





Brighton & Hove
City Council

Environment, Transport & Sustainability Committee

Title:	Environment, Transport & Sustainability Committee
Date:	17 January 2017
Time:	4.00pm
Venue	Council Chamber, Hove Town Hall, Norton Road, Hove, BN3 3BQ
Members:	Councillors: Mitchell (Chair), Horan (Deputy Chair), Janio (Opposition Spokesperson), Greenbaum (Group Spokesperson), Atkinson, Deane, Miller, Robins, G Theobald and Wares
Contact:	John Peel Democratic Services Officer 01273 29-1058 john.peel@brighton-hove.gov.uk
	The Town Hall has facilities for wheelchair users, including lifts and toilets
	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter and infra red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.
	FIRE / EMERGENCY EVACUATION PROCEDURE If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions: <ul style="list-style-type: none">• You should proceed calmly; do not run and do not use the lifts;• Do not stop to collect personal belongings;• Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and• Do not re-enter the building until told that it is safe to do so.

Democratic Services: Environment, Transport & Sustainability Committee

Lawyer	Executive Director	Councillor Mitchell <i>Chair</i>	Democratic Services Officer
--------	--------------------	-------------------------------------	-----------------------------

OFFICERS

Councillor Horan <i>Deputy Chair</i>
Councillor Robins
Councillor Atkinson

Councillor Miller
Councillor G Theobald
Councillor Wares
Councillor Janio <i>Opposition Spokesperson</i>
Councillor Greenbaum <i>Group Spokesperson</i>
Councillor Deane

OFFICERS

Public Speaker	Public Speaker
----------------	----------------

Press

Public Seating



Public Seating



AGENDA

56 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.

57 MINUTES

1 - 24

To consider the minutes of the meeting held on 29 November 2016 (copy attached).

Contact Officer: John Peel

Tel: 01273 291058

58 CHAIRS COMMUNICATIONS

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

59 CALL OVER

- (a) Items (63 – 66) 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.

60 PUBLIC INVOLVEMENT

25 - 26

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

- (a) **Petitions:** To receive any petitions presented by members of the public to the full Council or at the meeting itself.
 - (i) Need for Residents Parking in the Harrington Road area
 - (ii) 1 hour parking in Longridge Ave Saltdean
 - (iii) Yellow Lines Court Ord Road
 - (iv) Tennis facilities
- (b) **Written Questions:** To receive any questions submitted by the due date of 12 noon on the 10 January 2017.
- (c) **Deputations:** To receive any deputations submitted by the due date of 12 noon on the 10 January 2017.

61 ITEMS REFERRED FROM COUNCIL

27 - 28

Items referred from the last meeting of Full Council held on 15 December 2016 (copy attached).

- (a) **Petitions**
 - (i) Zebra or Pelican Crossing, Lovers Walk across A23 / Preston Road

62 MEMBER INVOLVEMENT

To consider the following matters raised by Members:

- (a) **Petitions:** To receive any petitions;
- (b) **Written Questions:** To consider any written questions;
- (c) **Letters:** To consider any letters;
- (d) **Notices of Motion:** to consider any Notices of Motion referred from Full Council or submitted directly to the Committee.

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

GENERAL MATTERS

- 63 FEES AND CHARGES 2017/18** **29 - 60**
- Report of the Executive Director, Environment, Economy & Culture and the Executive Director Neighbourhoods, Community & Housing (copy attached).
- Contact Officer:* Steven Bedford *Tel:* 01273 293047
Ward Affected: All Wards

TRANSPORT & PUBLIC REALM MATTERS

- 64 PRESTON VILLAGE & BALFOUR ROAD AREA RESIDENT PARKING SCHEME CONSULTATIONS** **61 - 90**
- Report of the Executive Director, Environment, Economy & Culture (copy attached).
- Contact Officer:* Charles Field *Tel:* 01273 293329
Ward Affected: Preston Park; Withdean

- 65 BRIGHTON AND HOVE PERMIT SCHEME END OF YEAR REPORT** **91 - 112**
- Report of the Executive Director, Environment, Economy & Culture (copy attached).
- Contact Officer:* Jeff Elliott *Tel:* 01273 292468
Ward Affected: All Wards

ENVIRONMENT & SUSTAINABILITY MATTERS

- 66 THE BIG CONVERSATION - AN OPEN SPACES STRATEGY FOR BRIGHTON & HOVE** **113 - 278**
- Report of the Executive Director, Environment, Economy & Culture (copy attached).
- Contact Officer:* Ian Shurrock *Tel:* 01273 292084
Ward Affected: All Wards

67 ITEMS REFERRED FOR FULL COUNCIL

To consider items to be submitted to the 26 January 2017 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

ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

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

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

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

Electronic agendas can also be accessed through our meetings app available through www.moderngov.co.uk

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

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

WEBCASTING NOTICE

This meeting may be filmed for live or subsequent broadcast via the Council's website. At the start of the meeting the Chair will confirm if all or part of the meeting is being filmed. You should be aware that the Council is a Data Controller under the Data Protection Act 1988. Data collected during this web cast will be retained in accordance with the Council's published policy (Guidance for Employees' on the BHCC website).

ACCESS NOTICE

The lift cannot be used in an emergency. Evac Chairs are available for self-transfer and you are requested to inform Reception prior to going up to the Public Gallery. **For your own safety please do not go beyond the Ground Floor if you are unable to use the stairs.**

Please inform staff on Reception if this affects you so that you can be directed to the Council Chamber where you can watch the meeting or if you need to take part in the proceedings e.g. because you have submitted a public question.

Date of Publication - Monday, 9 January 2017

BRIGHTON & HOVE CITY COUNCIL
ENVIRONMENT, TRANSPORT & SUSTAINABILITY COMMITTEE

4.00pm 29 NOVEMBER 2016

COUNCIL CHAMBER, HOVE TOWN HALL, NORTON ROAD, HOVE, BN3 3BQ

MINUTES

Present: Councillor Mitchell (Chair) Horan (Deputy Chair), Janio (Opposition Spokesperson), Atkinson, Deane, Miller, Moonan, G Theobald and Wares

PART ONE

39 PROCEDURAL BUSINESS

39(a) Declarations of substitutes

39.1 Councillor Moonan was present as substitute for Councillor Robins.

39(b) Declarations of interest

39.2 There were none.

39(c) Exclusion of press and public

39.3 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(l) of the Act).

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

40 MINUTES

40.1 **RESOLVED-** That the minutes of the previous meeting held on 11 October 2016 be approved and signed as the correct record.

41 CHAIRS COMMUNICATIONS

41.1 The Chair provided the following communications:

“I would like to welcome the announcement that was made yesterday by central government that Brighton & Hove City Council is to receive £134,000 for the repair of potholes and that will be put to very good use.

“On behalf of the committee, I would like to extend a huge thank you and to say how sorry we are that Christina Liassides will be leaving having been with us for twenty years with the past eleven in Highways. I know that Christina has worked personally with a lot of you so I thought it was fitting that we offered her our collective thanks and wish her well for the future”.

41.2 Councillor Theobald extended his praise for Christina Liassides who he had found to be an exemplary officer at all times.

42 CALL OVER

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

- Item 46: Communal Bins, Heritage Squares, Permission to Implement
- Item 47: Report of the Live Music Policy Panel
- Item 49: Valley Gardens
- Item 50: Parking Annual Report
- Item 51: Sub National Transport Body
- Item 53: Highway Asset Management Policy & Strategy

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

- Item 48: Charging Scheme for Food Safety Rescore Inspections Under the National Food Hygiene Rating Scheme
- Item 52: Whitehawk & Kempton Safer Routes to School Scheme
- Item 54: Eastern Road/Arundel Road Junction- Objections to Traffic Regulation Order (TRO)

43 PUBLIC INVOLVEMENT

(a) Petitions

(i) Hangleton Link Road pedestrian crossing- Robert Laing

43.1 The Committee considered a petition signed by 3 people requesting a crossing assessment be conducted on Hangleton link road.

43.2 The Chair provided the following response:

“A request for Hangleton Link Road crossing improvements was received by the Council and was included in the annual assessments. At ETS Committee on the 11th October 2016 the Pedestrian Crossing Priority List was approved. Hangleton Link road was listed as number 3 on the Priority List and therefore is currently being assessed by Highway Engineers to determine the most appropriate measures that can be introduced to

improve pedestrian movement and officers would be happy to discuss initial proposals with residents if required”.

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

(ii) Shared Parking Scheme Steyning Road- Catherine Taylor

43.4 The Committee considered a petition signed by 12 people requesting a shared residents parking scheme within the existing limited waiting parking bays in Steyning Road, Rottingdean for households with no off-road parking facilities.

43.5 The Chair provided the following response:

“Thank you for your petition and it is clear that the majority of residents in that small section of the road are in favour of taking this forward.

The best way forward would be if this is considered alongside the resident parking scheme timetable and a report will be put forward next year to consider this proposal as an update to the timetable alongside any other areas that may come forward.

Officers would then be able to review this request and consider the different options that could be taken forward and any issues and any issues that might be needed to be taken into consideration.

I appreciate this request is for a small area scheme but the processes including a legal traffic order do take time and require an identification of resources. However, I’m hopeful we may be able to take this forward in the near future if a feasible scheme is identified by officers”

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

(b) Written Questions

(i) Taxi Ranks, West Street- John Boath

43.7 The questioner was not present. The Chair read out the following response:

“To be able to take this forward the Council would need a petition from businesses outlining the difficulties and providing evidence that this taxi rank is not used during the day.

This would then be discussed with the taxi trade before any way forward is agreed to discuss their needs and requirements”.

(ii) Communal Bins, Palmeira and Adelaide Squares- Susan Hunter

43.8 Susan Hunter presented the following question:

“Re refuse bins in Palmeira & Adelaide I want to raise the issue of the obligation of residents to maintain this heritage area re conservation requirements, and if not can be prosecuted.

The plan from the Council seems to go against existing rules, has the Council has followed these for this area?

It was suggested the benefit will be cleaner streets, but we know these bins attract rubbish around them. They are a health problem, an extremely unpleasant one. Should the plan fail to make a cleaner area, will the Council be prepared to review and remove any bins?"

43.9 The Chair provided following response:

"Heritage and Conservation officers have been consulted at all stages throughout this process which has considered locations, design and maintenance. Previous Committee reports reflected the feedback from officers and joint site visits with Highway officers have also taken place both of which will help minimise the impact on heritage areas, where this is reasonably practicable to do so. We will of course keep reviewing locations, just as we do in other parts of the city. In addition to this, we now have contract enforcement company, whose remit includes fly tipping around communal bin areas and we now have an improved maintenance programme, properly funded, which will enable the bins to be regularly inspected and maintained so should they start featuring any defects, those can be attended to"

43.10 Susan Hunter asked the following supplementary question:

"Can the council confirm that the current recycling arrangements will continue and that we will not have recycling bins based in the Palmeira and Adelaide areas as the result of the consultation was very close at 50:50 and a survey we carried out after the consultation had finished resulted in a much stronger preference for the existing arrangement to continue, something like 70:30"

43.11 The Chair provided the following response:

"The consultation result was close on that particular area and I believe the plan is to go ahead with communal recycling and the locations of the bins will be decided in the same way as the locations for the refuse bins according to operational requirements and that is set out in the report on our agenda"

(iii) Open Green Spaces- Alison Dean

43.12 Alison Dean asked the following question:

"Over recent years there has been much research into the benefits of maintaining accessible open green spaces. These benefits range widely across individual and collective health and welfare, education and play, social cohesion, environmental and wildlife and so on. Given the range and importance of these benefits, has the council undertaken a cost and benefit analysis to inform any change to the budgets planned for 2017-18 for our green and open spaces? If this has not yet been done will the council carry out such an analysis in time to inform budget setting for 2017-18?"

43.13 The Chair provided the following response:

"As you correctly point out, there are many cost as well as non-cost benefits to having well maintained parks and open spaces and there has been a lot of research already to support this view."

Our 'Big Conversation' has used much of this research and will help inform how the Open Space Strategy takes shape and how best to utilise the budget we have available to spend on our parks and open spaces, what else we can do to make our resources go further and consider new ways of working to ensure that our parks and open spaces continue to be well maintained in the future.

It is worth reminding ourselves that despite large cuts to the Councils budget already that impact on all areas across the Council, we have 7 Parks that are worthy holders of Green Flag status and the Rockery Garden park has recently been shortlisted for a Fields in Trust park of the year award and that is a testament to all the volunteers, Friends of Groups that give their time to achieve that standard as well as our own staff. We are committed to maintaining parks into the future which is why we carried out the consultation to get feedback from people to help guide us in that"

43.14 Alison Dean asked the following supplementary question:

"What further opportunity will be given to residents for a two way conversation to explore the detail further?"

43.15 The Chair provided the following response:

"That conversation and the consultation was to gather views on how valued the parks were and people do, I believe feel they are our most highly valued asset but also to look at ideas that people have for how we can continue the maintenance with a shrinking budget. As I said, this is going to form a much more detailed piece of work that I hope will give you the detail you require which will be the Parks and Open Spaces Strategy and then, where we are bringing forward individual proposals, and it won't be one-size fits all as there are so many different open spaces and parks in the City, we will then be going out to people to seek their views on any individual proposals for those"

(iv) Open Spaces- Cliff Munn

43.16 Cliff Munn asked the following question:

"Having read with interest the recent Brighton & Hove public consultation questionnaire on the future of our parks and green spaces. I am very concerned it is setting the scene for a managed decline in their investment and upkeep. Bearing in mind the importance of these spaces to our city's environment and resident's health and wellbeing; what steps are the Council taking to secure the budget and resources necessary to arrest any possible decline?"

43.17 The Chair provided the following response:

"There have been over 3500 people take part in the consultation, which will help shape the Open Space Strategy document officers are working on and will bring back to this Committee in the New Year.

Rather than setting the scene for a managed decline as you suggest, we have in fact been proactive and are asking our residents to share their views on their priorities and what we can perhaps do differently from what we are doing now.

Budgets are being reduced and we do need take a different approach in order to protect and enhance our parks and open spaces. The Council will not be able to continue to do it all and we will have to look to our partners to help deliver the service.

Despite the difficult financial situation the Council faces, there is still much to celebrate and am proud of the 7 parks we have that are of Green Flag standard and I'm delighted that the Rockery Garden park has been nominated for a Fields in Trust park of the year award"

43.18 Cliff Munn asked the following supplementary question:

Will the council be sourcing alternative methods of funding to ensure the relatively small parks budget is maintained? Examples include health promotion funds, ring-fenced car parking, charging for events, and even charging business that use our open spaces as their workplace.

43.19 The Chair provided the following response:

"We certainly will be. We are also learning from lots of other authorities who are in exactly the same position as we are. I think there are 72,000 parks and open spaces in the UK that are facing this problem and we are looking at other authorities to see what they are doing and learning from them. As for going to the NHS for funding, I think the NHS is in as worse if not even worse situation that the council finds itself in. I can assure you that every avenue and opportunity is being looked at to lever in external funding."

(v) Open Strategies Consultation: Robert Stephenson

43.20 Robert Stephenson asked the following question:

"I gather that over 3500 people responded to the consultation on the future of green spaces in the city, I also understand that officers are busy identifying ways of further reducing the spend on green spaces. How will the observations, ideas and suggestions held within the consultation responses be reflected in the final budget decisions when they are not due to be published until January or February?"

43.21 The Chair provided the following response:

"You are correct in saying that our "big conversation" has been hugely responded to by our residents and I'm tremendously pleased that over 3500 residents have shared their views on their priorities for our parks and open spaces.

The results of the consultation will help shape our Open Space Strategy document that will have funding implications and that will be brought back to this Committee for consideration in the New Year prior to Budget Council in February"

43.22 Robert Stephenson asked the following supplementary question:

"Officers are working right now on changes- are they all reversible if the analysis of the document gives a clear view from public?"

43.23 The Chair provided the following response:

“Officers are working right now on collating all of those responses and putting them into a document that will be the Open Spaces Strategy that will be presented to this committee for decision in January. Just prior to that there will be a full briefing for all of the Members of the Committee so that they can see the responses. We will all have a chance to look at those responses identify priorities and examine a way forward that will include opportunities for leveraging in additional resources”

(vi) The Big Conversation consultation- Linda Austin

43.24 Linda Austin asked the following question:

“Can you explain what arrangements were made as part of the "Big Conversation" consultation exercise about the future of Parks and Open Spaces, to involve park and open space users (1) with disabilities;(2) special needs; and (3) those less able to access the internet; and their representatives?”

43.25 The Chair provided the following response:

“The Open Spaces Strategy will be required like all council documents to complete an Equalities Impact Assessment. This will form part of the final document which is due to be completed in January 2017.

However, leading up to the launch of the ‘Big Conversation’ consultation, we worked with ‘Community Works’ who membership covers 450 third sector groups including: disability groups, those with special needs, and those less able to access the internet.

In partnership with Community Works we attended several public meetings promoting the Open Spaces Strategy work, learning from the audience about their issues and concerns. Community Works have subsequently provided a formal response of their member’s views as part of the consultation.

We also visited Whitehawk library and health hub and spoke with a disability specialist group to complete a response in depth with their service users about their use of parks.

Flyers were sent to every school in the city and over 6000 additional leaflets were distributed by ‘Friends of Parks’ and community groups. Two hundred A2 posters were located at our main parks. Cityparks officers visited areas to the east of the city where responses were a bit lower than the other locations, and 3000 additional postcards were sent out to residential addresses.

Working with our equalities officer, we are now seeking to ensure that equalities are appropriately reflected in the final strategy document, as we recognise that parks and open spaces have the potential to engage the widest possible audience and of course should be welcoming for those with disabilities.

In addition, we have contacted specialist organisations: Southdown Recovery Services, Possibility People and Age Concern to create a focus group looking at the emerging Open Spaces Strategy document and consultation in the coming weeks”

(c) Deputations

(i) Allotments- Jim Mayor

43.26 The Committee considered a deputation regarding Brighton & Hove Allotment Federations response to identifying ways to make the allotment service cost neutral and other general matters relating to allotment service provision.

43.27 The Chair provided the following response:

“Thank you for your deputation and for the time and effort that members of the Allotment Federation have put into looking at and considering the options for delivering budget savings.

I am really open to suggestions from you on the best way to deliver budget savings. You have very recently set out a number of interesting proposals with regard administration charges, age based concessions and phasing of rental increases for example – again I am grateful for your suggestions and we are keen to find a way of testing some of the suggestions you made in your previous letter to us and I will discuss with officers how this is best delivered.

I note your comments on the allotment water systems which I understand are old and probably do leak. We used specialist contractors to ‘gas test’ Roedale Valley allotments water system this year and intend to use the same process at Weald allotments next year. If we find big leaks that can be repaired this will save money however if we find that the water systems need replacing we will need to discuss finding ways to fund these repairs.

I would certainly like to ensure that those least able to pay are cushioned from any rent increases and support the Federation’s recent proposal of confining rent increase above inflation to non-concession holders but I am concerned about the practicality of the allotment service doing the assessing whether allotment holders should qualify as coming from a low income household as currently there is just not the resource available within this service to do this. I agree with the principle but believe further work is required to examine the practicalities of that.

In your deputation you state that you have serious concerns about the way that allotment volunteers are treated. I am well aware of how dependant we are upon the site representatives so have asked the Head of Cityclean and Cityparks to look into this further and would be grateful if you could supply him with examples of this poor treatment”

43.28 **RESOLVED-** That the deputation be noted.

(ii) Communal bin refuse- Ian Chaplin

43.29 The Committee considered a deputation regarding the council’s approach with residents and the Friends of Brunswick Square & Terrace (FBST) during the recent consultation on the introduction of communal refuse and recycling.

43.30 The Chair provided the following response:

“Advice has been taken from our Health and Safety team throughout this process.

This process goes back to 2015 and before when the risk assessments were used as the basis for the report brought before this Committee in March 2016.

The Councils Health & Safety Manager spoke at length at this Committee meeting and answered a number of questions that enabled Members to reach the decisions made.

The consultation period was extended to 6 weeks and I believe this was fair and reasonable and so too were the 4 drop in sessions that were attended by over 100 residents and enabled all voices to be heard, including those living in basement flats.

Responses have been provided as to what the style of build out could look like – but it is difficult to provide a fully accurate picture whilst still consulting on locations as build outs may not have been required and I hope you can see that point.

The FOI's were responded to with the information that could be provided within the restrictions of FOI process but as I say, Health & Safety considerations were discussed at the March Committee meeting.

I am satisfied that with over 2500 postal questionnaires, the 4 drop in sessions and a 6 week consultation period, all voices have had the opportunity to be heard.

I can confirm risk assessments have been provided to Members of this Committee.

Black bags are not the preferred option from residents and the report outlines previous attempts to use so-called seagull proof bags.

We now have a robust Enforcement service in place and our street cleansing operatives provide daily patrols of all communal bin areas. Communal refuse bins are emptied each day, 7 days a week. We have two additional street cleansing staff over and above our normal staffing levels in this area and funded from a charitable donation.

The consultation outcome is very clear about the locations for communal bins in Brunswick Square & Terrace and these proposed locations can be sent to you again as part of the ongoing implementation process subject to the committee decision today”

43.31 **RESOLVED-** That the deputation be noted.

44 ITEMS REFERRED FROM COUNCIL

(a) Petitions

(i) Double yellow lines on Surrenden Holt Estate- Councillor Taylor

44.1 The Committee considered a petition referred from the Full Council meeting of 20 October 2016 and signed by 43 people requesting the Council install double yellow lines on the corners of the road at the junction of Surrenden Holt and Surrenden Road due to safety concerns.

44.2 The Chair provided the following response:

“Thank you for your Petition.

I'm pleased to confirm that we will investigate double yellow lines in this area alongside the current parking scheme proposals in the Preston Village and Balfour Area.

A report is coming forward to this Committee in January 2017 which will outline the way forward including any double yellow line proposals in the area that can be advertised alongside the parking scheme proposals”.

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

(ii) Speeding on Reigate Road- Councillor Taylor

44.4 The Committee considered a petition referred from the Full Council meeting of 20 October 2016 and signed by 73 people expressing concern about speeding and traffic on Reigate Road.

44.5 The Chair provided the following response:

“Brighton & Hove City Council receive many requests for traffic calming or other measures to mitigate against the effects of traffic in the streets or neighbourhoods where they live and we have had to adopt a policy where we address those areas where we know people are suffering injuries as a priority.

The collision record for Reigate Road has been checked and I am pleased to say that there have been no reported injury causing collisions over the past three years.

A member of the Road Safety team visited the road in August 2016 to review the situation, we are also aware from checks that the average speed on the road is around 24mph so with no injuries and low speeds I am afraid that we are not in a position to directly prioritise measures at this location just now”.

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

(iii) Speeding on Westbourne Gardens- Councillor Cobb

44.7 The Committee considered a petition referred from the Full Council meeting of 20 October 2016 and signed by 54 people requesting the council to address speeding on Westbourne Gardens.

44.8 The Chair provided the following response:

“During phase 2 of the city wide implementation of the 20mph speed limit programme checks were made in a number of roads around the city.

Obviously, we could not survey every street so streets of a similar nature were chosen. Rutland Gardens was chosen in this area and is almost identical to Westbourne Gardens in that it links New Church Road and Portland Road.

The speed surveys were carried out over a seven day period and this showed that the average speed was 25.8mph which, although higher than the posted limit, is below the level that would warrant dedicated enforcement.

I can also confirm that the collision history in Westbourne Gardens for the past three years has been checked and no injury causing collisions have been recorded during this period.

With low speeds and no collisions I am afraid that the council cannot prioritise this road above other roads that have a worse collision history at this time, however, I would urge residents who do witness anti-social driving to report this to the Police via a dedicated website set up specifically for this purpose. www.operationcrackdown.org”

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

45 MEMBER INVOLVEMENT

(c) Letters

(i) Preventing disease- Councillor Janio

45.1 The Committee considered a Letter from the Hangelton & Knoll ward councillors that detailed anecdotal evidence of an increase in rats in the Hangelton & Knoll area and requested a report to the next committee detailing the work of the council in co-operation with the Water Authorities to identify the impact of defective drains and sewers.

45.2 The Chair provided the following response:

“Thank you for raising this important issue relating to public health. I have asked officers to immediately look into this rather than waiting for a report. The council’s Environmental Health Manager has checked all the notifications of rat related call-outs and enquiries for this year and they are broadly comparable to last year. 299 jobs this year compared with 292 last year, so there has not been any significant increase. With regard to Hangleton and Knoll, there is not thought to have been any specific increase from this area. Highway Managers have confirmed that the Hangleton and Knoll gullies were cleansed in April, June and July this year. Sewer pipes are the responsibility of Southern Water but having checked with them, there have not been reports of drainage or flooding problems in the area nor any issue with rats. The additional capital funding for gulley clearance via the LTP is funding a programme of cleansing the most high-risk soakaways, however the majority of the Hangleton and Knoll area is on a combined system rather than a soakaway system. Officers will be happy to follow up any aspects of this response with you and so for the moment I do not think that a full report is needed”.

45.3 Councillor Janio asked if information was available for years before 2014 and if so, if this could be sent to him after the meeting.

45.4 The Chair replied that this information would be sent to Councillor Janio if available.

45.5 **RESOLVED-** That the Letter be noted.

(ii) Bins Old Shoreham Road/Hangleton Road- Councillor Janio

45.6 The Committee considered a Letter from Councillor Janio requesting the installation of a bin on the eastern side of the junction of Old Shoreham Road and Hangleton Road due to increase foot flow on the road.

45.7 The Chair provided the following response:

“We will indeed have a litter bin sited as quickly as possible. In terms of our very popular and very efficient Big Belly litter bins, you will recall the 100 that are now in place came about via a capital investment, agreed at the last Budget Council, as part of the service redesign of the street cleansing service. Any additional Big Belly bins - as welcome as they would be - would require a similar agreement by Members at Budget Council next year and I will discuss this with officers to determine the feasibility and cost benefit of this and whether the necessary capital finance is available”.

45.8 **RESOLVED-** That the Letter be noted.

