically.

2.7 IT & Information Governance

- 2.7.1 The Supplier undertakes to process the Council's Data in compliance with the Data Protection Legislation. The Supplier will notify the Council of any breaches of Council data as soon as possible upon becoming aware of them and no later than 72 hours following becoming aware of the breach.
- 2.7.2 The provider must have in place appropriate organisational structures, policies and processes in place to understand, assess and systematically manage security risks to

personal data so as to comply fully with all applicable Data Protection Legislation. Personal data must be processed in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures. The Provider may be required to enter into a data sharing agreement with the Council.

- 2.7.3 The Supplier should be certified to ISO/IEC 27001:2013 or be able to demonstrate that its policies, procedures and information risk management processes are of an equivalent standard.
- 2.7.4 The Council and Supplier will agree on the location of data hosting at the time of contact signing. The Supplier undertakes not to take any actions to change the location of data storage or other processing without written permission from the Council.
- 2.7.5 The Supplier will not transfer data to any country or territory outside the European Economic Area (EEA).
- 2.7.6 The Supplier will host the data in accordance with National Cyber Security Centre ("NCSC") Cloud Security Principles.

2.8 Mobilisation

Key dates for mobilisation are as follows:

- Award of Contract: 17 February 2020
- Contract commencement: 9 March 2020
- Inception meeting: Week commencing 9 March 2020

2.9 Quality and Standards

The supplier will be required to undertake the commission in accordance with the DfT's Technical guidance (Local Cycling and Walking Infrastructure Plans: Technical Guidance for Local Authorities).

The supplier will be expected to undertake tasks to enable the submission of deliverables in line with the completion dates (to be confirmed on award) set out in the Deliverables section above. Progress will be kept under review during the proposed project management and reporting arrangements sets out above.

The supplier will be required to comply with the minimum sustainability standards set out in the BCHH sustainability policy, which can be found here <u>Council's Sustainability policy</u>

2.10 **Staff**

Supplier staff should have experience of successfully applying the DfT LCWIP Technical Guidance for a number of UK Local Authorities, ideally through the DfT LCWIP Technical Support programme.

Delivery of some of the tasks (particularly for Stages 3 and 4) and project management activities will require Service Provider staff to be based in the Brighton & Hove City Council area, including working on highways, in BHCC offices (Hove Town Hall) and attending stakeholder engagement activities at different venues. The chosen supplier will be required to have stringent health and safety policies in place in relation to working away from the supplier's offices.

3. BUDGET/FUNDING

£50,000 is available for this commission.

Payment will be staged in relation to the completion of the key deliverables for LCWIP stages 2, 3/4 and 5, as set out below.

Stage	Deliverable	Anticipated completion date	Payment
Stage 2	Background Report	April 2020	25%
Stages 3/4	Draft Cycling Network Map	June 2020	25%
	Draft Programme of Cycle Infrastructure Improvements		
	Draft Walking Network Map		
	Draft Programme of Walking Infrastructure Improvements		
Stages 3/4 • Final Cycling Network Map		September 2020	25%
	Final Programme of Cycle Infrastructure Improvements		
	 Final Walking Network Map 		
	Final Programme of Walking Infrastructure Improvements		
Stage 5 • Comments on the appraisal and prioritisation exercise undertaken		October 2020	25%

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 83

Brighton & Hove City Council

Subject: Traffic Regulation Orders Update Report

Date of Meeting: 17th March 2020

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: East Brighton, Hove Park, Patcham, Withdean

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to update Committee on the recent Traffic Regulation Orders advertised.
- 1.2 The first is following a request from CityClean for double yellow lines in Manor Close while the second is for double yellow lines outside of a newly introduced parking scheme (Zone P) in the Hove Park area. The roads consist of Hazeldene Meads, The Beeches, The Deneway, Waylands Avenue, Withdean Road and Woodland Drive.

2. **RECOMMENDATIONS:**

2.1 That the Committee, having taken into account of all the duly made representations and objection, approves the following order as advertised for Manor Close.

Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2018 Amendment Order No*202* (TRO-33-2019)

2.2 That the Committee, having taken into account of all the duly made representations and objections approves the following order;

Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2018 Amendment Order No*202* (TRO-41b-2019)

3. CONTEXT/ BACKGROUND INFORMATION

Manor Close - double yellow lines

3.1 The Parking Infrastructure Team received a request for a number of changes to parking restrictions from Cityclean to help them with collections of refuse and recycling. The draft Traffic Regulation Order was advertised on 8th November with the closing date for comments and objections on 29th November 2019. The

- Ward Councillors for the areas were consulted, as were the statutory consultees such as the Emergency Services.
- 3.2 Notices with the information about the proposals were erected within the roads with proposed parking restrictions for 8th November. The notice was also published in the Brighton & Hove Independent newspaper on 8th November. Detailed plans and the draft Traffic Regulation Order were available to view at the Customer Service centres at Bartholomew House and Hove Town Hall.
- 3.3 There was 1 item of correspondence from a resident of the area objecting to the proposals in Manor Close, a plan showing the proposals is shown in Appendix A. The other proposals received no objection and have been implemented.
- 3.4 The reasons for objection are that there are already limited parking spaces in the road with a number of elderly and disabled people, the spaces are needed not just for residents but carers and other support staff. Reducing the number of possible spaces will make the situation worse.
- 3.5 Manor Close is very narrow and, while small vehicles can use the road, large vehicles such as the refuse truck have to unfortunately bump up onto the pavement to be able to access the road.
- 3.6 There is a telegraph pole just north of no.2 Manor Close and this prevents large vehicles being able to bump up onto the pavement. This means when cars are parked opposite no large vehicle can access the road including emergency service vehicles. Cityclean have requested these road markings as they have been unable to collect rubbish/recycling.
- 3.7 The other stretch of double yellow lines proposed cover a dropped kerb which should be kept clear as access is needed to allow mobility scooters and wheelchairs to be able to get off the pavement and access vehicles on the road. A white return line has been tried but motorists are parking over it. it will also allow more room for people to manoeuvre in this turning circle.

Parking restriction proposals outside of newly introduced Zone P (Hove Park area)

- 3.8 Following the implementation of the Zone P controlled parking zone, the Parking Infrastructure Team received a number of requests for changes to parking restrictions just outside the new zone. The draft Traffic Regulation Order was advertised on 20th December 2019 with the closing date for comments on 17th January 2020 .This period was extended from the standard 21 days to 28 days to give extra time for comments due to the festive period. The Ward Councillors for the areas were consulted, as were the statutory consultees such as the Emergency Services.
- 3.9 Notices with the information about the proposals were erected within the roads with proposed parking restrictions for 20th December 2020. The notice was also published in the Brighton & Hove Independent newspaper on 20th December 2020. Detailed plans and the draft Traffic Regulation Order were available to view at the Customer Service centres at Bartholomew House and Hove Town Hall. A plan showing the proposals is shown in Appendix B

3.10 There were 83 items of correspondence from residents of the areas objecting to the proposals in Hazeldene Meads, The Beeches, The Deneway, Waylands Avenue, Withdean Road and Woodland Drive. The comments/objections are listed in Appendix C.

Hazeldene Meads and The Beeches

- 3.11 There were 8 comments mainly objecting that the proposals didn't go far enough. The resident concerns have been considered although the proposed no waiting at any time is recommended to ensure that junctions are kept clear for safety reasons and not to control parking outside of residents' properties.
- 3.12 There has been a number of residents who have come forward requesting a controlled parking scheme and this was considered on the last Parking scheme timetable report presented to this Committee in October 2019. At that time it was recommended in the report that more residential support was needed to proceed with a consultation for a controlled parking scheme. It was also outlined in response to a petition at the same meeting that Members of this Committee would need to agree to this being an additional scheme starting in early 2022 following the work listed, or that this replaces another scheme consultation on the timetable with others starting later. Neither of these were taken forward as an amendment to the current agreed parking scheme timetable but will be considered in any future review of this timetable when presented to a further Committee.

The Deneway

3.13 There were 6 comments, objecting that the double yellow line proposals didn't go far enough and that the limited waiting parking proposals were not required in the layby. Whilst we appreciate the resident's concerns, the proposed no waiting at any time is recommended to ensure that obstruction to passing traffic was minimised whilst balancing the needs of resident's and their visitors that do need to park on-street. It is felt, however, that the limited waiting proposal should be withdrawn due to the number of objections to the loss of parking.

Waylands Avenue

3.14 No comments were received specifically to the proposed no waiting at time at this location.

Withdean Road

3.15 There were 16 comments, mainly supporting the proposals but wanting further restrictions. Whilst we appreciate the resident's concerns, the proposed no waiting at any time is recommended to ensure that obstruction to passing traffic was minimised and not to control parking outside of residents' properties. However, the comments have been noted and we have recently advertised further restrictions in this road due the correspondence received. Any comments or concerns outlined in writing during the consultation period can be reported back to a further Committee if applicable.

Woodland Drive

3.16 There were 8 comments, mainly supporting the proposals but wanting further restrictions. The proposed no waiting at any time is recommended to ensure that obstruction to passing traffic was minimised and not to control parking outside of residents' properties.

4 ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The main alternative option is doing nothing which would mean the proposals would not be taken forward.
- 4.2 It is, however, the recommendation of officers that the recommended proposals are agreed 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 and within the recommendations.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

7.4 It is assumed that the revenue costs of implementing the recommendations of this report will be contained with existing budgets with Parking Services and that any impact on revenue income (for example residents parking permits) will be immaterial. The financial position will be reviewed as part of monthly budget monitoring and annual budget setting.

Finance Officer Consulted: Jess Laing Date: 04/03/2020

Legal Implications:

- 7.2 The Council regulates traffic by means of orders made under the Road Traffic Regulation Act 1984. Procedural regulations require public notice of orders to be given and any person may object to the making of an order. Any unresolved objections to an order must be considered by the Environment, Transport and Sustainability Committee before it can be made.
- 7.3 The Council's powers and duties under the Highways Act 1980 and the Road Traffic Regulation Act 1984 must be exercised to secure the expeditious, convenient and safe movement of all types of traffic. The actions recommended in this report will assist in demonstrating that the Council is complying with its statutory duty.

Lawyer Consulted: Stephanie Stammers Date: 02/03/2020

Equalities Implications:

7.4 Consultation took place and 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:

7.5 No Sustainability implications identified.

Brexit Implications:

7.6 No Brexit implications identified.

Any Other Significant Implications:

None

Crime & Disorder Implications:

7.7 None

Risk and Opportunity Management Implications:

7.8 None

Public Health Implications:

7.9 None

Corporate / Citywide Implications:

7.10 None

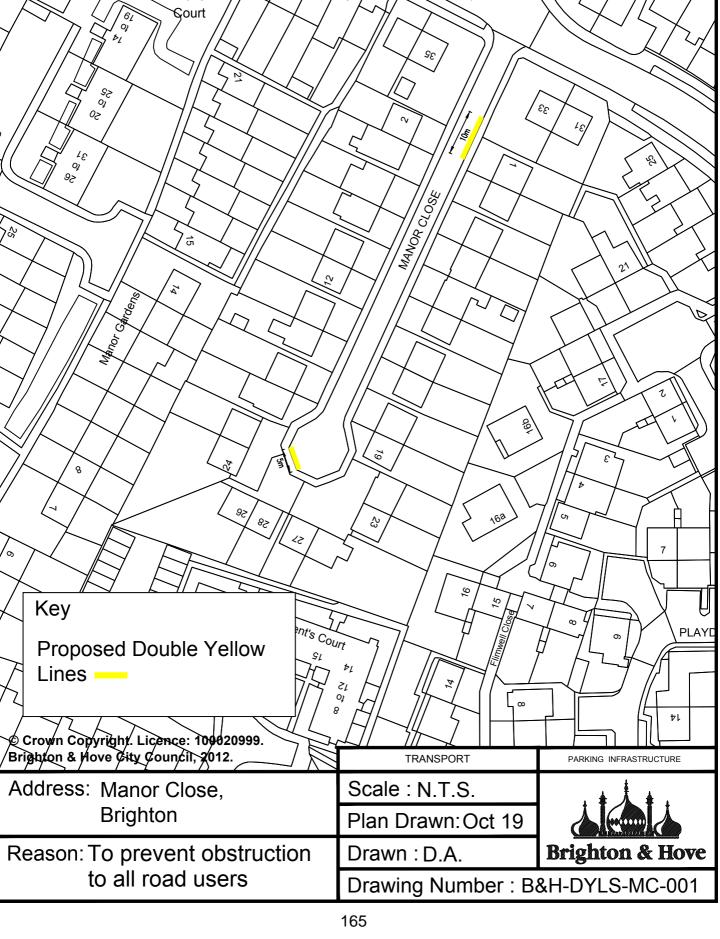
SUPPORTING DOCUMENTATION

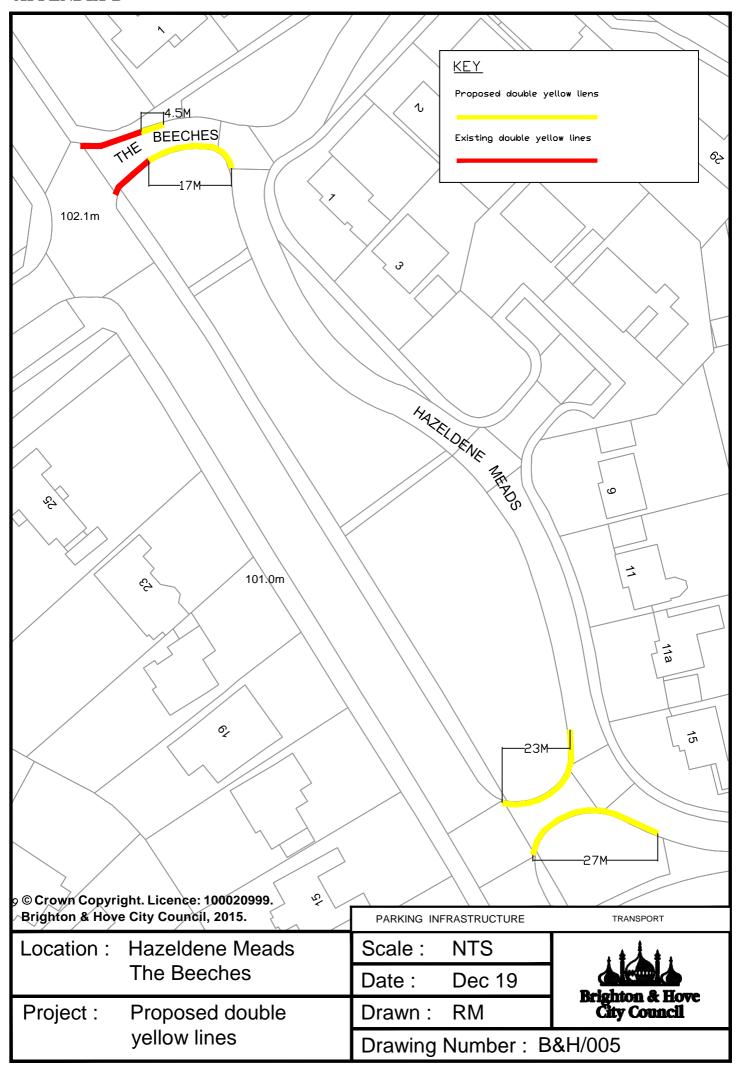
Appendices:

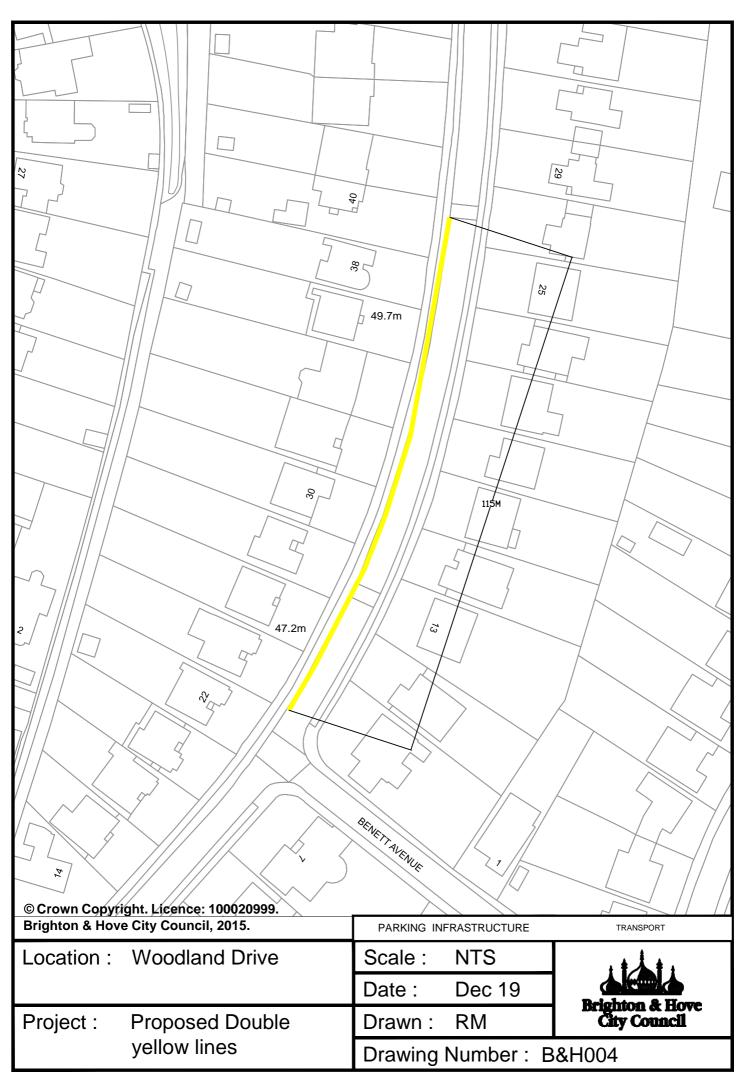
- 1. Appendix A TRO-33-2019 Manor Close plan
- 2. Appendix B TRO-41b-2019 Plans
- 3. Appendix C TRO-41b-2019 Comments

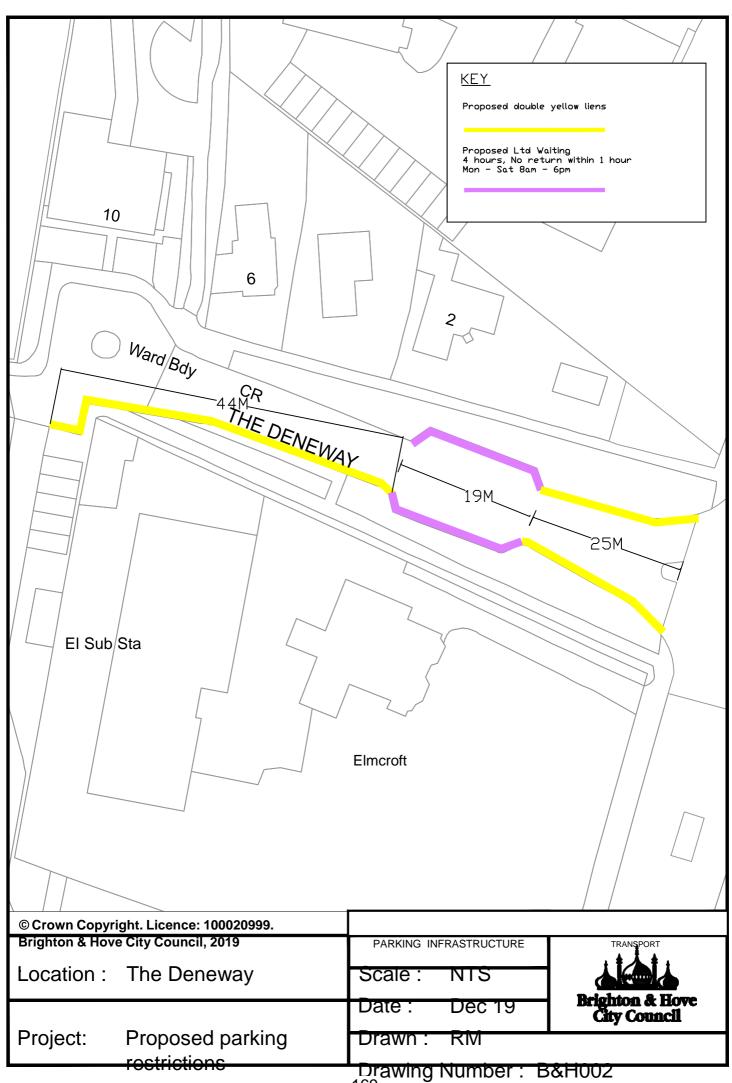
Background Documents

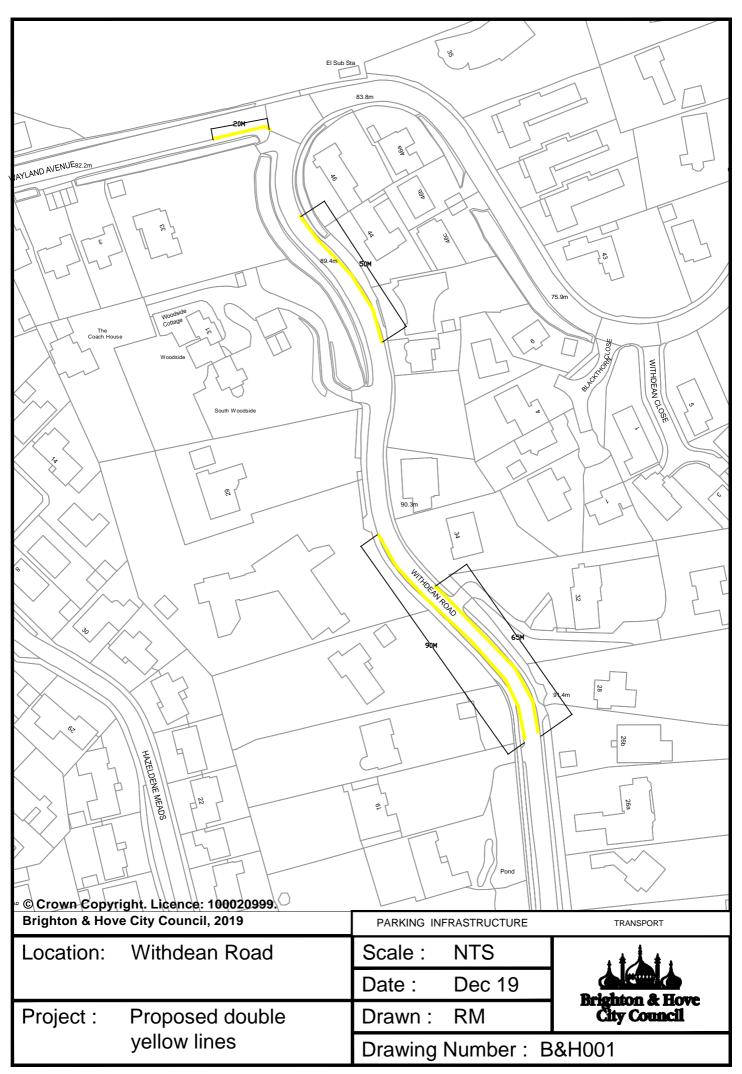
1. Agenda Item 34 Report to ETS Committee 8th October 2019











APPENDIX C

Who	Road	Object/Support	reasons
<u>Resident</u>	Hazeldene Meads	Object	Whilst the extension of the double yellow corners is welcomed; it is not sufficient enough. This will not resolve the heavily congested area, and extremely dangerous parking conditions residents suffer.
			The roads are not safe as drivers come up onto the pavement as they cannot get through the road. Full double yellow lines are needed throughout the area just as other areas are getting.
Resident	Hazeldene Meads	s Object	Objecting to the proposal for the simple fact that this is half a job done. The extension is not sufficient to solve the extensive horrendous issues residents face due to the parking on Hazeldene Meads. Neighbouring roads have been granted full extensions however this road seems to have been left out and parking problems are just as severe and is incredibly dangerous now.
			Cars are driving up on the pavement due to the roads being too narrow, residents are struggling to reverse out of thier driveways, and cars are speeding through the narrow roads only to get stuck where two cars are parked awkwardly. It is not acceptable to believe double yellow lines on the entrance of the cul-de-sac is sufficient.
<u>Resident</u>	Hazeldene Meads	Object	The extension of the double yellow lines at Hazeldene Meads are welcomed but simply don't go far enough to address the issues on the rest of the estate or address other pinch points and blind spots further up the road.
<u>Resident</u>	The Beeches	Object	The main goals of these lines should be to reduce the amount of vehicles parked long term with their owners presumably working in London. The Beeches and Hazledene Meads needs to be a safe environment where residents can negotiate their driveways easily and the councils and emergency vehicles can enter safely and stay on the road rather than damaging existing infrastructure. The yellow lines round The Beeches entrance need to go much further. This will also reduce the total amount of cars in the area and make it possible for council vehicles to access. The proposals for The Beeches yellow lines will have absolutely no beneficial effects.
<u>Resident</u>	Hazeldene Meads & The Beeches	Object	opposite driveways is making it very difficult for the residents to exit their properties. This sitution will become more challenging in the winter moths when the roads are icy. The proposed double yellow lines in The Beeches need to be extended by a further 2 metres
Resident	Hazeldene Meads	Object	The extension of the yellow lines does not go far enough. It does not address the main traffic and parking problems
<u>Resident</u>	Hazeldene Meads & The Beeches	Object	The Residents Objection to the Councils latest proposals. These last six months have become untenable, as a result of BHCC creating parking bay and other restrictions South West of Dyke Road Avenue, thus driving free parking across the Main Dyke Road onto our Estate. BHCC INSULT the Residents by suggesting ONLY limited Yellow Lines at the Entrance to the Estate. That proposal is TOTALLY unacceptable and contrary to everything we have spoken to BHCC these last 5 years and more.

