

Subject:	Brighton & Hove Permit Scheme End Of Year Report		
Date of Meeting:	17th January 2017		
Report of:	Executive Director for Economy, Environment & Culture		
Contact Officer:	Name:	Jeff Elliott	Tel: 292468
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Ward(s) affected:	All		

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

- 1.1 This report seeks committee approval to publish the end of year report detailing the performance of the Brighton & Hove road and street works permit scheme against nationally set KPI's.
- 1.2 As the street authority for maintainable highways in Brighton & Hove, Brighton & Hove City Council (BHCC) are duty bound to monitor performance and to publish results on the city's web site and also send directly to all parties affected by the Brighton & Hove Permit Scheme (BHPS) including the Secretary of State for Transport.

2. RECOMMENDATIONS:

- 2.1 That the Environment, Transport and Sustainability Committee approves the publishing of the attached end of year report including sending a copy to the Department for Transport.
- 2.2 That the Environment, Transport and Sustainability Committee approves the publishing of the attached end of year report on the Councils web pages.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Brighton & Hove City Council Permit Scheme (BHPS) was introduced on 30th March 2015 and has had a successful first year. The Permit Scheme is regarded as a best of breed scheme and has been replicated by 5 other Highway Authorities during the past year. The Royal Borough of Windsor and Maidenhead went live with their sister scheme on the 14th November 2016 and Medway are planning a 1st January 2017 start date. This underpins the outstanding achievement by the Street Works Team and is a demonstration of BHCC's commitment to working effectively with its' stakeholders.
- 3.2 BHCC as Permit Authority now need to publish their end of first year report outlining how the scheme has performed and met its statutory requirements.

Regulation 16A of The Traffic Management Permit Scheme (England) (Amendment) Regulations 2015 states that any scheme must contain information on how the Permit Authority will evaluate their scheme and how this evaluation will take place. As a minimum, schemes must be evaluated after every 12 months of operation for the first three years and then every three years

- 3.3 This evaluation must include (regulation 16A(2)) consideration of whether the fee structure needs to be updated in light of any scheme surplus or deficit as well as the costs and benefits of operating the permit scheme. Each scheme should also state the schemes objectives and report on how these and the cost/benefits are being achieved.
- 3.4 The attached report highlights the successes and gives consideration to the fee structure, the costs and benefits of operating the scheme and whether the permit scheme is meeting key performance indicators where these are set out in the Guidance.
- 3.5 The attached report has also highlighted some ICT issues that must be resolved and the Permit team is working with Procurement Team to ensure we have the best possible software management system available to run our scheme. It is hoped this will ensure full content is available for future reports that will need to be brought before Committee.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The end of year report is a requirement of the permit scheme regulations and the city's ability to run a road and street works permit scheme may be removed by the Secretary of State for Transport if we do not produce timely and full reports on our permit scheme.
- 4.2 The BHPS is an exemplary scheme which is being replicated in our neighbour's authorities so to publish a full end of year report helps to cement our position as a leading urban authority in road and street works permit schemes.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Before the BHPS could be brought in to effect in the city full consultation with all affected road users including hauliers, public service providers and blue light services had to be undertaken. These included open meetings with those affected including all neighbouring local transport authorities.
- 5.2 The publication of the end of year report is a continuation of the statutory duty the Authority must meet to be allowed to run the BHPS in the city.

6. CONCLUSION

- 6.1 The publication of our end of year report will encourage the sharing of information between our likeminded permit scheme neighbours which is essential to BHPS's continued success through knowledge sharing and adoption of best practice.

- 6.2 It is hoped that authorities who have already used the BHPS as the basis for their own authorities schemes will offer end of year reports in a similar manner to our own which will grow standardisation of scheme content and use. This in turn will lead to best practice approaches to the schemes enforcement and opportunities for sharing of resources in future years.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The costs associated to the production and publication of the Brighton & Hove Permit Scheme report will be funded from existing revenue budgets within the City Transport service. Where possible, costs will be funded from income generated from the Brighton & Hove Permit Scheme to minimise costs to the general council taxpayer.

Finance Officer Consulted: Steven Bedford

Date: 30/11/16

Legal Implications:

- 7.2 The Traffic Management Act 2004 introduced “permit schemes” whereby local authorities in accordance with regulations may require permits to be obtained for certain categories of works in the street
The publication of the end of year report will assist in demonstrating that BHCC is complying with its duty under the Traffic Management Permit Scheme (England) Regulations 2015 to evaluate the permit scheme.

Lawyer Consulted: Stephanie Stammers

Date: 1 December 2016

Equalities Implications:

- 7.3 There are no known equality implications associated with the end of year report for the BHPS.

Sustainability Implications:

- 7.4 There are no known sustainability implications associated with the end of year report for the BHPS.

Any Other Significant Implications:

- 7.5 None to note.

SUPPORTING DOCUMENTATION

Appendices:

1. Year 1 Evaluation Report for the Brighton & Hove Permit Scheme for road and street works.