46 COMMUNAL BINS, HERITAGE SQUARES, PERMISSION TO IMPLEMENT

- 46.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that set out the outcome of the communal refuse and recycling consultation in multiple areas of the city and sought permission for the introduction of communal refuse collection in those areas subject to further consultation to minimise visual impacts in specific locations where required.
- 46.2 Councillor Miller stated that he had examined the risk assessment for refuse collection in the heritage squares and that clearly demonstrated the current risk to council staff and that there had been accidents and the council had a duty as an employer to the safety of its staff. Councillor Miller asked if site visits for proposed bin locations would be offered to the chairs of resident associations and to ward councillors and if CCTV linked to the council's enforcement contract could be used for any potential fly-tipping hot-spots. Councillor Miller added that he hoped refuse could be collected daily to minimise any issues.
- 46.3 The Assistant Director- City Environmental Management stated that the use of mobile CCTV was an option for the council and that site visits would be arranged with resident associations and ward councillors on the proposed location of bins as a matter of course. The Assistant Director added that communal refuse collections would be made daily and communal recycling collected every three days however more regular collections could be considered if necessary.
- 46.4 Councillor Wares requested assurance that the locations of the bins would be sensitive to the profile and appearance of the heritage squares.
- 46.5 The Chair replied that she could give that assurance and that guidance from the location of existing communal bins in other heritage areas of the city would be a useful guidance tool.
- 46.6 The Assistant Director- City Environmental Management added that officers had taken advice from local conservation and heritage groups and were mindful of their recommendations regarding bin placement.
- 46.7 Councillor Greenbaum stated that she supported the proposals but there were key messages from the consultation that she hoped could be addressed. Councillor Greenbaum asked if the option of locating Car Club parking spaces would be considered, if additional bins could be provided for events held in the Squares and if bin locations could be reviewed in a year.
- 46.8 The Assistant Director- City Environmental Management replied that Cityclean would work with colleagues in transport to gauge what was possible in relation to Car Club spaces and parking in general. Assistant Director- City Environmental Management confirmed that additional bins were already provided for events. Furthermore, the Events team were now part of the City Environment division so there was increased opportunity for joint working on such matters. The Assistant Director- City Environmental Management added that bin locations were always under review and amendments would be made in the event of any difficulties.
- 46.9 Councillor Janio stated that he had initially been minded to reject the proposals but having spoken extensively with officers, he had been assured that the risk present to the

council workforce was real and that it was correct to begin communal refuse and recycling in the heritage squares.

46.10 Councillor Wares asked for the location on the proposed communal bins on Viaduct Road and whether these would replace or be an addition to the planters in place to reduce speeding along the road.

46.11 The Assistant Director- City Environmental Management clarified that Cityclean had been engaged with Transport colleagues throughout the consultation and had been assured that space was available on Viaduct Road to accommodate communal refuse bins alongside the planters.

46.12 **RESOLVED-**

- 1) That the committee notes the outcome of the communal refuse & recycling consultation
- 2) That the committee approves the roll out of communal refuse & recycling across the areas in response to the results of the consultation as shown at Appendix 1
- 3) That the Committee notes that the communal refuse and recycling bins will be located in accordance with operational requirements, subject to recommendation 2.4 below;
- 4) That the Committee delegates authority to the Executive Director Economy, Environment & Culture to conduct further consultation with residents on exact locations of communal refuse and recycling bins in the Rottingdean Coastal Ward (Area 3) where feedback from the consultation was significantly against the proposed locations. The results of the further consultation will be presented back to a future ETS Committee for decision.

47 REPORT OF THE LIVE MUSIC POLICY PANEL

47.1 The Committee considered a report of the Executive Director, Finance & Resources that set out the findings of the Policy Panel examining Live Music Venues. The Policy Panel had been established in response to a petition received by the Council in March 2015 and agreement to establish a Panel into the matter in July 2015.

47.2 As Chair of the Policy Panel, Councillor Miller gave an overview of the evidence heard by the group and the rationale for the recommendations proposed. Councillor Miller thanked the lead petitioner, Mr Stack for raising the issue, those that had given evidence at meetings of the Panel and to officers and fellow councillors for their input and support. Councillor Miller stated that considering a complex issue in the form of a Policy Panel had been very useful and felt such a format should be used more regularly.

47.3 Councillor Atkinson commended Councillor Miller for his role as Chair on the Policy Panel that represented a very good example of cross-party working. Councillor Atkinson noted that after hearing evidence from those involved in the local music industry, there had been a clear need to widen the scope beyond noise issues relating to live music and that was clearly set out in the Panels concise yet detailed report.

- 47.4 Councillor Deane echoed the praise and acknowledgements made by Councillors Miller and Atkinson. Councillor Deane stated that it had been interesting to hear evidence that gave a perspective that the council was obstructive in its relations with local live music venues. Councillor Deane felt the recommendations of the Panel were thorough and would have a positive impact in the city if agreed.
- 47.5 Councillor Horan stated that she had found the report to be to very high standard with a positive approach and praised the Members involved.
- 47.6 Councillor Greenbaum welcomed the report that she had found very detailed and of interest.
- 47.7 Councillor Janio stated his concern that recommendations were too wide in scope and that the Panel had operated beyond its remit. In particular, Councillor Janio stated that the recommendations appeared to undermine the sovereignty of the council's existing legislative and regulatory committees and requested assurance that the recommendations would apply to live music only.
- 47.8 The Environmental Health Manager explained the original petition had concerned live music but upon hearing evidence, the issue was complex and overlapped into many other areas. That complexity was represented in the membership of the proposed Night Time Economy Partnership.
- 47.9 The Chair stated that any decisions made by the Partnership or arising from the report would still remain with the council's committees including Licensing Committee and the Economic Development & Culture Committee.
- 47.10 Councillor Janio stated that he wished for the composition and membership of the Partnership to be approved by this and the Economic Development & Culture Committee. Councillor Janio asked for legal advice on how the Policy Panel recommendations could be re-worded to address the issue raised regarding sovereignty.
- 47.11 The Chair stated that the Partnership did not formal status and would be an advisory group consisting of the key players in the night time economy and would be a forum for discussion not decision making.
- 47.12 Councillor Miller agreed and explained that the Panel's intention was for the Partnership to inform the various committees, not replace their decision-making functions.
- 47.13 Councillor Wares stated his agreement with the concerns raised by Councillor Janio and the purpose of any partnership should be how music and live venues fit into the night time economy and not broader.
- 47.14 Councillor Horan stated that the Night Time Economy Partnership was an excellent demonstration of joined up working and because of the complexity of the night time economy, Members should not seek to limit what could be spoken about by the Partnership.

- 47.15 In relation to the request made by Councillor Janio, the Deputy Head of Law stated that recommendation 1 of the Policy Panel report could be amended to read “To establish a Night Time Economy Partnership **focussed on live music**” and the first bullet point of recommendation 1 to be amended to read: “Review the effectiveness of existing policies and develop new policies as appropriate **in relation to live music**”.
- 47.16 On behalf of the Conservative Group, Councillor Theobald moved a motion to amend recommendation 1 of the Live Music Venues Policy Panel report as set out above.
- 47.17 Councillor Miller seconded the motion.
- 47.18 The Chair then put the recommendations to the vote as amended which passed.
- 47.19 **RESOLVED-** That the Committee agrees the recommendations of the Live Music Venues Policy Panel (attached at Appendix 1 as amended).
- 48 CHARGING SCHEME FOR FOOD SAFETY RESCORE INSPECTIONS UNDER THE NATIONAL FOOD HYGIENE RATING SCHEME**
- 48.1 **RESOLVED-** That the committee agrees to the introduction of a flat rate charge for rescoring visits requests received from food businesses.
- 49 VALLEY GARDENS PROPOSED DESIGN**
- 49.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that set out the result of the Independent Review into the Valley Gardens project commissioned in June 2015, an overview of the project history, an update on the project following the Independent Review and the preferred design option and proposed next stages of the project.
- 49.2 Councillor Janio stated that there had been some delay in finalising proposals for Valley Gardens but he hoped the thorough consideration would bring substantial improvement to an important area of the city. Councillor Janio acknowledged that the scheme would be a major project and he felt it would be appropriate for a dedicated team and emergency helpline to be established to oversee the works and as a point of contact for reporting issues as there was potential for major delays in the city. Councillor Janio added that although there would be further detailed design, a clear solution for travel north of St Peter’s Church to Lewes Road was needed, specifically for buses. Councillor Janio stated that he did not think that there would be substantial ingress along the section of Gloucester Road, North Road and Gardener Street into the bus lanes and taxi lanes and was also an issue that required further discussion. Councillor Janio added that he would also welcome further overview on what the Intelligent Transport System (ITS) could deliver.
- 49.3 The Transport Planning Officer explained that there would be another year of detailed design work and effective management of the traffic network and a communication and engagement strategy during the building phase would develop as part of that work. The Transport Planning Officer stated that there was a commitment to specifically work with the bus company to find a solution for the transit issues north of St Peter’s Church on to Lewes Road throughout the detailed design stage to ensure as an effective scheme as

possible was provided. The Transport Planning Officer supplemented that the number of loading bays on the west side of Valley Gardens had been established through the consultation and in discussions with local businesses but was also an element that could be given further discussion during the detailed design process.

- 49.4 Councillor Janio clarified that his query regarding ingresses was in relation to cars entering into the bus stream and how much local traffic would be allowed in.
- 49.5 The Transport Planning Officer answered that as part of the public transport corridor operation; cameras would be placed at strategic locations to monitor, manage and enforce vehicle movements throughout that corridor but would also allow access to properties and loading where necessary.
- 49.6 Councillor Janio stated that he hoped that area and access could be narrowed down as much as possible to minimise disruption.
- 49.7 Councillor Miller stated that he welcomed the report but did have some concerns and suggestions. Councillor Miller felt that the materials used should be to high quality in order to prevent the need for remedial or maintenance work such as the recent occurrence at the Seven Dials roundabout, that keep clear signs should be displayed at each major junction and noted his concern that vehicle breakdowns or vehicles stopping to load could seriously disrupt traffic movement and lead to a single lane of traffic in and out of the city.
- 49.8 Councillor Greenbaum noted her support for the report and that the review had confirmed there were no major issues with the original scheme. Councillor Greenbaum stated her disappointment that the report had reduced its emphasis on the benefit for the scheme to create more green space and an appropriate entrance to the city and that did not seem in accord with its original principles. Councillor Greenbaum noted that Members had received an email from a member of the public with a useful 33 point analysis of the scheme and that it would be beneficial to Councillors to go through that with officers to establish whether each of those could be addressed.
- 49.9 The Chair noted that officers had been included in that email and she was sure the member of the public would receive a detailed response to that email.
- 49.10 Councillor Deane stated that it should be reiterated that the original intention of the Valley Gardens project was a substantial and necessary improvement to the public realm in the centre of the city rather than strictly a transport project. Councillor Deane noted that many residents in the areas surrounding the Valley Gardens area occupied properties with only very limited outdoor space and the Gardens would be an important public space to use and therefore it was important to retain the green space focus of the project. Councillor Deane stated that it was important to remember that the ultimate aim was for Valley Gardens to be a valuable green space to the benefit of all residents and visitors to the city and also to benefit all modes of travel, be it driving, walking or cycling.
- 49.11 Councillor Atkinson welcomed the report that he found demonstrated the sense in pausing for a review and the scheme had been enhanced for that. Councillor Atkinson noted the many areas of benefit relating to the scheme and the enhancement it would make as an accompaniment to the city's major tourist attractions based in the locality.

- 49.12 Councillor Wares stated that he did share the concerns raised by other in relation to the single carriageway system and was an issue that would need a lot of work going forward. Councillor Wares asked for clarification on how reliant the revamp of Valley Gardens was to the wider issue of the introduction of ITS and whether it was inter-dependent on the wider transport network.
- 49.13 The Chair stated that the scheme itself would be traffic neutral but the impact on the surrounding network had been taken into consideration and officers were very aware of the effect upon the northern sections, particularly the London Road area. The Chair stated that from the discussion at the meeting, she was keenly aware of the need for an officer briefing on ITS and how that would benefit the flow of traffic in relation to this scheme but also the wider network.
- 49.14 The Assistant Director- City Transport explained that ITS was an integral part of how officers would look at the traffic network across the city but also in relation to Valley Gardens. The Assistant Director- City Transport stated that a report had been submitted to the committee in March 2016 that made reference to ITS and the bid that went forward to the Local Enterprise Partnership outlining the rationale to obtain funding for the system. The modelling for Valley Gardens worked without ITS but the system would be further benefit to the management of traffic and briefings could be offered to each of the political groups.
- 49.15 Councillor Wares noted that cross-party agreement on the Valley Gardens project was important and asked the Chair of the Committee whether she could confirm that the project had the support and commitment from the Leader of the Council.
- 49.16 The Chair clarified that the Leader of the Council as well as her other group colleagues had expressed hesitation about the scheme in May 2015 and did want to see further information that the scheme would work from a highway perspective. Whilst she was in agreement with the points made by Councillors Deane and Greenbaum regarding the benefit of the public realm elements of the scheme, Valley Gardens represented the main arterial route into the city and ensuring smooth traffic flow was vitally important that would have the two-fold effective of making the Gardens somewhere people wanted to visit and stay. The Chair stated that she was now satisfied that the scheme was at the point where it could be recommended to the committee for progression and the Leader of the Council shared that view.
- 49.17 Councillor Theobald stated that he was pleased to hear the Leader of the Council's support for the scheme as he had seen postings on social media that appeared to suggest otherwise. Councillor Theobald stated that he personally believed that the scheme had not changed very much following the review and that it was important to ensure that the scheme was traffic neutral and works were timed to ensure as minimum as possible disruption. Councillor Theobald stated it was very difficult to travel by car from the centre of the city to the A23 or A27 and the improvements should make that journey simpler. Councillor Theobald also expressed his hope that the improvements would encourage people to visit Valley Gardens as a public green space.

49.18 **RESOLVED-**

- 1) That the Environment, Transport & Sustainability Committee notes and accepts the outcome of the Independent Review of the project.
- 2) That the Environment, Transport & Sustainability Committee approves the preliminary Highway Design as the Preferred Design/Scheme for Valley Gardens (Phase1 & 2), as set out in Appendix 2 and authorises officers to progress to the detailed Highway Technical Design stage, including preparation of Traffic Regulation Orders.
- 3) That the Environment, Transport & Sustainability Committee support ongoing design work for the public/green space and agrees to consider proposals, including those for the Mazda Fountain, at a future Committee meeting.

50 PARKING ANNUAL REPORT 2015-16

- 50.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that requested approval of the publication of the Parking Annual Report 2015-16 for submission to the Department for Transport, Traffic Penalty Tribunal and for general publication under the provisions of the Traffic Management Act 2004.
- 50.2 Councillor Janio praised the very detailed report and enquired as to the reason there were large fluctuations in expenditure and what efforts were being made to manage and reduce expenditure.
- 50.3 The Policy & Development Manager stated that a number of new initiatives had been introduced to reduce long-term expenditure which required some investment.
- 50.4 Councillor Janio asked whether it could be expected that there would be a reduction in expenditure once those spend to save programmes started to take effect.
- 50.5 The Policy & Development Manager stated that there had been a number of recent expenditure outlays agreed including investment in improved pay and display machines that would be paid back over a seven year period and reflected in the budget profile in the next annual report for 2016-17 and ongoing. The Policy & Development Manager stated that expenditure would vary year on year relating to new investments or previous investment agreements coming to an end but on the whole, Brighton & Hove City Council's expenditure was stable relative to other authorities.
- 50.6 Councillor Moonan stated that she had read the report with great interest and was pleased to see that there had been very little changes to the charges applied across the city, a reduction in traffic related fatalities, an increase in Blue Badge enforcement and that pay by phone parking levels were now around 50% of all parking payment transactions.
- 50.7 Councillor Atkinson asked if the tariff for weekend usage of London Road car park could be reviewed as part of the upcoming Fees & Charges report as the usage over weekends was low and a reduced tariff might not only increase occupancy over the other car parks based in the centre of the city but also encourage footfall through the London Road and North Laine areas and keep parking on the edge of the city.

- 50.8 The Policy & Development Manager clarified that parking demand was always examined as part of the process of charge setting and that would be one of many issues looked at.
- 50.9 Councillor Miller noted that car park occupancy rates also declined during evenings and similar re-assessment regarding charges could be made to incentivise usage for that time of day. Councillor Miller noted the information provided on page 208 in relation to the income and expenditure of car parks and asked if for future reports, the table could give a breakdown on increases or decreases on an annual basis as with the table provided on page 207. Councillor Miller asked for the distinction between a higher and lower level Penalty Charge Notice (PCN), further information on the contribution to the Housing Revenue Account in relation to High Street Car Park. In addition, Councillor Miller asked if there would be a lowering of predicted revenue from Norton Road Car Park following the relocation of staff to Hove Town Hall.
- 50.10 The Policy & Development Manager clarified that there were evening rates at some council-owned car parks including Regency Square and Trafalgar Street and free parking after 6pm or 8pm in bays throughout the city and the difference in higher and lower PCN's related to the severity and type of contravention. The Policy & Development Manager added that High Street Car Park was managed on behalf of Housing but the HRA received the income.
- 50.11 The Assistant Director- City Transport added that there were minimal passes for council staff at Norton Road Car Park for which agreement was being sought from the Staff Travel Plan and a small number of spaces dedicated for Members. Occupancy rates at Norton Road Car Park had been much higher since staff had relocated to Hove Town Hall.
- 50.12 Councillor Miller stated that he was still unclear as to the arrangement for High Street Car Park as the figures in the table were after a contribution had been made to the HRA.
- 50.13 The Chair stated that Councillor Miller would be provided a written response on the issue after the meeting.
- 50.14 Councillor Theobald asked if any consideration had been given to variable parking charges relating to weather or demand and whether West Sussex County Council had been persuaded to join enforcements efforts against Blue Badge fraud.
- 50.15 The Parking Infrastructure Manager stated that consideration was being given to variable parking charges as there had been some significant technological advancements and adoption of such measures by large cities such as San Francisco. However, current legislation meant that the advertisement of a Traffic Regulation Order was necessary for an increase in parking charges so the practicalities of such a system would be difficult to navigate. In relation to Blue Badge fraud enforcement, officers had met with colleagues from West Sussex County Council in the past week and they had expressed an interest in becoming part of joint work.
- 50.16 **RESOLVED-**

- 1) That the Environment Transport and Sustainability Committee endorses the publication of the Parking Annual Report for 2015-16 under the provisions of the Traffic Management Act 2004.
- 2) That the Environment Transport and Sustainability Committee authorises the Head of Transport Operations to produce and publish the report which will be made available on the Council's website and to stakeholders.

51 SUB NATIONAL TRANSPORT BODY

- 51.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that sought approval for Brighton & Hove City Council to join a shadow Sub National Transport Body for the South East known as Transport for the South East (TfSE) and develop a Transport Strategy. If approved, further report would be brought back to Committee in the next 12 months to report on the shadow arrangements, provide detail on the proposed constitutional arrangements and consider possible membership of a Sub National Transport Body (SNTB).
- 51.2 Councillor Theobald stated that the proposals reminded him in a negative sense of the now defunct South East England Regional Assembly (SEERA). Councillor Theobald stated that the membership of SEERA meant that many of their meetings were overly focussed on large authorities such as Hampshire and those north of London and there was little benefit to Brighton & Hove. Councillor Theobald noted that the proposed SNTB membership would be similar in make-up and size to that of SEERA, comprising of authorities as far away as Southampton, Portsmouth and Berkshire and shared little in identity or interest. Councillor Theobald felt that the council's endeavour was better placed elsewhere.
- 51.3 The Assistant Director- City Transport stated that the proposals were not a council driven initiative and clear signals had been received from the Department for Transport (DfT) that its preferred future model was for regional groupings and dealing with bigger strategic issues. The proposal from the South East 7 (SE7) comprised a reasonably coherent group with shared borders and common issues. There were potential advantages to being part of a wider transport body such as increased funding and being able to deal with issues in a larger way than as a single authority. Proposals for a SNTB were at an early stage and it was opportunity to be part of the informal process of establishment in order to have influence on any potential SNTB.
- 51.4 The Executive Director, Economy, Environment & Culture noted that the Cities & Devolution Act that had recently come into force placed emphasis on regional constructs. DfT had given a clear indication that it wished to see large scale geography for such bodies and that there be few of them. The Executive Director, Economy, Environment & Culture agreed that the focus for the council should be the Brighton, London, Gatwick corridor, the A23, the A27, railways and links coastal links east and west. Officers felt that in order for that focus to be maintained and to have sufficient influence in the future, it was important to be part of the shadow arrangements for the SNTB.
- 51.5 On behalf of the Conservative Group, Councillor Janio moved an amendment to recommendation 2.2 as shown in bold italics below:

2.2 That Committee delegates authority to the Executive Director for Economy, Environment & Culture to agree a shadow constitution for TfSE, following consultation with the Leader of the Council **and consultation with Leaders Group**, on behalf of Brighton & Hove City Council

51.6 The Chair seconded the motion.

51.7 Councillor Deane stated that she was hugely concerned by the concept and with the current trend of insistence by policy-makers of creating infrastructure to an enormous scale, such as HS2, and such projects were invasive to the quality of people's lives. In becoming part of the SNTB, Brighton & Hove City Council risked being drawn into such projects to its and residents detriment and she could not support the proposals.

51.8 Councillor Miller stated that whilst he could understand the logic of replicate the Transport for London (TfL) model, he did have concerns about the proposals undermining the devolution process for the Greater Brighton region and losing focus through duplication. Councillor Miller asked why the Greater Brighton region could not become a wider transport authority in itself.

51.9 The Executive Director, Economy, Environment & Culture clarified that Brighton & Hove City Council were the only transport authority within the city region and under the devolution proposals, it was understood that the SNTB would have the remit for major transport decisions and that would be the same for partner organisations on any potential SNTB. The Executive Director, Economy, Environment & Culture stated that the observations made on the broad geography of the SNTB were correct but officers were used to working across regions and every effort would be made to avoid duplication.

51.10 Councillor Wares noted that a report would be reported to the committee in 12 months and enquired whether the authority could decide not to join the SNTB if it was not in its interests.

51.11 The Chair confirmed that it would be possible to make a decision not to formally join the SNTB should it not be in the council's interest to do so.

51.12 Councillor Greenbaum stated that she was unsure on the proposals as there was a lack of precedence or comparator. Councillor Greenbaum noted that there may be positive strategic outcomes in joining the SNTB but she was concerned that there may be some cost to the council, specifically in its sustainability ambitions.

51.13 The Chair stated that a decision was being made on joining a shadow arrangement and she was sure similar concerns had been raised by other authorities across the country.

51.14 Councillor Janio stated that this appeared an effort to regionalise and devolve central government funding and there may be a downside to the authority not joining as it may exclude it from funding applications.

51.15 The Assistant Director- City Transport stated that there was a risk that not joining could be a detriment to future funding applications and DfT had made it clear that it expected

all or most authorities to join such an arrangement. The Assistant Director- City Transport stated that all favourable and unfavourable outcomes would be looked at and reported clearly back to committee before any formal arrangement was arrived at.

51.16 **RESOVLED-**

- 1) That Committee agrees Brighton & Hove City Council should join a shadow Sub National Transport Body for the South East, known as Transport for the South East (TfSE);
- 2) That Committee delegates authority to the Executive Director for Economy, Environment & Culture to agree a shadow constitution for TfSE, following consultation with the Leader of the Council and Leaders Group, on behalf of Brighton & Hove City Council;
- 3) That Committee notes that a further report will be brought back to Committee within the next 12 months to report on the shadow arrangements and update the Committee on the proposed detailed constitutional arrangements including membership, voting and emerging priorities.

52 **WHITEHAWK & KEMPTOWN SAFER ROUTES TO SCHOOL SCHEME**

- 52.1 **RESOLVED-** That the Committee approves the preferred scheme for the Whitehawk and Kemptown area, as outlined in paragraph 3.3 and shown in Appendices 1-6 of this report, and authorises officers to begin implementation including the advertising of any necessary Traffic Regulation Orders.

53 **HIGHWAY ASSET MANAGEMENT POLICY AND STRATEGY**

- 53.1 The Committee considered a report of the Executive Director, Economy, Environment & Culture that requested approval of the Highway Asset Management Policy and Strategy (HAMS) developed by Brighton & Hove City Council over the previous two years in line with requirements from DfT. The purpose of the HAMS is to enable the Council to manage and maintain the City's highway network in a way that best meets the needs of the present without passing on unaffordable cost to future generations.
- 53.2 Councillor Janio thanked officers for providing a detailed, thorough report noting that he found difficulty in correlating the figures listed on page 279 to the financial information detailed at page 281.
- 53.3 The Head of Asset & Network Management clarified that the two tables reflected various financial positions and options to make Members aware of the current and future condition of the highway and asset network and to inform debate around allocations from the Local Transport Plan (LTP).
- 53.4 Councillor Janio asked if the Strategy would be sent to the DfT as there was clearly a funding requirement for the authority.
- 53.5 The Head of Asset & Network Management stated that the report would help the authority in terms of not losing out through the DfT's annual allocation and the application of financial modelling would assist future grant applications as a clear case

with analysis could be provided demonstrating the need for funding and how much that could be delivered for.

- 53.6 Councillor Miller asked if the council would be permitted to borrow against its assets to invest in infrastructure.
- 53.7 The Assistant Director- City Transport clarified that that was an option that could be looked at but that would also involve an assessment of the revenue implications alongside.
- 53.8 **RESOLVED-**
- 1) That Members approve the Highway Asset Management Policy at Appendix 1 and the Highway Asset Management Strategy at Appendix 2
 - 2) That Members authorise officers to further develop proposals with the Highway Asset Management Strategy to facilitate progression through the DfT's Incentive Fund banding in order to secure additional maintenance funding.
 - 3) That Members note that the HAMS will be regularly updated to include investment strategies for other highway infrastructure including footways, highway structures, drainage, street lighting and traffic control systems.

54 EASTERN ROAD/ARUNDEL ROAD JUNCTION – OBJECTIONS TO TRAFFIC REGULATION ORDER [TRO]

- 54.1 **RESOLVED-** That the Committee (having taken into account of all the duly made representations and objections) agree to approve the Brighton & Hove Various Controlled Parking Zones Consolidation Order 2015 Amendment No.X 201X (reference number: TRO-19-2016).