<u>Resident</u>	Hazeldene Meads	Support	Support these proposals would point out that this in no way resolves the major issue that residents have in the hazeldene meads and beeches area of inconsiderate parking, long term abandonment of vehicles and constant flow of traffic looking for free parking, the issue was particularly bad over Christmas and New Year and can only be seen to get worse. Residents would still be looking for an introduction of parking restrictions in the area similar to the ones introduced in other areas of hove in September.
<u>Resident</u>	Goldstone Crescent	Support	As residents we would still be looking for an introduction of parking restrictions in the area similar to the ones introduced in other areas of hove in September Would suggest that residents in the Goldstone area are given another opportunity to vote for some form of residential parking permits as this seems to be a solution to the area being gridlocked due to parked cars everywhere from workers in the local offices.
<u>Resident</u>	Goldstone Crescent	Support	There is now far too much traffic congestion along Goldstone Crescent, and in fact to ease it further I would propose double yellow lines on both sides of the road
Resident	Goldstone Crescent	Support	Support the proposal for double yellow lines on goldstone crescent BUT are on the wrong side of the road? It's the other side of the road where everyone parks? There lines here will make no difference to the problem. Also, the lines need to extend to cover the area of the junction with Elizabeth Aveune
<u>Resident</u>	Goldstone Crescent	Support	Support lines across goldstone crescent but it needs double yellow all the entire way. Partial yellow line will not solve the problem
<u>Resident</u>	Goldstone Crescent	Support	Double yellow lines are definitely needed along this stretch of road however they are also needed on the opposite side as when turning into Elizabeth Avenue because of the cars parked on that side opposite the entrance to Elizabeth Avenueo you drive at least 10 metres on the wrong side of the road facing oncoming traffic.
			The proposals for Goldstone Crescent are totally inadequate and will not make the slightest difference to the severe traffic problems in Goldstone Crescent. because The real problem is that the carriageway is effectively reduced to one lane on the north side because of continuous parking along the south side of the road between Woodland Avenue and Nevill Avenue
<u>Resident</u>	Goldstone Crescent	Object	Double yellow lines should be painted on both sides of Goldstone Crescent all the way between Woodland Avenue and Nevill Way. Residents on the south side find it hazardous when exiting their driveways into what is effectively a single lane on the north carriageway because their visibility is severely restricted. The row of parked cars makes it dangerous for the many children who have to cross Goldstone Crescent before walking to Blatchington Mill and Aldrington schools.
Resident	Goldstone Crescent	Object	The propposal states double yellow lines on the North side of the road only. This won't have any positive effect. The double yellow lines need to be on both sides of the road. The proposal will NOT solve the problem, as the residential road is
			too busy for two way traffic and with one lane blocked by parked vehicles in the day time.

I	1		
<u>Resident</u>	Goldstone Crescent	Object	It is now difficult to safely exit out of Woodland Avenue into Goldstone Crescent when you have a bank of vehicles driving at you on the wrong side of the road. It will also transfer the two side parking problem further along Goldstone Crescent and its feeder roads, where there are no Double restrictions.
<u>Resident</u>	Goldstone Crescent	Object	Placing double yellow lines on one side of the road will not make any difference to the problems encountered at the moment. There are cars permanently parked on one side of the road so the carriageway is reduced to one lane. The road is very dangerous at the moment particularly at peak times as the cars speed up to get through before they have to give way and no one seems to want to be the one to do that.
<u>Resident</u>	Goldstone Crescent	Object	There are many cars which park opposite the junction for Elizabeth Road and Woodland Avenue, making it impossible for cars from these roads to exit into the Crescent. The northern end has cars parking along the side of the road, making the traffic clog and the bus is unable to move through the road. Unless you put yellow lines further up you will just push the problem out further.
<u>Resident</u>	Goldstone Crescent	Object	Double yellow lines on one side of a small portion of goldstone crescent will not resolve the dangerous traffic issues. People who leave their cars on this road during the day park on the opposite side of the road so it will not reduce parked cars. This will still cause single file traffic, traffic backed up in rush hour, dangerous driving and problems for buses and emergency vehicles to get through. Double yellow lines or permit parking need to be introduced on both sides of the road all the way down to prevent these issues. A
<u>Resident</u>	Goldstone Crescent	Object	new consultation on permits is needed. The proposal is completely inadequate to solve the current congestion along Goldstone Crescent. Currently a line of cars park all day along the south side of the road, this will just support that activity. Yellow lines on each side would improve the flow of traffic. As would a parking scheme.
<u>Resident</u>	Goldstone Crescent	Object	Double yellow lines does not resolve the issue of the parking, it will just further displace the traffic further into Goldstone Creasant and its sourounding roads. Also adding double yellow lines will not solve the severe traffic issues.
<u>Resident</u>	Goldstone Crescent	Object	Limited Double yellow lines in Goldstone Crescent will only result in moving the problem further down the road. If double yellow lines are introduced then they need to be introduced for the whole length of the road otherwise the congestion will continue.
<u>Resident</u>	Goldstone Crescent	Object	I strongly object to this proposal on the basis it is not going to solve anything. It has become a nightmare to turn into Elizabeth Avenue from Goldstone Crescent because of cars permanently parked on the North side. A single stretch of double yellow lines on the south side will have zero effect. Double yellows on both sides of Goldstone Crescent starting 100 yards before Woodland Avenue stretching to 100 yards after Elizabeth Avenue junctions.

<u>Resident</u>	Goldstone Crescent	Object	Double yellow lines only on one side of the Goldstone Crescent between Elizabeth Avenue and Woodland Avenue is pointless. Double yellow lines need to be painted on both sides of the road. Need to stop people from parking on-street to both side of Goldstone Crescent, espeacially near/between the junctions with Elizabeth Avenue and Woodland Avenue.
<u>Resident</u>	Goldstone Crescent	Object	Object to this as the proposed yellow lines are nowhere near enough and are on the wrong side of Goldstone Crescent to work properly. The double yellow lines should run on the South Side, especially before and after T junctions, the abysmal parking currently means drivers driving on the wrong side of the road for most of the time whilst travelling along Goldstone Crescent (both ways).
Resident	Goldstone Crescent	Object	There should be double yellow lines along Goldstone Crescent and Woodland Drive as per the Order but they will not solve the problem of bus (or car) movement along either of these roads. The double yellow lines need to be on both sides of the road.
<u>Resident</u>	Goldstone Crescent	Object	The proposals for Goldstone Crescent are totally inadequate and will not make the slightest difference to the severe traffic problems in Goldstone Crescent because of the continuous row of parked cars. The double yellow lines should be on both sides of the road and should be from the Woodland Drive/ Goldstone crescent mini roundabout to the King George junction, as the road is too narrow a road to have parking. There is a dangerous situation at the junction of Elizabeth Avenue and Goldstone Crescent where traffic coming out of Elizabeth Avenue has the choice of only one lane and often has to face a fast-moving traffic coming from either east – on the wrong side of the road – or from the west, because of the row of parked cars along the south side of Goldstone Crescent. Double yellows on the south
<u>Resident</u>	Goldstone Crescent	Object	side of the road would resolve that problem. Yellow lines on the north side of Goldstone Crescent between Elizabeth Avenue and Woodland Avenue will not solve the present problems. The whole of Goldstone Crescent between Woodland Drive and the bottom of King George V1 Avenue needs to be taken into consideration The obvious solution to the problem is to introduce further timed parking restrictions all along one side of Goldstone Crescent to stop all day. Double yellow lines be painted on the other side. A pedestrian crossing should be in place to assist the children trying to cross the road on their way to school or double yellow lines on both sides of Goldstone Crescent with a 20 mph speed limit and speed bumps
<u>Resident</u>	Goldstone Crescent	Object	The real problem is that the carriageway is effectively reduced to one lane on the north side of Goldstone Crescent because of parking along the south side of the road between Woodand Avenue and Nevill Way. The Council's proposal fails to solve that problem. The row of parked cars leads to traffic queues approaching from both directions which then block the road. Double yellow lines should be painted on both sides of Goldstone Crescent between Woodland Avenue and Nevill Way or at least a continuous yellow line on the south side.

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			There is a dangerous situation at the junction of Elizabeth Avenue and Goldstone Crescent where traffic coming out of Elizabeth Avenue has the choice of only one lane and often has to face a fast-moving stream of traffic. Double yellows or a single yellow line, would resolve the problem.
<u>Resident</u>	Goldstone Crescent	Object	These proposed plans don't address the parking and traffic problems experienced on Goldstone Crescent. Implementing a double yellow line on one side of the road will ensure cars park on the southern side of the street, effectively turning this stretch of Goldstone Crescent into a single carriageway where cars can only pass through in one direction at a time. There simply isn't space for cars to pass in both directions if you allow parking on one side of the street The only solution that solves the congestion issue and makes it safe for residents is to implement double yellow lines on both sides of the road.
<u>Resident</u>	Goldstone Crescent	Object	The proposal for double yellow lines to be painted on one side of the carriageway and will not solve the traffic queues from both directions this will continue. The simple answer is to paint double yellow lines on one side of the road as suggested and then restrict parking on the other side of the road on the same basis as applied for other parts of the area, i.e. none between the hours of 10 and 11am and 1 and 2pm between Monday and Friday.
<u>Resident</u>	Goldstone Crescent	Object	Painting yellow lines on the north side of Goldstone Crescent between Elizabeth Avenue and Woodland Avenue is a totally inadequate to the problems in this road. Parking needs to be restricted on both sides of the road. The carriageway is effectively reduced to one lane on the north side of Goldstone Crescent because of continuous parking along the south side of the road between Woodland Avenue and Nevill Avenue
			Potentially dangerous problem is the situation at the T- junction of Elizabeth Avenue and Goldstone Crescent. Parking in such situations opposite a T-junction is specifically identified in the Highway Code as potentially hazardous. It would be sensible at the very least, to paint double yellow lines on the south side of Goldstone Crescent directly opposite Elizabeth Avenue for 10m either side of the junction
<u>Resident</u>	Goldstone Crescent	Object	The parking has got almost impossible in the Goldstone Crescent area to Neville Way also taking in Elizabeth Ave and corner of Mill Drive. Something really needs to be done. Double yellow lines everywhere although some people will not take any notice of them as they still park on the double yellow lines now.
<u>Resident</u>	Goldstone Crescent	Object	Object to the proposal to paint double yellow lines on Goldstone Crescent between Elizabeth Avenue and Woodland Avenue. The current problem with traffic flow along Goldstone Crescent between Woodland Drive and Neville Way, is that the highway is reduced to one lane due to continuous parking along the south side of the road. The reduced flow of traffic along Goldstone Crescent causes tailbacks along the road, making it difficult for buses to get through and for residents along the south side of the road to access their property.

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			The councils proposals to point double yellow lines on the north side of Goldstone Crescent between Elizabeth Avenue and Woodland Avenue is a wholly inadequate response to the problem. It will not resolve anything as the situation will not changed because nobody parks there. The most sensible way to deal with the issue is to paint double
			yellow lines as proposed, with additional double yellow lines on the south side of Goldstone Crescent between Woodland Avenue and Neville Way.
Resident	Goldstone Crescent	Object	Object to this proposal as this needs double yellows to be on both sides of the highway
<u>Resident</u>	Goldstone Crescent	Object	It would be completely pointless putting double yellow lines down one side only on Goldstone crescent. It will make no difference at all to the current situation. There is not enough space on the sides the cars do park on for the flow of traffic to pull in when trying to avoid onward traffic. Put double yellow on both sides of the road or at least add single yellow line that means no parking in rush hour when the biggest issues occur.
<u>Resident</u>	Goldstone Crescent	Object	This proposal will make no difference to Goldstone Crescent as people already park on the opposite side of the road that you are proposing. Therefore the parking problem will remain the same. Whichever side you put the double lines the vehicles will park on the side without the yellow lines. Perhaps double yellow lines on both sides would be beneficial.
<u>Resident</u>	Goldstone Crescent	Object	Although glad this is being looked at and being taken seriously, the introduction of double yellows on a short stretch of Goldstone Crescent on one side of the road is completely inadequate. The road never functions properly due to parked or abandoned cars and the volume of traffic that flows through Goldstone Crescent. Parking restrictions for permit parking needs to be implemented.
		scent Object	The proposal is totally inadequate, there is virtually no parking taking place on the north side of the road. The problem lies with the unrestricted parking on the both sides, reducing the road to the equivalent of a single track with passing places.
Resident	Resident Goldstone Crescent		Double yellow lines are needed on both sides of Goldstone Crescent from the mini roundabout at the junction with Woodland Drive to the junction with Nevill Way . In addition double yellow lines are needed on the west side of Woodland Drive from the junction with Goldstone Crescent to Shirley Drive.
Resident	Goldstone Crescent	Object	This will make no difference to the problem. It needs to be on both north and south sides of Goldstone Crescent
Resident	Goldstone Crescent	Object	Although understand the reason for putting double yellow lines on the north side of Goldstone Crescent between Woodland Avenue and Elizabeth Avenue, unfortunately it will not solve the problem of inconsiderate parking. Suggest consideration is given to putting double yellow signs on both sides of the road for the whole length.
Resident	Goldstone Crescent	Object	One row of double yellow lines Along Goldstone Crescent will surely mean continued day parking causing chaos. Surely it would be much much better to have restricted parking bays (no parking between say 9-10am and 4-5pm) at staggered locations (either side of Goldstone Crescent).

<u>Resident</u>	Resident Goldstone Crescent	Object	The real problem in Goldstone Crescent is that the carriageway is effectively reduced to one lane on the north side of Goldstone Crescent because of continuous parking along the south side of the road between Woodland Avenue and Neville Way. The Council will fail to solve the problem if yellow lines are marked
			only on one side of the road between Woodland Avenue and Neville Way. The Council needs to go further by putting yellow lines on both sides of the road or introducing restrictions to parking between Woodland Avenue and Neville Way.
Resident	Goldstone Crescent	Object	Double yellow lines along this stretch of road will not help as the majority of cars park on one side of the road only. A single yellow line on both sides of the road would be preferable as it would stop all cars parking during the working day. The other alternative would be double yellow lines on both sides of the road.
<u>Resident</u>	Goldstone Crescent	Object	The proposals for a double yellow line on the N side of Goldstone Crescent between Woodland Avenue & Elizabeth Avenue is inadequate as it won't address the dangers & disruption caused by the continuous parking along the S aide of the road between Woodland Avenue & Nevill Avenue.
			Double yellow lines are needed along both sides of Goldstone Crescent all the way between Woodland Avenue & Nevill Way.
<u>Resident</u>	Goldstone Crescent	Object	The introduction of double yellow lines on one side of the road will have no impact at all. Drivers will continue to park the cars on the clear side of the road as they are now. The best resolution would be two have single yellow lines along both sides of the road with restrictions Monday to Friday until 6pm. This will keep the road clear and aid the flow of traffic and still enable residents and visitors to park in the evenings and weekends
<u>Resident</u>	Goldstone Crescent	Object	Goldstone Crescent, between the junctions of Woodland Avenue and Nevill Way is effectively reduced to one lane on the north side of the road due to continuous parking on the south side. It is pointless merely painting double yellow lines on the north side only as this wouldn't alleviate the current traffic situation as hardly anyone parks there anyway as this would effectively block the road if they did. Instead double yellow lines should be painted on both sides of the road then the traffic will keep flowing.
<u>Resident</u>	Goldstone Crescent	Object	The proposed yellow line on the north side only will achieve nothing as cars tend to park only on the south. Fail to understand why yellow lines have not been proposed for both sides.
<u>Resident</u>	All Road TRO-41b- 2019	Support	Since the introduction of Zone P, the roads in this order have been plagued with unsafe parking, in particular on blind bends and narrow sections creating increased accident risk. Whilst I support the order disappointed that it does not go far enough. All blind bends and junctions on all these streets should be protected with yellow lines.
<u>Resident</u>	All Road TRO-41b- 2019	Support	These changes are to be welcomed as since the introduction of CPZ P, this area has been plagued by inconsiderate parking causing obstructions and safety issues. Suggest that wider restrictions are necessary, such as an extension to the proposed lines both north and south of the current plans in Withdean Road.

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<u>Resident</u>	Withdean Road	Support	Will prevent parking that is causing dangerous driving following the increase in traffic flow and dangerous parking resulting in driving on pavements and at times resulting in the road becoming blocked by cars being unable to pass parked cars.
Resident	Withdean Road	Support	Sensible proposal to improve safety and reduce congestion - however does not go far enough as Double Yellow Lines need to placed further North.
<u>Resident</u>	Withdean Road	Support	Support the proposal but have comments on how to improve it. It would be much appreciated if a parking restriction put across our drive, it would give enough space to pull out of the drive to the north. Currently have a single yellow line across the top of the drive that does not go far enough to allow a safe view from the drive when cars are parked right up against the edge of the single yellow line.
<u>Resident</u>	Withdean Road	Support	Support the proposal but could you extend the double yellow lines further than you have on Withdean Road, also the double yellow lines should extend further round the corner onto Waylands Avenue as that is a really dangerous corner whether turning right or left from Withdean Road and Withdean Road coming up the hill from the stadium is a terrible blind corner.
<u>Resident</u>	Withdean Road	Support	Support the proposal for Withdean Road. However, the new yellow lines do not go far enough south from the planned lines. With inconsiderate parking taking place, vehicle egress is often impossible for residents with driveways in this location. It would be a fairer and less hazardous solution to extend the yellow lines south, to the existing lines at the junction with Tivoli Crecent North.
<u>Resident</u>	Withdean Road	Support	Great to see prompt action being taken. This will prevent parking that is causing dangeous driving following the increase in traffic flow and dangerous parking resulting in driving on pavements and at times resulting in the road becoming blocked by cars being unable to pass parked cars. Not included is double yellow lines opposite 40/42 Withdean road on westbound side that creates risk of cars parking on this stretch
			that is on a curve a create same issues are seen previosly. Would ask the Council to consider extending the scheme to cover this area.
Resident	Withdean Road	Support	Support this proposal, but the sight lines when emerging from property (number 28) which is downhill, would still be entirely blocked by parked vans and cars. Please extend yellow another 15 metres North on the downhill side for this reason of zero visibility
<u>Resident</u>	Withdean Road	Support	I support this proposal as there is an urgent need of yellow lines on Withdean Road in particular to prevent dangerous parking and driving. Concerned that the proposed lines do not extend far enough South or North.
<u>Resident</u>	Withdean Road	Support	Reluctantly support the proposal because it is better than what is currently here, however this is not what was petitioned for and should be much better. Believe that on the side of the road with even numbered properties, the DYLs should run all the way from where there is currently a SYL outside number 22, right the way up to number 46. Between numbers 34 and 42 is a dangerous bend and there is no way anyone should be allowed to park there
Recident	Withdean Road	Sunnart	This might help stop some of the kerb driving, increased emissions and blocking caused by more cars, vans, campers and dumped vehicles parking and obstructing the blind bends.

<u>itesiueitt</u>	vvitilucali Noau	σαρροιτ	This TRO does not cover 34, 36 or 38 which are caught between 2 blind bends and is the narrowest part of the road. There is no pavement on this side also. This TRO will simply move the problem along the road not solve it.
<u>Resident</u>	Withdean Road	Support	Support this proposal BUT the proposed yellow lines do not extend nearly far enough either to the north or to the south. If the lines are as limited as proposed, people will park their vans and cars and caravans in the road and there will be trafiic chaos as there was before which led to a large numbers of potentially dangerous incidents. The lines should extend the entire length of the road.
			Since August 2018 when the new parking restrictions within the Controlled Zone between Dyke Road and Goldstone Cresecent came into effect Withdean Road has been blighted by out of area owners leaving their cars parked on the unrestricted parts of this road causing hazardous driving conditions.
<u>Resident</u>	Withdean Road	Support	The proposed introduction of new yellow lines on Withdean Road is a much needed and hugely welcome. The proposals however do not go far enough and as such in their current form do not adequately address the traffic needs as they are leaving significant gaps in their coverage along Withdean Road. Urge B&H Council to modify the proposal to extend yellow line restrictions througout the whole length of Withdean Road so that whole day parking cannot take hold any longer on this road at any point or stretch.
<u>Resident</u>	Withdean Road	Object	Object to this proposal although pleased with the introduction of the yellow lines, the proposed lines should be extended both north and south of the current plans. This would ensure there will be no hazardous blind bend parking and at the same time increase visibility for residents attempting to leave and enter their own driveways.
<u>Resident</u>	Withdean Road	Object	Agree to most of the proposed yellow lines in Withdean Road, however the yellow lines are not necessary outside no.44 Withdean Road. This provides one safe parking space which is useful for visitors or workmen attending the houses nearby.
<u>Resident</u>	Withdean Road	Object	Inspected your proposals for double yellow lines in Withdean Road, would suggest that a much more comprehensive approach is required. In addition to extending your current plans both north and south of proposed new restrictions, would suggest that a further area of restricted parking would be very beneficial along the dangerous and winding section of Withdean Road that runs down to the old stadium entrance. Parking on this part of the road regularly pushes vehicles to the wrong side of the road when driving up the hill. This is a dangerous as the road has several blind bends.
<u>Resident</u>	Withdean Road	Object	Road is a rat run and although the proposed changes to include double yellow line are very welcome they do not go far enough. Cars will still be able to park on corners and there will inevitably be accidents. The length of lines planned for Wayland Ave at the Withdean road junction is far too short. It is a difficult junction to pull out of and the small addition to the lines planned will still mean a blind exit if turning right.

<u>Resident</u>	The Deneway	Object	Support the double yellow lines on the South and East side of the Deneway, but do not think this goes far enough. In addition this falls way short of the road markings required to make a busy, complicated, main access route into 'lower' Westdene safe, including children walking to and from schools, residents of Westdene accessing buses on the London Road, and it fails to address the flow of traffic and lack of road markings on the West side of the Deneway and on the North East side around the roundabout. However I do not think that 4 hour bays are the solution to the lay-
<u>Resident</u>	The Deneway	Object	bys and feel this supports the vets but may meet resistance. Welcome your proposals to alter the parking arrangments in The Deneway. The Parking in the immeadiate area of the junction with London Road is a big concern in terms of safety and traffic flow. Your proposal will sort this problem out.
			However one problem has been overlooked. Some residents have vehicles that are not used everyday and are parked in The Deneway during the day. The proposed scheme will result in these vehicles parked on the road in the unrestricted zone. If the parking bays where left unrestreicted then the resident can park here well out of the way of the traffic flow. If there is no place for these vehicles to park then owners will be forces to park then in another road possibly creating a problem elsewhere.
Resident	The Deneway	Object	Object to this proposal as work in the residential building at the Deneway and know a number of staff need to regularly use street parking.
<u>Resident</u>	The Deneway	Object	Object to this proposal as it would be detrimental for people who work in the road, but also to the clients accessing the service and visitors to the site.
Resident	The Deneway	Object	Object to this proposal as on street parking needed for residents and staff at the RISE supported housing project
<u>Resident</u>	The Deneway	Support	Although support the proposal to the lower section of the Deneway, disappointed that the double yellow lines are not going to be continued under the bridge passed the New Priory Vets heading towards Eldred Avenue. Many of the residence in Lions Dene have expressed concerns many times of the blind spots that they have to encounter when crossing the road to reach the parade of shops on Eldred Avenue . Please can these be revisited with consideration being given to this important point.
<u>Resident</u>	Woodland Drive	Object	The Road is heavily impacted by the implementation of parking zone P, which has displaced cars onto the nearest roads, Woodland Drive being one of them. The impact of putting double yellow lines on one side only will be for the cars to park on the opposite side of the road. It does not solve the problem, it simply moves it across the road. The double yellow lines extend only a short way along the road, not even up to the junction with Shirley Drive. Again, you are just going to move the problem a few yards up the road.
<u>Resident</u>	Woodland Drive	Object	The council have deliberately put this order out over the festive season, residents have NOT been informed of this by letter so I request an extension in time is made immediately and ALL residents informed of this proposal.

<u>Resident</u>	Woodland Drive	Object	It would appear that no notice has been given to the residents of Woodland Drive. The period of consultation between 19th December to 17th January is insufficient time to consult the residents within this area
<u>Resident</u>	Woodland Drive	Object	Whichever side of the road you put yellow lines, it would make no difference, as recently the parking seems to have evolved into just being down that side, but there is still constant congestion. It is absolutely imperative that the council stops parking on BOTH sides. This road is too narrow and busy to have consistent parking down any side. Please will the council listen and put yellow lines on both sides of this part of Woodland Drive, i.e. from Bennett Drive to Shirley Drive.
<u>Resident</u>	Woodland Drive	Object	Proposing to put yellow lines in Woodland Drive on one side only. This will not alleviate the problems that are currently happening, there has been a number of problems with cars buses delivery vans etc not being able to get through and a few cars have been damaged.
<u>Resident</u>	Woodland Drive	Support	Support this proposal as daytime parking along Woodland Drive has inroduced point of traffic conlict along the route as northbound vehicles hop from gap to gap to avoid southbound traffic. In fact it needs double yellow lines on both sides of the street.
<u>Resident</u>	Woodland Drive	Support	Although support the proposals to have double yellow lines on the lower stretch of Woodland Avenue, wonder if double yellow lines on both sides of the road would be preferred. Since the parking scheme was introduced in September 2019, one side of Woodland Drive has become a permanent parking area.
Resident	Woodland Drive	Support	100% in support of the extent of the works currently proposed which I believe would greatly inprove road safety and traffic management on this particular stretch of highway.
<u>Resident</u>	Goldstone Crescent & Woodland Drive	Object	Proposed yellow lines in Goldstone Crescent and Woodland drive is an Inadequate solution and will not resolve the traffic problems and safety issues to pedestrians and drivers. The proposed solution displaces the problem rather than solving it. Yellow lines on one side of both of these roads will result in a line of cars on the other side. Neither road is wide enough to handle twoway traffic along with parked cars.
Resident	Goldstone Crescent & Woodland Drive	Object	The proposed solutions for Goldstone Crescent and Woodland Drive are woefully inadequate. Recent parking changes in the Goldstone Valley are have meant that our previously quiet streets are now overcrowded with parked cars, causing both traffic congestion and severe safety issues for pedestrians. To resolve the local impacts would need to extend the yellow line schedule along both sides of Goldstone Crescent, both sides of Woodland Drive, and all of the surrounding roads.
<u>Resident</u>	Goldstone Crescent & Woodland Drive	Support	With increased parking in Woodland Drive and Goldstone Crescent since area P was introduced, there is major congestion and the 21 bus and other road users are having great difficulty using these roads. I would support double yellow lines on both sides of these roads for their entire length as these are major arterial roads into and out of Hove.

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 84

Brighton & Hove City Council

Subject: Traffic Regulation Orders - Objections to Orders

related to new Developments

Date of Meeting: 17th March 2020

Report of: Executive Director, Economy, Environment &

Culture

Contact Officer: Name: David Farnham Tel: 01273 292368

Email: david.farnham@brighton-hove.gov.uk

Ward(s) affected: St Peter's and North Laine, Queen's Park, Central

Hove, Hollingdean & Stanmer.

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to present to Committee the purpose and basis of proposed alterations to traffic regulation orders [TRO] relating to four separate developments, which have been objected to through consultations, and to seek a decision.
- 1.2 This report considers the comments, support and objections received in consultation of amendment Traffic Regulation Orders associated with developer-led highway improvement schemes that are being pursued via Highway Agreements. The need for these schemes was secured in various Planning Consents for proposed new developments typically within associated Section 106 Agreements.
- 1.3 The four TROs are:
 - TRO-43-2019 Queen Square amendments to parking spaces and restrictions.
 - TRO-40b-2019 Circus Street (Phase 2) this order would introduce a one-way in Circus Street.
 - TRO-36-2019 Kingsway this order will introduce no loading at any time on parts of Kingsway and St Aubyns South and a new loading bay in Kingsway.
 - TRO-17-2019 Freehold Terrace This order will extend double yellow lines in Freehold Terrace and will also introduce One-Way restriction in Freehold Terrace northwards and eastwards.
- 1.4 Within each section of this report that follows the above TROs will be considered in turn except where common information or recommendations apply to all.

2. RECOMMENDATIONS:

TRO-43-2019 Queen Square

2.1 That the Committee, having taken into account of all the duly made representations and objection, approves the order above as advertised for Queen Square.

TRO-40b-2019 Circus Street (Phase 2)

2.2 That the Committee, having taken into account of all the duly made representations and objection, approves the order above as advertised for One Way Restriction in Circus Street.

TRO-36-2019 Kingsway

2.3 That the Committee, having taken into account of all the duly made representations and objection, approves the order above as advertised for Kingsway.

TRO-17-2019 Freehold Terrace

2.4 That the Committee, having taken into account of all the duly made representations and objection, approves the order above as advertised for Freehold Terrace.

3. CONTEXT/ BACKGROUND INFORMATION

TRO-43-2019 Queen Square:

3.1 This TRO relates to the redevelopment of the former ice rink and number 11 Queen Square. These are being replaced with a 5no storey building that will provide 26no residential units (C3) and office use (B1 or A2) at lower ground floor level, with associated works. The scheme was first granted planning permission in 2012 under application BH2012/00782 and the original full planning description is as follows:

'Demolition of former Ice Rink and number 11 Queen Square and erection of a 5no. storey 56 room serviced apartment hotel with a restaurant/café at lower ground floor level and associated ancillary facilities, incorporating creation of outside seating area, new service area, 3no. car parking spaces and cycle spaces.'

- 3.2 As part of the planning decision a Section 106 obligation was secured which required the developer to design and implement a scheme of highway works, at their expense, in Queens Square, doing so via a Section 278 agreement with the Highway Authority. This was based upon a preliminary design within the Applicant's Transport Statement.
- 3.3 The highway works are improvements to the public realm including a new, wider footway at the northern end of the square, rearrangement of car and motorcycle

- parking, bins, cycle hoops, and replacement street trees. This technical design has received Technical Approval subject to the outcome of this TRO decision.
- 3.4 The proposed TRO provides two disabled parking spaces for the hotel and retains one zone Z residential parking space, approved as part of the Planning Consent. It removes two existing zone Z residents' parking spaces. These spaces did not include a pay and display option.
- 3.5 There were formerly three zone Z residents only bays and one disabled parking bay in a chevron arrangement, all located along the head of the square at its upper northern end. The approved planning scheme, as enabled by the highway works, introduces a new extended area of footway there. It also requires two onstreet disabled parking bays to be provided for the hotel, necessitating the addition of one additional bay to add to the single bay already there.
- 3.6 Accommodating the new area of footway and the additional disabled bay has required the loss of the two resident's spaces. This is due to the limited space within the square and the need to accommodate other existing demands, such as a large taxi rank, vehicular entrances and related turning space for vehicles.
- 3.7 The Hotel is now constructed. The Highway works are under construction further to a Section 278 Agreement and are due to be completed imminently.
- 3.8 The TRO is required to formalise the arrangement reflected within this by removing parking spaces that have been built over with new footway and by introducing the additional disabled parking spaces required by the Planning Consent.

TRO-40b-2019 Circus Street (Phase 2):

3.9 This TRO relates to redevelopment of the former municipal markets at Circus St into a large, mixed-use development. This was granted planning permission in 2015 under application BH2013/03461. The full planning description per the original application is as follows:

Demolition of existing buildings and replacement with a mixed use development comprising of: a part 5 (6 storey equivalent)/part 7 storey University of Brighton Library and Academic Building (Use Class D1); a 3 storey (4 storey equivalent) Dance Space building (Use Class D2): a 7 storev office building (Use Class B1 incorporating a maximum of 1,360 sg. m Gross Internal Area (GIA) of office Class B1 office, research and development space); student accommodation (Sui Generis) providing up to 450 bed spaces in 4 buildings (Student Cluster E and G part 6/part 8 storey, Student Cluster F part 6,7 and 8 storey and Student Cluster H part 6/part 13 storey (with recessed top 13th storey)); 142 residential apartments (Class C3) consisting of 57 x 1 bed, 81 x 2 bed and 4 x 3 bed units in 4 buildings (Building A part 7/part 10 storey, Building B part 7/part 8 storey and Buildings C and D both 6 storey); with ancillary retail (A1) café/restaurant (A3) and/or commercial (B1) within the ground floor of part of student cluster buildings G and H, part of office building and part of residential buildings A, B, C and D; new public realm and associated infrastructure including provision of 38 undercroft parking spaces below the student cluster buildings (including 16 onsite disabled parking spaces), on site cycle parking, and highway works including a narrowing in width of Circus Street.

- 3.10 Importantly, the scheme approved at planning permitted Circus St to be substantially narrowed through statutory "stopping up", with the new development being constructed on the former highway space. This would clearly require a substantial redesign of the much narrowed highway, and a S106 obligation was secured at planning requiring the developer to design and implement a suitable scheme, at their expense, via a Section 278 agreement with the Highway Authority.
- 3.11 The main building works at Circus St are now substantially progressed.

 Meanwhile, the Highway Authority have agreed in principle a scheme of highway improvements for Circus St and other affected roads. This is subject to the approval of a number of TROs, including that presented here. These propose that Circus St become one-way northbound from Kingswood St to Morley St, and that a Restricted Parking Zone is be implemented. Under the latter, parking, waiting and loading is restricted to marked bays only. These will include loading bays and disabled parking bays. The one-way restriction is required due to road safety and the reduced width of road space available following the earlier stopping up works and constructions of buildings on former highway space. A counter-flow cycle facility was considered by the designers and discounted following road safety audit.
- 3.12 Kingswood Street will alter at the western end only. This is to improve visibility to the pedestrian crossing and regularise the double yellow lining adjacent to the junction with Circus St. This is necessary to allow alterations to the plan layout of Circus St as part of the Development. The TRO for this alteration received no objections and is not considered in this report.

TRO-36-2019 Kingsway:

3.13 This TRO relates to the redevelopment of the site of the former Texaco garage and Alibi Public House. These are replaced with a mixed-use scheme including a food store. This received planning consent in 2017 (BH2016/02756) and the full planning description is as follows.

Erection of 55 No. residential apartments and 375 sq.m of retail floorspace (A1 Use Class) in a new building of between 2 and 9 storeys together with associated parking and landscaping; a change of use of the ground floor of the former Alibi Public House to an A1 café, and conversion of the first, second and third floors to provide 3 No dwellings.

- 3.14 Importantly, the A1 Use Class component is to consist of a food store at ground floor level, fronting onto Kingsway. To allow goods delivery vehicles to serve this, the introduction of a new on-street loading bay was secured at planning via a Section 106 agreement. This required the developer to design and deliver a scheme of highway works, at their expense, to introduce it via a Section 278 agreement with the Highway Authority.
- 3.15 The size of delivery vehicle is controlled by Planning Condition and Service & Delivery Management Plan.

- 3.16 Identifying an appropriate design has proven complex due to concerns about how waiting lorries might obstruct visibility for drivers emerging from St Aubyns. To overcome this, a number of options where tested with safety specialists. After some modification, the scheme associated with this TRO was developed from one of the better performing options. In this, the proposed loading bay is carefully positioned so as not to obstruct either the through-flow on Kingsway or the sightline from St Aubyns South. The remainder of the frontage will have noloading restrictions added to the existing no-waiting at any time restrictions. This is to make sure that the area in front of the loading bay is kept clear at all times so that large vehicles using the loading bay have room to manoeuvre into the bay without having to drive over the footway. The waiting and loading restrictions will ensure that the junction is kept clear of parked vehicles making it safer for all road users. These proposals incorporate the recommendations of a further road safety audit of the detailed technical design.
- 3.17 The construction of the buildings is complete and these are now awaiting occupation. The s278 highway works have not yet commenced. Whilst these have been agreed in principle, final approval and signing of a related s278 agreement will be contingent on the approval of the TRO being considered here. This is because the proposals will not be feasible with the proposed TRO restrictions. The completion of the highway works is a Pre-Occupation requirement within the Section 106 Agreement.

TRO-17-2019 Freehold Terrace:

3.18 This TRO relates to a purpose-built student housing development at 52 Hollingdean Rd, on the north-west corner of its junction with Freehold Terrace. This was granted planning in 2015 under application BH2014/01637. The original full planning description is as follows:

Demolition of all buildings at 54 Hollingdean Road and erection of a part 3, 4, 5 and 6 storey building (plus basement) to form 205 student rooms (181 cluster bedrooms, 19 studios and 5 accessible rooms) with kitchen and common room facilities, cycle storage and refuse facilities. Associated works include photovoltaic panels on the roof of 6th storey, roof gardens on 3rd, 4th and 5th storeys and general planting and landscaping of grounds. Demolition of 46 Freehold Terrace and erection of a 4-storey building comprising 8 affordable housing units. Change of use and refurbishment of 52 Hollingdean Road from A1 retail with residential above to form an associated management suite including reception, offices, toilets, laundry facilities and staff kitchen.

3.19 Freehold Terrace is currently two-way. However, it is an extremely narrow road for much of its length – and particularly so at the Hollingdean Rd end in front of the proposed development. Between the junction and sharp-bend passing space for cars is inadequate and can be as little as 3.4m. Further, the bend limits the ability for road users of all kinds entering from Hollingdean Rd to see if opposing traffic is approaching. This poses a substantial safety concern. Whilst it currently includes double yellow waiting restrictions to both sides of the carriageway for most of its length, there are gaps in front of the proposed development owing to a former vehicle access. This is to be removed and reinstated as footway

- 3.20 A Section 106 obligation was secured with the Planning Consent for the proposed development. This requires a highway scheme to be agreed and implemented, at the developer's expense via a Section 278 agreement, to deliver certain improvements. Amongst other things these include the introduction of a one-way scheme for Freehold Terrace. Satisfactory completion of these improvements is a pre-occupation requirement for the new development.
- 3.21 The TRO provides for the extension of double yellow lines to restrict on-street parking to the front of the development, including the location of the reinstated vehicle crossing. It also allows provides for Freehold Terrace to be made oneway northbound for traffic, as required as part of the Planning Decision.
- 3.22 The construction of the highway improvement scheme is finalised. However, in order for the proposed improvement scheme to be completed, such that the development can be occupied, the TRO to implement changes to the waiting restrictions and one-way working first needs to be made.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

TRO-43-2019 Queen Square:

- 4.1 Two objections were received as part of the TRO consultation process. Both relate to the removal of the 2 on-street residents parking spaces.
- 4.2 One of the objections requests that at least one resident's bay remains. This is achieved by the proposed TRO which allows for one remaining residents bay.
- 4.3 The other objection refers to the taxi rank being extended. This appears to be a misunderstanding as the taxi rank location and length is marked in accordance with the now expired Temporary Traffic Regulation Order and will not alter under the Permanent TRO. It is also concerned with whether alternative locations for parking bays could be found.
- 4.4 There is not available space within the area of works to provide an alternative option which incorporates additional parking bays. The previous underlying no waiting at any time restriction on the western side and northern end of the street must remain to allow for carriageway lane and turning space
- 4.5 The decision to provide two disabled spaces and the public realm improvement which provides a new footway was effectively taken at planning committee by virtue of the planning consent, the result of this is the loss of two residents' bays.

TRO-40b-2019 Circus Street (Phase 2):

4.6 As part of the consultation on the TRO for the one-way arrangements, a single objection was received. This was submitted by a representative of the local cycle campaign and was on the basis that no contra-flow cycling facility is included in the order. The objector requested various items of information, including details of the design organisation and road safety audit. These have been provided to them and the objector has since confirmed that they wish to uphold their objection. Amongst other things they have noted that contra-flow cycling is permitted on other streets in the city that are also narrow.

- 4.7 As noted above, an alternative design to that reflected in the TRO presented here was considered earlier in the development of this scheme. This involved a one-way "level surface" scheme which included also a contra-flow cycle lane. However, this raised several concerns. Importantly, during an independent road safety audit it was recommended that the contra-flow facility be removed as there was concern that there was not enough space for cyclists and motorists to pass safely and additionally that this could result in cyclists using the notional footway leading to conflict with pedestrians. This recommendation led to revisions to the scheme, including the removal of the contra-flow cycle facility.
- 4.8 In view of the independent safety recommendations, officers are unable to recommend the provision of a contra-flow cycle lane with the proposals to address the objector's concerns.
- 4.9 A separate TRO to make Circus St into a Restricted Parking Zone and to amend parking and loading restrictions received no objections at consultation. Though that is not covered by this objection report, changes to the TRO to introduce oneway working would likely require it to be amended via a further TRO consultation before the highway works could be formally approved.

TRO-36-2019 Kingsway:

- 4.10 Nine objections were received as part of the TRO consultation together with one response in support.
- 4.11 The nine objections all express concern about the ability to safely exit St Aubyns South onto Kingsway with a delivery vehicle positioned in the loading bay. Many of the objections reference the construction phase of the project and temporary stopping or parking on the highway by construction vehicles as well as the previous arrangement when the site was a petrol filling station and large vehicles occasionally parked adjacent to the St Aubyns exit.
- 4.12 As discussed above, the current design proposal that this TRO supports arose from the testing of various alternative options to overcome officer's own safety concerns whilst still providing the loading bay required by the Planning Consent.
- 4.13 We have responded to all the objectors to set out the design more clearly. This is because some comments suggest that the objectors may be unaware of the design changes that have been made to the proposals since planning stage and that the design has undergone close technical scrutiny following testing of various alternative options. Other comments suggest that it may be incorrectly assumed that behaviour observed during the temporary construction phase will continue when the new formal facilities for the food store are constructed, despite the physical changes to the road layout proposed.
- 4.14 Since the proposals have been through substantial design testing to avoid the safety concerns that have been raised, and have since passed a road safety audit, the officer recommendation is that the TRO is made without modifications.

TRO-17-2019 Freehold Terrace:

- 4.15 The response to the TRO consultation from the Traffic Management department of Sussex Police was positive and supportive of the proposal. However, two objections were received in regard to the introduction of one-way working. These were owing to concerns about loss of permeability for cyclists.
- 4.16 In the opinion of officers, the proposed one-way system will enhance safety for the cyclists as the available carriageway width will increase whilst vehicles will not be permitted to park on the road. Officers also consider that cyclists residing at Freehold Terrace should not see their journey times increased significantly due to the proposed one-way system. Those residing in existing properties backing on to Freehold Terrace wishing to travel eastbound will be unaffected. Those wishing to travel westbound would need to do so via Popes Folly. However, the detour for most will be small. The entrance to the cycle store of the new student development is only ~15m from the junction. Students wishing to travel west along Hollingdean Rd are likely to push their bikes this short distance along the footway to avoid going around the one-way system.
- 4.17 The officer recommendation is that the TRO be made without modification.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The TRO process involves public consultation. TROs can only be made in accordance with a statutory process. This requires orders to be consulted upon before they are implemented and allows for objections. If objections are received then local constitutional process is that Committee must consider if the proposed TRO is removed or made.
- 5.2 All four TROs are associated with Planning Applications and consents which have included consultation and representations from all stakeholders and interested parties.

6. CONCLUSION

6.1 The recommendation of officers is that all four TROs are approved without alteration.

7. FINANCIAL & OTHER IMPLICATIONS:

7.1 There are no costs to the council associated with the implementation of the traffic orders recommended in this report. It is estimated that the impact on parking income would be immaterial and therefore would not require any amendments to current budgeted assumptions.

Finance Officer Consulted: Steven Bedford Date: 18/02/2020

Legal Implications:

7.2 The Traffic Management Act 2004 places a duty on local traffic authorities to manage the road network with a view to securing, as far as reasonably practicable, the expeditious, convenient and safe movement of all types of traffic.

The Council regulates traffic by means of traffic regulation orders (TROs) made under the Road Traffic Regulation Act 1984 which can prohibit, restrict or regulate the use of a road, or any part of the width of a road, by vehicular traffic.

7.3 After the public notice of proposals for a TRO has been advertised any person can object to the making of the TRO. Where there are unresolved objections to a TRO, then the matter must be returned to the Environment Transport & Sustainability Committee for a decision. The Committee can decide to make the TRO unchanged, to make it with modifications that reduce the restrictions or not to proceed with it.

Lawyer Consulted: Stephanie Stammers Date: 17/02/2020

Equalities Implications:

- 7.4 No Equalities Impact Assessment has been carried out nor is planned. No specific Equalities Act related discrimination is identified.
- 7.5 General consultation with the public took place as part of the TRO advertisement process to ensure among other considerations that the needs of the local population were met. The needs of all road users have been considered in the siting of locations.
- 7.6 The proposed highway works are a part of a Planning Consent and associated Section 106 Obligation and the decision to implement those works was taken at that time.

Sustainability Implications:

7.7 None

Brexit Implications:

7.8 None

Crime & Disorder Implications:

7.8 None

Risk and Opportunity Management Implications:

7.9 None

Public Health Implications:

7.10 None

Corporate / Citywide Implications:

7.11 None

Any Other Significant Implications:

7.12 None

SUPPORTING DOCUMENTATION

Appendices:

TRO-43-2019 Queen Square:

- 1. Queen Square TRO Advert Plan and Statement of Reasons
- 2. Queen Square Highway Works Plan
- 3. Queen Square Summary of Consultation Objections

TRO-40b-2019 Circus Street (Phase 2):

- 4. Circus Street TRO Advert Plan and Statement of Reasons
- Circus Street Highway Works Plan
 Note No summary of objections, single objection is addressed in main report.

TRO-36-2019 Kingsway:

- 6. Kingsway TRO Advert Plan and Statement of Reasons
- 7. Kingsway Highway Works Plan
- 8. Kingsway Summary of Consultation Objections and Further Information Provided

TRO-17-2019 Freehold Terrace:

- 9. Freehold Terrace TRO Advert Plan and Statement of Reasons
- 10. Freehold Terrace Highway Works Plan
- 11. Freehold Terrace Summary of Consultation Objections

Background Documents:

TRO-43-2019 Queen Square:

1. Planning Consent BH2012/00782 and later variations to this.

TRO-40b-2019 Circus Street (Phase 2):

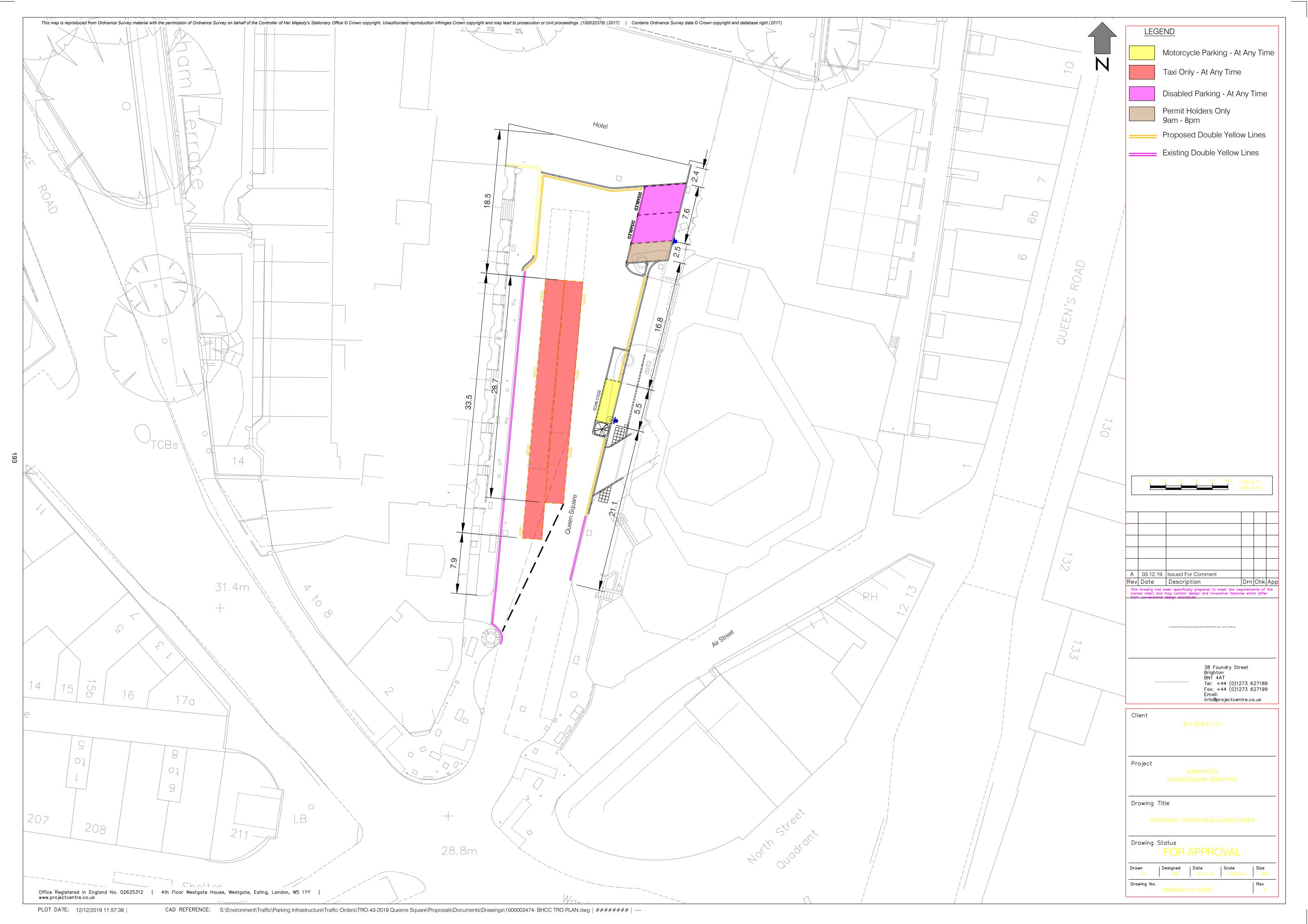
2. Planning Consent BH2013/03461 and later variations to this.