55 ITEMS REFERRED FOR FULL COUNCIL

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

The meeting concluded at 7.25pm

Signed

Chair

Dated this

day of

Subject: Petitions
Date of Meeting: 17 January 2017
Report of: Monitoring Officer
Contact Officer: Name: John Peel Tel: 29-1058
E-mail: john.peel@brighton-hove.gov.uk
Wards Affected: Various

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

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

2. RECOMMENDATIONS:

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

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

3. PETITIONS

3. (i) Need for Residents Parking in the Harrington Road area- Clodagh Warde-Robinson

To receive the following petition signed by 73 people

"We the undersigned petition Brighton & Hove Council to undertake a residents parking consultation in the Harrington Road area."

3. (ii) 1 hour parking in Longridge Ave Saltdean- Cathy Gallagher

To receive the following petition signed by 53 people

“We the undersigned petition Brighton & Hove Council to improve shoppers parking in Longridge Ave, Saltdean by; 1. Remove the taxi designation on the 3 spaces between the Spanish Lady Pub and the A259 and return them to solely public parking. 2. Restrict parking on the 11 spaces already designated by white markings from Lynwood Ave to the A259 to 1hr parking between 9am and 6pm Monday to, and including Saturday”

3. (iii) Yellow Lines Court Ord Road- Ana Fernandez

To receive the following petition signed by 10 people

“We the undersigned petition Brighton & Hove Council to Extend double yellow lines in Court Ord Road, Rottingdean, to come in and out Falmer Road”

3. (iv) Tennis facilities- Des O’Dell

To receive the following petition signed by 614 people

“We, the undersigned want Brighton and Hove City council to engage all user groups of tennis facilities in the city before deciding on future funding arrangements”

Subject:	Items referred from 15 December 2016 Full Council meeting- Petitions		
Date:	17 January 2017		
Report of:	Monitoring Officer		
Contact Officer:	Name:	John Peel	Tel: 29-1058
	E-mail:	john.peel@brighton-hove.gov.uk	
Wards Affected:	Various		

FOR GENERAL RELEASE

1. SUMMARY AND POLICY CONTEXT:

- 1.1 To receive any petitions referred from the Full Council meeting of 15 December 2016.

2. RECOMMENDATIONS:

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

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

3. PETITIONS

3. (i) Zebra or Pelican Crossing, Lovers Walk across A23 / Preston Road-George Hillier

To receive the following petition referred from the meeting of Full Council on 20 October and signed by 204 people

"We the undersigned petition Brighton & Hove Council to install a zebra or Pelican crossing on the A23 / Preston Road. At the point where Lovers Walk meets the road and across into Preston Park".

Subject:	Fees and Charges 2017/18		
Date of Meeting:	17 January 2017		
Report of:	Executive Director Economy, Environment & Culture Executive Director Neighbourhoods, Community & Housing		
Contact Officer:	Name:	Steven Bedford	Tel: 29-3047
	Email:	steven.bedford@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 set out the proposed 2017/18 fees and charges for the service areas covered by the Environment, Transport and Sustainability Committee in accordance with corporate regulations and policy.

2. RECOMMENDATIONS:

- 2.1 That Committee:
- a) approves the proposed fees and charges for 2017/18 as set out within the report and its appendices.
 - b) delegates authority to the Executive Director of Economy, Environment & Culture to increase any charges for fees as notified and set by central Government during the year.
 - c) approves the introduction of a 50% discount on the cost of parking suspensions for charities and local community events with an estimated attendance of less than 15,000 and not already covered by an exemption such as Pride and Armed Forces Day.

Note: If the above recommendations are not agreed, or if the committee wishes to amend the recommendations, then the item will need to be referred to the Policy, Resources & Growth Committee meeting on 9th February 2017 to be considered as part of the overall budget. This is because the budget is being developed on the assumption that the fees and charges are agreed as recommended and any failure to agree, or a proposal to agree different fees and charges, will have an impact on the overall budget, which means it needs to be dealt with by the Policy, Resources & Growth Committee as per the requirements of the constitution. This will not stop the committee from making recommendations to Policy, Resources & Growth Committee.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 The Council's Corporate Fees and Charges Policy requires that all fees and charges are reviewed at least annually and should normally be increased by either: the standard rate of inflation, statutory increases, or actual increases in the costs of providing the service.
- 3.2 The 4 Year Resources and Integrated Service & Financial Planning Update report approved at Policy and Resources Committee in July 2016 specified the assumption of a standard inflation increase to fees and charges of 2.0% with the exception of parking Penalty Charge Notices. The council's Standard Financial Procedures states that service committees shall receive a report from Executive Directors on fees and charges variations above or below the corporately applied rate of inflation.
- 3.3 It is not always possible when amending fees and charges to increase by the exact inflation figure due to rounding. Therefore some fees and charges are rounded for ease of payment and administration.

City Environmental Management (Appendix 1)

3.4 Allotments, Parks and Sports Bookings

The department Integrated Service and Financial Plan identified a strategy to adopt a commercial approach to promoting self managed sports and recreation facilities by users and full cost recovery. It is therefore likely that there will be proposals for potential fee changes (increases and decreases), simplifying of charges and changing how fees are paid as groups take over facilities. For the purpose of this report, it is proposed that fees and charges relating to Allotments and Sports Bookings will be kept at current rates whilst discussions and consultations with relevant groups continue in advance of proposed changes being reported to this Committee.

Fees relating to tree and bench donation are outside of the scope above. It is proposed to increase these fees by the standard rate of inflation.

3.5 Flyering Licenses

Flyering licences fees are set at a rate that is reasonably considered to allow appropriate regulation and minimisation of flyering activity, and to partly recover the cost of work required to clear litter generated from flyering activity. It is proposed to increase the charges by the standard inflation rate.

3.6 Commercial Waste Collection Service

A report to Policy and Resources Committee in July 2015 approved the introduction of a chargeable commercial waste collection service. It is proposed to maintain the current rates.

3.7 Green Waste Collection

A report to Environment, Transport and Sustainability Committee in October 2015 approved a trial for a chargeable garden waste collection service for an annual charge of £52 per household. It is proposed to maintain the current fee

level as it is considered to be appropriate to recover the costs of providing the service following a review of the trial outcomes and approved extension.

3.8 Preston Park and East Brighton Park Parking

Car parking charges at Preston Park and East Brighton Park were introduced to manage the level of parking activity. Any surplus generated from parking income is ring fenced to fund improvement works at the parks. It is proposed to maintain fees at current levels as it is forecasted that a 2% increase would not have any significant impact on activity and would create a net cost to implement.

Regulatory Services (Appendix 2)

3.9 Environmental Health

The majority of fees and charges will increase in line with the corporate rate of inflation with the following exceptions.

- The Pest Control service proposed a strategy in the Integrated Service and Financial Plan to diversify into different markets and charging market rates for services with the aim to be self financing within the medium term. It is therefore proposed to introduce a new charge for False Widow Spider treatment in response to customer enquires, and increase several of the current charges by more than the corporate rate of inflation to more accurately reflect the cost of providing the service. Animal licensing charges have been held at existing rates as they now reflect cost recovery following a detailed review in the previous financial year. Charges have been benchmarked against public and private sector comparators and set at rates that are reasonably expected to optimise total income to support the integrated service and financial plans to make the service more financially viable.
- Increase the charge for a Food Safety Level 2 retake of exam from £23 to £30 (30.4%) to cover the associated costs to the exam board and of officer time.
- Powers available to local authorities in England under the Localism Act 2011 allow for the recovery of costs for re-inspection requested by businesses to re-assess scores awarded under the national Food Hygiene Rating Scheme (FHRS). A report was presented to this Committee in November 2016 approving a proposal to introduce a charge of £145 to cover officer time to administer and undertake the visit.

3.10 Trading Standards

It is proposed to increase the non-statutory fees and charges in line with the corporate rate of inflation. Fees relating to store of explosive are set by statute.

City Transport

3.11 Highways (Appendix 3)

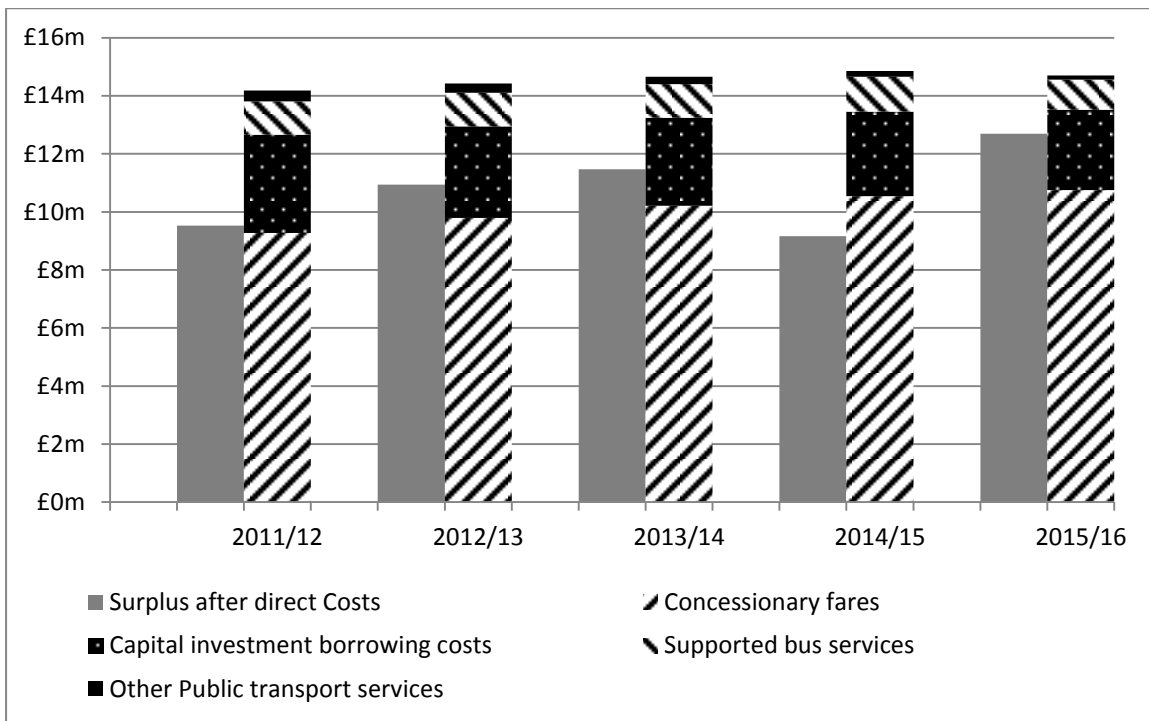
The majority of fees and charges will increase in line with the corporate rate of inflation with the following exceptions.

- Fees relating to Section 50 Opening Charges and Works on the Highway (installation of ramps) have been reviewed and amended to reflect the cost of associated inspections and officer time. The proposed fees have therefore been set to ensure cost recovery.
- It is proposed to introduce a new fee for Temporary Event Advertising Signs. Brighton and Hove is a very popular city for a range of events, for which many organisations wish to advertise on the public highway or need to provide temporary directional signage to the event location. There are specific requirements that must be met with regard to advertising and signing on the highway, which involves an officer assessing the application and sites for signage and authorising each location. The introduction of a new fee will allow the council to recover the costs for providing essential highway approval for these temporary advertisements and signage. It is estimated that an initial fee of £10 per sign for the first 50 reducing to £5 for any further signs will cover the cost of administrating this process. As the process is the same irrespective of type or size of the event, this fee will apply to all type of events, including charity events.

The Brighton and Hove Traffic Management Permit scheme was introduced on 30th March 2015 as a way to manage activities in the public highway and to minimise disruption from street and road works. To meet the additional cost of introducing and operating a permit scheme, the Traffic Management Act 2004 gives permit authorities the power to charge a fee in respect of certain activities. Fees have been set at levels that are expected to reasonably cover the cost of the scheme and are reviewed on an annual basis. It is proposed that fees will be maintained at existing rates in the 2017-18 financial year. A schedule of fees is available on the council website.

3.12 On-Street Parking (Appendix 4)

Civil Parking Enforcement was introduced with the aim of supporting the Council's traffic management objectives, including reducing congestion and improving air quality. Any surplus arising from on street parking is used to defray qualifying expenditure as governed by section 55 of the Road Traffic Regulation Act 1984, as amended from October 2004 by section 95 of the Traffic Management Act 2004. The surplus generated from charges after direct costs is used to support transport and highways related projects, including contributing towards the funding of bus subsidies, concessionary bus fares and Local Transport Plan costs. The following graph shows the level of surplus generated after direct costs from on-street parking compared to the cost of qualifying expenditure for the 2011-12 to 2015-16 financial years.



Improving air quality is a key traffic management objective in Brighton & Hove. Nationally, poor air quality reduces average life expectancy in the UK by over 6 months and is responsible for approximately 40,000 premature deaths annually. In some parts of Brighton & Hove, levels of nitrogen oxides exceed legal limits. As part of a range of measures to improve air quality, such as the introduction of a Low Emission Zone, parking charges can help to encourage less polluting travel options and reduce emissions. In Brighton and Hove, the Joint Strategic Needs Assessment includes local figures for the impact of local air quality on health.

A further key traffic management objective is to reduce congestion. Fees are set to manage demand for parking and reduce time taken driving around to find a space by increasing turnover of spaces in high demand areas. Overall almost 80% of machines in the city still charge £1 per hour or £5.20 for all day parking. It is only in areas of exceptional demand for parking in the city centre that rates are set higher to increase turnover of spaces.

In addition, congestion in the central area can affect the reliability of journey times and long term parking can reduce accessibility and the turnover of spaces. Parking charges can help to encourage alternative transport choices and higher turnover of spaces. Better accessibility through a high turnover of vehicles being parked helps to support local businesses.

Penalty Charge Notices (PCNs) are set by central government nationally and cannot be changed independently.

The proposed 2017/18 fees follow a review of parking demand in the city and the traffic management objectives set out in the Council's Local Transport Plan, therefore changes to the tariffs will not reflect the assumed 2% standard budgetary inflation value. Key proposals are summarised below:

- Increase the 2 hour (From £3.00 to £4.20) and 4 hour (from £4.00 to £6.20) rates at Zone M (Brunswick & Adelaide) to make fees the same as the medium term seafront tariff. Brunswick & Adelaide is a high demand area for visitors which has increased following the opening of the i360. Therefore, alongside changes at Regency Square Car Park, increases to the on street charges in this area would allow more parking flexibility for residents with an Area M resident permit. Increasing the Brunswick & Adelaide tariff to an on-street medium term tariff (the same current tariff as parts of the connecting Area Y – Central Brighton North) will make it the same as the medium term tariff and will reduce confusion as there are different tariffs in roads adjoining each other. Area M is a smaller zone than others nearby which has become isolated due to being surrounded by other parking zones and this on street change would provide the only opportunity to allow the Council to extend Area M into the medium tariff seafront section (Between Fourth Avenue and Little Western Street). This would also allow the Council to release more Area M permits and reduce the waiting list (was 272 in September 2016) which would be an added benefit to residents as the Council receives a lot of complaints from residents about this issue. Officers have been undertaking some recent surveys and this section of the seafront (Fourth Avenue to Little Western Street) is underused for most of the day so it is anticipated that by changing this section from exclusive pay & display to shared parking with residents (with an increase of Area M permits) would be cost neutral.
- Increase the 4 hours rate at Rottingdean High Street from £4.00 to £4.20 to bring it in line with the lower seafront tariff band in other areas.
- Increase visitor permits from £3.00 to £3.50 within Zones M, Y and Z (Central Brighton and Brunswick & Adelaide) to ensure that the cost of a visitor permit is more reflective of the higher demand and cost of on-street parking within these areas, and to reduce demand of on-street parking within the city centre. Visitor permits in the low tariff areas will remain at £3.00.
- Various increases to Business and Traders permits at rates between 7.7% and 17.6%. This is in response to the significant increasing demand of these permits which tend to be preferred to £10 one day waivers. These type of permits currently represent good value even at the proposed increase of price compared to a number of other authorities. It is also proposed to continue to offer a 50% discount for low emission vehicles to help meet the traffic management objectives of improved air quality
- Increase various other permits at rates between 4% and 20.2% to ensure demand of parking within controlled parking zones are reduced and ensure residents find it easier to find parking spaces. In addition, congestion in the central area can affect the reliability of journey times and long term parking can reduce accessibility and the turnover of spaces.
- Remove the 50% discount applied to bay suspensions after 8 weeks and that the flat rate of £40 per day per bay is put in place to encourage the bays to be brought back into public use as soon as possible. It is proposed that the additional income generated from this change will be offset by introducing a 50% discounted rate for Community Events. It is proposed that the decision as to whether an event qualifies or not for the discount be delegated to officers rather than requiring a committee paper for every new request to apply the discount.

3.13 Off-Street Parking (Appendix 5)

As with on-street parking charges, the proposed fees are considered to be at a level which reflects the Council's traffic management objectives, particularly to reduce congestion the city centre and promote alternative forms of transport. Key proposals are summarised below:

- Increase the 2 hour (from £4.00 to £4.50) and 4 hour (from £8.00 to £9.00) rates at Regency Square car park. As outlined above alongside Area M proposals.
- Increase various rates at Trafalgar Street car park, including Monday to Friday 1 hour rate from £2.00 to £3.00, 2 hour rate from £4.00 to £6.00, 4 hour rate from £8.00 to £9.00, 6 hour rate from £9.00 to £10.00, weekend 6 hour from £9.50 to £10.00 and weekend 24 hours/lost ticket from £17.50 to £18.00. This is to manage the demand for parked spaces at this location which has frequent queues with the car park being full on an almost a daily basis.
- It is proposed that a 7 day per week tariff at London Road car park is introduced which will reduce Saturday tariffs where there is low demand, and increase charges Monday to Friday when the car park operates at capacity. It is also proposed to increase the annual season tickets in this car park due the high demand Monday to Friday.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The proposed fees and charges in this report have been prepared in accordance with the council's fees and charges policy and form part of the proposed budget strategy. They take account of the requirement to increase by the corporate inflation rate of 2.0% (unless otherwise stated) and consideration has been given to other factors such as statutory requirement, cost recovery and prices charged by competitor / comparator organisations. Parking fees and charges are set to meet transport management objectives of managing demand for parking and reduce congestion.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 Where Traffic Regulation Orders are required for proposed fee changes, objections received will be reported to this Committee at a future date.

6. CONCLUSION

- 6.1 Fees and charges are considered to be an important source of income in enabling services to be sustained and provided. A wide range of services are funded or part funded by fees and charges including those detailed in the report. The overall budget strategy aims to ensure that fees and charges are maintained or increased as a proportion of gross expenditure through identifying income generating opportunities, ensuring that charges for discretionary services and trading accounts cover costs, and ensuring than fees and charges keep pace with price inflation and/or competitor and comparator rates.
- 6.2 Fees and charges budgets for 2017/18 are assumed to increase by a standard inflation rate of 2.0% with the exception of those listed within this report. The

Council's Corporate Fees and Charges Policy requires that all fees and charges are reviewed at least annually and should normally be increased by either; the standard rate of inflation, statutory increase or increases in the costs of providing services.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The fees and charges recommended in this report have been reviewed in line with the Corporate Fees and Charges Policy, and budget assumptions approved by Policy, Resources and Growth Committee. The anticipated recurring financial impact of fee changes will be reflected within service revenue budgets and contribute towards the achievement of budget saving proposals. Income from fees and charges will be reviewed as part of the budget monitoring process.
- 7.2 There will be costs associated to advertising Traffic Regulation Orders (TROs) for changes to charges within the Transport service which will be met from existing revenue budgets.

Finance Officer Consulted: Steven Bedford

Date: 01/12/16

Legal Implications:

- 7.3 The council needs to establish for each of the charges imposed both the power to levy charges of that type and, where applicable, the power to set the charge at a particular level. In some cases the amount of the charges is set by Government. In other cases where a figure is not prescribed, the amount that can be charged may be restricted to costs recovery. For discretionary charges such as commercial waste collection, charges can be set at a commercial rate determined by the Council. Special provisions apply in the case of parking charges which are set out below. In all cases, the council must act reasonably and ensure that any statutory formalities which govern the particular charge are complied with.
- 7.4 The Council is entitled to set parking charges at levels that will enable it to meet its traffic management objectives for example, by managing supply and demand for parking. Under section 55 of the Road Traffic Regulation Act 1984, as amended by the Traffic Management Act 2004, the Council must keep an account of all parking income and expenditure in designated (i.e. on-street) parking spaces which are in a Civil Enforcement Area, and of their income and expenditure related to their functions as an enforcement authority. The use of any surplus income from civil parking enforcement is governed by section 55 of the Road Traffic Regulation Act 1984 as amended. This allows any surplus to be used for transport and highways related projects and expenditure such as supported bus services, concessionary fares and Local Transport Plan projects.

Lawyer Consulted: Elizabeth Culbert

Date: 22/11/16

Equalities Implications:

- 7.5 Management of fees and charges is fundamental to the achievement of Council priorities. The Councils fees and charges policy aims to increase the proportion of costs met by the service user. Charges, where not set externally, are raised by corporate inflation rates unless there are legitimate anti-poverty considerations.
- 7.6 The Corporate Fees and Charge policy states that fees and charges reviews should have an Equalities Impact Assessment where appropriate. Where significant amendments to fees and charges have been proposed, the need for an Equalities Impact Assessment has been assessed and carried out where appropriate as part of the budget setting process. A cumulative impact assessment on fees and charges is included within the budget setting process.

Sustainability Implications:

- 7.7 There are no direct sustainability implications arising from the recommendation this report.

Any Other Significant Implications:

- 7.8 There are no other significant implications arising from the recommendation in this report.

SUPPORTING DOCUMENTATION

Appendices:

1. Proposed City Environmental Management Fees and Charges 2017-18
2. Proposed Regulatory Services Fees and Charges 2017-18
3. Proposed City Transport (Highways) Fees and Charges 2017-18
4. Proposed City Transport (Parking) Fees and Charges 2017-18

Documents in Members' Rooms

There are no documents in Member's Rooms.

Background Documents

There are no background documents.

Appendix 1 - Proposed City Environmental Management Fees and Charges 2017-18

	2016-17	2017-18	
	Actual Charge £	Proposed Charge £	Change %
	Prices include VAT unless stated		
CITY PARKS			
Allotments Rents per square metre - 25% discount to allotment rent for senior citizens, full-time students, unemployed, disabled and community groups	0.3045	0.3045	0.0%
Allotments Waiting List Application	16.00	16.00	0.0%
Dedicated Benches	1,003.00	1,023.00	2.0%
Plaques for dedicated benches - includes engraving of 50 letters. Any additional engraving costs 85p+VAT per letter.	127.00	130.00	2.4%
New Tree Planting - dedicate a tree	308.00	314.00	1.9%
Copy of Tree preservation order (TPO)	33.00	34.00	3.0%
FLYERING LICENCES			
Standard Annual License - Can operate between 07:00 and 19:00	105.00	107.00	1.9%
Premium Annual License - Can operate 24 hours	157.00	160.00	1.9%
Standard 28 Day Licence - Can operate between 07:00 and 19:00	53.00	54.00	1.9%
Premium 28 Day Licence - Can operate 24 hours	79.00	81.00	2.5%
Standard Annual Renewal	74.00	75.00	1.4%
Premium Annual Renewal	157.00	160.00	1.9%
Fringe Badge	27.00	28.00	3.7%
Additional Badge (cost per badge)	27.00	28.00	3.7%
BASEBALL			
Per pitch (Adults & Juniors)	63.00	63.00	0.0%
BOWLS			
Per person per hour - Casual	3.10	3.10	0.0%
Concessionary per hour - Compass Card, Over 65s, unemployed (casual)	2.10	2.10	0.0%
Club session - Outside area club	4.40	4.40	0.0%
Club concessionary session - Compass Card, Over 65s, unemployed, outside area club	3.40	3.40	0.0%
Season ticket - adult attended green	92.60	92.60	0.0%

Season ticket - adult unattended green	80.60	80.60	0.0%
Season ticket - junior	57.80	57.80	0.0%
Hire of woods	3.10	3.10	0.0%
Pavilion - evening committee meetings	32.70	32.70	0.0%
CRICKET			
Adult per match (changing)	62.40	62.40	0.0%
Adult (wicket only)	53.40	53.40	0.0%
Junior (changing)	33.80	33.80	0.0%
Changing facilities	32.70	32.70	0.0%
Junior (wicket only)	28.40	28.40	0.0%
Changing facilities	32.70	32.70	0.0%
Training strip - Aldrington	17.00	17.00	0.0%
Net hire per session (+£20 deposit)	25.70	25.70	0.0%
Nets block booking (charge/occasion) we erect nets [VAT exempt]	15.30	15.30	0.0%
Nets block booking (charge/occasion) they erect nets [VAT exempt]	10.50	10.50	0.0%
STALLBALL, SOFTBALL & ROUNDERS			
First match booked	25.80	25.80	0.0%
Subsequent matches	15.80	15.80	0.0%
NETBALL			
Per match (no changing)	20.80	20.80	0.0%
block booking charge per occasion	12.40	12.40	0.0%
CYCLING			
Preston Park Cycle Track per hour - Club Events	30.00	30.00	0.0%
Preston Park Cycle Track per hour - Commercial Events	50.00	50.00	0.0%
Club season (once a week 2.5hrs for 3 months) [VAT exempt]	165.70	165.70	0.0%
TENNIS			
Adult court per hour	7.90	7.90	0.0%
Junior court per hour (under 18's)	4.10	4.10	0.0%
Concessionary court per hour Compass Card, Over 65s, unemployed	7.40	7.40	0.0%
Junior court per hour weekday before 5 (including summer holidays)	2.10	2.10	0.0%
Concessionary court per hour weekday before 5 (including summer holidays)	3.60	3.60	0.0%
Season ticket	93.10	93.10	0.0%

Junior season ticket	14.20	14.20	0.0%
Club season ticket	31.70	31.70	0.0%
FOOTBALL			
Adult (pitch only)	55.00	55.00	0.0%
Changing facilities	32.70	32.70	0.0%
Junior (pitch only)	15.80	15.80	0.0%
Changing facilities	32.70	32.70	0.0%
Junior training, no requirements	14.70	14.70	0.0%
Full day Junior training with toilets	30.30	30.30	0.0%
5/7-a-side @Preston/Waterhall (per pitch)	44.40	44.40	0.0%
ASTROTURF			
Adults full size (lit)	50.00	50.00	0.0%
Adults full size (unlit)	34.30	34.30	0.0%
Adults 5-a-side (lit)	33.40	33.40	0.0%
Adults 5-a-side (unlit)	23.90	23.90	0.0%
Adults mini (lit)	17.50	17.50	0.0%
Adults mini (unlit)	12.40	12.40	0.0%
Juniors full size (lit)	30.50	30.50	0.0%
Juniors full size (unlit)	21.20	21.20	0.0%
Juniors 5-a-side (lit)	22.50	22.50	0.0%
Juniors 5-a-side (unlit)	16.10	16.10	0.0%
Juniors mini (lit)	15.30	15.30	0.0%
Juniors mini (unlit)	11.00	11.00	0.0%
PAVILIONS			
Pavilion -Casual per day	108.90	108.90	0.0%
Play group Mile Oak per half day [always VAT exempt]	14.70	14.70	0.0%
Table Tennis Mile Oak per evening [VAT exempt]	24.50	24.50	0.0%
Dolphin Playgroup per day [always VAT exempt]	48.80	48.80	0.0%
Table Tennis Hollingbury/Preston Park per evening [VAT exempt]	23.00	23.00	0.0%
RENTS			
Waterhall [Brighton Rugby Club VAT exempt]	3,972.50	3,972.50	0.0%
Patcham Utd (Horsdean pitch + pavilion season)	1,899.30	1,899.30	0.0%
Queens Park tennis club (Clubhouse + Courts)	9,391.60	9,391.60	0.0%

Brighton & Hove Cricket Club - Pitch	732.90	732.90	0.0%
Brighton & Hove Cricket Club - Clubroom	732.90	732.90	0.0%
Rottingdean croquet club	1,110.30	1,110.30	0.0%
MISCELLANEOUS			
Hot Air Ballooning (flat year rate)	300.60	300.60	0.0%
Cross Country (flat rate, no facilities)	34.00	34.00	0.0%
School Sports (Initial 8x100m) [VAT exempt]	69.90	69.90	0.0%
School Sports (overmarking) [VAT exempt]	26.00	26.00	0.0%
CITY CLEAN			
Annual Green Waste Collection	52.00	52.00	0.0%

Appendix 2 - Proposed Regulatory Services Fees and Charges 2017-18

	2016-17	2017-18	
	Actual Charge	Proposed Charge	Change
	£	£	%
TRADING STANDARDS			
Buy with Confidence (1-5 Employees)	133.00	136.00	2.3%
Buy with Confidence (6-20 Employees)	200.00	204.00	2.0%
Buy with Confidence (over 21 Employees)	268.00	273.00	1.9%
Licence to store explosives where, by virtue of regulation 27 of, and Schedule 5 to, the 2014 Regulations, a minimum separation distance of greater than 0 metres is prescribed. Fees are set by the Health and Safety Executive.			
1 Year	178.00	185.00	3.9%
2 Years	234.00	243.00	3.8%
3 Years	292.00	304.00	4.1%
4 Years	360.00	374.00	3.9%
5 Years	407.00	423.00	3.9%
Renewal of licence to store explosives where a minimum separation distance of greater than 0 metres is prescribed. Fees are set by the Health and Safety Executive.			
1 Year	83.00	86.00	3.6%
2 Years	141.00	147.00	4.3%
3 Years	198.00	206.00	4.0%
4 Years	256.00	266.00	3.9%
5 Years	313.00	326.00	4.2%
Licence to store explosives where no minimum separation distance or a 0 metres separation distance is prescribed. Fees are set by the Health and Safety Executive.			
1 Year	105.00	109.00	3.8%
2 Years	136.00	141.00	3.7%
3 Years	166.00	173.00	4.2%
4 Years	198.00	206.00	4.0%
5 Years	229.00	238.00	3.9%
Renewal of licence to store explosives where no minimum separation distance or a 0 metres minimum separation distance is prescribed. Fees are set by the Health and Safety Executive.			
1 Year	52.00	54.00	3.8%
2 Years	83.00	86.00	3.6%
3 Years	115.00	120.00	4.3%
4 Years	146.00	152.00	4.1%
5 Years	178.00	185.00	3.9%
Varying the name of licensee or address of site. Fee set by the Health and Safety Executive.	35.00	36.00	2.9%
Transfer of licence. Fee set by the Health and Safety Executive.	35.00	36.00	2.9%
Replacement of licence if lost. Fee set by the Health and Safety Executive.	35.00	36.00	2.9%
Weights and Measures verification fees officer time per hour	75.00	77.00	2.7%

Appendix 2 - Proposed Regulatory Services Fees and Charges 2017-18

	2016-17	2017-18	
	Actual Charge	Proposed Charge	Change
	£	£	%
Weights and Measures verification fees NAWI under 1 tonne	60.00	61.00	1.7%
Weights and Measures verification fees weights over 5kg under 500mg	10.00	11.00	10.0%
Weights and Measures verification fees other weights	8.00	9.00	12.5%
Weights and Measures verification fees liquid fuel first nozzle	120.00	122.00	1.7%
Weights and Measures verifications fees liquid fuel additional nozzle	74.00	75.00	1.4%
LOCAL AUTHORITY POLLUTION PREVENTION AND CONTROL			
<u>Application Fee:</u>			
Standard process (includes solvent emission activities)		Set nationally by DEFRA	
Additional fee for operating without a permit		Set nationally by DEFRA	
PVRI, SWOBs and Dry Cleaners		Set nationally by DEFRA	
PVR I and II combined		Set nationally by DEFRA	
VRs and other Reduced Fee Activities		Set nationally by DEFRA	
Reduced fee activates: Additional fee for operating without a permit		Set nationally by DEFRA	
Mobile plant (not using simplified permits):		Set nationally by DEFRA	
for the first and second permits			
for the third to seventh applications		Set nationally by DEFRA	
for the eight and subsequent applications		Set nationally by DEFRA	
Note: where an application for any of the above is for combined Part B and waste application, add an extra £297 to the above amounts			
<u>Annual Subsistence Charge:</u>			
Standard process Low		Set nationally by DEFRA	
Standard process Medium		Set nationally by DEFRA	
Standard process High		Set nationally by DEFRA	
PVRI, SWOBs and Dry Cleaners Low/Medium/High		Set nationally by DEFRA	
PVR I & II combined Low/Medium/High		Set nationally by DEFRA	
Vehicle refinishers and other reduced fees Low/Medium/High		Set nationally by DEFRA	
Mobile plant, for the first and second permits Low/Medium/High		Set nationally by DEFRA	
for the third to seventh applications Low/Medium/High		Set nationally by DEFRA	
eighth and subsequent permits Low/Medium/High		Set nationally by DEFRA	
Late Payment Fee		Set nationally by DEFRA	
the additional amounts in brackets above must be charged where a permit is for a combined Part B and waste installation		Set nationally by DEFRA	
Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts:		Set nationally by DEFRA	
<u>Pollution Release and Transfer Register</u>			
Application		Set nationally by DEFRA	
Additional fee for operating without a permit		Set nationally by DEFRA	
Annual Subsistence Low		Set nationally by DEFRA	

Appendix 2 - Proposed Regulatory Services Fees and Charges 2017-18

	2016-17	2017-18	
	Actual Charge	Proposed Charge	Change
	£	£	%
Annual Subsistence Medium		Set nationally by DEFRA	
Annual Subsistence High		Set nationally by DEFRA	
Late Payment Fee		Set nationally by DEFRA	
Substantial Variation		Set nationally by DEFRA	
Transfer		Set nationally by DEFRA	
Partial transfer		Set nationally by DEFRA	
Surrender		Set nationally by DEFRA	
<u>Transfer and Surrender:</u>			
Standard process transfer		Set nationally by DEFRA	
Standard process partial transfer		Set nationally by DEFRA	
New Operator at low risk reduced fee activity (extra one-off subsistence charge - see Art 15 (2) of charging scheme)		Set nationally by DEFRA	
Surrender: all Part B activities		Set nationally by DEFRA	
Reduced fee activities: transfer		Set nationally by DEFRA	
Reduced fee activities: partial transfer		Set nationally by DEFRA	
<u>Temporary transfer for mobiles:</u>			
First transfer		Set nationally by DEFRA	
repeat following enforcement or warning		Set nationally by DEFRA	
<u>Substantial Change:</u>			
Standard process		Set nationally by DEFRA	
Standard process where the substantial change results in a new PPC activity		Set nationally by DEFRA	
Reduced fee activities		Set nationally by DEFRA	
OTHER FEES			
Language school inspection	83.00	85.00	2.4%
Information to solicitors	142.00	145.00	2.1%
FOOD PREMISES REGISTER			
Signal page copy	8.00	9.00	12.5%
Copy containing information regarding particular category (by hand)	87.00	89.00	2.3%
Copy containing information regarding particular category (by post)	144.00	147.00	2.1%
Full copy of register (by hand)	269.00	274.00	1.9%
Full copy of register (by post)	286.00	292.00	2.1%
Food Hygiene Rating Scheme (FHRS) re-inspection of premises requested by businesses	New	145.00	N/A
ANIMAL WELFARE			
Collection of reclaimed dogs:			
Statutory charge*	25.00	25.00	0.0%
dog warden charges (includes VAT)	26.00	27.00	3.8%
kennelling per day (includes VAT)	26.00	27.00	3.8%

Appendix 2 - Proposed Regulatory Services Fees and Charges 2017-18

	2016-17	2017-18	
	Actual Charge	Proposed Charge	Change
	£	£	%
administration charge (includes VAT)	15.00	16.00	6.7%
Vaccination (includes VAT)	24.00	25.00	4.2%
Dog Control Fixed penalty*	80.00	80.00	0.0%
Noise Pollution - Domestic - Fixed Penalty*	100.00	100.00	0.0%
Noise Pollution - Commercial - Fixed Penalty*	500.00	500.00	0.0%
Domestic Animal Boarding	250.00	250.00	0.0%
Commercial Animal Boarding	500.00	500.00	0.0%
Dangerous Wild Animals	250.00	250.00	0.0%
Dog Breeding	500.00	500.00	0.0%
Export Licences	59.00	60.00	1.7%
Pet Shops	500.00	500.00	0.0%
Performing Animals	250.00	250.00	0.0%
Riding Establishments	500.00	500.00	0.0%
Zoo	5,093.00	5,195.00	2.0%
Zoo (with dispensation)	2,830.00	2,887.00	2.0%
HEALTH PROMOTION / EDUCATION			
Training Courses:			
Food Safety Level 2 (previously Basic Food Hygiene)	67.00	68.00	1.5%
Basic Health & Safety	51.00	52.00	2.0%
Assured Safe Catering	23.00	24.00	4.3%
Advanced Food Hygiene	621.00	633.00	1.9%
Intermediate Food Hygiene	134.00	137.00	2.2%
Food Safety Level 2 retake of exam	23.00	30.00	30.4%
Level 1 course for 10 people	P.O.A	P.O.A	N/A
Level 1 course for 15 people	P.O.A	P.O.A	N/A
WID DEFAULT CHARGES			
Environmental Health Manager	88.00	90.00	2.3%
Senior EHO per hour	81.00	83.00	2.5%
EHO/Senior Technical Officer	73.00	74.00	1.4%
Technical Officer per hour	68.00	69.00	1.5%
Admin staff per hour	39.00	40.00	2.6%
PEST CONTROL			
Call out charge for pest control	40.00	50.00	25.0%
Wildlife Advice Service	40.00	50.00	25.0%
Pest Control Self Help Kits (including postage and packaging)	19.00	25.00	31.6%
Air Vent Fitting Service - small (10in x 4in)	22.00	23.00	4.5%
Air Vent Fitting Service - medium (10in x 7in)	24.00	25.00	4.2%

Appendix 2 - Proposed Regulatory Services Fees and Charges 2017-18

	2016-17	2017-18	
	Actual Charge	Proposed Charge	Change
	£	£	%
Air Vent Fitting Service - small and medium extra	12.00	13.00	8.3%
Air Vent Fitting Service - large (10in x 9in)	27.00	28.00	3.7%
Air Vent Fitting Service - large extra	13.00	14.00	7.7%
Rats and Mice - Residential (up to 5 visits)	77.00	85.00	10.4%
Rats and Mice - Residential (additional visit)	25.00	30.00	20.0%
Wasps - Residential	59.00	65.00	10.2%
Fleas (1-2 Bedroom property) - residential	71.00	80.00	12.7%
Fleas (3-4 Bedroom property) - residential	92.00	100.00	8.7%
Fleas (5+ Bedroom property) - residential	127.00	140.00	10.2%
Cockroaches (1-2 Bedroom property) - residential	174.00	180.00	3.4%
Cockroaches (3-4 Bedroom property) - residential	231.00	240.00	3.9%
Cockroaches (5+ Bedroom property) - residential	290.00	310.00	6.9%
Commercial per visit rate	65.00	65.00	0.0%
Squirrels in loft service	150.00	160.00	6.7%
Carpet moth treatment (1-2 Bedroom property) - residential	71.00	80.00	12.7%
Carpet moth treatment (3-4 Bedroom property) - residential	92.00	100.00	8.7%
Carpet moth treatment (5+ Bedroom property) - residential	127.00	140.00	10.2%
Mice humane trapping service	260.00	270.00	3.8%
Wasp catchers (include 1 visit each month for 3 months)	100.00	150.00	50.0%
Fox repellent service	36.00	50.00	38.9%
Fasle Widow Spider treatment (1-2 Bedroom property) - residential	New	80.00	NEW
Fasle Widow Spider treatment (3-4 Bedroom property) - residential	New	100.00	NEW
Fasle Widow Spider treatment (5+ Bedroom property) - residential	New	140.00	NEW

Appendix 3 - Proposed City Transport (Highways) Fees and Charges 2017-18

	2016-17	2017-18	
	Actual Charge £	Proposed Charge £	Change %
HIGHWAYS			
Vehicle Crossover Inspection - First inspection	72.50	73.50	1.4%
Vehicle Crossover Inspection - Proceeding to works	95.00	97.00	2.1%
S50 Road Opening Charge – Works on apparatus with an existing licence	N/A	176.00	N/A
S50 Road Opening Charge – New Licence	N/A	479.00	N/A
Works on the Highway (installation of ramps etc)	114.00	341.00	199.1%
Temporary Traffic Lights (application and approval of changes to traffic light junctions)	114.00	116.00	1.8%
Oversailing (Permission to move materials/build temporary structures over the public highway)	114.00	116.00	1.8%
Officer time (When needed on site checking traffic management or traffic signals)	46.00	47.00	2.2%
TRAFFIC REGULATION ORDERS - PLANNED (TEMP OR PERMANENT)			
Administration & advertising costs	1,740.00	1,775.00	2.0%
TRAFFIC REGULATION ORDERS - NOTICES (TEMP - EMERGENCY)			
Administration fee & officer time	326.00	333.00	2.1%
SCAFFOLD LICENCE			
Initial 6 weeks	63.00	64.00	1.6%
Renewal subsequent 8 weeks	63.00	64.00	1.6%
Initial 6 weeks for 12m. length along the Public Highway	183.00	187.00	2.2%
Renewal subsequent 8 weeks for 12m. length along Public Highway	183.00	187.00	2.2%
SKIP LICENCE			
Returnable Deposit	63.00	64.00	1.6%
Deposit Processing Fees	18.00	19.00	5.6%
1 day Licence Standard Skip	8.00	9.00	12.5%
7 day Licence Standard skip	25.00	26.00	4.0%
28 day Licence Standard Skip	47.00	48.00	2.1%
1 day Licence Large Skip	25.00	26.00	4.0%
7 day Licence Large Skip	47.00	48.00	2.1%
28 day Licence Large Skip	94.00	96.00	2.1%
HOARDING			
Area of Hoarding per sq metre initial 6 week application	22.00	23.00	4.5%
Area of Hoarding per sq metre renewal 8 week application	22.00	23.00	4.5%
BUILDING MATERIALS			
Per week	27.00	28.00	3.7%
Secure Hazardous Waste, Lockable Storage Containers, Temporary offices, Welfare facilities and Asbestos removal, decontamination units. Per square metre	22.00	23.00	4.5%

OBJECTS ON THE HIGHWAY			
TABLES AND CHAIRS, SHOP DISPLAY ETC			
Initial application less than 5 square metres	167.00	170.00	1.8%
Initial application 5 square metres or greater	339.00	346.00	2.1%
Annual renewal fee per square metre	23.00	24.00	4.3%
A-BOARD LICENCE			
New application first year	105.00	107.00	1.9%
Annual renewal fee	73.00	74.00	1.4%
OTHER FEES			
Highway Licence detail changes	27.00	28.00	3.7%
One off promotions per square metre	27.00	28.00	3.7%
Temporary Event Advertising Signs - first 50 (each)	New	10.00	N/A
Temporary Event Advertising Signs - over 50 (each)	New	5.00	N/A
SIGNS			
Brown Tourist signs	177.00	181.00	2.3%
Neighbourhood watch signs	37.00	38.00	2.7%
CULTIVATION LICENCE			
Licence for individuals who wish to cultivate a highway verge or other highway green space adjacent to their property.	33.00	34.00	3.0%

Appendix 4 - Proposed City Transport (Parking) Fees and Charges 2017-18

	2016-17	2017-18	
	Proposed Charge £	Proposed Charge £	Change %
Car parks			
Black Rock			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
3 hours	4.00	4.00	0.0%
4 hours	5.00	5.00	0.0%
9 hours	6.00	6.00	0.0%
High Street			
2 hours	4.20	4.20	0.0%
4 hours	8.40	8.40	0.0%
9 hours	11.00	11.00	0.0%
24 hours	18.20	18.20	0.0%
Quarterly season ticket	780.00	780.00	0.0%
Annual season ticket	2,080.00	2,080.00	0.0%
King Alfred			
1 hour	1.60	1.60	0.0%
2 hours	2.00	2.00	0.0%
3 hours	3.00	3.00	0.0%
4 hours	4.00	4.00	0.0%
Rottingdean Marine Cliffs			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
11 hours	3.00	3.00	0.0%
Quarterly season ticket	52.00	52.00	0.0%
Norton Road			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	3.20	3.20	0.0%
5 hours	4.20	4.20	0.0%
9 hours	5.00	5.00	0.0%
12 hours	6.00	6.00	0.0%

Annual Season Ticket	780.00	780.00	0.0%
Oxford Court			
2 hours	3.00	3.00	0.0%
4 hours	8.00	8.00	0.0%
9 hours	10.00	10.00	0.0%
24 hours	18.00	18.00	0.0%
Annual season ticket	780.00	780.00	0.0%
Rottingdean West Street			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
3 hours	3.00	3.00	0.0%
The Lanes			
1 hour	2.00	2.00	0.0%
2 hours	6.00	6.00	0.0%
4 hours	13.00	13.00	0.0%
9 hours	20.00	20.00	0.0%
24 hours	32.00	32.00	0.0%
Lost ticket	23.00	23.00	0.0%
Weekend - 1 hour	4.00	4.00	0.0%
Weekend - 2 hours	8.00	8.00	0.0%
Weekend - 4 hours	15.00	15.00	0.0%
Weekend - 9 hours	20.00	20.00	0.0%
Weekend - 24 hours / Lost ticket	25.00	25.00	0.0%
Evenings 18.00 – 24.00	4.50	4.50	0.0%
Night 24.00 – 11.00	5.00	5.00	0.0%
Annual season ticket	2,500.00	2,500.00	0.0%
Reduced Charge Annual Season ticket - Residents permit waiting list 16.00-11.00 Mon-Fri (Zone Z only)	1,500.00	1,500.00	0.0%
London Road			
Sunday to Monday - 1 hour	1.00	remove	N/A
Sunday to Monday - 2 hours	3.00	remove	N/A
Sunday to Monday - 4 hours	5.00	remove	N/A
Sunday to Monday - 9 hours	8.00	remove	N/A
Sunday to Monday - 24 hours	15.00	remove	N/A
Sunday to Monday - Lost ticket	15.00	remove	N/A

Saturday - 1 hour	2.00	remove	N/A
Saturday - 2 hours	4.00	remove	N/A
Saturday - 4 hours	6.00	remove	N/A
Saturday - 9 hours	8.00	remove	N/A
Saturday - 24 hours	17.50	remove	N/A
Saturday - Lost ticket	17.50	remove	N/A
1 hour	new	1.50	N/A
2 hours	new	3.00	N/A
4 hours	new	6.00	N/A
9 hours	new	8.00	N/A
24 hours	new	15.00	N/A
Lost ticket	new	15.00	N/A
Evenings 1800 - 2400	4.50	4.50	0.0%
Night 24.00 – 11.00	5.00	5.00	0.0%
Lost ticket administration fee	5.00	5.00	0.0%
Weekly	55.00	55.00	0.0%
Annual season ticket	1,040.00	1,200.00	15.4%
Annual season ticket - Reduced Rate for Area Y permit holders and businesses of New England House, City Point or One Brighton	780.00	800.00	2.6%
Reduced charge Annual season ticket - Residents permit waiting list (Zone Y)16.00-11.00 Mon-Fri	416.00	420.00	1.0%
Regency Square			
1 hour	2.00	2.00	0.0%
2 hours	4.00	4.50	12.5%
4 hours	8.00	9.00	12.5%
9 hours	12.00	12.00	0.0%
24 hours / Lost ticket	18.00	18.00	0.0%
Evenings 1800 - 2400	4.50	4.50	0.0%
Night 24.00 – 11.00	5.00	5.00	0.0%
Lost Ticket Administration fee	5.00	5.00	0.0%
Weekly season ticket	60.00	60.00	0.0%
Quarterly season ticket	300.00	300.00	0.0%
Annual season ticket	1,000.00	1,000.00	0.0%
Commercial season ticket annual	1,200.00	1,200.00	0.0%

Reduced Annual Season ticket - Residents permit waiting list 16.00-11.00 Mon-Fri (Zone M)	750.00	750.00	0.0%
Trafalgar Street			
1 hour	2.00	3.00	50.0%
2 hours	4.00	6.00	50.0%
4 hours	8.00	9.00	12.5%
6 hours	9.00	10.00	11.1%
9 hours	12.00	12.00	0.0%
24 hours / Lost ticket	16.00	16.00	0.0%
Weekend - 1 hour	2.50	2.50	0.0%
Weekend - 2 hours	4.50	4.50	0.0%
Weekend - 4 hours	8.00	8.00	0.0%
Weekend - 6 hours	9.50	10.00	5.3%
Weekend - 9 hours	12.00	12.00	0.0%
Weekend - 24 hours / Lost ticket	17.50	18.00	2.9%
Evenings 1800 - 2400	4.50	4.50	0.0%
Night 24.00 – 11.00	5.00	5.00	0.0%
Lost Ticket Administration fee	5.00	5.00	0.0%
Quarterly season ticket	400.00	400.00	0.0%
Annual season ticket	1,200.00	1,200.00	0.0%
Reduced Annual Season Ticket - Residents permit waiting list (Zone Y) 16.00-11.00 Mon-Fri	750.00	750.00	0.0%
On-street (Pay & Display)			
TARIFF ZONE 1			
Zone Y - Central Brighton North			
1 hour	3.60	3.60	0.0%
2 hours	6.20	6.20	0.0%
4 hours	10.40	10.40	0.0%
Zone Z - Central Brighton South			
1 hour	3.60	3.60	0.0%
2 hours	6.20	6.20	0.0%
4 hours	10.40	10.40	0.0%
TARIFF ZONE 2			
Zone Y - Central Brighton North [Cheapside & The Level]			
1 hour	2.00	2.00	0.0%
2 hours	4.20	4.20	0.0%

4 hours	6.20	6.20	0.0%
TARIFF ZONE 3			
Zone M			
1 hour	2.00	2.00	0.0%
2 hours	3.00	4.20	40.0%
4 hours	4.00	6.20	55.0%
TARIFF ZONE 4			
Zone A - Preston Park Station			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone C - Queen's Park			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone E - Preston Park Station North			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone F - Fiveways			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone G - Hollingbury Road & Ditchling Gardens			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone H - Kemp Town			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%

4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone J - London Road Station			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone N - Central Hove			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone O - Goldsmid			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone Q - Prestonville			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone R - Westbourne			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone T - Hove Station Area			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Zone W - Westbourne West / Wish park			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%

4 hours	4.00	4.00	0.0%
11 hours	5.20	5.20	0.0%
Seafront (Pay & Display)			
TARIFF ZONE 1			
Seafront Inner - Madeira Drive (1 Mar - 31 Oct) [West of Madeira Lift]			
1 hour	3.20	3.20	0.0%
2 hours	6.00	6.00	0.0%
4 hours	11.00	11.00	0.0%
11 hours	16.00	16.00	0.0%
Seafront Inner - Marine Parade [West of Burlington Street]			
1 hour	3.20	3.20	0.0%
2 hours	6.00	6.00	0.0%
4 hours	11.00	11.00	0.0%
11 hours	16.00	16.00	0.0%
Seafront Inner - King's Road			
1 hour	3.20	3.20	0.0%
2 hours	6.00	6.00	0.0%
4 hours	11.00	11.00	0.0%
11 hours	16.00	16.00	0.0%
TARIFF ZONE 2			
Seafront Inner - Kingsway [East of Fourth Avenue]			
1 hour	2.00	2.00	0.0%
2 hours	4.20	4.20	0.0%
4 hours	6.20	6.20	0.0%
11 hours	10.40	10.40	0.0%
Seafront Inner - New Steine			
1 hour	2.00	2.00	0.0%
2 hours	4.20	4.20	0.0%
4 hours	6.20	6.20	0.0%
11 hours	10.40	10.40	0.0%
TARIFF ZONE 3			
Seafront Outer - Madeira Drive [East of Madeira Lift]			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.20	4.20	0.0%