TRO-36-2019 Kingsway:

3. Planning Consent BH2016/02756 and later variations to this.

TRO-17-2019 Freehold Terrace:

4. Planning Consent BH2014/01637 and later variations to this.





BRIGHTON & HOVE CITY COUNCIL ROAD TRAFFIC REGULATION ACT 1984

Brighton & Hove Various Controlled Parking Zones Consolidation Order 2018 Amendment Order No.* 202* (TRO-43-2019)

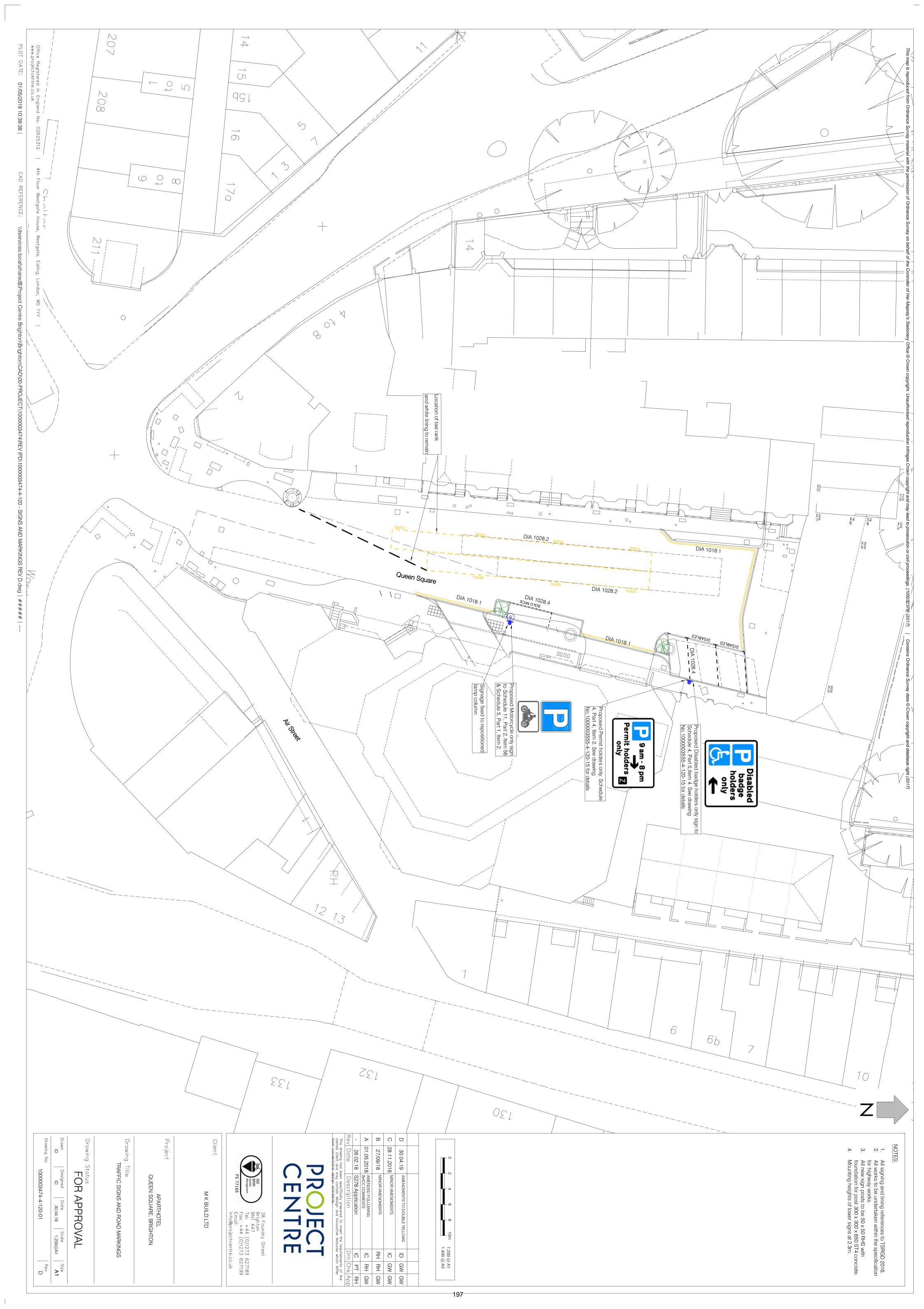
STATEMENT OF REASONS

To relocate on-street parking provision at the northern end of Queen Square subsequent to the development of the former Ice Rink into an Apartment Hotel under Planning Permission BH2012/00782 which creates an area of footway at the northern end of the street where previously the carriageway extended to the building line. To formalise the taxi rank locations as specified in the temporary traffic order 11.04.2017 and currently marked.

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Dated: 20th December 2019

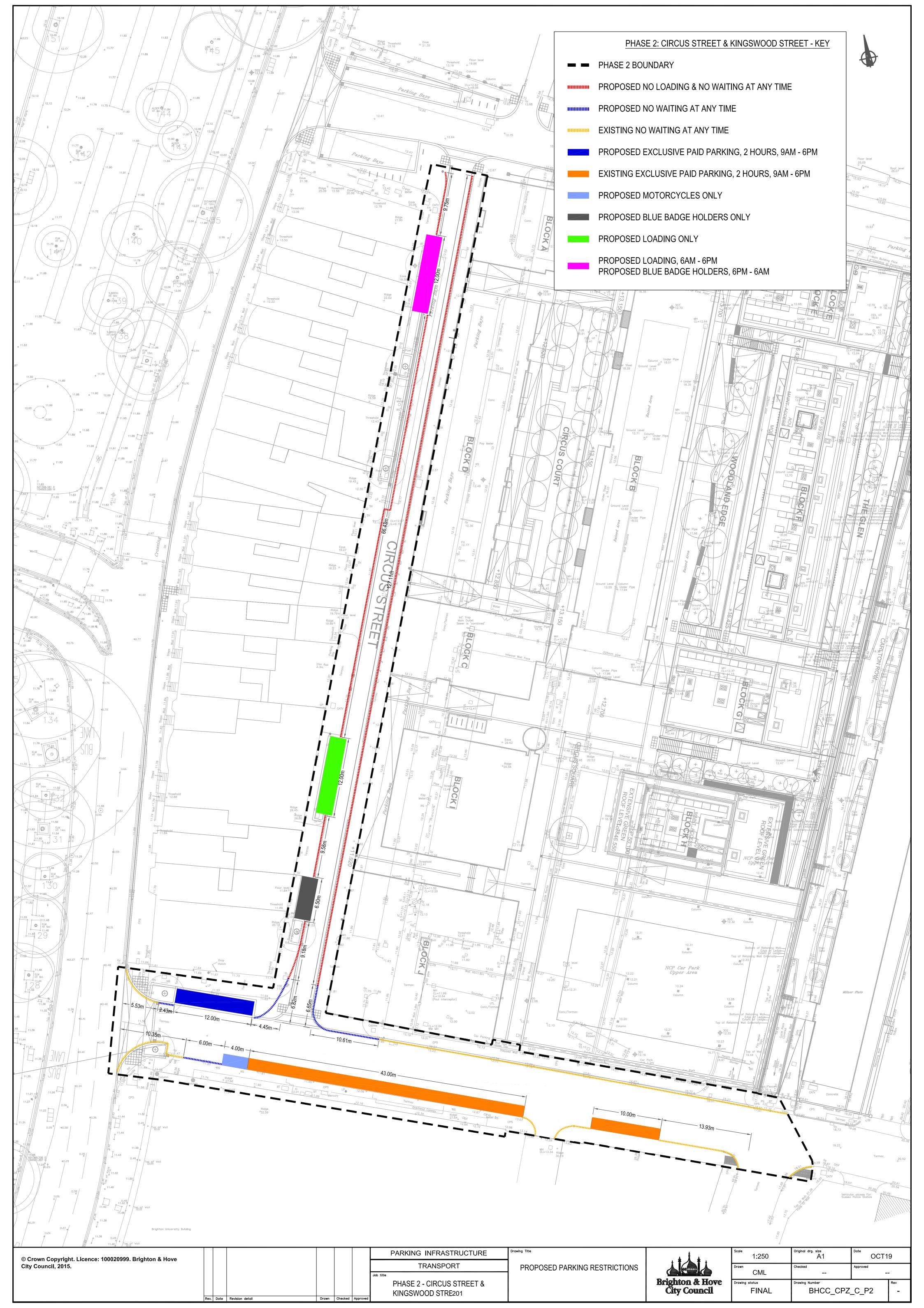
Executive Director Economy, Environment & Culture Brighton & Hove City Council C/o Parking Infrastructure Room G40 Hove Town Hall Norton Road, Hove BN3 3BQ



Appendix 3

TRO-43-2019 - Queen Square

Who	Support / Object	Reasons	
Landlord	Object	I am the landlord of the flat, and manager of the freehold of the whole building and as such I regularly need to park in Queens Square to undertake maintenance and other tasks associated with the building and often need to carry numerous items from the car such as paint pots, tools and equipment which are apparently "too small" to be covered by "loading" by traffic enforcement officers. It has been extremely frustrating for me not to be able to legally park anywhere in the vicinity of the flat as there are no other parking bays at all in the surrounding streets meaning at least a good 5 minute walk to the nearest possible parking bay (although often it's a lot longer because the bays are full). Obviously this is no good if you have multiple things to carry and have to do multiple trips. I have been told by my tenants and neighbours what a nightmare it has been while the development of the ice rink area has been in progress. Everybody with a car has received many parking fines over the course of the hotel development period because the existing bays were not available. Provision of parking bays outstrips the benefits of extending the taxi rank as there is already enough space for around 16 taxis which most of the time seem to sit for a considerable amount of time doing nothing so I really don't see why you need space for more? If you can relocate the bays to be perhaps next to the designated Police bay (1 could fit behind it) or tucked up next to the new hotel then that would be fine but we really need some bays within Queens Square itself for the obvious reasons stated.	
Resident	Object	The 2 parking bays in Queens square are the only zone Z parking bays in the area as all of the surrounding streets are double yellow lines. This makes it very difficult when you have food shopping as traffic wardens do not allow you to park outside the flat to take shopping up. During the development of the former ice rink area I have had to pay numerous parking fines as a result of not being able to legally park anywhere near my flat as the development had 'temporarily' (so we were told) encompassed the parking bays. We really need at least one bay to remain. One bay for the entire street, is that really too much to ask?	



BRIGHTON & HOVE CITY COUNCIL ROAD TRAFFIC REGULATION ACT 1984

BRIGHTON & HOVE VARIOUS CONTROLLED PARKING ZONES CONSOLIDATION ORDER 2018 AMENDMENT ORDER NO. * 202* (ref: TRO-40a-2019)

Brighton & Hove (Circus Street) (One-Way) Order 202* (Ref:TRO-40b-2019)

STATEMENT OF REASONS

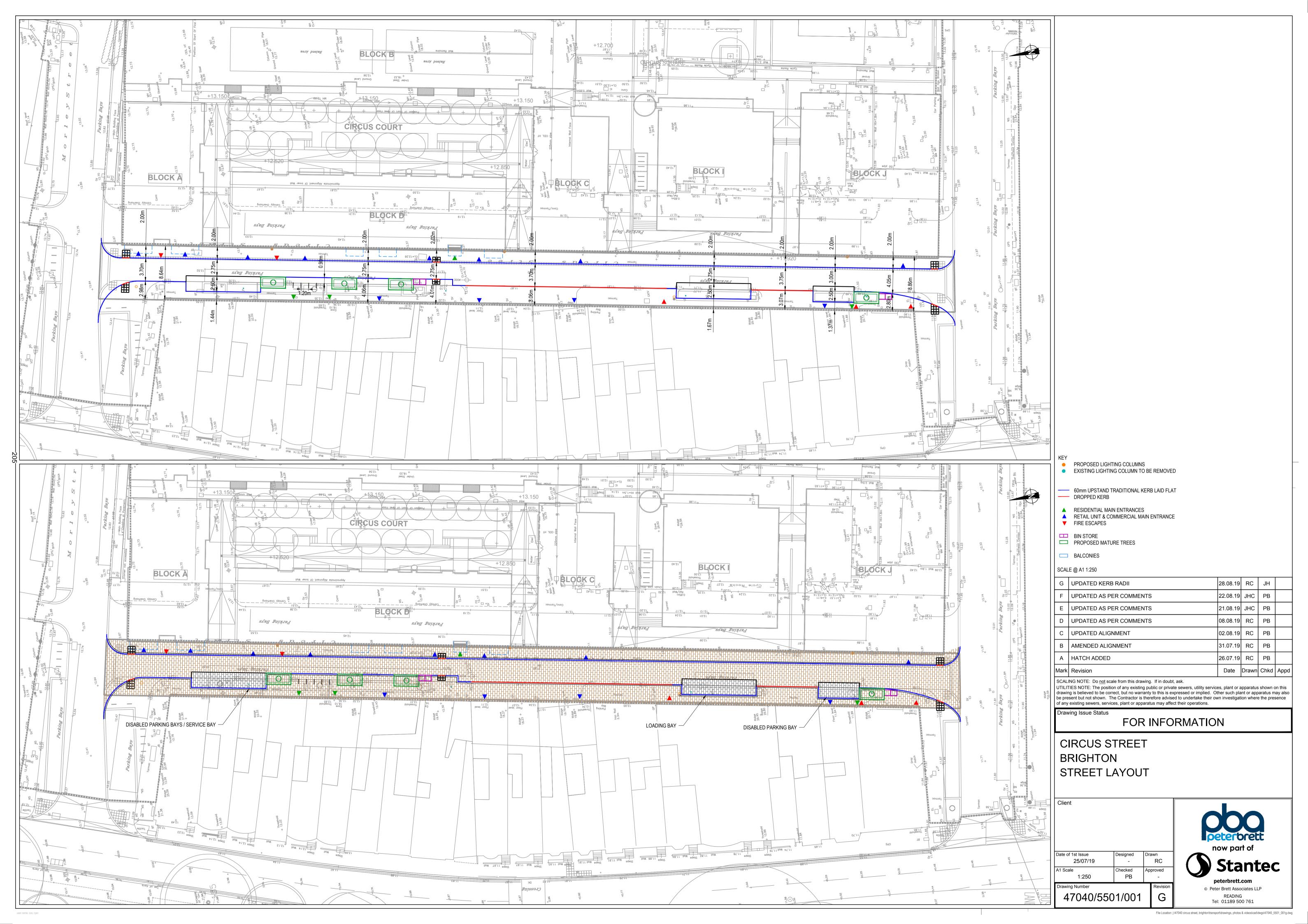
As part of the Developer Highway Works Agreement (Section 278) related to the redevelopment of the Former Municipal Market on Circus Street (Planning Application No. BH2013/03461) and as part of highway safety improvements informed by Road Safety Audit, alterations are required to the existing on-street parking arrangements and double yellow lining in Circus Street and Kingswood Street which are funded and constructed by the Developer.

Circus Street will become one way northbound from Kingswood Street to Morley Street and a Restricted Parking Zone will be implemented whereby parking, waiting and loading is restricted to marked bays only. These will include loading bays and disabled parking bays. One way restriction is required due to road safety and the reduced width of road space available. A counter-flow cycle facility was considered by the designers and discounted following road safety audit.

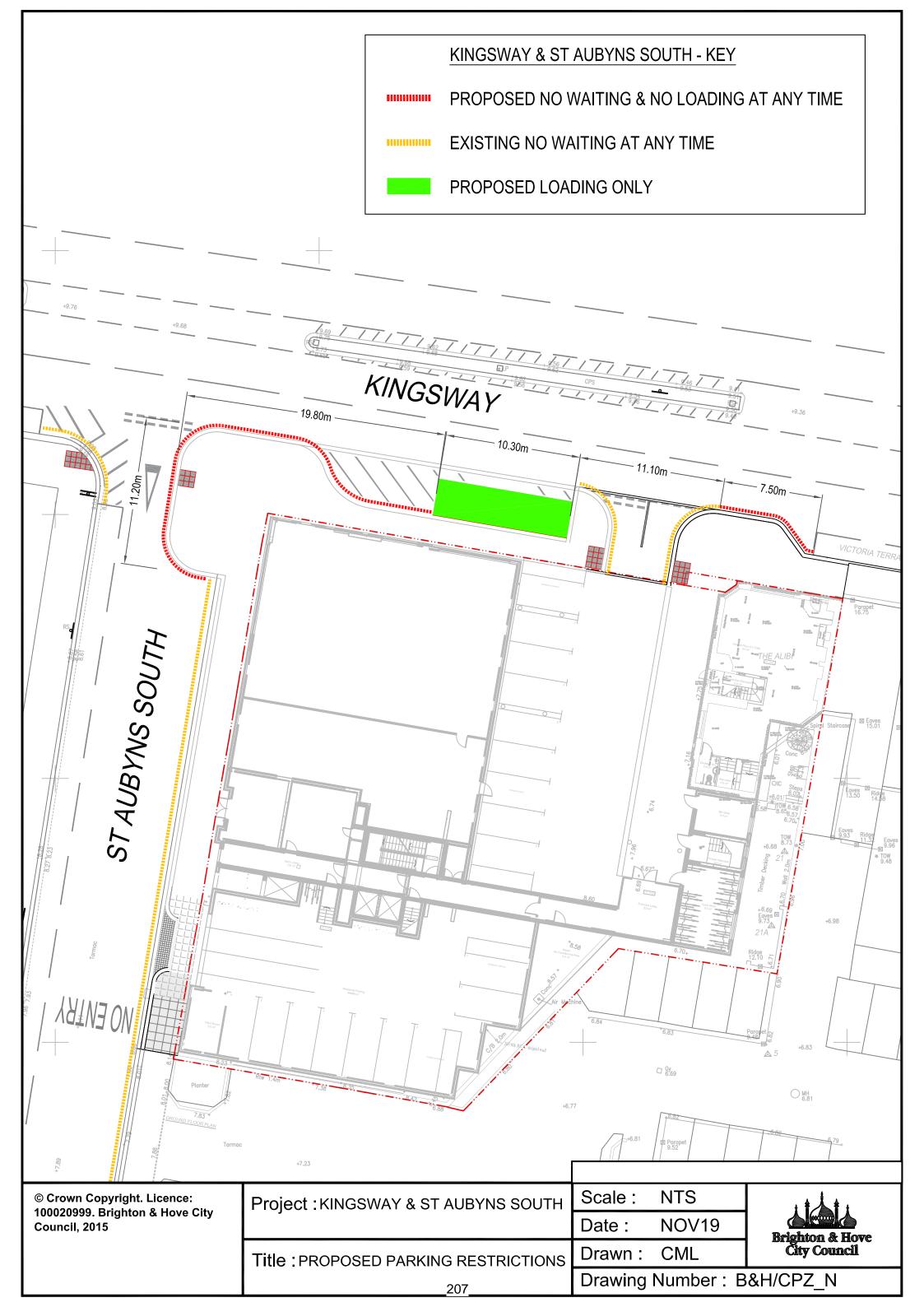
Kingswood Street will alter at the western end only to improve visibility to the pedestrian crossing and regularise the double yellow lining adjacent to the junction with Circus Street to allow for alterations to the plan layout of Circus Street as part of the Development.

Dated: 13th December 2019

Executive Director Economy, Environment & Culture Brighton & Hove City Council c/o Parking Infrastructure Room G40 Hove Town Hall Norton Road, Hove BN3 3BQ







BRIGHTON & HOVE CITY COUNCIL ROAD TRAFFIC REGULATION ACT 1984

BRIGHTON & HOVE VARIOUS CONTROLLED PARKING ZONES CONSOLIDATION ORDER 2018 AMENDMENT ORDER NO. * 202* (ref: TRO-36-2019)

STATEMENT OF REASONS

The Council's reasons for proposing the following order are set out below:-

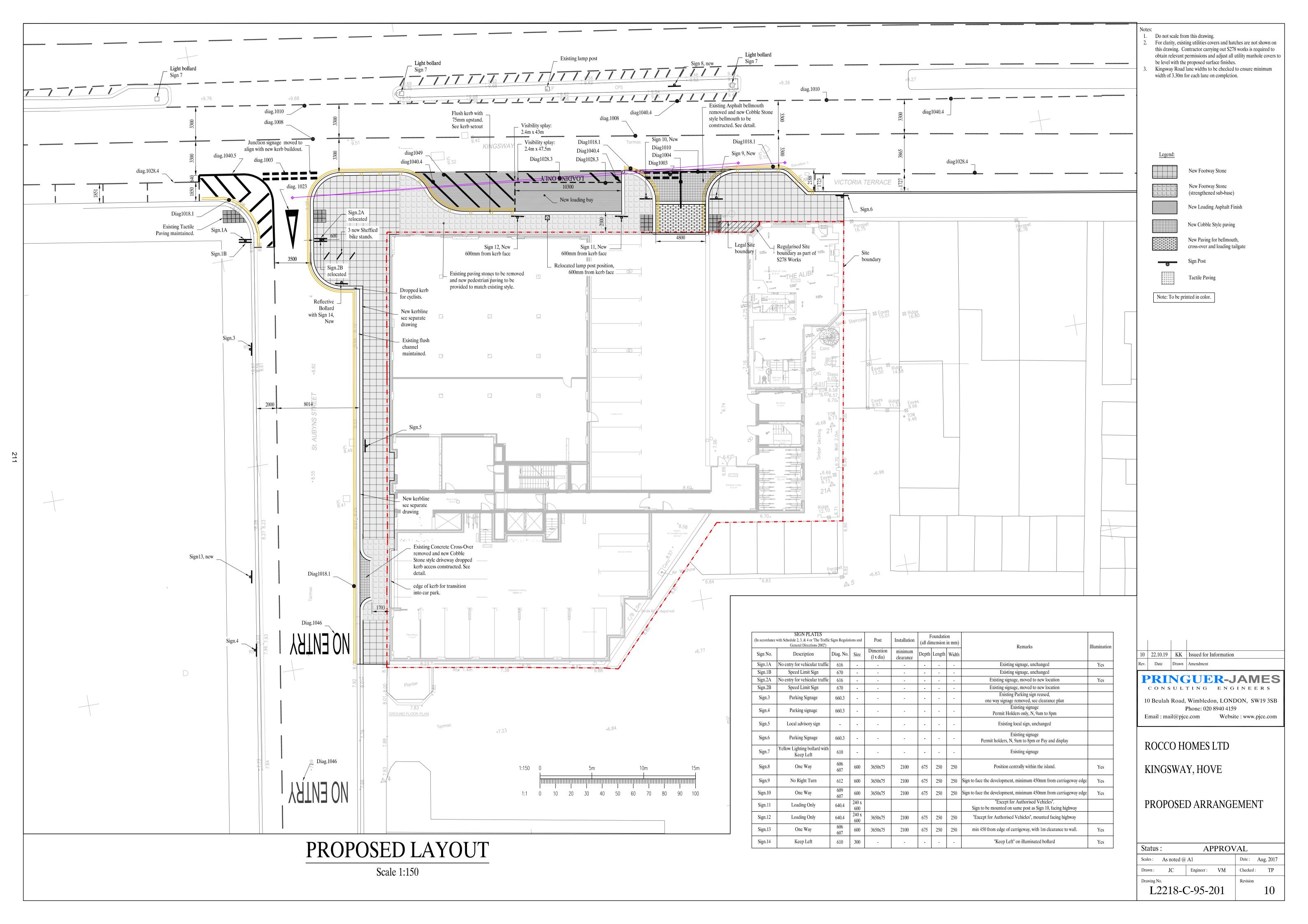
As part of the redevelopment of the former petrol filling station at 133 Kingsway, Hove (Planning Application No. BH2016/02756), the developer must provide a loading bay to serve the new food store.

The proposed loading bay has been carefully positioned so as not to obstruct the throughflow on Kingsway and not to obstruct the sightline from St Aubyns South. The remainder of the frontage will have no loading restrictions added to the existing no waiting at any time restrictions, this is to make sure that the area in front of the loading bay is kept clear at all times so that large vehicles using the loading bay have room to manoeuvre into the bay, without having to drive over the footway.

The waiting and loading restrictions will ensure that the junction is kept clear of parked vehicles making it safer for all road users.