11 hours	7.20	7.20	0.0%
Seafront Inner - Madeira Drive (1 Nov - 28/29 Feb) [West of Madeira Lift]			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.20	4.20	0.0%
11 hours	7.20	7.20	0.0%
TARIFF ZONE 4			
Rottingdean High Street			
1 hour	1.00	1.00	0.0%
2 hours	2.00	2.00	0.0%
4 hours	4.00	4.20	5.0%
Madeira Drive Coach Park			
4 hours	9.00	9.00	0.0%
8 hours	16.00	16.00	0.0%
Permits and other			
Residents permits - Full scheme (Zones A,C,E,F,G,H,J,M,N,O,Q,T,Y,Z)			
First permit per household - 3 months (full scheme) (50% discount for Low Emission)	45.00	45.00	0.0%
First permit per household - 1 year (full scheme) (50% discount for Low Emission)	130.00	130.00	0.0%
Visitor Permit (Full schemes apart from zones M, Y & Z)	3.00	3.00	0.0%
Visitor Permit (zones M, Y & Z)	3.00	3.50	16.7%
Residents permits - Light touch (Zones U & W)			
First permit per household - 6 months (full scheme) (50% discount for Low Emission)	60.00	60.00	0.0%
First permit per household - 1 year (full scheme) (50% discount for Low Emission)	100.00	100.00	0.0%
Visitor Permit	2.00	2.20	10.0%
Business Permits			
One year (50% discount for low emission)	320.00	350.00	9.4%
3 months (50% discount for low emission)	90.00	100.00	11.1%
Traders Permits			
One year (50% discount for low emission)	650.00	700.00	7.7%
3 months (50% discount for low emission)	170.00	200.00	17.6%
Hotel Permits			
Area C (24 hours)	8.00	8.00	0.0%

Area N (1 day)	3.50	3.50	0.0%
School Permits			
3 months	45.00	50.00	11.1%
One year	130.00	150.00	15.4%
Doctors Permits (per bay)	95.00	100.00	5.3%
Electric Vehicles Permit	26.00	26.00	0.0%
Car Club (1 year)	20.80	25.00	20.2%
Professional Carers (1 year)	50.00	52.00	4.0%
Carers Permits (not Professional)	10.00	10.00	0.0%
Dispensations (1 year)	35.00	40.00	14.3%
Waivers (1 day)	10.00	10.00	0.0%
Suspensions			
Suspensions (Daily charge)	40.00	40.00	0.0%
Suspensions - Community Events (Daily charge)	new	20.00	N/A
Administration fees			
Change of CPZ	10.00	10.00	0.0%
Surrender of Permit	10.00	10.00	0.0%
Change of Vehicle	10.00	10.00	0.0%
Replacement Permit	10.00	10.00	0.0%
Issue of resident permit to Blue Badge holder	15.00	15.00	0.0%
Issue of resident permit to Blue Badge holder (low emission)	10.00	10.00	0.0%
Issue of Blue Badge	10.00	10.00	0.0%
Blue Badge Bay Application fee	11.00	11.00	0.0%
Blue Badge Bay - Individual disabled bay	102.00	102.00	0.0%
Zone B & D Permits (Event parking)			
Resident Permit	0.00	0.00	0.0%
Business permit	0.00	0.00	0.0%
Carer	0.00	0.00	0.0%
School Permit	0.00	0.00	0.0%
Resident Visitor (transferable)	0.00	0.00	0.0%
Resident visitor (one day)	2.60	2.60	0.0%
Change of vehicle	10.00	10.00	0.0%
Replacement Permit	10.00	10.00	0.0%
Lining			
Access Protection White Lines (per metre)	11.00	12.00	9.1%

Replacing lining after crossover work (per metre)	11.00	12.00	9.1%
Disabled Bays			
Application Fee	11.00	12.00	9.1%
Individual disabled bay	102.00	104.00	2.0%
TRO for new parking restriction o/s of Controlled Parking Zones			
Administration, advertising costs, officer site visits, signing and lining costs	2,000.00	2,000.00	0.0%
Additional Search Enquiries			
Solicitors and other agency queries per question	39.00	40.00	2.6%

Subject:	Balfour Road area and Preston Village resident parking scheme consultation		
Date of Meeting:	17th January 2017		
Report of:	Executive Director of Economy, Environment & Culture		
Contact Officer:	Name:	Charles Field	Tel: 29-3329
	Email:	Charles.field@brighton-hove.gov.uk	
Ward(s) affected:	Preston Park & Withdean		

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

- 1.1 The purpose of this report is to consider the outcome of the recent public consultation undertaken for a proposed parking scheme in the Balfour Road area and Preston Village area. Permission to proceed with the consultation was agreed at the Environment, Transport & Sustainability (ETS) Committee meeting on 15th March 2016.

2. RECOMMENDATIONS:

- 2.1 That the Committee approves:

- (a) That a new resident parking scheme (Monday to Friday 9am-8pm) be considered within the Preston Village area (Appendix B) and that this proposal be progressed to the final design with the Traffic Order advertised to allow further comment.
- (b) That an extension to the Area F resident parking scheme (Monday to Sunday 9am-8pm) be considered within the Balfour Road area (Appendix A) and that this proposal be progressed to the final design with the Traffic Order advertised to allow further comment.
- (c) That an order should be placed for any required pay and display equipment to ensure implementation of the new proposed parking scheme (if agreed at a further committee meeting) is undertaken as programmed.

3. CONTEXT/ BACKGROUND INFORMATION

- 3.1 At the Environment, Transport & Sustainability Committee on 13th October 2015 the Parking Scheme priority timetable was agreed which would require officers commencing work on a number of proposed parking schemes throughout Brighton & Hove.

- 3.2 Permission to proceed with the consultation and the options to take forward were agreed at the Environment, Transport & Sustainability (ETS) Committee meeting on 15th March 2016.

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. There is also the option to consult on further different parking schemes such as a light touch scheme.
- 4.2 However, it is the recommendation of officers that these proposals are proceeded with for the reasons outlined within the report.

5. COMMUNITY ENGAGEMENT & CONSULTATION

Preston Village area

- 5.1 53.1% of respondents were in favour of a Residents' Parking Scheme in the area based on a 36.6% response rate.
- 5.2 51.3% of respondents preferred a full scheme 9am-8pm while 67.2% of respondents wanted a Monday to Friday scheme.
- 5.3 Therefore, it is has been recommended to take into account these results and propose a new resident parking scheme (Monday to Friday 9am-8pm) into the Preston Village area. It is appreciated some roads were against the proposals but to ensure a parking scheme is geographically viable as a boundary it is proposed to go ahead with the whole area as overall the respondents were in favour of a scheme.

Balfour Road area

- 5.4 66% of respondents were in favour of a Residents' Parking Scheme in the area based on a high 53% response rate.
- 5.5 66.5% of respondents preferred a full scheme 9am-8pm while 66.1% of respondents wanted a Monday to Sunday scheme.
- 5.6 Therefore, it is has been recommended to take into account these results and propose an extension to the existing adjoining Area F resident parking scheme (Monday to Sunday 9am-8pm) into the Balfour Road area. Extending the parking scheme would give residents both in the existing and new parking proposals more flexibility for parking opportunities.
- 5.7 Officers have discussed the results with all the Ward Councillors in these areas who have either voiced their support for this way forward or responded with no concerns with the recommendations being taken forward.
- 5.8 It is recommended by officers these proposals are advertised as a traffic order allowing further comments to be made from residents both within and outside the new proposal. All comments will be reported back to a further Environment, Transport & Sustainability Committee meeting.

6. CONCLUSION

- 6.1 It is recommended to take into account the results and propose an extension to the existing adjoining Area F resident parking scheme (Monday to Friday 9am-8pm) into the Balfour Road area. It is also recommended to propose a new resident parking scheme (Monday to Friday 9am-8pm) into the Preston Village area.
- 6.2 These proposals will be advertised as a traffic order allowing further comments to be made from residents both within and outside the new proposal. All comments will be reported back to a further Environment, Transport & Sustainability Committee meeting.
- 6.3 As part of the consultation undertaken in the schemes, regard has been given to the free movement of traffic and access to premises since traffic flow and access are issues that have generated requests from residents and in part a need for the measures being proposed. The provision of alternative off-street parking spaces has been considered by officers when designing the schemes but there are no opportunities to go forward with any off street spaces due to the existing geographical layout of the area and existing parking provisions in the area.
- 6.4 Any yellow lines that are considered appropriate outside of the proposed parking schemes will also be investigated and advertised alongside the parking scheme traffic order.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The revenue costs associated with the recommendations in this report will be funded from existing budgets within the City Transport service. The capital costs of creating and extending parking scheme are funding from borrowing, with repayments made over a seven year period funded from the revenue income generated. It is estimated that the capital costs associated to the recommendation in this report will be £0.120m
- 7.2 The annual income from the Preston Village resident parking scheme is estimated to be £0.050m, which after the costs of managing the scheme would generate sufficient income to fund the borrowing repayments. The recurring financial impact of the scheme will be reflected within the service revenue budget and reviewed as part of the budget monitoring process.
- 7.3 The annual income from the extension to the Area F resident parking scheme is estimated to be £0.050m, which after the costs of managing the scheme would generate sufficient income to fund the borrowing repayments. The recurring financial impact of the scheme will be reflected within the service revenue budget and reviewed as part of the budget monitoring process.
- 7.4 Any surplus arising from on street parking is used to defray qualifying expenditure as governed by the Road Traffic Regulation Act 1984, as amended by the Road Traffic Regulation Act 2004. Any financial surplus generated from charges after direct costs contributes towards supporting traffic management objectives, including the part funding of bus subsidies, concessionary bus fares and Local Transport Plan projects.

Finance Officer Consulted :Steven Bedford

Date: 30th Nov 2016

Legal Implications:

- 7.5 The Council's powers and duties under the Road Traffic Regulation Act 1984 ("the Act") must be exercised to secure the expeditious, convenient and safe movement of all types of traffic including cyclists and pedestrians. As far as is practicable, the Council should have regard to any implications in relation to:- access to premises; the effect on amenities; the Council's air quality strategy; facilitating the passage of public services vehicles; securing the safety and convenience of users; any other matters that appear relevant to the Council.
- 7.6 The Council has to follow the rules on consultation set out by the government and the courts. The Council must ensure that the consultation process is carried out at a time when proposals are still at their formative stage, that sufficient reasons and adequate time must be given to allow intelligent consideration and responses and that results are properly taken into account in finalising the proposals.
- 7.7 After the proposals are formally advertised, the Council can, in the light of objections / representations received, decide to re-consult either widely or specifically when it believes that it would be appropriate before deciding the final composition of any associated orders. Where there are unresolved objections to the traffic orders, then the matter is required to return to Transport Committee for a decision.
- 7.8 Under the Act the Council may acquire, whether by purchase or by hiring, such parking meters and other apparatus as appear to it to be required or likely to be required for the purposes of its functions in relation to designated parking places.

Lawyer Consulted: Stephanie Stammers

Date: 1 December 2016

Equalities Implications:

- 7.9 The proposed measures will be of benefit to many road users.

Sustainability Implications:

- 7.10 Any new motorcycle bays and the on-street pedal cycle bays will encourage more sustainable methods of transport.

Any Other Significant Implications:

- 7.11 Any legal disabled bays will provide parking for the holders of blue badges wanting to use the local facilities.

SUPPORTING DOCUMENTATION

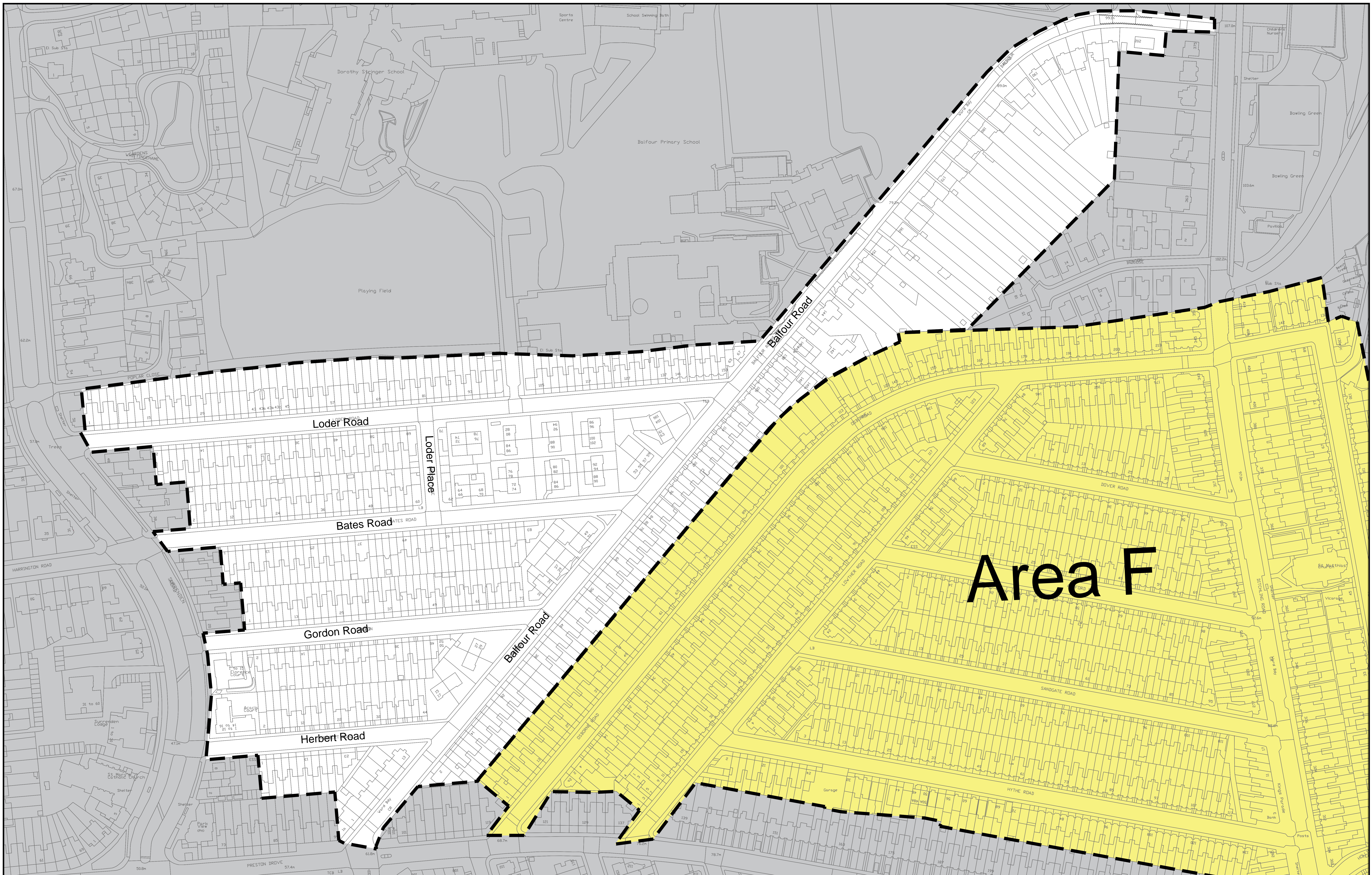
Appendices:

- Appendix A – Balfour Road area plan
Appendix B – Preston Village area plan

Appendix C – Preston Village area consultation report
Appendix D – Balfour Road area consultation report

Background Documents

1. Item 82 – Transport Committee Meeting Report – 15th March 2016



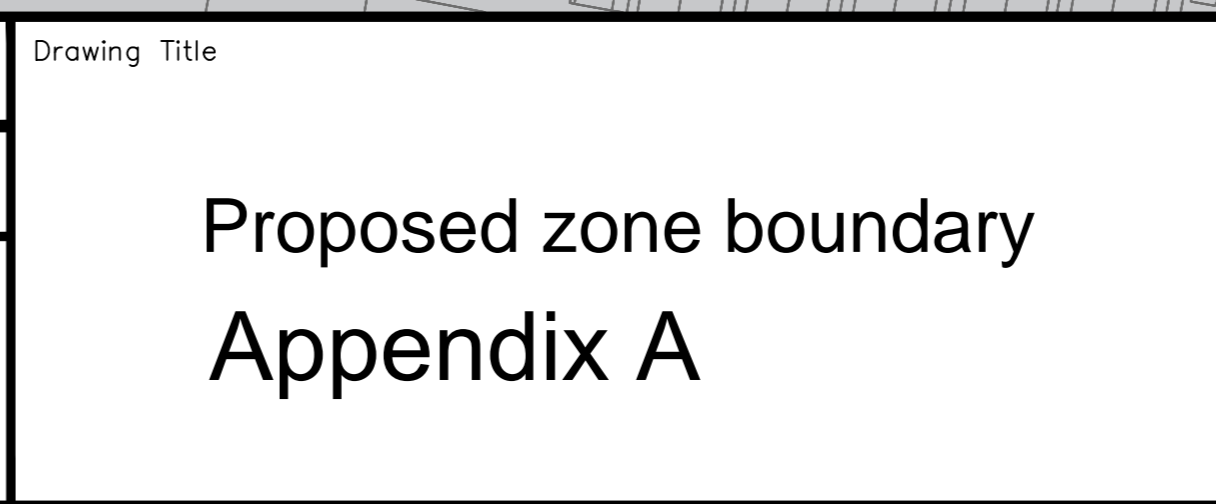
Area F

© Crown Copyright. Licence: 100020999. Brighton & Hove City Council, 2016.

Double yellow line restrictions would apply across all vehicle crossovers/dropped kerbs. Where there are no parking bays indicated, double yellow line restrictions would apply along kerb side with the exception of private roads.

Client	
Job title	Balfour Road Area

Drawing Title	Proposed zone boundary Appendix A
---------------	--------------------------------------



Scale	NTS	Original drg. size	A0	Date	FEB 16
Drawn	RM	Checked	-	Approved	-
Drawing status	-	Drawing Number	--	Rev	-

Scale	NTS	Original drg. size	A0	Date	FEB 16
Drawn	RM	Checked	-	Approved	-
Drawing status	-	Drawing Number	--	Rev	-



© Crown Copyright. Licence: 10002999. Brighton & Hove City Council, 2016.

Rev.	Date	Revision detail	Drawn	Checked	Approved

Job title	Preston Village Proposed zone boundary
-----------	---

Drawing title	Appendix B
---------------	------------



Scale	N.T.S.	Original drawing size	A1	Date	December 2016
Drawn	RM	Checked	--	Approved	--
Drawing status	----	Drawing Number	BH_	Rev	-

Appendix C - Preston Village Resident Parking Scheme Consultation Report November 2016

Background

The council has received a number of complaints and petitions from residents about parking issues in the Preston Village Area. Parking pressures for local residents, visitors and businesses have increased following the introduction of parking schemes in neighbouring areas.

The council has now prepared proposals for a residents parking scheme in the Preston Village area. Residents were given the option of a full scheme with enforcement from 9am to 8pm or a light touch scheme with different hours of operation (usually 2 separate hours in the day eg 10am to 11am and 2pm to 3pm but specific times are to be agreed). Both options would be available for five or seven days (Monday to Friday or Monday to Sunday). The consultation was open from 3 October to 11 November 2016.

Headline Findings

The consultation achieved a 36.6% response rate.

111 (53.1%) of respondents were in favour of a Residents' Parking Scheme in the area and 98 (46.9%) of respondents were against a Residents' Parking Scheme.

101 (51.3%) favoured a full scheme and 98 (48.7%) a light-touch scheme.

65 (32.8%) favoured a Monday to Sunday scheme and 133 (67.2%) of respondents favoured a Monday to Friday scheme.

Methodology

The Brighton and Hove City Council Land and Property Gazeteer was used to provide 571 property addresses in the proposed scheme boundary for the Preston Village area. An information leaflet, detailed maps, a questionnaire and a prepaid envelope for reply was sent to each address. Respondents were also invited to complete the survey online via the council's Consultation Portal should they wish to. 91.5% of responses were received by mail and 8.5% on line. The consultation was advertised on the council's website, via social media and by a press-release to local media.

Plans could be viewed at an unstaffed exhibition at the: Parking Information Centre, Hove Town Hall: Monday 3 October to Friday 11 November - from 10am to 4.30pm, Monday to Friday and 9am to 1pm on Saturdays.

An officer was also available to take 'phone calls from those who had specific questions about the consultation.

Results

212 valid responses¹ were received from within the proposed scheme boundary giving a response rate of 36.6%.

Q1 Would you like your area to be considered for a residents parking scheme?

Response Base = 209

Yes		No		Total
Number	%	Number	%	
111	53.1	98	46.9	209

Q2 If a scheme were to go ahead which option would you prefer?

Response Base = 197

Full scheme 9am to 8pm		Light touch scheme (two periods during the day 10am-11am and 2pm-3pm for example)		Total
Number	%	Number	%	
101	51.3	96	48.7	197

Q3 If a scheme were introduced would you prefer?

Response Base = 198

Monday to Sunday		Monday to Friday		Total
Number	%	Number	%	
65	32.8	133	67.2	197

¹ 18 responses were removed from the analysis for the following reasons: 7 were duplicate cases, 7 were from outside the area and 4 gave no address.

Results on a street by street basis were as follows:

Street	Number properties mailed	Number responses	Response rate %	Yes		No	
				Number	%	Number	%
Clermont Road	59	30	50.8	17	56.7	13	43.3
Clermont Terrace	99	43	43.4	19	44.2	24	55.8
Cumberland Road	70	34	48.6	25	73.5	9	26.5
Home Road	2	1	50.0	0	0	1	100
Lauriston Road	43	21	48.8	17	81.0	4	19.0
Middle Road	43	15	34.9	9	60.0	6	40.0
North Road	35	10	28.6	8	80.0	2	20.0
Preston Road	145	24	16.6	6	25.0	18	75.0
South Road	41	20	48.8	3	15.0	17	85.0
Station Road	34	11	32.4	7	63.0	4	36.4
Total	571	209	36.6	111	53.1	98	46.9

Q4 Respondents were asked whether they are a resident, a business owner or manager or work in the area. (Respondents could tick more than one option).

	Number of responses
Resident	183
Business owner or manager	20
Work in the area	13
Other (includes care for people in area, use facilities in area)	0

Q5 How many cars in your household?

No. of cars	Number of responses
0	14
1	109
2	57
3	6
4 or more	2
Total	188

Q6a What type of business do you own or manage in the area?

What type of business?	Number of responses
Retail outlet	3
Office-based	13
Other includes: Dental practice/ lab, hairdresser, property maintenance, psychotherapy, taxi driver	8
Total responses	24

Q6b How many vehicles are directly associated with your business?

No. of vehicles	Number of responses
0	5
1	6
2	3
3	2
4 or more	6
Total	22

Q7 Any further comments?

An open text box enabled respondents to add comments. These comments were grouped together and themed as follows:²

Comments made	Number of times mentioned
No need for a scheme/ Unnecessary	26
In favour because of current parking difficulties/ general positive comments	22
Don't want to pay for parking	12
Problems are caused by too many business vehicles, no room for residents	11
This will stop long term parking	11
Don't want Double yellow lines across driveways	6
Not enough residents parking spaces in this scheme/ will need more than one permit	6
This is a money making exercise	5
Concerned about the cost of visitor parking	4
Have concerns about displacement	4
Scheme needs to be strictly enforced	4
Need employee/ business permits	3
Concerns that the scheme will adversely affect businesses	2
Don't want P&D signs	2
Enforce current illegal parking	2
General negative comments	2
More Pay & Display areas needed	2
Need scheme as soon as possible/ too long to wait	2
Not enough visitor permits	2
Want marked bays	2

² Figures show the amount of times a themed comment was mentioned.

Demographic Information

Gender

Gender	Number	%
Male	72	47.7
Female	78	51.7
Other	1	0.7
Total	151	100

Do you identify as the gender you were assigned at birth?	Number	%
Yes	133	98.5
No	2	1.5
Total	135	100

Age

Age	Number	%
18-24	6	4.3
25-34	24	17.0
35-44	25	17.7
45-54	33	23.4
55-64	20	14.2
65-74	22	15.6
75+	11	7.8
Total	141	100

Disability

Disability	Number	%
Yes, a little	13	9.3
Yes, a lot	10	7.1
No	117	83.6
Total	140	100

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

Please state the type of impairment which applies to you.	Number
Physical impairment	6
Sensory impairment	2
Learning disability/ difficulty	0
Long-standing illness	2
Mental health condition	4
Development condition	0
Autistic Spectrum	0
Other	0
Total	14

Ethnicity		Number	%
White	White English/ Welsh/ Scottish/ Northern Irish/ British	132	86.8
	White Irish	3	2
	Gypsy or Irish Traveller	0	0
	Any other white background	10	6.6
Asian or Asian British	Bangladeshi	0	0
	Indian	0	0
	Pakistani	1	0.7
	Chinese	1	0.7
	Any other Asian background	2	1.3
Black or Black British	African	1	0.7
	Caribbean	1	0.7
	Any other Black background	0	0
Mixed	Asian & White	0	0
	Black African & White	0	0
	Black Caribbean & White	0	0
	Any other mixed background	1	0.7
Any other ethnic group	Arab	0	0
	Any other ethnic group	0	0
Total		152	100

Sexual Orientation	Number	%
Bisexual	2	1.6
Gay Man	8	6.3
Heterosexual/ straight	113	88.3
Lesbian/ Gay Woman	4	3.1
Other	1	0.8
Total	128	100

Religious Belief	Number	%
I have no particular religion or belief	71	52.2
Buddhist	2	1.5
Christian	41	30.1
Hindu	0	0
Jain	0	0
Jewish	0	0
Muslim	4	2.9
Pagan	1	0.7
Sikh	0	0
Agnostic	2	1.5
Atheist	13	9.6
Other	2	1.5
Other philosophical belief	0	0
Total	136	100

Are you a carer	Number	%
Yes	11	7.9
No	129	92.1
Total	140	100

If yes, do you care for a:	Number
Parent	6
Partner or Spouse	2
Child with special needs	3
Friend	0
Other family member	0
Other	0
Total	11

Armed Forces	Yes		No	
	Number	%	Number	%
Are you currently serving in the UK armed forces?	0	0	122	100
Have you ever served in the UK armed forces?	8	6.4	117	93.6
Are you a member of a current or former serviceman or woman's immediate family/ household?	1	0.8	120	99.2

Appendix

18 responses were removed from the analysis as they fell into the following categories:

- Duplicates (only one responses per household was included)
- Responses from residents outside the area
- Responses where no address was given

There was a 50/50 split of these responses for/ against the introduction of a parking scheme in the Preston Village Area as shown in the table below:

Why removed from main report	In favour of parking scheme		Not in favour of parking scheme		Total
	Number	%	Number	%	
Duplicates	4	57.1	3	42.9	7
Outside the area	4	57.1	3	42.9	7
No address given	3	75.0	1	25.0	4
Total	7	50.0	7	50.0	18

Appendix D - Balfour Road Area Resident Parking Scheme Consultation Report November 2016

Background

The council has received a number of complaints and petitions from residents about parking issues in the Balfour Road Area. Parking pressures for local residents, visitors and businesses have increased following the introduction of parking schemes in neighbouring areas.