Dated: 13th December 2019

Executive Director Economy, Environment & Culture Brighton & Hove City Council c/o Parking Infrastructure Room G40 Hove Town Hall Norton Road, Hove BN3 3BQ



Appendix 8

TRO-36-2019 - Kingsway, Hove

Who	Support / Object	Reasons
Resident	Support	I fully support this application
Resident	Object	We have given this problem some serious thought, and we believe that the safest way round all this is to propose that we wish to have traffic lights fitted near the exit at St.Aubyns South onto Kingsway which is a very busy main road, as we believe this would stop as we believe a build up of traffic in St. Aubyns South trying to get onto the Kingsway highway, that way things from a road safety point of view and without visability being obstructed would be much safer option and beneficial for everybody as all drivers would be able to on a green light to either turn left or right or go straight on with no worries unless somebody jumps the traffic lights of course.
Resident	Object	The loading /unloading of vehicles in this location in connection with the current building works has caused a lot of difficulty and danger for drivers emerging from St. Aubins South. Making this permanent and authorised would create a situation where an accident involving injury is waiting to happen. Parking/loading on the the frontage of the new development should be be prohibited to enable vehicles emerging from St. Aubins South to have visibility which enables safe movement.
Resident	Object	The junction between St Aubyns South and Kingsway has always been difficult but when vehicles park on the existing hashed yellow lines, it becomes virtually impossible to cross the junction safely. It is impossible to see what traffic is approaching from hte east wihtout pulling right forward into Kingsway's nearest lane - obviously a dangerous manoure! If such parking is authorised by the Council I am afraid there is bound to be a serious accident. I hope very much that, for the sake of all users of that junction and in particular for those of us who negotiate it with children in our cars, you decide to reject this proposal and look at alternative methods of allowing deliveries to the new Co-op store.
Resident	Object	I object to the proposal to make parking/loading facilities for lorries in this location as it causes a dangerous visual obstruction for traffic exiting from St. Aubyns South. This could possibly be overcome by reversing the traffic flow into St. Aubyns South and eastwards along Kings Esplanade and up Medina Terrace but otherwise it will be a dangerous implementation which will cause accidents.
Resident	Object	Danger especially to cyclists turning out of St Aubyns

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Resident	Object	During the building works of 133 Kingsway, we have experienced great difficulty in driving from St Aubyns South, either onto Kingsway eastward or straight over into St Aubyns, whenever there is a vehicle unloading onto the building site. St Aubyns South is the only exit route from our car park and garage, located in the grounds of Bath Court where we live. Westbound carriageway traffic on Kingsway travels very fast in both lanes and we cannot see them, nor they us, if there is a high-sided vehicle parked in the current site unloading area until there is insufficient time for them to stop. The proposal will worsten this problem since the new unloading bay will be even closer to the exit from St Aubyns South. The proposal is dangerous and poses a threat to our safety
Resident	Object	We support action on this junction as it is currently very dangerous and will get more so once the Waterfront development and Co-op are complete. We support the Council making changes at the junction between St Aubyns South and Kingsway, however, the proposed changes are not appropriate given the dangers. For traffic turning left, lorries and cars continually park on the existing hatched area blocking the turning car's line of sight. For traffic turning right it is even more challenging as you are required to wait in the fast lane of the Kingsway. Given the delivery lorries that will be unloading daily at Co-op, the only safe solution is a set of traffic lights on Kingsway to allow vehicles from St Aubyns South to access Kingsway safely. There is a similar system further along Kingsway for vehicles joining Kingsway from the King Alfred car park.
Resident	Object	We object to the proposal on the basis that the loading bay will have the effect (which we have lived with for some time now during the building development) of obstructing the view of vehicles to the right when turning out of St Aubyns South. This is currently dangerous as every morning we have large vans and lorries parked in this position which obscure the view, and the loading bay design would not reduce this issue. Traffic lights would be the best solution and allow vehicles to exit St Aubyns South safely. I do believe that without such a measure there will be accidents at this junction.
Resident	Object	I am writing to object to the proposal on the following grounds, if you have any parking or loading in front of the shops it causes an obstruction to the vision of any person trying to drive out of St Aubyns south. If you look at the picture enclosed, you will see the lorry that is parked over the proposed new entrance, it is about 10 meters past your porposed loading bay as you can see it is causing a visual obstruction, making coming out even more difficult. During the past 14 months all the residents of the flats and houses that have to come out of St Aubyns South have found it to be really difficult when lorry's have been parked there, there have also been 2 accidents caused by this. It is my and other people's opinion that if you allow this there will be more accidents in the future. I would suggest that it would be better to either make St Aubyns south two way up to the entrnace of the car park in to St Aubyns mansions and Bath court with the loading bay in St Aubyns south or just fit traffic lights without altering the road so that traffic can leave St Aubyns south safely.

Background

The proposed arrangements, including the Traffic Regulation Order, seek to:

- Ensure that suitable visibility splays, in accordance with Department for Transport guidance, is provided for vehicles emerging from St Aubyns (South); and
- Provide safe and suitable servicing arrangements that improve on those that have occurred both historically and during construction activities.

It should be noted that the proposed arrangement and associated management processes differ significantly to those used during construction activities where vehicles were required at times to load and unload from the carriageway lane, whereas the proposed arrangement provides an off-carriageway area for vehicles to undertake servicing outside of the junction visibility, as discussed below. The arrangement has been subject to an extensive detailed design process that included independent Road Safety Audits to achieve the objectives set out above.

Existing Arrangement

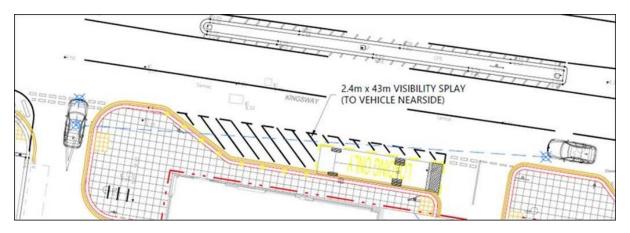
In its present form, vehicles servicing the commercial properties immediately to the east of St Aubyns (South) are required to park on the inside lane of the Kingsway carriageway. In turn, this obstructs both through traffic along Kingsway and the visibility splay of drivers emerging from St Aubyns (South); the achievable visibility is less than that recommended by Department for Transport (DfT) quidance.

<u>Proposed Arrangement</u>

The proposed Traffic Regulation Order supports a scheme of improvements designed to address the matters set out above.

- Loading bay an off-carriageway loading bay facility is to be provided to the south of the carriageway, removing stationary servicing vehicles from the carriageway and outside of the visibility splay. This arrangement also provides an area for these activities to occur without blocking the nearside lane which addresses the potential for rear-shunt or side-swipe collisions due to sudden overtaking. The Traffic Regulation Order is proposed to restrict where a vehicle can park within the bay, in addition to prohibiting parking in the remainder of the bay, in order to position the vehicle outside of the required visibility splay for vehicles emerging from St Aubyns (South). The size of the bay has been designed to enable a vehicle to enter the bay in forward gear and then manoeuvre into position without impacting the flow of traffic on Kingsway;
- Footway buildout a footway buildout is introduced on St Aubyns (South) to ensure that
 vehicles emerging from St Aubyns (South) are positioned to the west of the road in order to
 maximise the visibility splay for emerging drivers. This measure also prevents two vehicles
 emerging from the junction simultaneously where visibility for the driver on the left would be
 obstructed by the vehicle on their right; and
- Delivery Management Plan in addition to the highway works, the planning consent
 associated with the commercial property requires a Delivery Servicing Management Plan be
 operated, controlled by planning condition. The Plan contains measures controlling the
 servicing process and restricts the size of the vehicles used in delivery to 10 metres to prevent
 obstruction of the visibility splay. As part of this management plan, it is specified that the
 commercial store must, at all times, adhere to the extent of the TRO restrictions. Further,
 adherence to the TRO would also be legally enforceable.

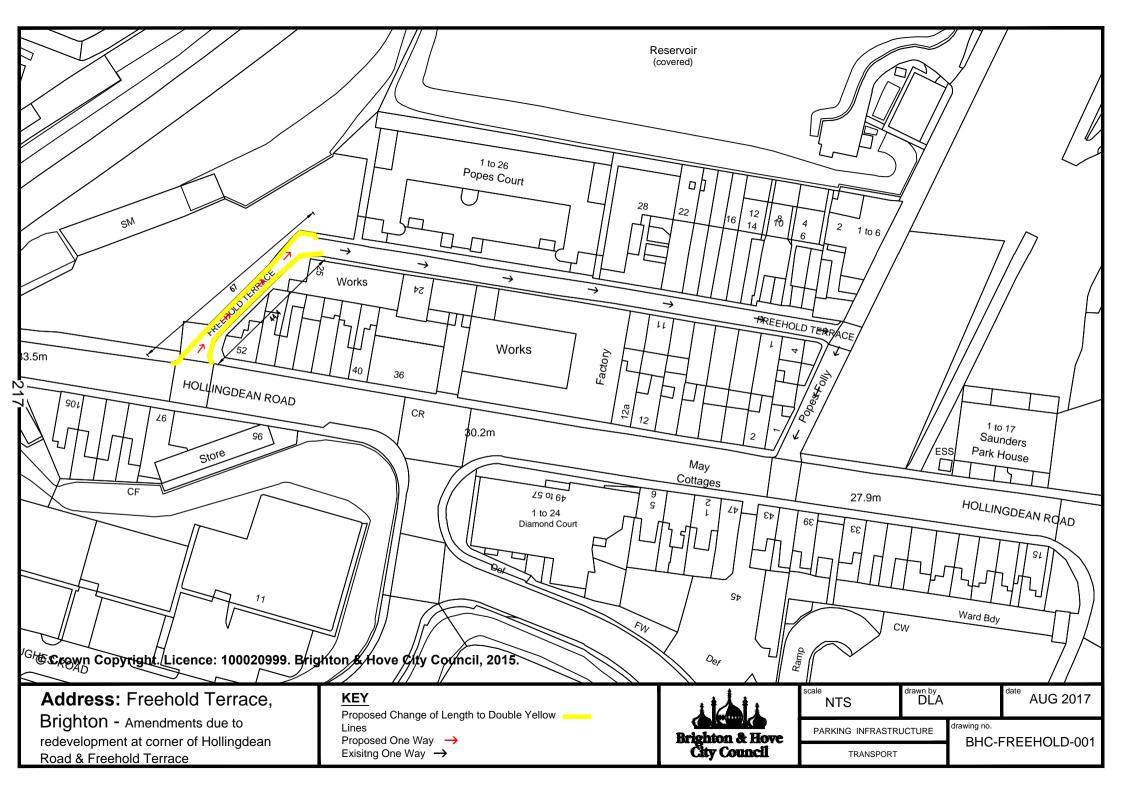
The arrangement has been subject to rigorous testing through the Technical Approval process including a Design Manual for Roads and Bridges Road Safety Audit process. Matters raised by the Audit Team have been incorporated into the design and addressed in accordance with their recommendations. Visibility splays extending at least 43 metres in both directions, set back a distance of 2.4 metres from the give way line on St Aubyns (South), in accordance with the DfT's 'Manual for Streets' guidance.



Summary

The principal of incorporating a delivery loading bay is established by the Planning Consent for the adjacent development which requires a loading bay be designed and implemented by the developer under a Highway Works Agreement with the Council.

The proposed arrangement of loading bay and associated traffic order is an improvement on the previous and temporary construction situation of vehicles parking in the nearside lane of traffic or blocking the sightline from St Aubyns (South). The proposed design has incorporated the recommendations of a Road Safety Audit to the satisfaction of the Local Highway Authority, Brighton and Hove City Council, and meets current design standards and guidance.



Brighton & Hove City Council Road Traffic Regulation Act 1984

Brighton & Hove Outer Areas (Waiting, Loading and Parking) and Cycle Lanes Consolidation Order 2018 Amendment No. * 201* (TRO-17-2019)

Brighton & Hove (Freehold Terrace & Popes Folly) (One-Way) Order 201*

Statement of Reasons

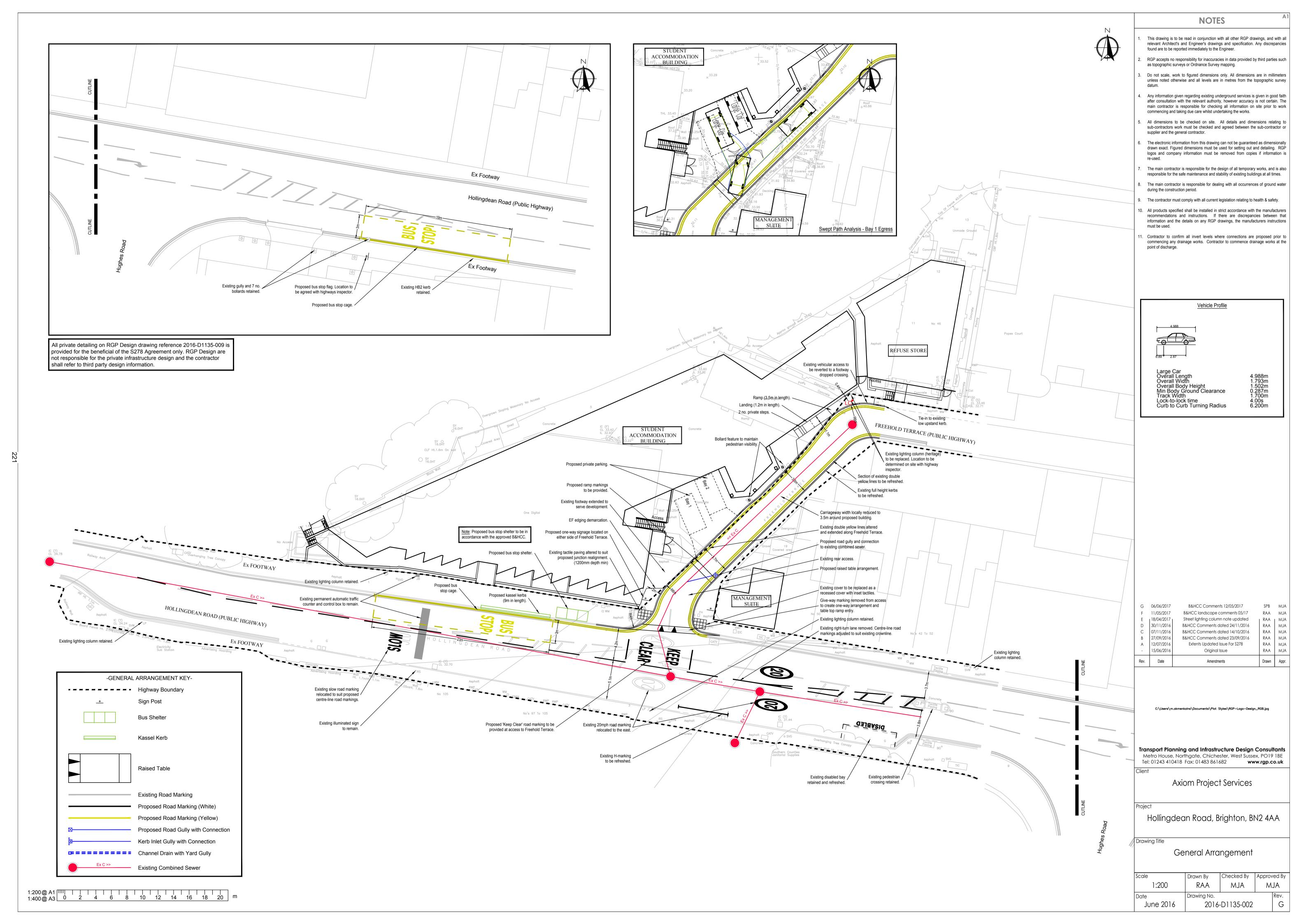
As part of the Section 278 Agreement related to the redevelopment at 54 Hollingdean Road (Planning Application No: BH2014/01637), the developer must provide a one-way traffic regulation order to Freehold Terrace. As Freehold Terrace is a very narrow carriageway this will improve the traffic flow, vehicle manoeuvres and reflect the removal of the former site access to the south west of Freeehold Terrace.

Freehold Terrace is currently enforced with double yellow waiting restrictions to both sides of the carriageway along the site frontage. As the proposed highway works will physically alter the public highway arrangement, to complement the new development frontage access the double yellow waiting restrictions will be refreshed to match the existing extents.

There are no proposals for new street parking bays and no impacts to existing street parking bays.

Dated: 7th June 2019

Executive Director Economy, Environment & Culture Brighton & Hove City Council c/o Parking Infrastructure, G40 Hove Town Hall Norton Road Hove BN3 3BQ



Appendix 11

TRO-17-2019 - Freehold Terrace

Who	Support / Object	Reasons
Cycling Group	Object	Because it unnecessarily stops the passage of cycles in contradiction of the avowed sustainable transport policies of Brighton and Hove City Council. The statement of reasons says that "the developer must provide a one-way traffic regulation order to Freehold Terrace. As Freehold Terrace is a very narrow carriageway this will improve the traffic flow, vehicle manoeuvres and reflect the removal of the former site access to the south west of Freeehold Terrace" but this prioritises motor vehicle movements over active travel by cycle which is against BHCC policy. Also, where space is limited, active travel should be prioritised over travel by motor vehicle because active travel is a more efficient way to move people and healthier. I am objecting on behalf of Bricycles (Brighton and Hove Cycling Campaign and as a Cycling UK representative for Brighton and Hove, also as a Brighton resident. BHCC must stop creating one way streets. These cause massive inconvenience for anyone using a bike, particularly residents in the street, and set up the conditions for conflict between the different road users where people inevitably ignore the unreasonable order and continue to cycle.
Resident	Object	I support the double yellow lines but making the street one-way is unnecessary for people cycling. With the new student block and substantial cycle parking provision here, to make the students cycle all round the block to exit north is unreasonable and will lead to this restriction being ignored or people cycling on pavements. It has not been thought through properly and is being thought of solely in terms of car movements not sustainable transport.
Sussex Police	Support	Thank you for the below proposed order for Freehold Terrace. I have now had an opportunity to look at the plan, statement of reason and also looked at Google Maps. The change to a one way street will be a fundamental change to how this road is used, particularly to the existing residents. I take it hat they have been consulted and support this change. Their support would be essential to alleviate any potential risk taking by driving the wrong way along a one way street, which could result in injury collisions and potentially public order type offences when drivers are seen to do this. Signage and road marking should also be in place to ensure that road users know what is expected of them and so the road becomes self-enforcing. On this basis I have no objections to what is being proposed.

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 85

Brighton & Hove City Council

Subject: Dyke Road Waiting Restrictions Experimental TRO

(TRO-12-2019)

Date of Meeting: Tuesday 17 March 2020

Report of: Executive Director, Economy, Environment &

Culture

Contact Officer: Name: Ben Thomas Tel: 01273 290398

Email: Ben.Thomas@brighton-hove.gov.uk

Ward(s) affected: St Peters & North Laine, Regency

FOR GENERAL RELEASE.

1. PURPOSE OF REPORT AND POLICY CONTEXT

1.1 The committee is asked to consider objections to and officer responses to the Experimental Traffic Order for the southbound bus stand in Dyke Road, Brighton and to consider whether to make the order permanent.

2. **RECOMMENDATIONS:**

2.1 That the committee, having taken account of all duly made representations, approves as advertised the Dyke Road Waiting Restrictions Experimental TRO (TRO-12-2019) which relates to the provision of a southbound bus stand at the bottom of Dyke Road.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 To cut delays and reduce congestion around the bottom of Dyke Road near Imperial Arcade, at the Clock Tower and in Churchill Square alterations were made to certain bus routes in April 2019. The changes which were devised by the bus operators and supported by the city council saw a number of services re-routed and directed to use different stops around the city centre to help smooth the flow of buses, which would also indirectly improve air quality.
- 3.2 To facilitate the changes, a new bus stand was required for buses that serve the A259 Coast Road to use to take their layover time before re-entering service and picking up passengers from the bus stop outside of Pizza Hut at the bottom of Dyke Road.
- 3.3 Discussions and a site meeting with Brighton & Hove Buses in early 2019 identified that a new southbound bus stand at the bottom of Dyke Road, to the north of the junction with Upper North Street, was the most practicable location. This was because the bus stand could be created with signage and road marking changes, without the need for significant and costly infrastructure works.
- 3.4 The amendments to the waiting restrictions to allow for the installation of the new bus stand were introduced using an Experimental Traffic Order in April 2019. This allowed necessary changes to loading restrictions, the road markings and

signage to create the bus stand. Making the changes under an Experimental Traffic Order meant the city council and members of the public could then monitor the area, to see how the changes worked in practice and assess the positive or negative impacts.

- 3.5 Members of the public had six months to see how it worked and could at any point during this time provide their objections to the Experimental TRO. Two objections were received from members of the public before the deadline of 3 October 2019. All of the points raised in the objections were investigated and responded to in detail.
- 3.6 The first objector withdrew their objections, but the second objector did not and in summary their objections were that; the new bus stand poses a visibility safety risk for vehicles emerging from Church Street junction, it increases the volume of buses in Dyke Road which the objector would like to see reduced, more than two buses use the stand causing congestion, vehicles leave their engines running, and that the re-routing of buses has caused passenger congestion on the pavement at stop K outside Pizza Hut on Dyke Road.
- 3.7 The location of the bus stand has been assessed by the city council's Accident Investigation & Prevention officer who advised there to be no issue with visibility coming out of Church Street, as vehicles coming up Dyke Road have set off from the traffic signals and junction so are generally approaching at a low speed. They are also on the opposite side of the road. CCTV shows that vehicles heading northbound on Dyke Road are staying to the west of the white lines which were moved further over as part of the works to create the bus stand so this further increases visibility for any vehicles turning out of Church Street.
- 3.8 As a result of the changes to bus routes, there are now up to 13 fewer buses per hour that wait in the bus stands around Imperial Arcade and Century House as they instead take their layover time in the new bus stand north of the junction with Upper North Street. This has therefore removed the number of waiting buses, freeing up space in the area around Imperial Arcade and the exit from Wykeham Terrace.
- 3.9 Monitoring of the area has not found three buses attempting to use the new bus stand to be a regular occurrence. If this occasionally happens we believe this situation will only be for a short duration (a maximum of tens of seconds) before the first bus will pull away, thereby allowing the following two buses to be fully located within the area of the bus stand. Further changes to bus services are being introduced from 22 April which will mean the number of buses using the new bus stand north of Upper North Street will be reduced to 4 per hour which should eliminate this problem.
- 3.10 Bus drivers are instructed to switch off their engines while waiting at bus stands. Many of the vehicles that use the stop automatically switch off their engines when stopped which not only keep emissions down but assists with reducing noise. Furthermore, the newest hybrid vehicles have very quiet ignition and pull away to help with noise reduction even further.
- 3.11 The alterations to bus routes have meant more people are now waiting at bus stop K outside Pizza Hut. To alleviate pavement congestion, additional seating

has been installed. The further changes to bus services being planned from 22 April referred to above may also reduce the number of passengers who use this stop in future.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 This location was chosen as there is adequate space for the bus stand and for passing traffic on the existing carriageway.
- 4.2 There is no obvious alternative for a bus stand for up to two buses to use in the city centre without requiring costly and disruptive infrastructure changes to the highway

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The Experimental Traffic Regulation Order was advertised between 3 April 2019 and 3 October 2019.
- 5.2 Detailed plans and the order were available on the Council website and could be viewed using the public computers at Customer Service Centres at Bartholomew House, Bartholomew Square, Brighton and at Hove Town Hall, Ground Floor, Norton Road, Hove.
- 5.3 The Ward Councillors for the area were consulted on the Traffic Regulation order, as were other statutory consultees such as the Emergency Services, as well as other stakeholders.
- 5.4 Notices were also displayed on the street from 5 April 2019. The notice was also published in The Brighton Independent newspaper on the same date.
- 5.5 The works on the ground were completed and in place by 10 April 2019, in time for the Order coming in to force from 15 April 2019. Buses began using the new stand from 28 April 2019.

6. CONCLUSION

- 6.1 Each of the objectors concerns have been examined and responded to, and where appropriate mitigating measures have been taken.
- 6.2 It is considered that the benefits delivered by the revised city centre bus services which have been facilitated by the creation of this new Bus Stand outweigh any disbenefits and that it is making a significant contribution to reducing traffic congestion through and around the Clock Tower junction.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

7.1 If the recommendation is approved and the Experimental Traffic Regulation Order is made permanent it is assumed that any costs would be contained within existing budgets. If the objections were sustained and it is not approved then

- there would be the cost of removing the bus stand involving removal of the existing lines and signs at a cost of about £2,000.
- 7.2 There would also need to be work undertaken to find an alternative location suitable for a new bus stand somewhere else in the vicinity, which would require additional infrastructure spending as yet unquantified. This may or may not be containable within existing budgets depending on the value of the costs involved.