The council has now prepared proposals for a residents parking scheme in the Balfour Road area. Residents were given the option of a full scheme with enforcement from 9am to 8pm or a light touch scheme with different hours of operation (usually 2 separate hours in the day eg 10am to 11am and 2pm to 3pm but specific times are to be agreed). Both options would be available for five or seven days (Monday to Friday or Monday to Sunday). The consultation was open from 3 October to 11 November 2016.

Headline Findings

The consultation achieved a 53% response rate.

206 (66.0%) of respondents were in favour of a Residents' Parking Scheme and 106 (34.0%) of respondents were against a Residents' Parking scheme.

194 (66.5%) favoured a full scheme and 102 (34.5%) a light-touch scheme.

197 (66.1%) favoured a Monday to Sunday scheme and 101 (33.9%) of respondents favoured a Monday to Friday scheme.

Methodology

The Brighton and Hove City Council Land and Property Gazeteer was used to provide 588 property addresses in the proposed scheme boundary for the Balfour Road area. An information leaflet, detailed maps, a questionnaire and a prepaid envelope for reply was sent to each address. Respondents were also invited to complete the survey online via the council's Consultation Portal should they wish to. 88% of responses were received by mail and 12% on line. The consultation was advertised on the council's website, via social media and by a press-release to local media.

Plans could be viewed at an unstaffed exhibition at the: Parking Information Centre, Hove Town Hall: Monday 3 October to Friday 11 November - from 10am to 4.30pm, Monday to Friday and 9am to 1pm on Saturdays.

An officer was also available to take 'phone calls from those who had specific questions about the consultation.

Results

312 valid responses¹ were received from within the proposed scheme boundary giving a response rate of 53% which is a very high response rate compared to previous consultations.

Q1 Would you like your area to be considered for a residents parking scheme?

Response Base = 312

Yes		No		Total
Number	%	Number	%	
206	66	106	34	312

Q2 If a scheme were to go ahead which option would you prefer?

Response Base = 296

Full scheme 9am to 8pm		Light touch scheme (two periods during the day 10am-11am and 2pm-3pm for example)		Total
Number	%	Number	%	
194	65.5	102	34.5	296

Q3 If a scheme were introduced would you prefer?

Response Base = 296

Monday to Sunday		Monday to Friday		Total
Number	%	Number	%	
197	66.1	101	33.9	298

¹ 27 responses were removed from the analysis: 9 were duplicates, 15 were from outside the area and 3 where no address was stated.

Results on a street by street basis:

Q1 Are you in favour of a residents' parking scheme in your road?

Street	Number properties mailed	Number responses	Response rate %	Yes		No	
				Number	%	Number	%
Balfour Road	161	100	62	76	76.0	24	24.0
Bates Road	108	59	37	34	57.6	25	42.4
Gordon Road	95	36	22	25	69.4	11	30.6
Herbert Road	63	32	20	25	78.1	7	21.9
Loder Road	156	84	52	45	53.6	39	46.4
Stringer Way	4	1	25	1	100	0	0
Surrenden Road	1	0	0	0	0	0	0
Total	588	312	53	206	66.0	106	34.0

Q4 Respondents were asked whether they are a resident, a business owner or manager or work in the area. Respondents could tick more than one option.

	Number of responses
Resident	19
Business owner or manager	1
Work in the area	15
Other (includes care for people in area, use facilities in area)	1

Q5 How many cars in your household?

No. of cars	Number of responses
0	14
1	203
2	81
3	5
4 or more	4
Total	307

Q6a What type of business do you own or manage in the area?

What type of business?	Number of responses
Retail outlet	1
Office-based	3
Other includes: Acupuncture, Building, catering business, childminder, residential developer, massage, physiotherapy, plumber, therapist	12
Total responses	16

Q6b How many vehicles are directly associated with your business?

No. of vehicles	Number of responses
0	2
1	7
2	2
3	1
4 or more	4
Total	16

Q7 Any further comments?

An open text box enabled respondents to add comments. These comments were grouped together and themed as follows:²

Comments made	Number of times mentioned
In favour because of current parking difficulties/ general positive comments	23
No need for a scheme/ Unnecessary	19
Parking restrictions already implemented in other areas are the problem/ No problems before this	15
This will stop long term parking	14
Scheme won't help the after 8pm parking situation	12
This is a money making exercise	9
Have concerns about displacement	7
Need scheme as soon as possible/ too long to wait	7
Not enough residents parking spaces in this scheme/ will need more than one permit	7
Unhappy about suggested hours of operation	7
Concerned about the cost of visitor parking	6
Not enough visitor permits	5
Scheme needs to be strictly enforced	5
Don't want teachers to have permits	4
General negative comments	4
Problems are caused by too many business vehicles, no room for residents	3
Want different hour options – light touch	3
Want restricted parking near schools/ wavy yellow lines/ too much heavy traffic near school	3
Don't want P& D signs	2
Need more motorbike bays	2

² Figures show the amount of times a themed comment was mentioned.

Demographic Information

Gender

Gender	Number	%
Male	82	39.2
Female	127	60.8
Other	0	0
Total	209	100

Do you identify as the gender you were assigned at birth?	Number	%
Yes	193	99.5
No	1	0.5
Total	194	100

Age

Age	Number	%
18-24	4	2.1
25-34	18	9.5
35-44	46	24.3
45-54	52	27.5
55-64	39	20.6
65-74	17	9
75+	13	6.9
Total	189	100

Disability

Disability	Number	%
Yes, a little	17	8.3
Yes, a lot	16	7.8
No	171	83.8
Total	204	100

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

Please state the type of impairment which applies to you.	Number
Physical impairment	13
Sensory impairment	4
Learning disability/ difficulty	0
Long-standing illness	16
Mental health condition	5
Development condition	2
Autistic Spectrum	0
Other	0
Total	40

Ethnicity		Number	%
White	White English/ Welsh/ Scottish/ Northern Irish/ British	189	84.4
	White Irish	2	0.9
	Gypsy or Irish Traveller	0	0
	Any other white background	11	4.9
Asian or Asian British	Bangladeshi	0	0
	Indian	2	0.9
	Pakistani	0	0
	Chinese	0	0
	Any other Asian background	1	0.4
Black or Black British	African	0	0
	Caribbean	2	0.9
	Any other Black background	0	0
Mixed	Asian & White	1	0.4
	Black African & White	0	0
	Black Caribbean & White	0	0
	Any other mixed background	1	0.4
Any other ethnic group	Arab	0	0
	Any other ethnic group	0	0
Total		209	100

Sexual Orientation	Number	%
Bisexual	4	2.0
Gay Man	4	2.0
Heterosexual/ straight	184	92.5
Lesbian/ Gay Woman	6	3.0
Other	1	0.5
Total	199	100

Religious Belief	Number	%
I have no particular religion or belief	110	53.9
Buddhist	2	1.0
Christian	63	30.9
Hindu	1	0.5
Jain	0	0
Jewish	0	0
Muslim	0	0
Pagan	0	0
Sikh	0	0
Agnostic	4	2.0
Atheist	16	7.8
Other	4	2.0
Other philosophical belief	4	2.0
Total	204	100

Are you a carer	Number	%
Yes	14	7.0
No	187	93.0
Total	201	100

If yes, do you care for a:	Number
Parent	5
Partner or Spouse	3
Child with special needs	3
Friend	0
Other family member	2
Other	1
Total	14

Armed Forces	Yes		No	
	Number	%	Number	%
Are you currently serving in the UK armed forces?	1	0.5	188	99.5
Have you ever served in the UK armed forces?	10	5.2	181	94.8
Are you a member of a current or former serviceman or woman's immediate family/ household?	5	2.7	181	97.3

Appendix

27 responses were removed from the analysis as they fell into the following categories:

- Duplicates (only one responses per household was included)
- Responses from residents outside the area
- Responses where no address was given

15 (55.6%) of these responses were against the introduction of a parking scheme in the Balfour Area as shown in the table below:

Why removed from main report	In favour of parking scheme		Not in favour of parking scheme		Total
	Number	%	Number	%	
Duplicates	7	77.8	2	22.2	9
Outside the area	4	26.7	11	73.3	15
No address given	1	33.3	2	66.7	3
Total	12	44.4	15	55.6	27

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
	Email:	jeff.elliott@brighton-hove.gcsx.gov.uk	
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

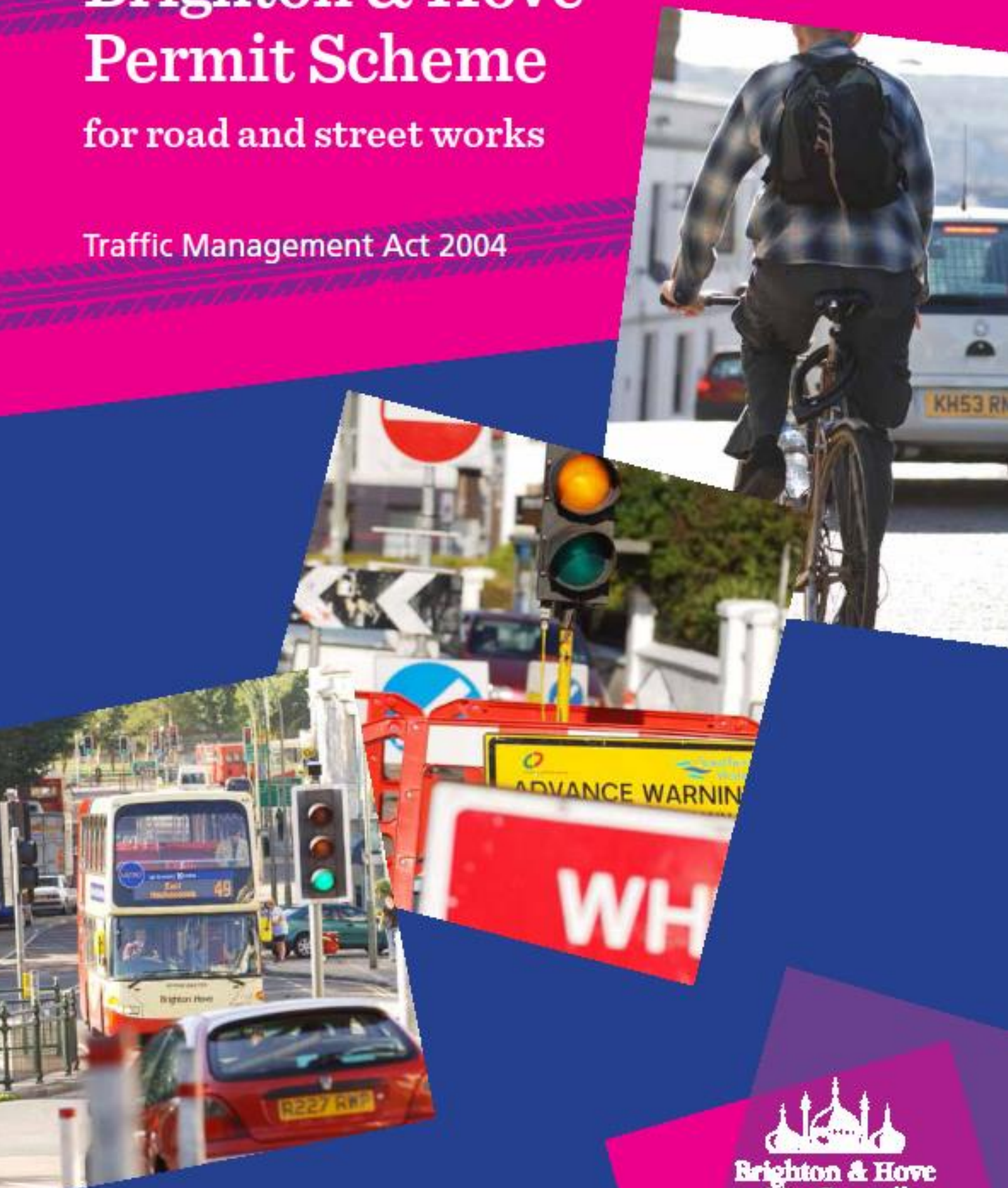
Appendices:

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

Brighton & Hove Permit Scheme

for road and street works

Traffic Management Act 2004



Contents

1	EXECUTIVE SUMMARY	4
1.1	SUMMARY FINDINGS	5
1.2	FIRST YEAR ISSUES	6
1.3	NEW STAFF	6
1.4	OPERATIONAL COSTS	6
1.5	EXAMPLES OF OBJECTIVES ACHIEVED	6
1.6	CONCLUSIONS	7
1.7	LOOKING FORWARD	8
2	DEVELOPING THE PERMIT SCHEME	8
2.1	TRAFFIC SENSITIVE NETWORK	9
2.2	PERMIT SCHEME OBJECTIVES	9
3	APPENDIX 1 - EVALUATION BACKGROUND	11
3.1	PERMIT SCHEME EVALUATION	11
3.2	SCOPE OF WORK	11
3.3	KEY PERFORMANCE INDICATORS	11
3.4	AVERAGE JOURNEY TIMES	13
3.5	JOURNEY TIME RELIABILITY	13
3.6	ROAD TRAFFIC COLLISIONS	14
3.7	CARBON EMISSIONS	14
3.8	PROFIT / LOSS	16
3.9	REPORT STRUCTURE	16
4	APPENDIX 2 - KEY PERFORMANCE INDICATOR DATA	Error! Bookmark not defined.
4.1	KPI 1	Error! Bookmark not defined.
4.2	KPI 2	Error! Bookmark not defined.
4.3	KPI 3	Error! Bookmark not defined.
4.4	KPI 7	Error! Bookmark not defined.
5	APPENDIX 2a - HAUC TPI MEASURES	Error! Bookmark not defined.
5.1	TPI 1 Works Phases Started (Base Data)	Error! Bookmark not defined.
5.2	TPI 2 Works Phases Completed (Base Data)	Error! Bookmark not defined.
5.3	TPI 3 Days of Occupancy Phases Completed	Error! Bookmark not defined.
5.4	TPI 4 Average Duration of Works Phases Completed	Error! Bookmark not defined.
5.5	TPI 5 Phases Completed on time	Error! Bookmark not defined.
5.6	TPI 6 Number of deemed Permit applications	Error! Bookmark not defined.
5.7	TPI 7 Number of Phase One Permanent Registrations	Error! Bookmark not defined.
6	APPENDIX 2b - PERMIT APPLICATIONS DATA	Error! Bookmark not defined.
6.1	Number of PAA applications submitted	Error! Bookmark not defined.
6.2	Number of PAA applications granted	Error! Bookmark not defined.
6.3	Number of PAA applications deemed	Error! Bookmark not defined.
6.4	Number of "initial" permit applications submitted for a works phase	Error! Bookmark not defined.

6.5	Number of Permit applications granted on first application submission ...	Error! Bookmark not defined.
6.6	Number of “modified” applications submitted prior to Permit being granted or deemed	Error! Bookmark not defined.
6.7	Number of Permit applications deemed	Error! Bookmark not defined.
6.8	Number of applications cancelled prior to grant / deemed ...	Error! Bookmark not defined.
6.9	Number of granted / deemed Permits for which and Actual Start never occurred	Error! Bookmark not defined.
6.10	Number of Authority imposed variations / revokes	Error! Bookmark not defined.
6.11	Number of Duration variations after works started	Error! Bookmark not defined.
6.12	Number of Duration variations refused.....	Error! Bookmark not defined.
6.13	Number of Permit applications with “Collaboration indicator” set.....	Error! Bookmark not defined.
7	APPENDIX 2c - AUTHORITY MEASURES.....	Error! Bookmark not defined.
7.1	AM 1 - Average duration of works	Error! Bookmark not defined.
7.2	AM 2 - Inspections.....	Error! Bookmark not defined.
7.3	AM 3 - Days of Disruption Saved/ Number of collaborative works	Error! Bookmark not defined.
7.4	AM 4 - Response Code	Error! Bookmark not defined.
7.5	AM 5 – FPNs (Permit Breaches).....	Error! Bookmark not defined.
7.6	AM 6 - Levels of Customer Enquiries	Error! Bookmark not defined.
7.7	AM 7 Average Journey Time and AM8 Journey Time Reliability	Error! Bookmark not defined.
7.8	AM 9 - Road Traffic Collisions	Error! Bookmark not defined.
7.9	AM 10 - Carbon Emissions	Error! Bookmark not defined.
7.10	KPI 4	Error! Bookmark not defined.
7.11	KPI 5	Error! Bookmark not defined.
7.12	KPI 6	Error! Bookmark not defined.
8	APPENDIX 3 – COSTS, INCOME and DISCOUNTS.....	17
8.1	START-UP COSTS	17
8.2	FEE INCOME	17
8.3	COSTS BUDGETS AND ACTUALS	17
8.4	AVERAGE PERMIT COST	17

1 EXECUTIVE SUMMARY

The Brighton & Hove City Council Permit Scheme (BHPS) was introduced on 30th March 2015 and has had a successful first year. The purpose of this report is to evaluate the Permit Scheme in respect to these successes and give 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.

The Permit Scheme designed and developed during 2014 is regarded as a best of breed scheme and has been replicated by 5 other Highway Authorities during the past year. This underpins the outstanding achievement by the Highways Team and is a demonstration of Brighton & Hove's commitment to working effectively with its' stakeholders.

Roadworks are a necessity to enable utilities and highways works to be carried out in order to renew and improve and install infrastructure. As these works take up valuable road space it is important that the impact is minimized as can created congestion and delay.

The Permit Scheme is not intended to prevent activities necessary for the maintenance or improvement of the road network or the services running underneath it. It is designed to make available the necessary resources to achieve an appropriate balance between the interests of the various parties and where possible, bring about effective co-ordination between all the different competing interests.

This is a first year evaluation and there are a wide range of indicators and measures that the industry has been discussing and agreeing that should be analyzed. Some of these are possible to report on and some require further work prepare. This evaluation identifies all the indicators and measures agreed by the industry, through various representative groups..

Over the coming years more and more data will be available and can be analyzed along with benchmarking data from other Permit Schemes. This will allow the Brighton & Hove Permit Scheme to continuously improve and understand the areas it is efficient and effective at and the areas that need improvement.

Although some data is not available currently, the requirement and format has been documented in this evaluation so that it can be identified easily and worked on over the next year.

When the Permit Scheme was being developed a Benefit to Cost Ratio was prepared using predicted costs and volumes of applications. Now there are actual costs and volumes this has been rerun using the same network data and the change is shown below. This indicates that the Permit Scheme is more beneficial to society than originally anticipated.

The Benefit to Cost Ratio for the opening year has slightly reduced from 10.08:1 based on anticipated Utility volumes and costs to 9.26:1 using actual total volumes and costs.

Table 64 Highway Authority Brighton & Hove Cost Benefit results		
Highway Authority Assessment	Opening Year	Opening Year
5% reduction in works impact	Actuals	Predicted
Net Present Value of Benefits	£5,233,045	£7,605,555
Net Present Value of Costs	£565,000	£754,685
Net Present Value of Permit Scheme	£4,668,045	£6,850,869
Benefit to Cost Ratio	9.26	10.08

1.1 SUMMARY FINDINGS

A large number of streets had their speed limit reduced to 20mph in 2014 and 2015. This has had an impact on traffic data showing a slight decrease in average traffic speed and a corresponding increase in average journey times. This means that on these measures it is not possible to identify the benefit of the Permit Scheme specifically. It is however safe to say the Permit Scheme has contributed towards the positive developments in Traffic management across the City.

In addition, the 20mph limits have successfully reduced collisions more than the downward trend which has also affected the ability to measure the specific impact of the Permit Scheme on this measure.

It is also of note that traffic flow has not increased. However, there was an overall saving of 6% on carbon emissions resulting from the Permit Scheme and the other initiatives implemented in Brighton & Hove. This is a substantial reduction and a considerable achievement.

During the first year of operation; **12,339** Permit applications were received from Utility Promoters and Highway Authority Promoters. This total includes applications that were granted but subsequently cancelled by the Promoter before the works were undertaken. This is **77%** of the volume indicated by the historical Notice volumes.

11,341 Permits were granted which is **90%** of Permit applications received.

2,067 Permits were refused for various reasons which is **17%** of applications. The Permit team can refuse a Permit application when they consider that elements of the application (e.g. timing, location or conditions) are not acceptable.

24% of applications from the Highway Authority were refused and **11%** from Utilities. This need to be observed over the coming years as the lower than expected percentage of Highway Authority work has prevented a clear picture being drawn.

0 Permits deemed (granted without co-ordination by the Permit team). These deemed Permits do not attract a fee. This is an outstanding achievement by the team.

3,008 variations requests were received which is more than **3 times the number expected**. Managing this unexpectedly high volume of variations has been a considerable challenge.

2,507 variations to granted Permits were granted which is **95%** of requests.

5,773 conditions were attached to Permits. The Permit Scheme allows for the attaching of conditions to Permits and not all types of conditions will necessarily be applied to all Permits.

Utility Permits were discounted due to positive behaviours but the data has not been available in a reliable form. This requires recording and reporting for future reports.

Collaborative working arrangements between Utilities were arranged but the data has not been available in a reliable form.

679 site inspections were conducted and **176** failed to meet agreed conditions. A **26%** failure rate which will need further monitoring.

Traffic volume in Brighton & Hove in 2014 was 1,015 million vehicle kilometres (mvkm) and based on the DfT sample data traffic proportions would equate to 137 thousand tonnes of CO₂. A **6%** saving in monetary terms would equate to **8.6 thousand tonnes** which equals **£503,000**. It can be concluded that the Permit Scheme, along with other interventions, has made a positive outcome for Brighton & Hove.

£565,000 of Permit fee income was received. This is in line with the risk managed budget anticipated.

£527,500 of costs were incurred. This is circa 9% less than the risk managed budget anticipated.

1.2 FIRST YEAR ISSUES

Difficulties during the first year of operation have been in one key area, the IT system's ability to produce reports consistent with the industry's agreed indicators and measures.

Recruitment of the team went well and the new members of staff were well trained and supported leading up to the introduction of the Permit Scheme and during the first few months of operation.

A great deal of work has gone in to the IT system with some success and the system has been greatly improved over the year. However, more work is required so the full range of reporting requirements can be met to support further evaluations and analysis.

To further improve the ability to measure the impact of the Permit Scheme a manual recording system has been introduced. This will record a range of impacts such as;

- Agreed traffic management reducing the size of works
- Collaborative works and the number of separate Permit applications saved
- Agreed durations and the days of highway occupancy saved

1.3 NEW STAFF

The risk managed budget following the Cost Benefit Analysis identified **£406,000** of additional new staff costs. **£388,000** of additional new staff costs were incurred.

8 new staff were employed to increase the resources available to undertake more administration and co-ordination of Permit Applications, which is in line with the requirement identified during the scheme development phase.

1.4 OPERATIONAL COSTS

The risk managed budget identified **£174,000** of potential operational costs. **£92,000** of operational costs were incurred.

1.5 EXAMPLES OF OBJECTIVES ACHIEVED

The Permit Team have worked hard on co-ordinating, assessing and responding to all Permit applications to minimise disruption, as shown by the available data below.

Supplied quote from Brighton & Hove Buses:

From the point of view of Brighton & Hove Buses the Permit Scheme has been a great success, with noticeable improvements right from the start.

Prior to the introduction of the scheme we encountered numerous examples of road works appearing without our prior knowledge; often the first we found out about them was from a bus driver spotting a contractor's noticeboard at the side of a road.

There appeared to be no co-ordination between various works and often multiple works were carried out on the same bus route at the same time. We also experienced proposed closures of roads where there was not only no prior notification until a roadside sign appeared but there was no suitable diversionary route for buses. This applied to the City Council's own works as well as that of utility companies.

All that changed almost overnight from 30th March 2015. There was a flurry of works in the weeks leading up to the scheme as utility companies tried to beat the deadline, and directly after the scheme came in the City Council's own contractors took a little time to adapt.

But with the appointment of Allan Pike to manage the scheme there has been a step change, and we now work very well together. All issues are discussed in advance and solutions found or problems mitigated as much as possible. Mike Best 21.6.16

Team initiating contact between the Utility companies.

Supplied Permit Team quote:

There has been collaborative working between Gas and Water Utilities on Eastern Road that was instigated by the Permit Team. Following that, Water and Electric worked together on St Georges Place and Gas and Water on Stanford Ave. This was all a result of the Permit Team initiating contact between the Utility companies.

Supplied Permit Team quote:

As part of the Royal Sussex Hospital redevelopment, services for a temporary ward block were required. SWS, SGN and UKPN were invited to discuss collaborative works between all 3 parties in order to save disruption on a key part of the network. It transpired that UKPNs works were not in the same location as SGN and SWS due to the location of their substation however SGN and SWS completed their service connections at the same time within the same traffic management arrangement.

A manual system of recording specific cases is being introduced so that in future years a greater list of examples can be presented demonstrating how the scheme has met its objectives.

1.6 CONCLUSIONS

This report provides evaluation findings of key indicators and measures for the Brighton & Hove Permit Scheme after its first year of operation.

Overall, the Brighton & Hove Permit Scheme has been designed and implemented well. A number of other Highway Authorities have adopted the scheme for their areas as it is seen as a best of breed scheme.

The team now co-ordinate all road and street works in Brighton & Hove and take the time to review each and every application and apply conditions to minimise the impact of the works on the users of the network.

Fee income was slightly more than the scheme costs, but was well balanced. Therefore, there is no need to consider an adjustment in fee rates at this time.

There have been difficulties gathering accurate data from the IT system and this is a focus of development over the coming year. However, what has been gathered shows the objectives of the scheme are being met and that society is benefiting from the implementation.

There have been less Utility applications than anticipated which may be a result of incorrect information from the previous system. Future volumes will identify if this was the issue.

There has been a much lower volume of Highway Authority works than expected which may be a result of unrealistic industry assumptions. Future volumes will identify if this was the issue.

Circa 11% of applications were refused. This would appear to be a very reasonable level of refusal but will need to be monitored over the next year and benchmarked against other Permit Schemes.

Collaborative works have been organised which is a very challenging objective to achieve. This is a very positive outcome in the first year of operation but needs to be quantified and measured for future evaluations.