Finance Officer Consulted: Jess Laing Date: 27/02/2020

Legal Implications:

- 7.3 The Council regulates traffic by means of orders made under the Road Traffic Regulation Act 1984. Procedural regulations require public notice of orders to be given and any person may object to the making of an order. Any unresolved objections to an order must be considered by the Environment, Transport and Sustainability Committee before it can be made.
- 7.4 The Council's powers and duties under the Highways Act 1980 and the Road Traffic Regulation Act 1984 must be exercised to secure the expeditious, convenient and safe movement of all types of traffic. The action recommended in this report will assist in demonstrating that the Council is complying with its statutory duty.

Lawyer Consulted: Stephanie Stammers Date: 27/02/2020

Equalities Implications:

7.5 An Equalities Impact Assessment has not been carried out in relation to the Bus stand but its operation has improved facilities for adjacent users of Stop K many of whom will be passengers with reduced mobility. Consultation with stakeholders and engagement with objectors has been part of the process from the start.

Sustainability Implications:

7.6 Improvements to traffic flows through the Clock Tower is likely to contribute general to reductions in air pollution and greater use of this sustainable transport modes.

Brexit Implications:

7.7 There are no implications

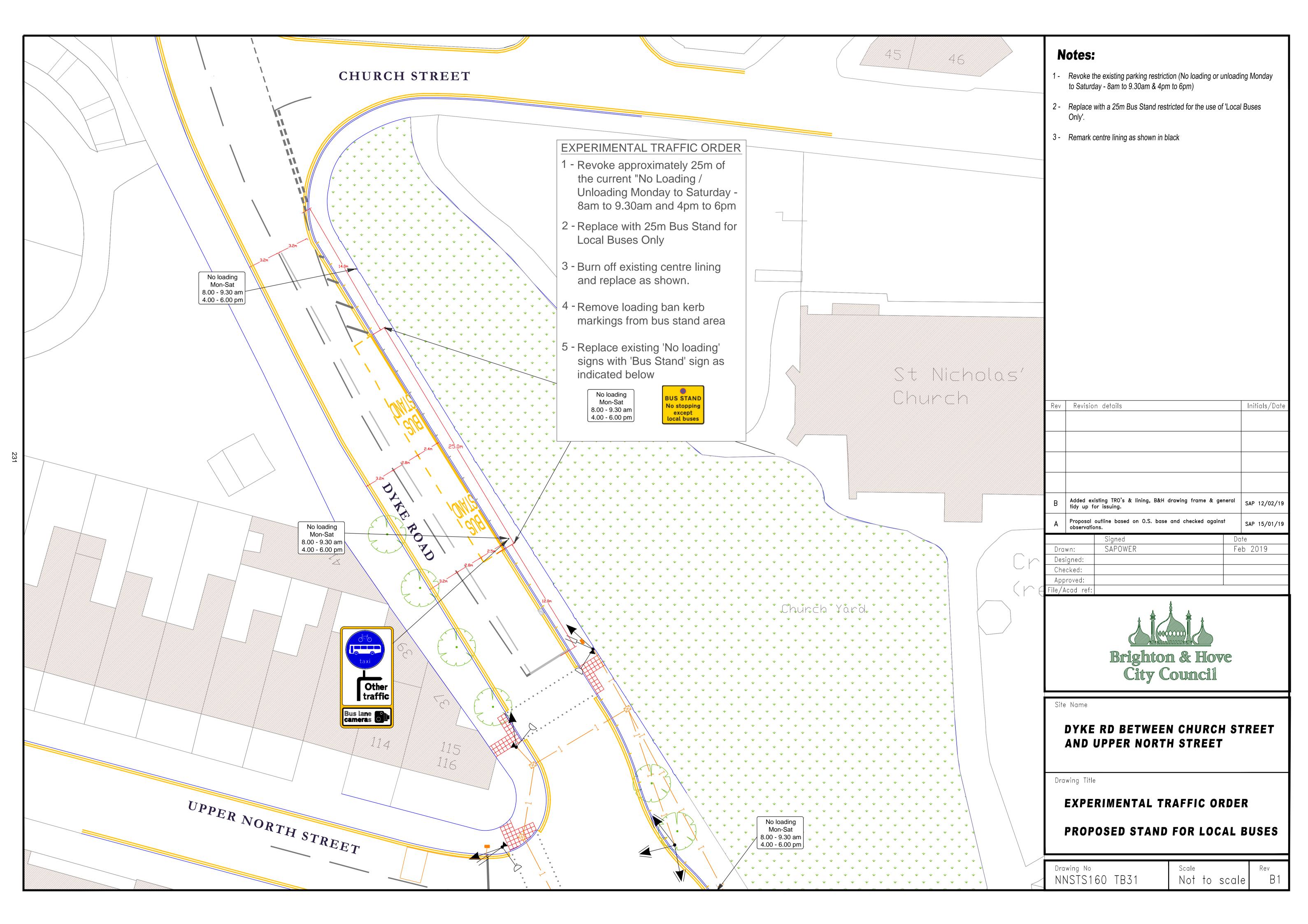
SUPPORTING DOCUMENTATION

Appendices:

- 1. Appendix A Plan showing the location & arrangement of the Bus Stand
- 2. Appendix B Experimental Traffic Order Notice

Background Documents

1. None



BRIGHTON & HOVE CITY COUNCIL ROAD TRAFFIC REGULATION ACT 1984

Brighton & Hove (Dyke Road) Waiting Restrictions Experimental Order 2019 (Ref: TRO-12-2019)

NOTICE is hereby given that Brighton & Hove City Council ("the Council") made the above named experimental Order on the 3rd April 2019 under the relevant provisions of the Road Traffic Regulation Act 1984 as amended which comes into force on 15th April 2019 for a period not exceeding eighteen months. The effect of the Order will be to change the provisions of the Brighton & Hove Various Controlled Parking Zones Consolidation Order 2018 by:

- Removing a section of loading ban on Dyke Road on the north-east side between Church Street and Upper North Street
- Introducing a bus stand for local buses only on the same section.

A copy of the experimental Order as made, a plan showing the lengths of road affected and a statement of the Council's reasons for making the Order may be seen online at www.brighton-hove.gov.uk/tro-proposals.

The documents can also be viewed using the public computers at Customer Service Centres at Bartholomew House, Bartholomew Square, Brighton and Hove Town Hall, Ground Floor, Norton Road, Hove (Monday to Friday 9am - 4.30pm).

The Council will be considering in due course whether the provisions of the experimental Order should be continued in force indefinitely. Any person wishing to object to such indefinite continuation of the provisions may within a period of six months from 3rd April 2019, (or if this Order is varied by another Order or modified pursuant to section 10(2) of the Act, six months from the day on which the variation or modification or the latest variation or modification came into force) object in writing stating the grounds on which that objection is being made. Objections should be sent to the Head of Transport, Brighton & Hove City Council, Parking Infrastructure, Hove Town Hall (room 323), Norton Road, Hove, BN3 3BQ or by e-mail to parking.consultation@brighton-hove.gov.uk or online (see details above) no later than 3rd October 2019. In all cases the reference TRO-12-2019 should be quoted.

Any person who wishes to question the validity of the experimental Order or of any of its provisions on the grounds that it or they are not within the powers conferred by the Act, or that any requirements of the Act or of any instrument made under it have not been complied with may, within six weeks from the date on which the Order was made, apply to the High Court for that purpose.

Dated: 5th April 2019
Executive Director Economy, Environment & Culture
Brighton & Hove City Council
c/o Parking Infrastructure
G40 Hove Town Hall
Norton Road
Hove BN3 3BQ

www.brighton-hove.gov.uk/tro-proposals



ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

Agenda Item 86

Brighton & Hove City Council

Subject: BTN Bikeshare Contract

Date of Meeting: 17 March 2020

Report of: Executive Director, Economy, Environment &

Culture

Contact Officer: Name: Matthew Thompson Tel: 01273 29-0235

Email: Matthew.thompson@brighton-hove.gov.uk

Ward(s) affected: All

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to update the Committee on the current sponsorship arrangements and future procurement needs for the Brighton & Hove Bikeshare Scheme.
- 1.2 The Bikeshare's current sponsor will cease their support on 31 March 2020, creating the opportunity for further refinement of the sponsorship and business model arrangements.
- 1.3 The current contract is a concession contract. The current value can be found in the Part 2 report. Constraints on the scope of the original specification will hinder the Scheme's ability to respond to market trends, advances in technology and to achieve further expansion. The procurement of a revised and updated scheme will therefore be needed if the Council wishes to sustain growth and retain an efficient and popular bike share scheme for Brighton & Hove.

2. RECOMMENDATIONS:

That the Environment, Transport & Sustainability Committee

- 2.1 Approves immediate variations to the current contract to allow for the change in business model and sponsorship arrangements with effect from 31 March 2020 and to allow for the operational and additional minor amendments referred to in paragraph 3.16 below;
- 2.2 Approves a 12 month contract extension and supporting revenue funding for the current operator from 01 September 2020;
- 2.3 Approves the initiation of a full procurement options review to include additional support for service and redistribution and the introduction of e-bikes to the scheme, with the option of considering an in-house operation, and for including wider city region Local Authority partners;
- 2.4 Agrees that a further report be brought to 23th June 2020 Environment, Transport & Sustainability Committee detailing the outcome of the procurement

options review with recommendations for the retender of the new service or an in-house operation.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 In 2014, the Council, in partnership with Brighton & Hove's Clinical Commissioning Group, commissioned a business case and plan for introducing a public Bikeshare system to Brighton & Hove. The work enabled the Council to develop and submit a bid for significant, external funding to the Coast to Capital Local Enterprise Partnership (LEP) for a scheme to start in 2015/16. The submission of the funding bid for the scheme was endorsed by the Council's Environment, Transport & Sustainability Urgency Sub-Committee on 16th February 2015. The bid was independently assessed for the LEP and in March 2015, the Council was awarded a conditional offer of funding of £1.16 million for 2015/16 by the Local Transport Body, which would be supported by a local contribution of £290,000.
- 3.2 A report seeking approval for the tendering of a concession agreement for the provision of a Bike Share Scheme for the city was first approved by Environment, Transport & Sustainability Committee on 24 November 2015.
- 3.3 A subsequent report seeking approval of the extension of this contract to allow for a 'mobilisation period' was approved by the Committee on 11 October 2016.
- 3.4 The winning bidder (the Operator), Hourbike Ltd, was subsequently appointed in December 2016. The contract was entered into on 2 March 2017, followed by a mobilisation period of six months. The operational start date was agreed as 1 September 2017. The initial three year contract period therefore expires on 31 August 2020. The contract allows for two extensions of up to two years each. Notice of intention to extend must be given three months before the current expiry date (i.e. by 1 June 2020).
- 3.5 The LEP and local contribution match funding will be fully spent by the end of the current financial year (2019-20). This funding was used to purchase the initial bike fleet of 450 and paid for hubs, totems and any necessary civil engineering works. An additional 120 new and 30 reconditioned bikes have since been purchased for deployment. A further 43 used bikes, controllers, batteries and other parts were also purchased to ensure the bikes, which are no longer made. remain functional for their five year lifespan. The Council has also taken delivery of an additional stock of 200 Electric-bikes (e-bikes) from the now defunct Derby City Council scheme (of which 80 are still functioning – see Part 2 report for explanation) which will be used to support the spares programme and for potential use in e-bike trials in the City. Hubs have expanded beyond the initial area outlined in the Business Case to Portslade Station to the west and Rottingdean to the east. The total number of Bike Hubs have increased from the initial 50 to a total of 70 with two further sites pending. The fleet and infrastructure are wholly owned by the Council.

Benefits of the scheme to date.

- 3.6 Between 1 September 2017 and 31 Jan 2020, the scheme has delivered:
 - 106,824 total subscribers.

- 910 stands at 70 Hubs across the city / 2 hubs pending.
- A fleet of 570 Bikes (with 30 bikes to be added over winter/ spring, increasing total fleet to 600).
- A total of 873,742 trips were made.
- A total distance cycled by subscribers of 1,727,054 Miles
- 3.7 BTN Bikeshare won a 'Highly Commended' award at the 2019 National Transport Awards in the 'Excellence in Walking and Cycling' category.
- 3.8 COMO UK are the accreditation body for UK Shared mobility schemes including Car clubs and Bikeshare, and commission an annual survey of Bikeshare users in 35 towns and cities across the UK. There were 2405 responses in 2019-20, 408 of which were from Brighton & Hove. 91.5% of BTN Bikeshare users agree or strongly agree that Bikeshare enhances the city's public transport, and 82.7% agree or strongly agree that the scheme makes the city a better place to cycle (see 5.2 and Appendices 2-3 for further results a summary of public comments is available in members' rooms).

Original Business Case

- 3.9 The December 2014 Business Case for the Bikeshare Scheme was the document submitted to secure LEP funding. It was prepared by external consultants for the purposes of securing the funding bid, and analysed predicted costs, demand and revenue forecasts, and the strategic, economic and financial cases for the proposed scheme. The 'Business Model', also referred to in this section, is the more detailed financial operating model envisaged at the time of procurement. It is this model we are seeking to adjust in the contract variation.
- 3.10 At the time the 2014 Business Case was written, Bikeshare was a new type of business for Brighton & Hove, and therefore involved making estimates and assumptions which did not have direct precedent. A review in the light of two and a half years of operations shows that overall costs were actually lower than the range predicted by the business case. This was achieved by opting for a system of GPS enabled 'smart bikes' and a phone app based booking system rather than 'smart hubs', eliminating electricity and IT equipment costs. However, this saving has been partly offset by an increase in fleet numbers and hubs and a broadening of the geographical spread of the scheme. Redistribution and servicing hours have also been extended to meet customer demand.
- 3.11 The 2014 Business Case factored in an additional figure for fleet replacement of 10% of Operational costs per year. This cost was not included in the procurement business model but is captured by the proposed Business model variation (see 3.15 below and Part 2 report).
- 3.12 A review of the revenue estimations in the 2014 Business Case shows the contribution of Sponsors assumed by the procurement Business Model was over estimated. The past few years have seen a decline in this kind of placement sponsorship in favour of investment in online marketing spend. Nevertheless, the Sponsor contributions which were secured were generous relative to those secured by other schemes and have been necessary to maintain BTN Bikeshare's initial viability.

- 3.13 Demand forecasts in the 2014 Business Case used industry guidelines at the time to suggest a suitable number of bikes per 1000 residents and considered a broad range of data to determine optimal hub locations. Demand was calculated for residents, rail users, employees and tourists and predicted at 5.6 trips per bike per day. This has subsequently proved unrealistic across many UK schemes. Actual demand averages just over 2 trips per bike per day across the year, with peak season usage going as high as 4 trips per bike per day.
- 3.14 This demand forecast had an impact on hire revenue forecasts in the business case, which were therefore higher than actual hire revenue income proved to be. (See Part 2 report for actual figures).

Contract issues

- 3.15 The full value of the concession contract over the longest possible term provided in the agreement (7 years maximum term; currently in year 3 see Part 2 report) would, (due to the unanticipated growth identified in the previous paragraph), exceed the threshold specified under the Concession Contracts Regulations 2016. This means that, as the law presently stands, the Concession Contracts Regulations will apply and substantial changes to the contract would not be permitted.
- 3.16 A surplus was achieved in 2018-19, the first full year of operation, due to the business model finally adopted. However, work undertaken by officers with the scheme operator in the last six months indicates that, whilst the service can generate a surplus, the actual costs of running the operation are higher than the assumptions made in this business model. Costs of attrition of the fleet (weathering factors, wear and tear, losses, servicing and refurbishment costs) also need to be reintroduced.
- 3.17 It is proposed to vary the business model to reflect the actual operating costs. Officers have worked with the operator to develop an open book model that is responsive to market conditions, but continues to provide a 50/50 surplus share back to the Council above actual break-even point in any given year, rather than the current fixed threshold (details of the current fixed threshold can be found in the Part 2 report). It is considered that amendments to the contract to develop further open book accounting arrangements would not amount to a substantial change under the Concession Contract Regulations.
- 3.18 The current sponsor is withdrawing on 31 March 2020 due to other commitments, having twice offered an extension across the last two quarters of 2019-20 to support the scheme over autumn/winter months. Positive discussions with potential alternative sponsors are ongoing, but have not been conclusive. The existing contract allows for a change in sponsor and it is proposed that the contract be varied to allow a three way sponsorship agreement between the new sponsor, the operator and the Council.
- 3.19 Further amendments to the existing contract are proposed dealing with various operational issues and additional minor matters. These are summarised in Appendix 4 of the Part 2 report.

Re-procurement

- 3.20 Proposals are being considered to extend the Scheme beyond the current geographical area and possibly to join with other neighbouring local authorities in linking or dovetailing bikeshare schemes across local authority boundaries. These proposals could be achieved through the procurement of a new contract in 2021 and a re-procurement could also take account changes to the bikeshare market. Such changes include the possibility that the Department for Transport will derestrict the use of e-scooters on the public highway creating an increased demand for e-bikes. Both factors could attract alternative providers of dockless systems outside the Council's control, damaging the viability of the Council's own Bikeshare scheme in its present form.
- 3.21 Further factors relating to the current operator which should be taken into account are included in the Part 2 report.
- 3.22 A 12 month extension to the existing contract will allow the Council to explore the option of bringing the service in-house, as well as the potential to include our neighbouring authorities in a wider scheme to include docked pedal and e-bikes. This will minimise street clutter and help us to encourage more commuters to cycle from more distant or hilly locations (within or beyond city boundaries) to the city centre.
- 3.23 Further information on fleet servicing is included in the Part 2 report.
- 3.24 This report has been prepared in consultation with Procurement officers and procurement options will be referred to the Procurement Advisory Board (PAB) following the decision of this committee. The Procurement Advisory Board will be involved in the final review of on the procurement strategy or decision to bring inhouse.
- 3.25 A further report will be brought to 23 June 2020 Environment, Transport & Sustainability Committee detailing the outcome of the procurement options review with recommendations for the retender of the new service or an in-house operation

4 ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 Sections 3.6-3.8 of this report demonstrates the successes of the BTN Bikeshare Scheme. Compared to most other Local Authority schemes it has sustained growth and generated significant mileage. It has won a national award and has been very popular with residents and visitors. The results of a tariff increase (see Part 2 report Appendix 6) from 1 August 2019 have been impacted by poor weather over autumn/ winter relative to 2018, but are likely to reduce the scheme's dependence on sponsorship and other subsidy. The Council has continued to invest in fleet and infrastructure as part of its commitment to the LEP and will continue to do so in 2020-21 using Local Transport Plan allocated funding.
- 4.2 Many public Bikeshare schemes across the UK have closed in the last year, including Lincoln, Derby, Northampton and Reading. The general consensus is

that the type of business model on which the current scheme is based is not sustainable without continued Local Authority revenue and capital support and/ or defined levels of sponsorship, both of which have proven difficult for many schemes to secure.

- 4.3 The 'first wave' arrival of dockless pedal only schemes run by external operators without Local Authority affiliation began three years ago with launches in London Boroughs and other major UK cities. This compounded the problem for existing public schemes and led some to close. Some dockless pedal schemes then collapsed or were withdrawn in many instances.
- 4.4 Many authorities have contracted out to private sector operators who may or may not own the fleet and infrastructure, and where these have not been successful, a few have sought to operate schemes 'in-house'. Liverpool City Council brought their scheme in-house but did not recruit additional staff to maintain customer service levels, adding tasks to existing officer posts. A lack of resources made it difficult to maintain Customer Service standards, revenue dropped, innovation and investment stopped and fleet numbers have declined due to budget constraints. In January 2020, the wider Liverpool City region put a cross authority scheme proposal out for tender. They are seeking a joint external operator to license.
- 4.5 Nottingham City Council took their Bikeshare scheme in-house, made the bikes free to rent and saw their scheme decline due to vandalism. A tariff has since been reintroduced, but the scheme has continued to reduce in size and coverage and has been badly affected by recent flooding. Nottingham and Derby are now scoping a joint re-procurement process together with Leeds, and a report looking at best practice for procurement specifications will be shared with other COMO UK members (including Brighton & Hove) in due course.
- 4.4 The cost of bringing the scheme permanently in-house at current service levels would require significant revenue funding and further contingency funds for service vehicles and premises leases. It would involve the creation of an additional staff structure to manage the scheme, negotiate agreements with existing and new subcontractors, a premises lease renewal, potential vehicle procurements and service level agreements with the Council's Finance and Communications teams. Further funds would be required to allow the scheme to continue to grow. (See Appendix 5 of Part 2 report). However, the in-house service option will continue to be reviewed as part of the development of the procurement strategy and the options review will be referred to the Procurement Advisory Board prior to a final decision being made on the procurement strategy.

5 COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 COMO UK's 2019-20 report on UK Bikeshare schemes can be found at Appendix 1. Key findings include:
 - The national average gender split of Bikeshare users (40% Female/ 58% Male) is much more even that general cycling.
 - Shared E-bike schemes support users to commute to and from work more frequently

- 48% of users reported health benefits/ exercise as reasons why they use a Bikeshare scheme
- 46% said joining a Bikeshare scheme was a catalyst to start cycling again.
- Bikeshare enables use of public transport by offering a 'last mile' solution.
- 5.2 The report on the responses of 408 BTN Bikeshare users to the COMO survey can be found at Appendix 2. Some respondents chose not to answer every question. The small size of the sample means the following findings cannot be treated as conclusive. Key findings include:
 - 68% would be likely to use an electric bike if it was part of the Scheme
 - 39.1% would be likely to use electric scooters and 40.8% would be unlikely.
 - 43.3% would prefer the scheme to retain the current model where bikes can be found docked in hubs but can also be found and left elsewhere.
 - 11.95% would prefer bikes to be left docked at designated hubs only.
 - 32% would prefer a free floating scheme where bikes can be left anywhere.
 - 55.85% of users are female.
 - 22% of users earn less than £20,000 per annum
 - 27% of users work part time or are students, retired or unemployed.

6 CONCLUSION

- 6.1 The current contract requires some immediate variations to ensure service continuity to the public for the following 17 months (the remaining term of the current contract plus a 12 month extension) while procurement or in-house options are reviewed and any re-procurement exercise is initiated. A revenue contribution will be necessary to support the scheme during this time. This is not without risk, but the option to bring the service in house during this period would cost the Council more than a 12 month extension to the current operator's Contract. The current operator's financial position no longer gives cause for concern, but will be kept under review.
- 6.2 The existing Contract does not allow for expansion of the scheme beyond the city boundary to neighbouring authorities because its value exceeds the Concession Contracts Act 2016 threshold. Both Lewes District and Adur & Worthing Councils have expressed interest in joining the scheme. E-bikes with swappable batteries are likely to encourage more commuting journeys into and across the city, and will find a ready market. The preferred option, therefore, is a new procurement as a wider City Region (to include other Local Authority partners), which would bring added purchasing power and a larger market than the existing scheme and would be a more attractive proposition to prospective operators and sponsors.

7 FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 Financial implications associated to the recommended contract variations and 12 month contract extension are included in Part 2 of this report.
- 7.2 The recommendations include carrying out initiation of a full procurement options review, which will be prepared on a basis to maximise economy and effectiveness, and will therefore support achieving value for money.

Procurement options will be referred to the Procurement Advisory Board (PAB) and a further report will be brought to this Committee detailing the outcome of the options review with recommendations for the retender of the new service or an in-house operation.

Finance Officer Consulted: Steven Bedford Date: 09/03/20

Legal Implications:

- 7.3 The Environment, Transport and Sustainability Committee is the appropriate decision-making body in respect of the recommendations at paragraph 2 above, given that the Committee's terms of reference include environmental health, highways management, traffic management and transport.
- 7.4 The current contract allows for amendments through a change-control process. As the law presently stands (and will continue to stand during the Brexit transition period), the Concession Contracts Regulations 2016 (CCR) apply to the contract. It is considered that the proposed changes to the contract are not substantial and that they would be permitted under the CCR. The risk of a successful challenge to the proposed changes is therefore considered to be low.

7.5 Exempt Information

The report above refers to certain additional information in part 2 that should be read before the Committee considers the recommendations in paragraph 2 above ("Part 2 Information"). The Part 2 Information is commercially sensitive and is to be treated as confidential.

Lawyer Consulted: David Fairfield Date: 02/03/2020

Equalities Implications:

7.6 BTN Bikeshare has much higher than UK average levels of female participation but a BME participation rate of 4.71% does not reflect the 2011 Census Ethnicity statistics

Sustainability Implications:

7.7 The Bikeshare scheme contributes to the city's sustainability goals including Carbon Net Zero emissions by 2030.

Brexit Implications:

7.8 Procurement may need to take account of EU competition rules during the transition period while a trade deal is being negotiated if this is extended beyond 31 December 2020.

Risk and Opportunity Management Implications:

7.9 An assessment of the risks associated with the extension of the contract is in the Part 2 report.

Public Health Implications:

7.10 Bikeshare usage by residents has a significant impact on the health and wellbeing of the city as a whole.

Corporate / Citywide Implications:

7.11 The scheme cannot expand to reach areas of the city not currently served under the current contract, despite evidence of significant demand.