The Permit team have been proactive in early discussions with Promoters to reduce the process by approving early starts. However, the percentage of Highway Authority early starts needs looking at and understanding.

The Permit team and Promoters will continue to work together and make improvements to minimise the impact of works on the highway network.

Discounts on Utility fees for positive working arrangements have been applied successful but needs to be quantified and measured.

Future reports will contain more data and allow greater analysis of the impact of the Permit Scheme.

Now works are being Permitted and co-ordinated effectively has resulted in the network being properly managed, the introduction of the Permit Scheme has led to a better control of the network and of the works undertaken on it.

1.7 LOOKING FORWARD

The Permit Scheme will continue to be developed over the next year with a focus on four key areas.

- IT system improvement and data recording and reporting
- Continuing staff training and development
- Utility discounts given and for what behavioural change so the impact can be assessed
- Manual recording of a range of factors such as collaborative working days saved

2 DEVELOPING THE PERMIT SCHEME

During 2013 and after an initial high level financial assessment, consideration of the local needs and discussion with internal stakeholders, operational partners, consultants and neighboring Highway Authorities, Brighton & Hove City Council has decided that the most appropriate scheme for Brighton & Hove is one that would operate on all streets.

The Brighton & Hove Permit Scheme has been designed to assist the Council to manage the existing local road network for the benefit of all road users. The Permit Scheme will support existing activities and priorities of the Council and will provide a positive benefit. The Scheme will also encourage the undertakers, including those working for and on behalf of the Highway Authority to work in collaboration.

The Permit Scheme has been operationally and proactively focused on Strategically Significant Streets and to further the overall cultural shift to better management of the network. However, co-ordination of all activities on all streets will be undertaken to deliver effective and proactive management of the entire network and give consideration to the needs of all highway users and stakeholders such as local community bus operators.

Lower fees will be charged for activities on non-traffic sensitive streets and category 3 and 4 roads.

Discounted fees will also be given in the following circumstances:

- Where several Permit applications for works that are of part of the same project but which are carried out on more than one street, but on a scale comparative to one street, are submitted at the same time.
- Where several Promoters are working within the same site submit applications at the same time. Where the Highway Authority Promoter is collaborating with Statutory Undertakers, those Undertakers will be eligible for the discount.
- Where works are undertaken wholly outside of traffic sensitive times on Traffic Sensitive Streets. The improvements in the planning processes will benefit the operational management of the road network and undertakers needing to carry out works.

2.1 TRAFFIC SENSITIVE NETWORK

During the first half of 2014 the highways team completed a review of the Traffic Sensitive Network in Brighton & Hove.

This was consulted on prior to the introduction of the Permit Scheme.

The Traffic Sensitive network was developed using the guideline criteria identified in Section 5 of the Department for Transport's document 'New Roads and Street Works Act 1991: Code of Practice for the Co-ordination of Street Works and Works for Road Purposes and Related Matters August 2009'.

2.2 PERMIT SCHEME OBJECTIVES

The objectives of the Brighton & Hove Permit Scheme were;

Working together to deliver a safe, efficient and sustainable highway network for everybody.

All activities on highways have the potential to reduce the width of the street available to traffic, pedestrians and other users and have the potential to also inconvenience businesses and local residents.

The scale of disruption caused is relative to the type of activities being undertaken and the capacity of the street. Activities where the traffic flow is close to, or exceeds, the physical capacity of the street will have the potential to cause congestion, disruption and delays.

The objective of the Brighton & Hove Permit Scheme is to improve the strategic and operational management of the highway network through better planning, scheduling and management of activities to minimise disruption to any road or pavement user.

The Brighton & Hove Permit Scheme will enable better coordination of activities throughout the highway network, ensuring those competing for space or time in the street, including traffic, to be resolved in a positive and constructive way.

The objectives and benefits of the Brighton & Hove Permit Scheme are:

- Reduced disruption on the road network
- Improvements to overall network management

- A reduction in delays to the travelling public
- A reduction in costs to businesses caused by delays
- Promotion of a safer environment
- Reduced carbon emissions

The Permit Scheme objectives will be facilitated by improving performance in line with the Authorities' Network Management Duty in relation to the following key factors:

- Enhanced co-ordination and cooperation
- Encouragement of partnership working between the Permit Authority, all Promoters and key stakeholders
- Provision of more accurate and timely information to be communicated between all stakeholders including members of the public
- Promotion and encouragement of collaborative working
- Improvement in timing and duration of activities particularly in relation to the busiest streets within the network
- Promotion of dialogue with regard to the way activities are to be carried out
- Enhanced programming of activities and better forward planning by all Promoters

2.3 ALIGNED OBJECTIVES

The Permit Scheme objectives align with the strategic objectives contained within the Brighton & Hove Local Transport Plan 3 Part B Delivery Plan:

- Being innovative and creative
- Providing and using accurate/robust information
- Involving partners, stakeholders and communities
- Ensuring integration and coordination

The implementation of the Permit Scheme was justified in the Cost Benefit Analysis would incur a 5% reduction on roadworks.

3 APPENDIX 1 - EVALUATION BACKGROUND

3.1 PERMIT SCHEME EVALUATION

Swift Argent Ltd was commissioned by Brighton & Hove City Council (B&HCC) in 2016 to evaluate the performance of the first year of the Brighton & Hove Permit Scheme (B&HPS) as a requirement set out in The Traffic Management Permit Scheme (England) (Amendment) Regulations 2015 regulation 16A.

The B&HPS was implemented on 30th March 2015 and the purpose of this report is to evaluate the Permit Scheme in respect to these successes and give 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.

3.2 SCOPE OF WORK

In order to evaluate the performance of a Permit Scheme a number data items are required to enable analysis.

All data should be readily available within the street works IT system of the respective Highway Authority. Financial information should be available from the Authority finance department and certain data is collected from DfT statistics.

Ideally annual performance data should be collected monthly throughout the year to enable changes and trends to be observed time. This could also be useful to enable regular checks to be made internally against key targets so this can be managed and responded to quickly. The response can include further training of the Permit Team to ensure consistency and outcome focused activities.

The individual data items are set out later in this report for each indicator but will include the following categories.

- Number of Permits granted, modified and refused
- Conditions applied for
- Variations and extensions and early starts
- Location of roadworks
- Permit fees
- Operational costs
- Travel times and reliability
- Carbon Impacts

As part of the initial assessment for the introduction of a Permit Scheme and the subsequent application to the Secretary of State for Transport or preparation of a Local Order, the Highway Authority is required to conduct a Cost Benefit Analysis (CBA) on the likelihood of a Scheme to deliver value for money to society (as a benefit to cost ratio).

This CBA is based on the principles of the Department for Transport's New Approach to Transport Appraisals (NATA) framework and include broad assumptions on the costs and benefits of a Permit Scheme. This gives a base in order to make assessment of aims to be achieved.

3.3 KEY PERFORMANCE INDICATORS

A set of Key Performance Indicators (KPIs) and Objective Measures (OMs) are set out below to demonstrate parity of treatment between works for road purposes and street works undertaken by statutory undertakers.

Section 20.3 of the Permits Code of Practice states that every Authority that wants to run a Permit Scheme must explain how it intends to demonstrate parity of treatment for promoters in its application.

The Code contains seven KPIs that could be used for this purpose. The recording of KPIs 1 and 2 is a mandatory requirement of all Permit Schemes.

Authorities should select at least two others which they consider will demonstrate parity across their Permit Scheme. Authorities can also include their own KPIs.

- **KPI 1 The number of Permit and Permit variation applications received, the number granted and the number refused.** (breakdown of the data into applications granted and refused in relation to highway authority works for road purposes and works by utility promoters, and provide a comparison with the percentage of Permits granted Also, the data is further broken down by activity type into applications granted and refused.)
- **KPI 2 The number of conditions applied by condition type.**
- **KPI 3 The number of approved extensions**
- **KPI 4 The number of occurrences of reducing the application period (early starts).**
- **KPI 5 The number of agreements to work in Section 58 and Section 58A restrictions.** (Details of Section 58 and 58A restrictions will be provided as required under Section 8.3 of the TMA Code of Practice for Permits.)
- **KPI 6 The proportion of times that a Permit authority intervenes on applications**
- **KPI 7 Number of inspections carried out to monitor conditions**

The Statutory Guidance for Highway Authority Permit Schemes October 2015 set out Permit Indicators (TPI) for Permit Schemes are additional to the general TMA Performance Indicators (TPIs), which are already being produced. The TPIs focus on occupancy, co-ordination and inspections, and there for relate mainly to the stages of the works from works start to final conclusion. These additional Permit indicators focus more on the process of Permit applications and responses, prior to the works being carried out.

- TPI1 Works Phases Started (Base Data)
- TPI2 Works Phases Completed (Base Data)
- TPI3 Days Of Occupancy Phases Completed
- TPI4 Average Duration of Works Phases Completed
- TPI5 Phases Completed on time
- TPI6 Number of deemed Permit applications
- TPI7 Number of Phase One Permanent Registrations

In addition to DfT KPIs and HAUC TPIS. The authority can collate its own data. These measures should reflect the business case and objectives put forward in the Scheme submission documentation.

- AM 1 Average duration of works by Permit type
- AM 2 Inspections (% age of total undertaken and failures)
- AM 3 Days of Disruption Saved/ Number of collaborative works
- AM 4 Response Code – broken down by promoter

- AM 5 FPNs (Permit Breaches)
- AM 6 Levels of Customer Enquiries
- AM 7 Average Journey Times (as detailed below)
- AM 8 Journey time reliability (as detailed below)
- AM 9 Road Traffic Collisions (as detailed below)
- AM 10 Carbon Emissions (as detailed below)
- AM 11 Profit/Loss (as detailed below)

3.4 AVERAGE JOURNEY TIMES

A key benefit of the Permit Scheme will be to improve operation of the transport network through a reduction in journey times per unit distance travelled due to reduction in delay from roadworks. It is expected the level of delay in a dense urban network across 12 hours of operation, 10% is estimated to be due to road works, 10% unplanned incidents and 5% control devices with a non-recurrent delay on roads of 25% of total delay. A 5% reduction in road works would account for a 0.5% reduction in total delay or 10% reduction 1% reduction on total delay.

The DfT publish data quarterly statistical data on road congestion on locally managed 'A' roads and is measured by estimating the average speed achieved by vehicles during the weekday morning peak from 7am to 10am. Average speeds are presented at national, regional and local highway authority level. Analysis by TfL has determined that on average between 07:00 to 19:00 across the network, delay accounts for about one third of journey times, the remaining two thirds approximates to the free flow or unhindered journey component so that a 5% reduction in roadworks would see an expected improvement of 0.17%.

There are two ways to measure average journey times using this data (a) either comparing passed average journey times before the Permit Scheme and during the Permit Scheme for that authority; or (b) compare Permitted authority to non-Permitted authority local to the area with similar characteristics. The later assumes that all network outcomes are equal and any difference is attributable to the Permit Scheme.

3.5 JOURNEY TIME RELIABILITY

It is expected that a key benefit of a Permit Scheme will be an improvement in journey time reliability on the network. Journey time reliability is measured using ANPR (Automatic Number Plate Recognition) cameras with some authorities such as TfL, Essex, Bedfordshire that is an accurate mechanism for monitoring journey times to provide a meaningful measure of overall network performance. Although ANPR cameras are becoming more of a necessity for highway authorities to prove that traffic management measures are reducing congestion as part of the TMA (Traffic Management Act) these are generally only used for major roads where there is the most congestion. A further method is to model the relationship between journey time and standard deviation. This method is suggested in WebTAG and would compare the standard deviation of variability between the Permitted and non-Permitted authorities.

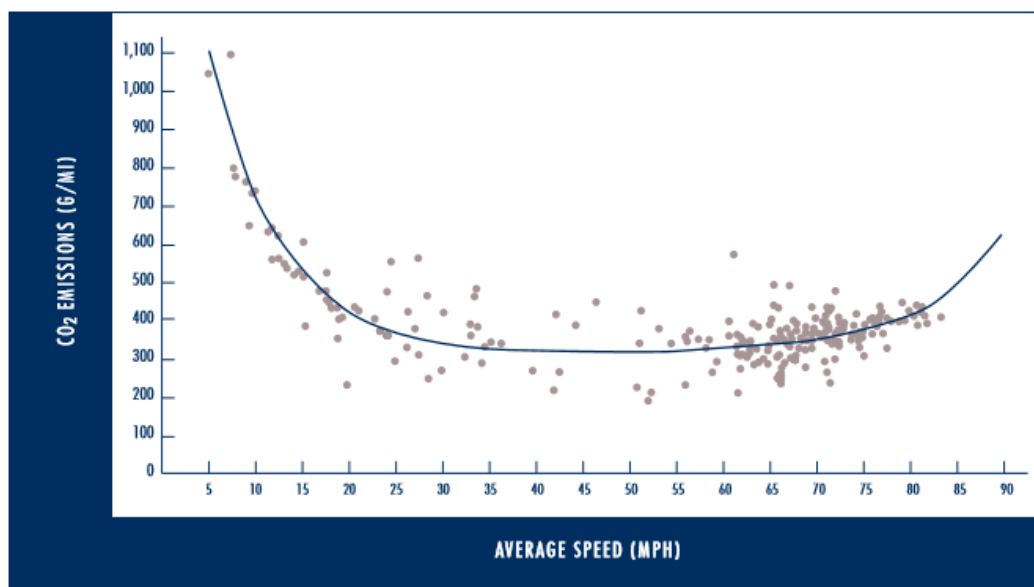
3.6 ROAD TRAFFIC COLLISIONS

The presents of roadworks in itself has a higher rate of collisions due to queuing traffic and driver frustration causing erratic behaviour. There are a number of measures that are used to minimise confusion and risk to drivers that can result from better management through a Permit Scheme in addition to the reduction in roadworks themselves. This may include approval of traffic management plans, better signage, diversion routes, average speed cameras, reduced duration and disruption. Accidents on the public highway in Great Britain, reported to the police and which involve personal injury or death are recorded by police officers onto a STATS 19 report form with information relating to that accident. The DfT is responsible for collection of STATS 19 data and forms the basis for annual statistics and is updated quarterly for all local authorities. To measure the effectiveness of a Permit Scheme on road traffic collisions data can be analysed for the Permitted authority before and after the Scheme start and compare trends with non-Permitted authorities.

3.7 CARBON EMISSIONS

An outcome of reduced congestion is the reduction in fuel consumption and CO₂ emissions. The fuel consumption that causes CO₂ emissions is very sensitive to several factors and include driver behaviour, vehicle, road types and traffic conditions. Due to multiple variables a comprehensive carbon model is used as a methodology to accurately estimate how congestion reduction will reduce CO₂. A typical driving trip consists of idling, accelerating, cruising, and decelerating. An average trip would produce about 330 grams per mile (g/mi) of CO₂ emissions. The figure below shows a typical speed emission curve and shows at lower speeds with high accelerating and decelerating in congestion has much higher emissions. As speed increases congestion decreases. On motorways with speeds above 65mph emissions increase as engines are under strain.

AVERAGE SPEED OVER CO₂ EMISSIONS



Source: TRAFFIC CONGESTION AND GREENHOUSE GASES BY MATTHEW BARTH AND KANOK BORIBOONSOMSIN

The National Transport Model (NTM) is the Department for Transport's main strategic policy testing and forecasting tool used to forecast traffic levels and the subsequent congestion and emissions impacts on the national road network of Great Britain (GB).

Curves for 'ultimate' CO₂ emissions can be derived directly from the fuel consumption by converting the units from litre/100km to g fuel/km and applying a simple conversion factor based on the carbon content of petrol and diesel fuels. To calculate fuel consumption as set out in WebTAG the following

Fuel consumption is estimated using a function of the form: $L = a/v + b + c.v + d.v^2$

Where:

L = consumption, expressed in litres per kilometre;

v = average speed in kilometres per hour; and

a, b, c, d are parameters defined for each vehicle category.

The revised fuel consumption aggregated equation for WebTAG vehicle groups was derived (TRL unpublished report "Fuel Consumption Equations" dated 29 September 2008) using the results from the New UK Road Vehicle Emission .

Parameters for each vehicle category are set out in Tab;e A 1.3.8 of WebTAG as shown on Table 1 below.

Table 1 - WebTAG – Fuel consumption parameter values				
Fuel consumption parameter values (litres per km, 2010)				
Parameters				
Vehicle Category	a	b	c	d
Petrol Car	0.96402	0.04145	0.00005	2.01346E-06
Diesel Car	0.43709	0.05862	0.00052	4.12709E-06
Petrol LGV	1.55646	0.06425	0.00074	1.00552E-05
Diesel LGV	1.04527	0.05790	0.00043	8.02520E-06
OGV1	1.47737	0.24562	0.00357	3.06380E-05
OGV2	3.39070	0.39438	0.00464	3.59224E-05
PSV	4.11560	0.30646	0.00421	3.65263E-05
Energy consumption parameter values (kWh per km, 2011)				
Electric Car	0.12564			
Electric LGV	0.12564			
Electric OGV1	0.12564			
Electric OGV2	0.12564			
Electric PSV	0.12564			

The DfT have developed a carbon tool to allow local authorities to assess the potential effects of transport interventions on carbon emissions in their area. The tool will output results on the total change in carbon emissions. The Scheme details are entered into the tool and include the time period, type of road, type of area, region and year affected.

Affected modes are selected and default vehicle mix is used based on speed curves from national derived data. For each affected mode the daily distance and number of vehicles is entered. The vehicle speeds before and after intervention are recorded. This will generate the CO₂ emissions before and after intervention.

3.8 PROFIT / LOSS

The Scheme profit / loss is made up of the staff and operational costs and Permit fee. The maximum charge per Permit type is shown on Table 2 below. The Authority sets their own fee structure reflecting on the potential number of Permits and operational costs.

The operational cost includes the initial start-up costs, additional staff administering and co-ordinating Permit Applications which includes Street Work Officers, Street Work Co-ordinators and Manager(s).

Table 2 - Statutory Permit Fee rates		
Revised maximum fee structure for each category of works and for a hierarchy of main and minor roads - Road category refers to the reinstatement category of the street under the New Roads and Street Works Act 1991		
Work Type	Road Category 0-2 or Traffic-sensitive	Road Category 3-4 and non traffic-sensitive
Provisional Advance	£105	£75
Major works – over 10 days <u>and</u> all major works requiring a traffic regulation order.	£240	£150
Major works – 4 to 10 days	£130	£75
Major works – up to 3 days	£65	£45
Activity Standard	£130	£75
Activity Minor	£65	£45
Immediate Activity	£60	£40
Permit Variation	£45	£35

The profit loss is the Permit fee revenue minus the operational cost. The result will enable the authority to understand if they are applying the correct fee structure or need to review staff levels.

3.9 REPORT STRUCTURE

This report summarises available key data. After the Executive Summary and findings, the report is set out as follows:

- APPENDIX 1 - EVALUATION BACKGROUND
- APPENDIX 2 - KEY PERFORMANCE INDICATOR DATA
- APPENDIX 2a - HAUC TPI MEASURES
- APPENDIX 2b - PERMIT APPLICATIONS DATA
- APPENDIX 2c - AUTHORITY MEASURES
- APPENDIX 3 – COSTS, INCOME and DISCOUNTS

4 APPENDIX 3 – COSTS, INCOME and DISCOUNTS

There are two elements to the Permit Scheme costs:

- Start-up costs; and
- Ongoing costs.

4.1 START-UP COSTS

The one-off costs required to establish the Permit Scheme were recorded at £128,366.

4.2 FEE INCOME

£565,000 of Permit fee income was received. This is circa 2% less than the risk managed budget anticipated so is in line with expectations.

4.3 COSTS BUDGETS AND ACTUALS

Due to the risk associated with the amount of fee income being directly affected by operational decisions by Utility companies a budget was established that was less than the amount identified in the DfT Fees Matrix.

The volume of Permits was less than expectations and fee income was in line with what would be expected for this volume. The risk management applied to fee income and costs allowed for this.

Further analysis of this is required and will be possible when IT System reporting improves.

Cost Centre (Approximate Risk Managed Budget Figures)	Year 1 + Risk Budget	Year 1 + Actual
KPI Production	£30,000	£30,000
Invoicing	£50,000	£50,000
IT support	£24,000	£7,000
Unauthorised / Abandoned works	£40,000	£20,000
Management Overhead	£30,000	£30,000
Training		£2,500
Staff including NI, Pen, OH	£406,000	£388,000
Totals	£580,000	£527,500

4.4 AVERAGE PERMIT COST

By dividing the number of Utility Permits granted by the Permit Scheme cost an average cost per Permit can be calculated.

This is a useful indicator of the general scheme costs to Utilities and can be compared to other schemes to show a general financial efficiency level.

Promoters	Total Permit Applications (Granted and completed)	Total Scheme Cost	Average Permit Cost
Utility	8,742	£565,000	£64.63

END

Subject:	The Big Conversation – An Open Spaces Strategy for Brighton & Hove		
Date of Meeting:	17th January 2017		
Report of:	Executive Director of Economy, Environment & Culture		
Contact Officer:	Name:	Ian Shurrock	Tel: 29-2084
	Email:	ian.shurrock@brighton-hove.gov.uk	
Ward(s) affected:	All		

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

- 1.1 Parks and open spaces are very important to the economy, quality of life and environment of the city. However, against a background of significantly reduced financial resources available to the council, the future provision and maintenance of parks and open spaces has been reviewed. This review together with the results of over 3500 responses to “The Big Conversation” (the title of the public consultation on the future of parks and open spaces in the city) has enabled alternative models of funding and service delivery to be assessed to inform a proposed Open Spaces Strategy which is attached in Appendix 1.
- 1.2 The current situation is not unique to Brighton & Hove and the national context is provided in two documents available in the Members’ rooms, the Heritage Lottery Funds “The State of UK Public Parks” and “Rethinking Parks” from NESTA, an innovation foundation.
- 1.3 The public consultation to inform the new strategy has generated one of the highest levels of responses achieved by a public consultation exercise undertaken by the council. This high level of response reflects the importance of parks and open spaces to stakeholders and residents. A report on the consultation results is included in Appendix 2.

2. RECOMMENDATIONS:

- 2.1 That the Committee approves the Open Spaces Strategy attached in Appendix 1.
- 2.2 That the Committee approves the priority actions listed in the Executive Summary included in the Open Spaces Strategy attached in Appendix 1.
- 2.3 That the Committee notes the results of “The Big Conversation” consultation for which a summary report is attached in Appendix 2.

- 2.4 That the Committee approves the Playing Pitch Strategy as circulated to Members and made available on the council's website for which the Executive Summary is attached in Appendix 3.
- 2.5 That the Committee notes the Play Area Report in Appendix 4.
- 2.6 That the Committee notes that further reports on the detailed implementation plan and timetable will be brought to future committees for Members consideration.

3. BACKGROUND INFORMATION

- 3.1 The initial development of the Open Spaces Strategy was approved by the Environment, Transport & Sustainability Committee in October 2014, with further steps for the strategy development approved by committee in March 2016.
- 3.2 Fundamental to the strategy development was the launch of The Big Conversation, in which responses were sought to a questionnaire that had been developed to seek views on the key issues facing the future of parks and open spaces in the city. In order to achieve the response rate the council extensively promoted the consultation exercise, including engagement with community groups across the city and in particular those groups directly active within parks.
- 3.3 The term 'Open Spaces' incorporates a wide range of land uses including:
 - Formal parks and gardens
 - Natural and semi natural green space
 - Small Grassed Areas
 - Churchyards and Cemeteries
 - Allotments
 - Outdoor sports facilities including playing pitches
 - Play areas
- 3.4 Brighton & Hove has an extensive network of open spaces infrastructure of over 50 parks, including heritage parks, seven green flag parks, playing pitches and amenity green space, plus the seafront, over 3,000 allotments, 50 play grounds, green verges and extensive areas of natural and semi-natural space forming part of the South Downs National Park. Most green spaces in the city are managed by Cityparks supported by a large number of stakeholders including many volunteers and Friends of Groups.
- 3.5 Maintaining high quality open spaces is vital to the city. Open spaces contribute to economic growth, urban regeneration and neighbourhood renewal making the city a more attractive destination and a nicer place to live. They help improve the mental and physical wellbeing of the population. Green networks support biodiversity, including rare species of plants and animals and link to the city to the sea and the Downs. They play an important role in creating more resilience to extreme weather. The city is part of the wider Brighton & Lewes Downs Biosphere, recognising the unique nature of the local environment.

- 3.6 Proposals for the future management of open spaces in the city are set out in Strategy taking into account the results of The Big Conversation. Further information is also attached in Appendix 5 and Appendix 6 on parks trusts and parks foundations.
- 3.7 As well as the main strategy document there have also been specific research studies undertaken with regards to the playing pitches and play areas across the city.
- 3.8 A Playing Pitch Strategy for the city has been developed by a steering group including representatives of the main governing bodies of sports that use playing pitches (i.e. Football Association, England Cricket Board, England Hockey and Rugby Football Union) together with Sport England (who part funded the study) and other stakeholders. There are over 70 sites with a range of playing pitches across the city. An executive summary of this Strategy is attached in appendix 3. Within the context of diminishing council resources for the council, the stakeholders have acknowledged the importance of working together to provide the best possible playing pitches for the city. Sport England has complemented all the partners involved on the development of such a comprehensive and detailed Strategy for the city.
- 3.9 The council also commissioned a review of public play areas in the city by Groundworks (Appendix 4). Several years ago the delivery of the Playbuilder Project resulted in 26 of the city's play areas being upgraded and this review has considered the impact of aging play equipment. Again within the context of diminishing financial resources for the council, the report provides suggestions with regards to play provision across the city in the future.

4. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

- 4.1 The analysis and consideration of alternative options has been fundamental to the development of the Open Spaces Strategy.
- 4.2 A number of options have been identified in the Strategy in relation to potential delivery models and resources.

5. COMMUNITY ENGAGEMENT & CONSULTATION

- 5.1 The Big Conversation has underpinned the development of the Open Spaces Strategy. A report on the consultation results is attached as an appendix 2.

6. CONCLUSION

- 6.1 The value of parks and open spaces to residents and visitors is well recognised. However, diminishing financial resources for the council combined with ageing infrastructure means that a new Open Spaces Strategy is essential to the future delivery of parks and open spaces in the city.