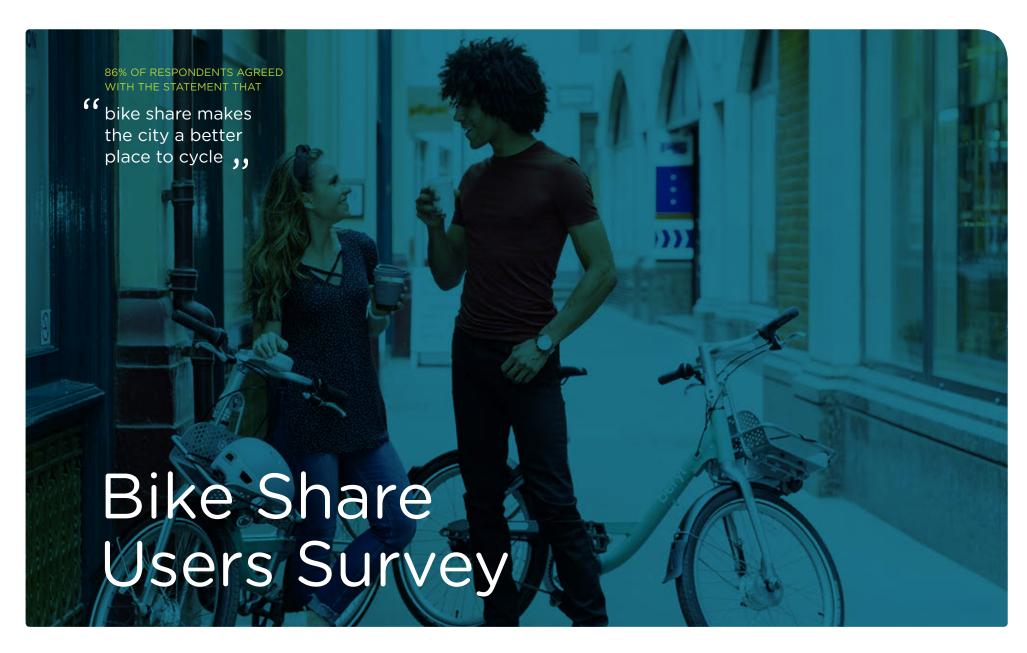
SUPPORTING DOCUMENTATION

Appendices:

- 1. COMO UK Bikeshare users survey report
- 2. COMO UK BTN Bikeshare users survey results.
- 3. COMO UK BTN Bikeshare users Postcode data

Background Documents:

1. COMO UK BTN Bikeshare users – Comments received.



2019



2019 Survey Result Key Findings

THE GENDER SPLIT OF BIKE SHARE USERS IS MUCH MORE EVEN THAN FOR GENERAL CYCLING



FEMALE

DATA AVERAGED OVER 4 YEARS OF RESULTS



SHARED EBIKE SCHEMES SUPPORT USERS TO CYCLE TO WORK MORE FREQUENTLY



OF THOSE USING EBIKES SHARE REPORTED THAT THEY WERE COMMUTING

BIKE SHARE ENABLES USE OF PUBLIC TRANSPORT BY OFFERING A LAST MILE SOLUTION.



SPECIFICALLY REPORTED ON **EXERCISE/PHYSICAL HEALTH BENEFITS** AS REASONS WHY THEY CHOOSE TO USE THE BIKE SHARE SCHEME

BIKE SHARE IS A TOOL FOR RE-ENGAGING CYCLISTS.





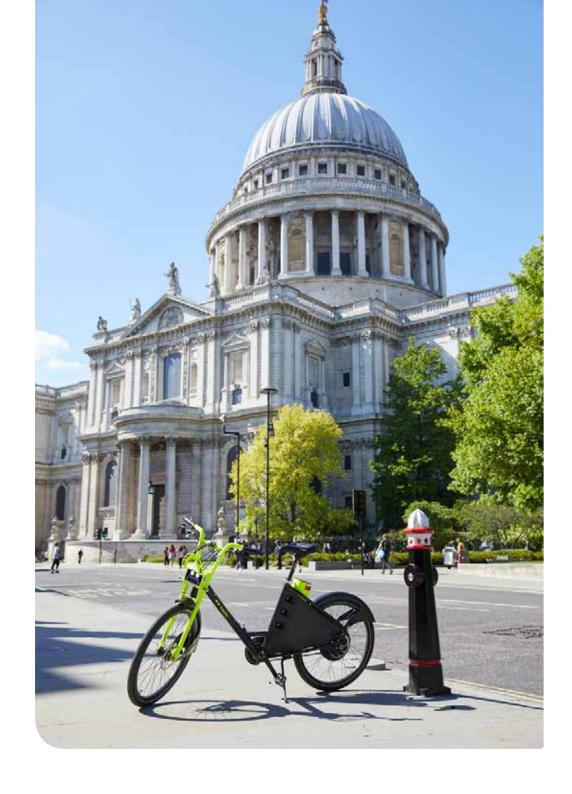
BIKE SHARE USERS SAID THE BIKE SHARE SCHEME WAS THE CATALYST TO CYCLING (AGAIN)



RESPONDENTS USE BIKE SHARE IN CONJUNCTION WITH THE BUS

RESPONDENTS USE BIKE SHARE IN CONJUNCTION WITH THE TRAIN

DATA AVERAGED OVER 4 YEARS OF RESULTS



This report presents the results of the fourth annual Bike Share Users Survey; the only such research being carried out across the UK. The survey is key to providing the evidence of the social and environmental impacts of public bike share.

The data has been reviewed by an independent analyst and it is presented in the context of the previous three years of results years to create a robust assessment of the sector.

The survey is a key tool for understanding the impacts of bike share schemes, and how the UK's bike share sector is performing.

It has been a year of mixed fortunes for bike share. New schemes have developed in Edinburgh, and Cardiff plus there are many new operations in London. However, the year has also seen several schemes closing (Derby, Reading and Northampton).

The problems experienced are mainly due to business models and vandalism, and do not negate the benefits that providing on-street public bike hire can provide.

It can be argued that now, more than ever, there is a need to understand the scale and range of impacts of bike share.

This report looks at key policy areas such as whether bike share can support health and wellbeing, and trigger sustainable travel behaviours, as well as assessing differences due to gender, geography and e-bikes.

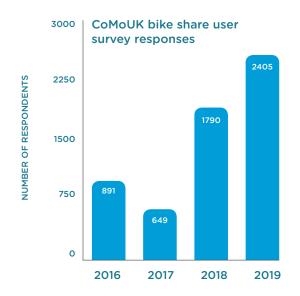
Methodology

The Bike Share User Survey was produced by CoMoUK (previously Carplus Bikeplus) in conjunction with, UK bike share operators, and local authority representatives. It was distributed via email. and social media, to users of schemes in 35 towns and cities, run by: Hourbike, nextbike, Serco, Bervl, Lime, Jump, Freebike, Mobike, Smoove / ITS, Brompton Bike Hire, Co-bikes and Liverpool City Cycles. between the 10th June and 22nd July 2019. As in previous years, as an incentive, respondents were given the opportunity to enter a prize draw to win one of 5 £50 shopping vouchers.

In total, 2,405 responses were received, comparing to 1,790 in 2018. It is difficult to assess the number of bike share users due to their transient nature but data collected by CoMoUK estimates that there are over 600,000 current active users, in the UK and over 100,000 outside London. Responses from the London Santander Cycle scheme are low as this scheme has its own survey. Taking the response numbers of the users in relation to user of other schemes it is estimated the response rate is around 2%.

610 respondents reported that they used an electric bike when bike sharing, and their responses are analysed separately in some instances.

The results were analysed by independent consultant Conor Walsh and verified by Dr Sally Cairns, of Sally Cairns & Associates Ltd.



There was a more even geographical spread of responses this year (albeit that response numbers do not reflect the size of the schemes, with London underrepresented). Response numbers broke down as: Glasgow 26%, Brighton 20%, Cardiff 10%, Edinburgh 7%, London 16%, Milton Keynes 5% and Stirling 5%.

Of those responding, 70% of users had joined a scheme in the last 2 years - 34% in 2019 and 36% in 2018

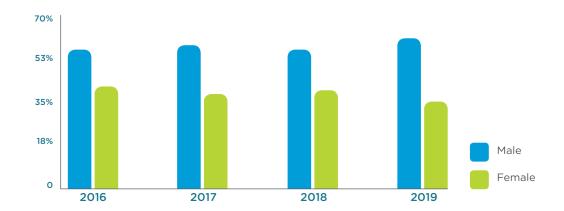


Demographic of bike share users

The gender split for bike share users, as indicated from the 2019 survey, was 61% male compared to 37% female (with 2% of the sample not responding, 'other' or 'prefer not to say'). The proportion of women was somewhat lower than in previous years.

Results averaged for 2016-2019 give a ratio of 58:40% (with the remaining 2% classified as 'prefer not to say').

These figures can be compared to the latest National Travel Survey (England 2018), where, on average, only 29% of cycle trips were carried out by women.



Age

The age spread of bike share users was from 15 to 75 with the majority in the 25-54 category (78%), including 30% in the 25-34 group, 29% in the 35-44 group and 19% in the 45-54 group.

Ethnicity

The percentage of White British respondents was 66% in 2019, down from 73% in 2018, and there was a subsequent slight increase in the percentage of other ethnic backgrounds: 20% selected the category "white other", 4% identified as Asian / Asian British, 3% as "mixed multiple ethnicity" and 7% as other ethnicities.

Employment

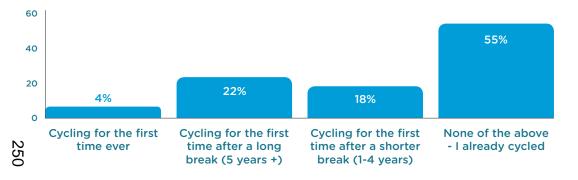
82% of respondents stated they were employed; 11% were students: and 2% were retired. Less than 1% were unemployed. The remaining chose "other" or "prefer not to say". Responses were received from all income groups. Of those who answered the question about individual personal income (50%), 21% were on an income of less than £20,000 including 9% of the total who were on an income of less than £10,000.

THE GENDER SPLIT OF BIKE SHARE USERS IS MUCH MORE EVEN THAN FOR GENERAL CYCLING

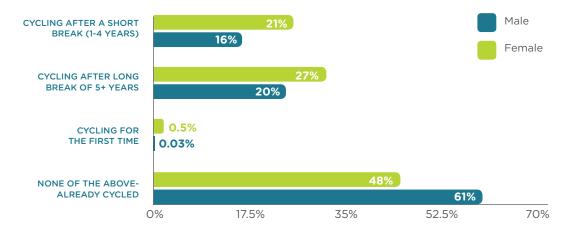


Potential to attract new cyclists

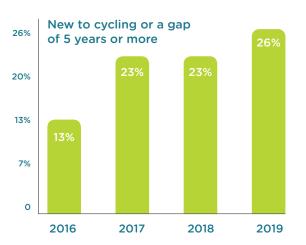
As with the survey responses from previous years, the data indicates that bike share is a catalyst to re-engaging with cycling. A total of 46%, said that bike share was a trigger to them cycling again - 26% of respondents said they had begun cycling after a gap of 1 year or more, and a further 18% hadn't ridden a bicycle for between 1 and 4 years.



When looking at the gender split of responses to the question, a higher proportion of women were more likely to have started cycling for the first time or after a 5+ year break.



Looking back at the data from the four years of surveys, on average, over 20% of respondents reported that the bike share scheme was a trigger to cycling (again).







46%

BIKE SHARE USERS SAID THE BIKE SHARE SCHEME WAS THE CATALYST TO

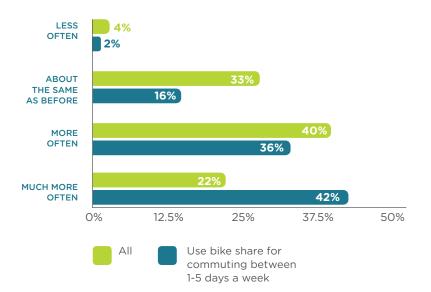
CYCLING (AGAIN)

Increasing cycling trips

The survey asked whether users had changed the amount that they cycle since they started using the scheme. Well over half (63%) reported an increase, with 40% stating that they are cycling more often and a further 23% choosing the option indicating that they are cycling "much more often."

Results for those who use bike share for commuting (between 1-5 days a week) increases the proportion of those cycling much more often to 42% indicating that providing bike share in locations which support commuting may particularly increase the amount that people cycle.

Change in cycling levels since using bike share



DEFINITION OF USERS WENT ON TO BUY A BIKE

47%

USE A PERSONAL BIKE AS WELL AS BIKE SHARE.



Health benefits

There is a large amount of evidence to support the theory that bike share increases physical activity, and has positive impacts on both mental and physical health.

When asked about the total amount of moderate or vigorous exercise done in the last week through using bike share – 12% said they had done the Government's recommended 2.5 hours a week or more, whilst 23% had done between 1 and 2.5 hours. 37% reported that they had done none, presumably because they had not used the scheme, whilst 29% had done less than an hour.)

13% of respondents reported that use of bike share is the only moderate to vigorous exercise they get on a regular (weekly) basis BIKE SHARE OFFERS A VALUABLE OPPORTUNITY TO INCREASE PHYSICAL ACTIVITY LEVELS



13%

OF RESPONDENTS REPORTED THAT THIS WAS THE ONLY MODERATE TO VIGOROUS EXERCISE THEY GET ON A REGULAR (WEEKLY) BASIS



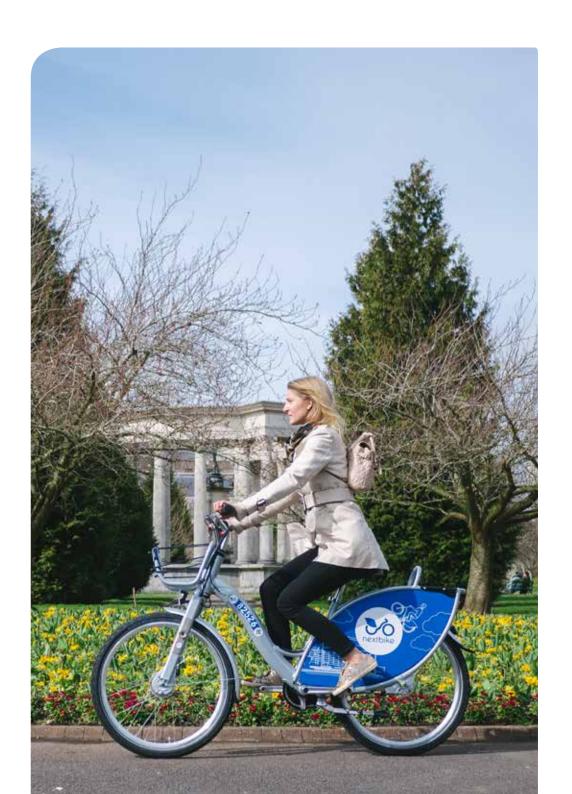
48%

SPECIFICALLY REPORTED ON EXERCISE/PHYSICAL HEALTH BENEFITS AS REASONS WHY THEY CHOOSE TO USE THE BIKE SHARE SCHEME



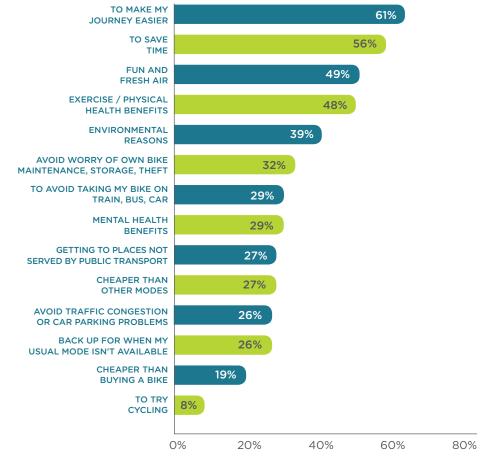
29%

REPORTED ON MENTAL HEALTH BENEFITS, AS REASONS WHY THEY CHOOSE TO USE BIKE SHARE SCHEMES



Personal benefits of opting to travel by bike share

Respondents were asked to choose 'all that applied' from a list of reasons for using the bike share scheme. The 2019 survey results reinforce previous results, showing that convenience (time savings, and ease), exercise and fresh air were the top reasons for choosing bike share.





Trip purpose

Respondents were asked how often they use bike share for a range of different journey purposes. 30% of respondents used a bike to travel to work at least once a week, and a further 12% of respondents used a bike for a business trip at least once a week. Other trip purposes included: cycling for leisure (41% >1 trip per month); personal business trips, (52% >1trip per month) and visiting friends and family (35% >1trip per month).

There was some regional variation in trip purpose. In the larger cities, commuting was more commonly reported, whilst the areas with more nice cycle rides along the sea front, in the country or parks had a higher proportion of leisure trips

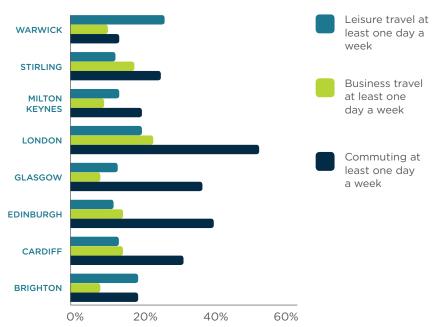
The proportion of users commuting by bike share more than doubled, when looking at the sub-sample (610 respondents) with access to electrically-assisted bikes.

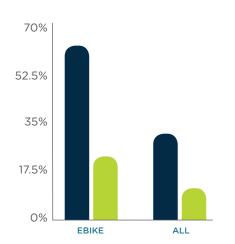
SHARED EBIKE SCHEMES
SUPPORT USERS TO CYCLE TO WORK
MORE FREQUENTLY



60%

OF THOSE USING EBIKES SHARE REPORTED THAT THEY WERE COMMUTING









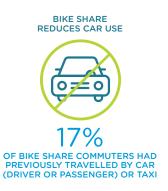
Mode shift for commuting

Bike share commuters (1,220 respondents) were asked how they previously travelled to work. (Respondents could choose more than one option and a significant proportion indicated that they used bike share in addition rather than instead of to their usual mode).

The results for all cities combined were:

- 32% previously walked
- 21% were using the bus, and 9% switched from the train
- 6% previously used their own bike
- 17% said they previously travelled by car (driver or passenger) or taxi, suggesting the potential for bike share to reduce congestion and pollution.

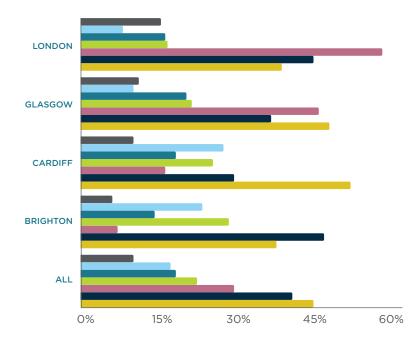
A separate question asked whether bike share commuters had changed the amount they use their car. 37% said they were using their car either much less (12%) or less (25%). The remaining respondents were using their car about the same amount. (Respondents were given the option to choose more often, or much more often, but did not do so.)



Split out by city, there are more respondents switching from car in less dense cities such as Cardiff and Brighton.

If you use bike share for commuting, which mode(s) did bike share replace? (Selected cities)





Electric bikes in bike share

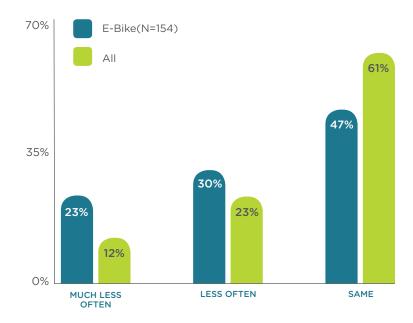
The extent to which people were able to reduce their car use was higher for those with access to electric bikes in their scheme.

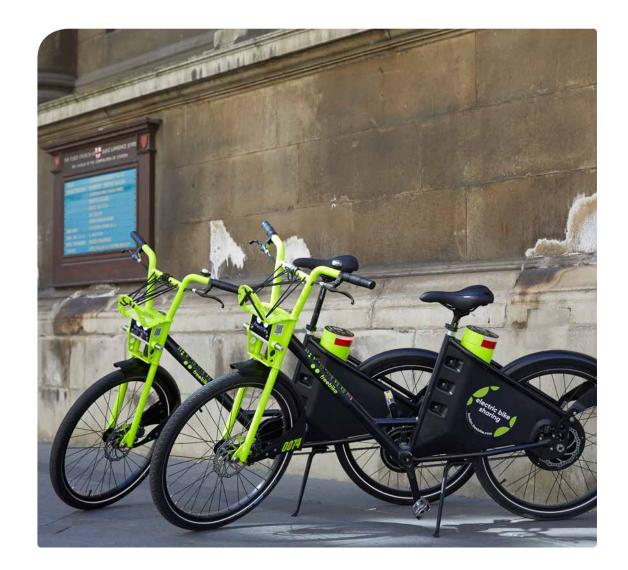
Around a quarter of respondents using e-bikes said they used their cars 'much less often' as opposed to only 12% of the whole sample, and figures were also higher for those saying 'less often'

SHARED EBIKES REDUCE CAR USE EVEN MORE THAN CONVENTIONAL BIKE SHARE



OF RESPONDENTS USING SHARED EBIKES SAID THEY USED THEIR CARS MUCH LESS OFTEN AS OPPOSED TO ONLY 12% OF THE WHOLE SAMPLE





Multi modal trips

Bike share adds flexibility and convenience to journeys, and is often used for either the first or last mile.

For their most recent trip using bike share, 19% of respondents used bike share in conjunction with the bus, and 28% with the train. Looking at this data over 4 years the average is 23% bus / 35% train. The extent to which the car is part of trip

chaining with bike share has varied considerably, as the survey has been influenced by geographical differences in responses. This year, it is only 11% of responses but it has been as high as 40%. The average is 26%.

When asked about their views on the statement "bike share enhances public transport", 89% of respondents agreed.

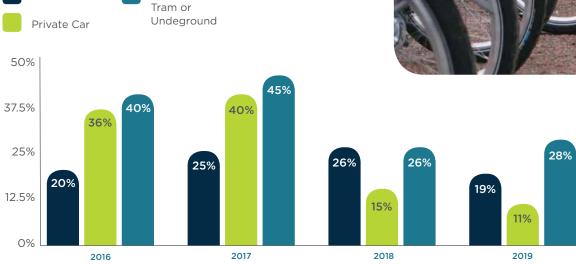
Local Train,

BIKE SHARE ENABLES USE OF PUBLIC TRANSPORT BY OFFERING A LAST MILE SOLUTION.



RESPONDENTS USE BIKE SHARE IN CONJUNCTION WITH THE BUS

35%
RESPONDENTS USE BIKE SHARE IN CONJUNCTION WITH THE TRAIN
DATA AVERAGED OVER 4 YEARS OF RESULTS



Trip length

In terms of the trips made using bike share, around a third (32%) of respondents reported their most recent ride was between 5-15mins and just under half (43%) said 15-30mins.

When looking at the time taken to walk to a bike, most people (62%) said it was a less than a 5-minute walk while a quarter said it took them 5-10mins. Slightly lower times were reported from the drop-off location to final destination.

The most common comment from respondents remains requests for wider coverage areas.

Customer satisfaction

When asked to rate the different aspects of the public bike share service, the majority of elements were rated as 'very' or 'fairly satisfactory' by at least 70% of respondents.

A few aspects had lower levels of endorsement such as gears (66% rated these as 'very' or 'fairly' satisfied), customer service (62%) and communications (59%).

Station coverage remained as one of the lowest rated areas, with 27% of respondents saying they were very or fairly dissatisfied. This was also the main topic raised in free comments.

Dockless vs station based

Around half of respondents indicated that they preferred hybrid models of bike share, where bikes are mostly found in stations but can also be found and parked elsewhere. The remainder were split between those who preferred 'free-floating' bike share and those who preferred fully station-based options.

The survey showed that a lack of bikes in particular areas discouraged many users from trying a bike share scheme. Not being able to guarantee an available bike also resulted in many riders giving up on using a scheme prematurely. Lack of coverage at transport hubs, including stations, also made many journeys impractical.

Of those respondents who indicated that they hadn't used a scheme yet (323 respondents), around one third mentioned that this was due to a lack of convenient stations, whilst another 20% said they preferred to use their own bike.

Disappointingly, 13% said they hadn't hired a bike as they had encountered a specific problem with the service when trying to hire a bike.



Use of co-mobility services

Respondents were asked about how likely they were to use other shared mobility services, with the options of 'already using it', 'likely to use', 'unlikely to use' and 'unsure/don't know'. 60% said they were 'likely to use' shared electric bikes. 44% were likely to use a monthly account / contract giving use of a range of transport services (Mobility

as a Service), whilst 42% said they were likely to hire shared e-scooters if they were made legal on UK roads. Around a quarter of people said they were likely to use car clubs, ride share, shared taxis and demand responsive bus services.

BIKE SHARE USERS ARE LIKELY TO USE OTHER SHARED MOBILITY SERVICES



ELECTRIC BIKES



(PRIVATE CAR)



ELECTRIC SCOOTERS

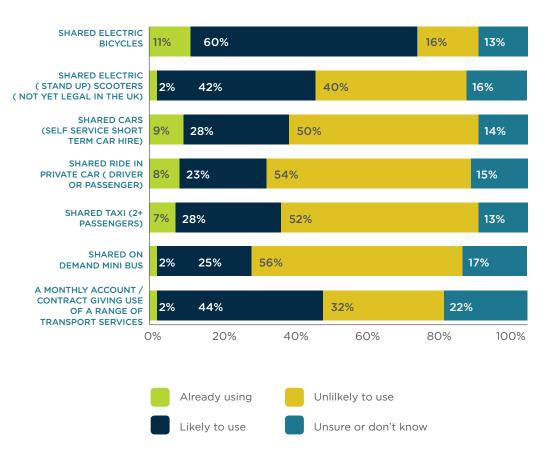




TAXIS



How likely are you to use the following types of trnsport (if they were available in your area)?







Find out more about bike share online at www.como.org.uk | info@como.org.uk

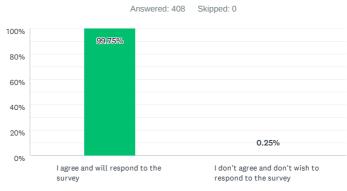
Registered office: Kings House, King Street, Leeds LS1 2HH

Acknowledgements

Thanks to Conor Walsh and Sally Cairns of Sally Cairns Associates for their support with survey design and analysis.



Q1 I agree to my responses being used for research led by CoMoUK. I understand only anonymised data and no personal data will be shared with research partners.



ANSWER CHOICES	RESPONSES	
I agree and will respond to the survey	99.75%	407
I don't agree and don't wish to respond to the survey	0.25%	1
Total Respondents: 408		

Q2 In which town or city do you use a bike share scheme most often?



Bike Share Users Survey 2019

ANSWER CHOICES	RESPONSES	
Ashford	0.00%	0
Bath	0.00%	0
Belfast	0.00%	0
Birmingham	0.00%	0
Brighton	100.00%	408
Bristol	0.00%	0
Cambridge	0.00%	0
Canterbury	0.00%	0
Cardiff	0.00%	0
Crawley	0.00%	0
Derby	0.00%	0
Didcot	0.00%	0
Dundee	0.00%	0
Eastbourne	0.00%	0
Edinburgh	0.00%	0
Exeter	0.00%	0
Glasgow	0.00%	0
Guildford	0.00%	0
Hassocks	0.00%	0
Henley	0.00%	0
Ipswich	0.00%	0
Jersey	0.00%	0
Lincoln	0.00%	0
Liverpool	0.00%	0
London	0.00%	0
Manchester	0.00%	0
Milton Keynes	0.00%	0
Newcastle	0.00%	0
Northampton	0.00%	0
Nottingham	0.00%	0
Norwich	0.00%	0
Oxford	0.00%	0
Peterborough	0.00%	0
Poole and Bournemouth	0.00%	0
Portsmouth	0.00%	0
Slough	0.00%	0
Southampton	0.00%	0
Southend	0.00%	0
Stirling	0.00%	0
Swansea	0.00%	0
Three Bridges Station	0.00%	0
Warwick University	0.00%	0
Worcester	0.00%	0
Wolverhampton	0.00%	0
Other (please specify)	0.00%	0
TOTAL		408

Q3 Which scheme do you use most often? (Leave blank if you are not sure).



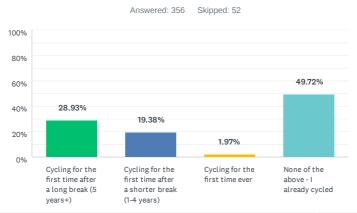
ANSWER CHOICES	RESPONSES	
Beryl Bikes	0.00%	0
Bewegen	0.00%	0
Brompton Bike Hire	0.00%	0
BTN Bikeshare Brighton	98.87%	350
Co-bikes	0.00%	0
Citybike Liverpool	0.00%	0
Ebike Derby	0.00%	0
Forth bike	0.00%	0
Freebike	0.00%	0
Jump bikes	0.00%	0
Just Eat Cycles	0.00%	0
Lime bikes	0.28%	1
Mobike	0.00%	0
nextbike	0.00%	0
Ponybike	0.00%	0
Ride-on	0.28%	1
Santander Cycles	0.28%	1
Slough Cycle Hire	0.00%	0
Yobike	0.00%	0
Woo bikes	0.28%	1
TOTAL		354

Q4 Which year did you begin using this bike share scheme?



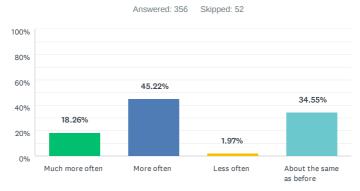
ANSWER CHOICES	RESPONSES	
2019	26.99%	105
2018	47.56%	185
2017	23.91%	93
2016	1.29%	5
2015	0.00%	0
2014	0.00%	0
2009-2013	0.26%	1
TOTAL		389

Q5 Has bike share been a catalyst to you....



ANSWER CHOICES	RESPONSES	
Cycling for the first time after a long break (5 years+)	28.93%	103
Cycling for the first time after a shorter break (1-4 years)	19.38%	69
Cycling for the first time ever	1.97%	7
None of the above - I already cycled	49.72%	177
Total Respondents: 356		

Q6 Since beginning to use bike share, do you now cycle...



ANSWER CHOICES	RESPONSES	
Much more often	18.26%	65
More often	45.22%	161
Less often	1.97%	7
About the same as before	34.55%	123
Total Respondents: 356		

Q7 In the past week, how many hours of moderate or vigorous physical activity have you undertaken through using bike share?(Activity which raises your heart rate)



23.45%

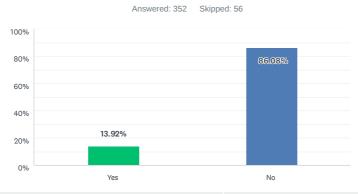
11.86%

Time

40.11%

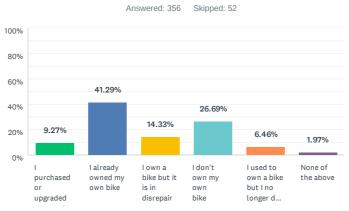
24.58%

Q8 Is the use of bike share the only moderate to vigorous exercise you get on a regular (i.e. weekly) basis?



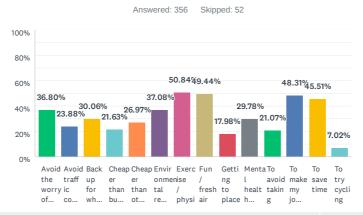
ANSWER CHOICES	RESPONSES	
Yes	13.92%	49
No	86.08%	303
TOTAL		352

Q9 Please tell us about your bike ownership..



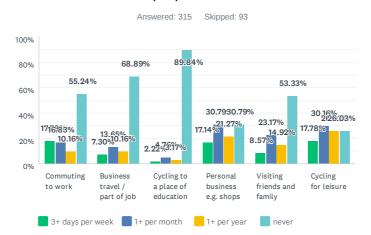
ANSWER CHOICES	RESPONSES	
I purchased or upgraded my own bike since joining the scheme	9.27%	33
I already owned my own bike	41.29%	147
I own a bike but it is in disrepair	14.33%	51
I don't own my own bike	26.69%	95
I used to own a bike but I no longer do since joining the scheme	6.46%	23
None of the above	1.97%	7
Total Respondents: 356		

Q10 What are your reasons for choosing to use bike share? (Please tick all which apply)



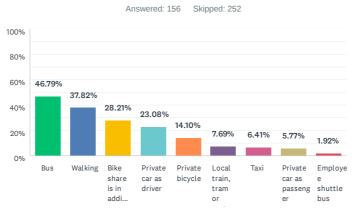
ANSWER CHOICES	RESPONSES	
Avoid the worry of own bike maintenance, storage, theft	36.80%	131
Avoid traffic congestion or car parking problems	23.88%	85
Back up for when my usual mode isn't available	30.06%	107
Cheaper than buying a bike	21.63%	77
Cheaper than other modes	26.97%	96
Environmental reasons	37.08%	132
Exercise / physical health benefits	50.84%	181
Fun / fresh air	49.44%	176
Getting to places not served by public transport	17.98%	64
Mental health benefits	29.78%	106
To avoid taking my bike on train, bus, car	21.07%	75
To make my journey easier	48.31%	172
To save time	45.51%	162
To try cycling	7.02%	25
Total Respondents: 356		

Q11 How often do you travel by the bike share for each of these purposes?



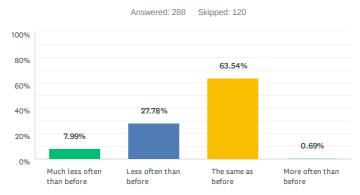
	3+ DAYS PER WEEK	1+ PER MONTH	1+ PER YEAR	NEVER	TOTAL	WEIGHTED AVERAGE
Commuting to work	17.78% 56	16.83% 53	10.16% 32	55.24% 174	315	4.67
Business travel / part of job	7.30% 23	13.65% 43	10.16% 32	68.89% 217	315	5.26
Cycling to a place of education	2.22% 7	4.76% 15	3.17% 10	89.84% 283	315	5.76
Personal business e.g. shops	17.14% 54	30.79% 97	21.27% 67	30.79% 97	315	4.31
Visiting friends and family	8.57% 27	23.17% 73	14.92% 47	53.33% 168	315	4.96
Cycling for leisure	17.78% 56	30.16% 95	26.03% 82	26.03% 82	315	4.25

Q12 If you use bike share for commuting to work, which mode(s) did bike-share replace? (tick all that apply)



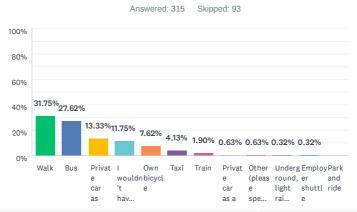
ANSWER CHOICES	RESPONSES	
Bus	46.79%	73
Walking	37.82%	59
Bike share is in addition to my existing mode	28.21%	44
Private car as driver	23.08%	36
Private bicycle	14.10%	22
Local train, tram or underground train	7.69%	12
Taxi	6.41%	10
Private car as passenger	5.77%	9
Employee shuttle bus	1.92%	3
Total Respondents: 156		

Q13 As a result of using bike share, do you now use a car ...



ANSWER CHOICES	RESPONSES	
Much less often than before	7.99%	23
Less often than before	27.78%	80
The same as before	63.54%	183
More often than before	0.69%	2
TOTAL		288

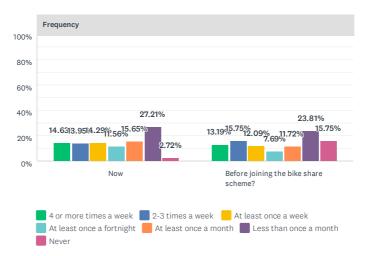
Q14 Thinking about the last trip you made with your main bike share scheme - (the one you named at the start) how would you have made this trip if bike share was not available?



ANSWER CHOICES	RESPONSES	
Walk	31.75%	100
Bus	27.62%	87
Private car as driver	13.33%	42
I wouldn't have done this trip	11.75%	37
Own bicycle	7.62%	24
Taxi	4.13%	13
Train	1.90%	6
Private car as a passenger	0.63%	2
Other (please specify)	0.63%	2
Underground, light rail or tram	0.32%	1
Employer shuttle bus	0.32%	1
Park and ride	0.00%	0
Total Respondents: 315		

Q15 How often do you typically make this trip?

Answered: 296 Skipped: 112



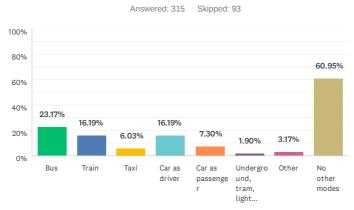
Frequency								
	4 OR MORE TIMES A WEEK	2-3 TIMES A WEEK	AT LEAST ONCE A WEEK	AT LEAST ONCE A FORTNIGHT	AT LEAST ONCE A MONTH	LESS THAN ONCE A MONTH	NEVER	TOTAL
Now	14.63% 43	13.95% 41	14.29% 42	11.56% 34	15.65% 46	27.21% 80	2.72% 8	294
Before joining the bike share scheme?	13.19% 36	15.75% 43	12.09% 33	7.69% 21	11.72% 32	23.81% 65	15.75% 43	273

Q16 How long was this last trip by cycle?



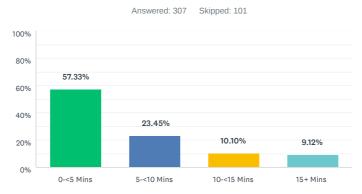
ANSWER CHOICES	RESPONSES
less than 5 minutes	2.22% 7
5-<15 minutes	25.08% 79
15-<30 minutes	42.22% 133
30-<45 minutes	15.24% 48
45-<60 minutes	7.94% 25
An hour or more	7.30% 23
TOTAL	315

Q17 Do you use any other forms of transport (other than walking) as part of this trip?



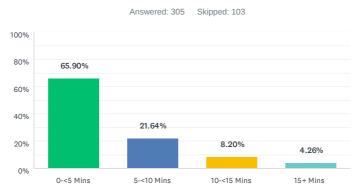
ANSWER CHOICES	RESPONSES	
Bus	23.17%	73
Train	16.19%	51
Taxi	6.03%	19
Car as driver	16.19%	51
Car as passenger	7.30%	23
Underground, tram, light rail	1.90%	6
Other	3.17%	10
No other modes	60.95%	192
Total Respondents: 315		

Q18 Given the last trip you took by bike share, how long was the walk to the bike or docking station?



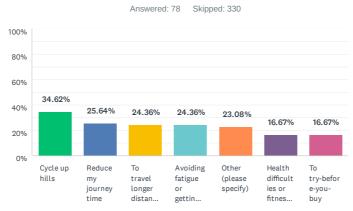
ANSWER CHOICES	RESPONSES	
0-<5 Mins	57.33% 17	76
5-<10 Mins	23.45%	72
10-<15 Mins	10.10%	31
15+ Mins	9.12%	28
TOTAL	30)7

Q19 And also for the last trip you took by bike share, how long was the walk to your destination after you dropped off the bike ?



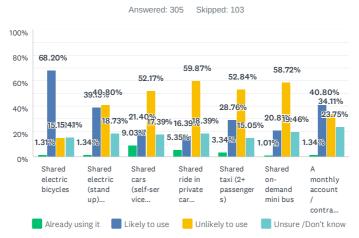
ANSWER CHOICES	RESPONSES	
0-<5 Mins	65.90%	201
5-<10 Mins	21.64%	66
10-<15 Mins	8.20%	25
15+ Mins	4.26%	13
TOTAL		305

Q20 If you use an electric bike as part of the bike share scheme, which reasons are important to you?



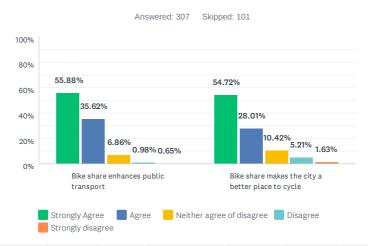
ANSWER CHOICES	RESPONSES	
Cycle up hills	34.62%	27
Reduce my journey time	25.64%	20
To travel longer distances	24.36%	19
Avoiding fatigue or getting sweaty	24.36%	19
Other (please specify)	23.08%	18
Health difficulties or fitness levels	16.67%	13
To try-before-you-buy	16.67%	13
Total Respondents: 78		

Q21 How likely are you to use the following types of transport (if they were available in your area)?



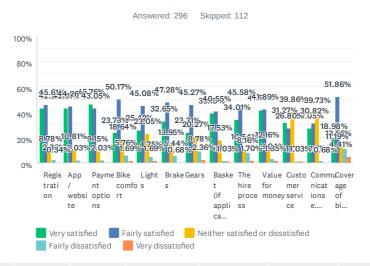
	ALREADY USING IT	LIKELY TO USE	UNLIKELY TO USE	UNSURE /DON'T KNOW	TOTAL	WEIGHTED AVERAGE
Shared electric bicycles	1.31% 4	68.20% 208	15.08% 46	15.41% 47	305	2.45
Shared electric (stand up) scooters (not yet legal on road in the UK)	1.34%	39.13% 117	40.80% 122	18.73% 56	299	2.77
Shared cars (self-service short term car hire)	9.03% 27	21.40% 64	52.17% 156	17.39% 52	299	2.78
Shared ride in private car (driver or passenger)	5.35% 16	16.39% 49	59.87% 179	18.39% 55	299	2.91
Shared taxi (2+ passengers)	3.34% 10	28.76% 86	52.84% 158	15.05% 45	299	2.80
Shared on-demand mini bus	1.01%	20.81% 62	58.72% 175	19.46% 58	298	2.97
A monthly account / contract giving use of a range of transport services	1.34%	40.80% 122	34.11% 102	23.75% 71	299	2.80

Q22 Please rate how you feel about the following statements regarding bike share



	STRONGLY AGREE	AGREE	NEITHER AGREE OF DISAGREE	DISAGREE	STRONGLY DISAGREE	TOTAL	WEIGHTED AVERAGE
Bike share enhances public transport	55.88% 171	35.62% 109	6.86% 21	0.98%	0.65%	306	1.55
Bike share makes the city a better place to cycle	54.72% 168	28.01% 86	10.42% 32	5.21% 16	1.63% 5	307	1.71

Q23 Please rate your experience of the following aspects of the bike share scheme you use most often?



	VERY SATISFIED	FAIRLY SATISFIED	NEITHER SATISFIED OR DISSATISFIED	FAIRLY DISSATISFIED	VERY DISSATISFIED	TOTAL	WEIGHTED AVERAGE
Registration	42.91% 127	45.61% 135	8.78% 26	2.36% 7	0.34%	296	2.60
App / website	42.91% 127	44.26% 131	10.81% 32	2.03%	0.00%	296	2.59
Payment options	45.76% 135	43.05% 127	9.15% 27	2.03%	0.00%	295	2.56
Bike comfort	23.73% 70	50.17% 148	18.64% 55	5.76% 17	1.69% 5	295	2.85
Lights	25.42% 75	45.08% 133	23.05% 68	4.75% 14	1.69% 5	295	2.83
Brakes	32.65% 96	47.28% 139	13.95% 41	5.44% 16	0.68%	294	2.74
Gears	23.31% 69	45.27% 134	20.27% 60	8.78% 26	2.36%	296	2.90
Basket (if applicable)	39.18% 114	40.55% 118	17.53% 51	1.72% 5	1.03%	291	2.65
The hire process	34.01% 100	45.58% 134	10.54% 31	8.16% 24	1.70% 5	294	2.78
Value for money	41.55% 123	41.89% 124	12.16% 36	3.04%	1.35% 4	296	2.64
Customer service	31.27% 91	26.80% 78	39.86% 116	1.03%	1.03%	291	2.72
Communications e.g. emails, texts and social media	27.05% 79	30.82% 90	39.73% 116	1.71% 5	0.68%	292	2.76
Coverage of bikes across the city / distance to walk	18.98% 56	51.86% 153	13.56% 40	11.19% 33	4.41% 13	295	3.01

Bike Share Users Survey 2019

Q24 What improvements, if any, would you like to see with the bike share scheme you use most often?

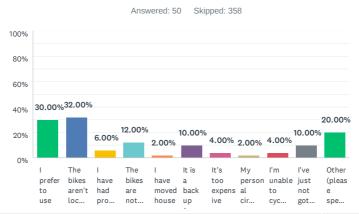
Answered: 193 Skipped: 215

Q25 Bike share schemes are changing. Which of these options for parking bikes appeal to you most?



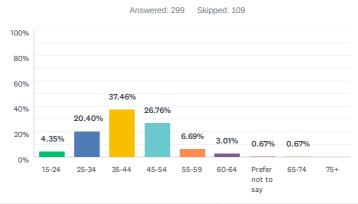
ANSWER CHOICES	RESPON	SES
"Free floating" schemes where bikes can be parked anywhere with a smart lock (locking back wheel only)	32.08%	94
Semi "docked" where bikes are mostly found in stations but can be found / parked elsewhere too	43.34%	127
Marked bays where bikes are picked up in designated zones	11.95%	35
Docked where bikes can only be found and parked in physical stations	11.95%	35
TOTAL		293

Q26 If you registered with the scheme but have not yet used the bikes what are your reasons?



ANSWER CHOICES	RESPONSES	
I prefer to use my own bike	30.00%	15
The bikes aren't located where I need them	32.00%	16
I have had problems hiring a bike	6.00%	3
The bikes are not suitable for the journeys I make	12.00%	6
I have moved house	2.00%	1
It is a back up for when my usual travel mode isnt available	10.00%	5
It's too expensive	4.00%	2
My personal circumstances have changed	2.00%	1
I'm unable to cycle due to poor health	4.00%	2
I've just not got round to it	10.00%	5
Other (please specify)	20.00%	10
Total Respondents: 50		

Q27 Which of the following age brackets do you fall into?



ANSWER CHOICES	RESPONSES	
15-24	4.35%	13
25-34	20.40%	61
35-44	37.46% 1:	.12
45-54	26.76%	80
55-59	6.69%	20
60-64	3.01%	9
Prefer not to say	0.67%	2
65-74	0.67%	2
75+	0.00%	0
TOTAL	29	99

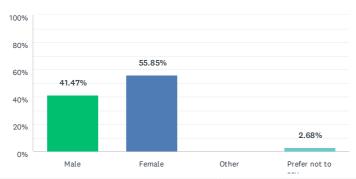
Bike Share Users Survey 2019

Q28 What is your home postcode?

Answered: 289 Skipped: 119

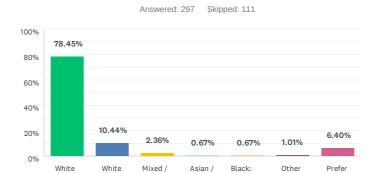
Q29 Are you ..?

Answered: 299 Skipped: 109



ANSWER CHOICES	RESPONSES
Male	41.47% 124
Female	55.85% 167
Other	0.00%
Prefer not to say	2.68% 8
TOTAL	299

Q30 Please specify your ethnicity



Asian British African / Caribbean

/ British

ethnic group not to say

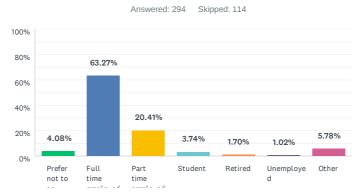
multiple ethnic

group

other

ANSWER CHOICES	RESPONSES	
White British	78.45%	233
White other	10.44%	31
Mixed / multiple ethnic group	2.36%	7
Asian / Asian British	0.67%	2
Black: African / Caribbean / British	0.67%	2
Other ethnic group	1.01%	3
Prefer not to say	6.40%	19
TOTAL		297

Q31 What best describes your current employment status?



ANSWER CHOICES	RESPONSES	
Prefer not to say	4.08%	12
Full time employed	63.27%	186
Part time employed	20.41%	60
Student	3.74%	11
Retired	1.70%	5
Unemployed	1.02%	3
Other	5.78%	17
TOTAL		294

Q32 Which income bracket do you fall into personally?



ANSWER CHOICES	RESPONSES	
Prefer not to say	20.55%	60
£10,000 or less	6.85%	20
£11,000-20,000	15.07%	44
£21,000-30,000	26.37%	77
£31,000-40,000	15.41%	45
£41,000-50,000	6.16%	18
£51,000-£60,000	3.42%	10
£61,000-£70,000	2.74%	8
£71,000 or above	3.42%	10
TOTAL		292

Bike Share Users Survey 2019

Q33 We are compiling case studies of bike share scheme users to understand more about who uses bike share. If you are willing to help, please use this box to tell us a little about yourself and how you use the bike share scheme. Please only provide information you would be happy to see used as an anonymous quotation.

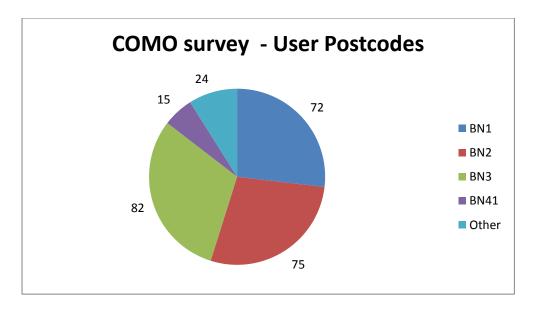
Answered: 71 Skipped: 337

Bike Share Users Survey 2019

Q34 If you would like to be entered into the free prize draw to win one of five £50 shopping vouchers please provide your email address below. Terms and Conditions. Your email address will only be used for the draw and will not be stored.

Answered: 244 Skipped: 164

Appendix 3. COMO UK BTN Bikeshare Survey 2019 - Users by Postcode



Postcodes	Users	%
BN1	72	26.8
BN2	75	28
BN3	82	30.6
BN41	15	5.6
Other	24	9
	268	100