- 6.2 The new Open Spaces Strategy will establish an updated policy framework for the management of parks and open spaces, and explore alternative delivery options in relation this infrastructure at a time of reducing resources. The Strategy will be delivered through an implementation plan which will be brought to future committees for Members' consideration.

7. FINANCIAL & OTHER IMPLICATIONS:

Financial Implications:

- 7.1 The cost of officer time and consultancy associated with developing the Open Spaces Strategy has been funded from existing Parks Projects revenue budgets within the City Environmental Management service.
- 7.2 The strategy will support actions to achieve future savings identified within the department 4-year Budget Strategy, relating to new delivery models of the parks service and to reduce sport and recreation subsidies. The recurring financial impact of the proposed savings will be incorporated in future years budgets as part of the budget setting process when information on the costs and incomes becomes more robust and can be accurately forecast.

Finance Officer Consulted: Steven Bedford

Date: 05/12/16

Legal Implications:

- 7.3 The Open Spaces Strategy will assist the council in focusing on the meeting its obligations in relation to the provision and management of Parks and Open Spaces. Some of the actions will require legal advice prior to implementation. For example, in relation to establishing a Parks Foundation. These implications will be addressed as appropriate in the follow up report to Committee, once the further work has been completed and the details of the proposals are clear.

Lawyer Consulted: Elizabeth Culbert

Date: 20/12/16

Equalities Implications:

- 7.4 The importance of a wide range of parks and open spaces across the city to provide for the diverse local community and visitors to the city has underpinned the development of the new strategy.

Sustainability Implications:

- 7.5 The city's parks and open spaces are of significant importance to the city's environmental and economic sustainability, and form a key element of the region's Biosphere. The strategy seeks to enhance the sustainability of these resources.

SUPPORTING DOCUMENTATION

Appendices:

1. Open Spaces Strategy including Executive Summary
2. Summary report of Big Conversation results
3. Playing Pitch Strategy Executive Summary
4. Play Area Report
5. Delivery Models – Guide to establishing a new Parks Foundation or Trust
6. Establishing a new Parks Foundation – Bournemouth and Leeds comparisons

Documents in Members' Rooms

1. Playing Pitch Strategy
2. Heritage Lottery Fund – “The State of UK Public Parks”
3. NESTA – “Rethinking Parks”

Background Documents

1. Reports to the Environment, Transport & Sustainability Committee in October 2014 and March 2015.

Open Spaces Strategy vs 017



Content

1	Setting the Scene?
1.1	Foreword – by Councillor Gill Mitchell
1.2	Executive Summary
1.3	Introduction
1.4	National Context
1.5	Challenges for the City
1.6	Challenges for Cityparks
1.7	Policy Context
1.8	The “Big Conversation” Consultation
1.9	Vision for Cityparks
2	Types of Open Space
2.1	Introduction
2.2	Parks and Gardens
2.3	Playgrounds
2.4	Natural and Semi Natural Green Space
2.5	Outdoor Sport & Physical Activity Facilities
2.6	Small Grassed Areas
2.7	Allotments
2.8	Churchyards and Cemeteries
3	City-wide Challenges & Opportunities
3.1	Trees
3.2	Health and Wellbeing
3.3	Heritage
3.4	Anti-Social Behaviour, Safety & Crime
3.5	Litter and Dog Fouling
3.6	Public Realm
3.7	Volunteering

4	Delivery models and resources
4.0	Introduction
4.1	Parks Foundation
4.2	Parks Trust
4.3	Sponsorship, Advertising and Donations
4.4	Development Funding
4.5	External funding
4.6	Open Space Hire
4.7	Finance and Asset Management
4.8	Partnership and Collaboration
5	References and Glossary

Section 1 **Setting the Scene**

DRAFT

1.1 Foreword

It is my pleasure to introduce Brighton and Hove's Open Spaces Strategy. This strategy replaces the one produced in 2006 and aims to address the environmental and financial challenges facing our parks and open spaces in the future.

Still very much valued as important civic spaces for leisure, pleasure and keeping fit, parks and open spaces are the most highly used of public assets and as our city grows the preservation of these spaces becomes even more important, especially when fewer of us now do jobs that keep us physically fit. In addition, using parks and open spaces has shown to have a positive effect on mental health and well-being which is a key issue of modern life.

The 'Big Conversation' conducted over three months from August to October 2016 bears this out with over 3,500 responses from the public. One of the biggest consultations carried out by the council.

This document sets out the opportunities as well as the challenges facing parks and open spaces. It builds on the priorities and many helpful ideas and suggestions identified by all those who contributed to the consultation and incorporates recent research undertaken on playing pitch provision and play areas. It provides suggestions as to how these facilities can be maintained for the future with sustainability being key to these aspirations. Facilities that include seven parks with Green Flags together with the award winning Preston Park Rockery and The Level.

I would like to thank all those who contributed to the 'Big Conversation' as well as the hundreds of volunteers who give their time and energy to maintain and enhance parks and open spaces. The council is committed to working in partnership with all interested groups and individual members of the public as together we strive to safeguard these wonderful places for the future. Partnerships that have already secured significant investment and improved facilities such as the velodrome in Preston Park and for rugby at Hove Recreation Ground.

Councillor Gill Mitchell

Chair – Environment, Transport and Sustainability Committee

1.2 Executive Summary

The 'Big Conversation' received the largest ever response to an online public consultation held by the council. Over 3500 people took part in the process which has been used to guide the policies and actions in this document.

The strategy seeks to respond to the challenges facing Cityparks which is linked to the national austerity measures. Cityparks, like many other departments, remains under pressure due to their:

- non-statutory status, in most elements
- Slower rate of decline which may not be immediately obvious.
- Difficulty in generating income.

As an attempt to counter this trend, the Strategy has looked at Cityparks' general operations, the wider environmental challenges and financial solutions. These points have been tackled in the following sections: 2) Types of Open Spaces; 3) City-wide Opportunities; 4) Delivery Models and Resources.

The types of open spaces section is the core component for Cityparks. It divides open spaces into seven categories listed below in priority order from responses to the consultation.

- Parks and Gardens
- Playgrounds
- Natural and Semi-natural Green Space
- Outdoor Sports & Physical Activities Facilities
- Amenity Green Space / "Small grassed areas" (in this document)
- Allotments
- Churchyards and Cemeteries.

However, policies and actions developed in the Strategy needed to account for a range of factors in addition to the consultation, such as the council's medium term financial plan, existing policies and strategies, and external and internal consultations. This broad evidence base should provide the council with a robust and considered foundation to adopt policies and give the public and other stakeholders greater confidence in the process.

Out of the seven types of open spaces, playgrounds are one of the greatest challenges for Cityparks. Due to the past success of securing £2m of capital investment for play equipment in 2009/10, Cityparks now faces a replacement bill of over £2m in revenue costs over the next 5-10 years.

The City-wide Opportunities section relates to other areas influencing Cityparks. Some of these impact the service as much as the traditional types of open spaces. Other emerging issues that are being considered include:

- Trees: The continued control of Elm disease and unknown cost to manage Ash Dieback raises the question of developing a tree strategy to address this concern.
- Heritage: Cityparks could attract around £10m in capital investment from the Heritage Lottery Fund over the next decade, if it secured just three projects.
- Between 20-30% of garden staff time is spent picking up the public's litter during the summer period.

Not exploring these points would weaken Cityparks' ability to manage its resources in the future. Therefore the Strategy sets out actions to address these issues.

The Strategy has reviewed what other authorities are doing across the UK to financially assist parks departments. The options are limited, and the choices difficult. However, a range of proposals have been identified which could assist in slowing, reducing and ultimately reversing the direction of travel for Cityparks. The approach proposes that Cityparks explores a wide range of finance measures, such as developing a Foundation to attract further income for open spaces.

The Strategy also asks decision-makers to consider a suite of policies and actions. The list below draws out initiatives which warrant specific attention, due either to the resources needed and/or their sensitivity in developing. The actions look at Cityparks leading on the following:

1. Undertake a feasibility study to establish a Brighton & Hove Parks Foundation to lead creative and innovative fundraising for the city's parks. This seeks to tap into the large number of residents and visitors who use and love the city's open spaces, and seeking to build on the culture of giving within the city's business community in accordance with Section 4.1. The recommendations of the feasibility study will be reported back to committee.
2. Develop a Tree Strategy for the city in accordance with Section 3.1 which will then be taken to committee for approval.
3. Identify and enable members of the public willing to cut their own grass verges in accordance with Section 2.6.
4. Authorise the Executive Director for Economy, Environment & Culture to create an appropriately-resourced, sustainable, and broad ranging, quality, volunteering experience for residents and visitors in accordance with Section 3.7.
5. Cityparks operating more commercially, and seeking to generate new income streams in accordance with section 4.3 including advertising, sponsorship and donations.
6. Introduce more natural play features into playgrounds in accordance with section 2.3.
7. Explore more formal partnership arrangements with private, public and third sector bodies such as Plumpton College and the Wildlife Trust in accordance with section 4.8.
8. Authorise the Executive Director for Economy, Environment & Culture to submit an expression of interest for a potential bid to the Parklife Football Hubs National Programme. This Programme could assist in the funding of 3G pitches in the city which have been identified as a priority in the Playing Pitch Strategy.
9. Develop an implementation plan to encapsulate all the proposed policies and actions to be brought back to a future committee.

If adopted, this document will underpin existing policies and strategies impacting parks and open spaces. It has the potential to assist the most vulnerable members of society; protect the Biosphere and environment from a range of challenges; and build a robust economic case for the long term sustainability of open spaces. Above all, this document seeks to be the catalyst for meaningful change, empowering all stakeholders to participate and collaborate in the positive transforming of parks and open spaces.

In essence; the Open Spaces Strategy is just the beginning.

1.3 Introduction

What: Cityparks' Open Spaces Strategy is a ten year guide, (2017 – 2027) setting out policies, actions and an implementation plan to deliver change.

Why: The last ten-year Open Spaces Strategy was written in 2006, so it is now out of date. During the last decade the financial position of the council and Cityparks has changed significantly; therefore an appropriate response to these challenges is required.

Who: Cityparks commissioned Chris Blandford Associates to help in producing the Strategy. The content of the Strategy has been guided by Cityparks, the public consultation, existing policies and strategies and internal and external stakeholder conversations.

How: Cityparks have coordinated their consultants, the 'Big Conversation' consultation and the development of the strategy in preparation for the deciding Environment, Transport and Sustainability committee.

When: On 17th January 2017 the Environment, Transport and Sustainability committee will meet to consider the draft strategy. If adopted, Cityparks will work with the public, internal and external stakeholders to start implementing the policies and actions.

Where: The Strategy considers all of the land within Brighton & Hove traditional perimeters, including open spaces under the planning administration of the South Downs National Park Authority.

Open spaces in Brighton & Hove are widespread and diverse. Although not a statutory service, the majority of them are open and accessible to all members of society. They are open to everyone regardless of age, race, religion or gender.

In Brighton & Hove many of the more deprived communities are close to green and open spaces but Public Health studiesⁱ have shown that residents in these areas are less likely to access them. Parks and green spaces are recognised in Happiness: mental health and wellbeing strategy 2014-2017ⁱⁱ as an important determinant of health and wellbeing. There is significant and growing evidence on the health benefits of access to good quality green spaces. These benefits include better self-rated health; lower body mass index, overweight and obesity levels; improved mental health and wellbeing; increased longevity

Parks and open spaces contribute to the local economy as part of the tourism offer and provide destinations such as: The Royal Pavilion gardens, Preston Park, Stanmer Park, Hove Lawns and the South Downs. Open spaces can provide a venue for hundreds of formal and informal events, fitness activities and social meetings. Thousands of children go to parks and open spaces to enjoy outdoor educational activities such as Forest Schools in addition to the traditional schools programmes. Everyone has a local green space near them and no other council asset can be used by so many for free in so many dynamic ways.

Parks and open spaces are commonly classified into "typologies". From this point on they will be called 'types' or use their individual names: parks and gardens, outdoor sport and physical activity

space, allotments, play space, churchyards and cemeteries, natural and semi-natural green spaces and small grassed areas.

The 'Big Conversation' consultation provides valuable data from which to inform the Parks and Open Spaces Strategy. Over 3500 people completed a survey and gave other feedback, reflecting the importance residents and visitors place on parks and open spaces, and the passion they feel for them (The full consultation can be seen in the separate appendix 2).

The results have been used to assist in identifying priorities across the city's open spaces. These priorities will have to be considered within the context of Brighton & Hove City Council specifically needing to find savings in the region of £24m in the financial year 2017/2018.

To assist this process Cityparks will explore opportunities to:

- Influence and guide stakeholders.
- Build resilience and prioritise potential new funding.
- Identify new ways of funding the city's parks and open spaces.
- Ensure Open Spaces remain a high quality asset for the future.

Live Document

The Strategy should be seen as the start point which attempts to address the challenges for Brighton & Hove's parks and open spaces. Cityparks as a department is inextricably linked to many other departments, stakeholders and policies. Therefore it is crucial that all parties understand the Strategy and buy into its ambitions. The document is a catalyst for change, and will require several years to embed.

This is not just the Cityparks Open Spaces Strategy - it's a strategy, open to everyone who loves city parks.

1.4 National Context

Britain's parks and open spaces are increasingly under threat: reductions in local authority budgets, and the non-statutory designation of these spaces, means maintenance regimes are eroded. A comprehensive rethink on parks and open spaces funding nationwide is needed.

Facing national scrutiny, sector and funding bodies have commissioned a number of reports.

Recently, the Communities and Local Government Committee set up a Public Parks Inquiryⁱⁱⁱ to establish the extent of the problems facing parks services – to consider the options, and indeed opportunities, for the future of Britain's parks and open spaces. These initiatives have helped place the challenges faced by Brighton & Hove into a wider national context, and to identify useful precedents and best practice examples.

The Heritage Lottery Fund's (HLF) 'State of UK Public Parks' second report^{iv} was recently published, and provides the most comprehensive survey of local authority parks services, including funding and stakeholder attitudes. The second case study summarises the outcomes from the HLF and Big Lottery Fund (BLF)- funded 'Rethinking Parks' programme, led by the National Endowment for Science, Technology and the Arts, (NESTA)^v; an independent charity that works to increase the innovation capacity of the UK.

Public Opinion

According to The Heritage Lottery Fund's 2016 'State of UK Public Parks' Report, park usage is increasing, and communities are also taking on a greater role. The report also found that there is increased public appetite for local fundraising, business sponsorship and commercial ticketed events generating income for parks, while charging for facilities was not so well received.

The financial pressures facing parks departments across the country are significant. The Heritage Report highlighted that:

- Over 67% of responding park managers said their parks budget had reduced by 10-20% over the last three years.
- Over 74% of responding park managers said their budget is likely to be reduced by 10-20% between 2017-2019.
- Park managers' responses indicated that their assets such as parks and gardens, outdoor sports facilities, amenity green space and natural/semi-natural green space are being transferred to community groups to reduce costs to their authority.

Wider Context

The positive impacts of parks on public health, social cohesion and family life is used as a call to action to fund new and innovative ways to work in the future.

Recommendations about ways to involve local communities, and developing new finance and delivery models, have been touted as the future for long-term sustainable funding. These include case studies for a number of England's largest cities such as Liverpool and Newcastle, where the city councils are both considering alternative funding and delivery models.

Communities and Local Government Public Parks Inquiry

Established in July 2016, the Communities and Local Government Committee launched an inquiry into public parks to examine the impact of reduced local authority budgets on these open spaces and consider concerns that their existence is under threat.

The committee sought submissions up to the end of September to inform their consideration of how parks should be supported now and in the future, in the context of austerity and an increasingly vocalised concerns from national organisations such as the Parks Alliance through to local park groups.

The Committee is also interested in innovative and successful approaches to managing and funding parks which are relevant to this Strategy - including alternative management and funding models, such as a Foundation or a Trust, options for alternative funding as well as wider subjects such as impacts on public health.

DRAFT

1.5 Challenges for the City

- Brighton's population is growing: the number of people living in the city is calculated to increase from 278,000(2013) to 305,900 (2026). The population is living longer and many older people may have long-term health conditions.
- Availability of city land due to the downs and sea constraints.
- The city is unlikely to meet the objectively assessed need for 30,000 residential units by 2030. The council has only been able to identify locations for 13,200 units, which is the housing target in the City Plan Part One, potentially putting pressure on remaining open space.
- An increased transient/travelling/rough-sleeping population has been witnessed more frequently in parks and open spaces.
- More extreme weather, the impacts of which include a greater risk of flooding.
- Reduced council resources and continued shrinking of council workforce.
- An ageing tree population (which will cost more to inspect and maintain).
- Protecting the city's heritage - both environmentally and structurally.
- A high student population and the resulting effect on available housing.

DRAFT

1.6 Challenges for Cityparks

- Like many other parks departments nationally, Cityparks faces continued reductions in its core funding over the next four years. Will cuts continue in the future?
- Planning policy identifies that the city should provide an additional 165 hectares of open spaces to meet the needs of the current and future population. It acknowledges that due to the city's constraints this is unlikely to be met in full and places an emphasis on retaining and enhancing all existing open space.
- The successful Playbuilder programme in 2009/10 secured £2m to improve 26 playgrounds across the city. That legacy now means Cityparks may have to find more than £2m from its revenue budget to replace this equipment over the next 5-10 years. Where will this money come from?
- A higher level of demand from competing user groups. The standard of playing pitches has dropped, leading to lower quality grass pitches and limiting the number of games that can be played each year. How will this be reversed?
- The Elm tree collection requires the regular rapid felling of infected trees to prevent Elm disease spreading, but there are more pest and diseases that are likely to impact the city's trees, such as Ash Dieback, which is already in the city. This is a significant risk if the tree stock is not maintained. How should this challenge be addressed?
- Ash Dieback is a looming threat for the council and may cost thousands in coming years.
- Parks volunteers need more help. How will a shrinking council/Cityparks service be able to effectively facilitate and enable these volunteers?

1.7 Policy Context

Due to the cross-cutting nature of the Open Spaces Strategy, its development required extensive and ongoing internal discussion and consultation, as well as reference to a large number of existing council policies. Those policies with the most direct impact on the city's Open Spaces are listed in the Appendices/Glossary.

The policy foundation for the open spaces strategy comes from the Open Space, Sport and Recreation Study 2008^{vi} and the Open Space Study Update 2011^{vii}. These two extensive documents recorded and measured every type of open space in the city to form the basis of the Planning Policy Guidance 17^{viii}.

The City Plan Part 1, adopted in March 2016^{ix}, is one of the most all-encompassing and far-reaching of the council's strategic documents in terms of its impact and scope. This plan will setting out how the council will:

- Respond to local priorities
- Meet the social, economic and environmental challenges facing the city;
- Work with partners to reduce social and health inequalities

The City Plan seeks the retention, enhancement and optimisation of use of open space and biodiversity gains. See Appendix ? for relevant City Plan policysummaries.

The council works in partnership with the South Downs National Park Authority and adjoining authorities and landowners to protect and enhance the natural beauty of the South Downs National Park. Proposals within the setting of the National Park must have regard to the impact on the National Park, in particular the purposes of the National Park and the ability of the South Downs National Park Authority to deliver its duty. (SA5 City Plan part one March 2016) The emerging South Downs Local Plan ^xis the main document to refer to here.

The document contains a number of policies which relate to open space provision, including: SD5 Landscape, SD14 Green Infrastructure, SD35 Open Space, SD30, SD53 and SD54 on infrastructure, SD12 Biodiversity, SD2 Ecosystem Services, SD37 Trees, SD9 Dark Night Skies.

1.8 The “Big Conversation” Consultation

What and Why

Cityparks conducted the “Big Conversation” consultation to gather widespread opinions on priorities for Cityparks over the next ten years (2017-2027.) The consultation was designed to be one of the primary sources to direct the Open Spaces Strategy.

When

The consultation ran from 23rd August to 28th October 2016.

3542 people gave feedback through the online portal, with around 100 further representations being made by email, post, telephone or letter directly to Cityparks. This was the highest online consultation response achieved by the city council, reflecting the importance and passion residents, visitors and other groups place on parks and open spaces.

How

The council used a wide range of communications channels to point people to the consultation portal and encourage as many as possible to take part. Throughout the campaign the Communications team put out tweets from the main council account which has 45,000 followers. It was also promoted on Facebook receiving 6000 likes. Other media for promotion included signs in parks, and a film made with park users. Printed flyers were widely distributed and also emailed through ‘Friends of groups, Cityparks’ community networks, schools, residents’ associations and specialist user groups. Partway through the consultation a mapping exercise was conducted to identify areas where response rates were lower, and to ensure areas of multiple deprivation were sufficiently covered: visits and other renewed communication efforts were made to distribute information in these areas.

The full methodology used for the ‘Big Conversation’ consultation can be seen in the separate Appendix 2.

Cityparks also set up and attended some outreach events with key community networking and support organisations such as community works.

What the consultation feedback told us

Usage

Parks and gardens were used almost every a day by 45% of all respondents.

Priorities

The priorities for Cityparks’ financial resources were ranked by respondents in this order:

- a) Parks and gardens (32%).
- b) Playgrounds (23.6%).
- c) Natural and Semi-natural Spaces (17.4%).
- d) Outdoor Sport / Physical Activity Space (15.3%).

Parks and gardens

Reasons for visiting

- **Relaxation** was the reason quoted the most frequently (24% of times mentioned) for visiting parks and gardens.
- **Contact with nature** was the second most mentioned (24%) reason for visiting parks and gardens.

- **Play** came third in terms of the times most mentioned (14%)

Most important focus for resources

- The three most important features to focus resources in parks were trees, play and grass (15%, 14.3% and 14% respectively.)

Play

- 62% of respondents used playgrounds either almost every day or at least once a week.
- 74.2% of respondents tend to agree, or strongly agree, to the approach of replacing pieces of play equipment from children's playgrounds with natural play features.

Volunteering

- 78% of respondents stated they did not formally or informally help to maintain their local park on a voluntary basis.
- 56% of respondents stated they were very, or fairly, interested in helping with the maintenance of their local park or open space.
- 65% of respondents reported to have picked up litter at least once a week.
- 70.5% of respondents tend to agree, or strongly agree, that residents should be allowed to cut grass verges using their own tools under certain circumstances.

DRAFT

1.9 Vision for Cityparks

Whilst these are challenging financial times a strategy document needs to foster a vision of where the council is seeking to go. A vision can be positioned many years in the future and seeks to be an aspiration and desire to inspire the audience.



The city has UNESCO Biosphere designation, which ultimately is about connecting people to nature and raising awareness. Therefore a vision for Cityparks seeks that Brighton & Hove's parks and open spaces continue to be well designed to meet the needs of the city. They provide environments which are resilient to climate change and are biodiverse; they deliver equitable health benefits to all and have great play and educational value. They are environments where heritage features have been treated sensitively, restored and interpreted to enhance their enjoyment for all, whose assets have been managed to provide maximum community, environmental and commercial value; therefore creating a sustainable model for growth.

Section 2 Types of Open Space

DRAFT

Equalities Impact Assessment

In Sections 2 and 3, the letter **EQ** has been placed alongside the 'Actions' and 'Policies' to reflect activities which support specific groups such as the young, old, people with physical/mental health challenges etc.

DRAFT

Type of Open Space	2.2 Parks and Gardens
Definition/Summary	Parks and gardens can be any formalised outdoor space containing grass and trees as a minimum, but may also include: playgrounds, wildlife areas, outdoor sports, cafes, paths, flowerbeds, community gardens, water features, benches and historic features for the enjoyment of the public.
The Numbers	<ul style="list-style-type: none"> ● As defined in the Open Space Sport and Recreation study 2009 (vi) report there are approximately 147 parks and gardens spread across the city. ● Parks and gardens cover about 1,200 hectares of the city. ● Stanmer Park is the largest park, covering 485 hectares. ● The city has 38 'Friends of Parks' groups. ● The seven Green Flag parks in the city are all parks and gardens. (Green Flag Awards are an independent quality standard for open spaces such as parks, given to local authorities).
Key Challenges	<ul style="list-style-type: none"> ● Formal parks and gardens require the largest resource from Cityparks as they contain numerous features such as those listed in the definition section. ● Like many parks services across the country, Cityparks has had to stop and reduce some activities. This process is likely to continue. ● Cityparks has had difficulty maintaining some of its features in parks and gardens at the level the public has enjoyed in previous years. ● A number of basic activities such as floral displays weeding and pruning have reduced or stopped as resources decline. ● High quality horticultural skills and features have also diminished over time. ● Retaining the high standards for the seven Green Flag parks has also been a challenge during this constrained resource period. ● Many park benches are not suitable for some members of the general public as they are too low and don't provide arm rests for support.
Responsibilities	As with all open spaces the council has a general duty of care under health and safety legislation to maintain its asset and ensure it is safe for the public to utilise. However, the concentration of the features which exist within parks and gardens such as: water features, buildings, paths, playgrounds, and trees, makes this task more demanding.
Key Policies/Adopted Strategies	There are a significant number of policies and strategies which help to inform the management of parks and gardens. City Plan Part One (ix) SA4 'Urban Fringe', SA5 'The setting of the South Downs', CP10 'Biodiversity', CP16 'Open Space', CP17 'Sports Provision', CP7 'Infrastructure and Developer Contributions'. Open Space, Sport and Recreation Study 2009 (vi) and Open Space Study Update 2011 (vii). The South Downs Local Plan (x)
Big Conversation	<ul style="list-style-type: none"> ● Ranked number one open space for future investment.

Consultation Results	<ul style="list-style-type: none"> • 96% of respondents visit parks and gardens more than once a month. • 45% of respondents visit parks and gardens • 52% of respondents agreed to Cityparks exploring sponsorship and advertisements in open spaces to increase investment. • Fewer than 1% of respondents <i>never</i> visit parks and gardens • The list below identifies which features in parks and gardens respondents thought Cityparks should focus future financial resources on: <ul style="list-style-type: none"> – 16.50% Trees in Parks – 12.94% Grass in Parks – 10.26% Children’s play equipment – 10.12% Park buildings – 10.00% Wildlife areas
Internal & External Conversations	<p>The experience for both Friends of Parks and officers is that collaborations are very variable. A shared vision and realistic expectation is needed. A significant number of educational activities such as Forest Schools take place in parks and gardens which we would like to support and co-ordinate better.</p> <p>A number of academic institutes are keen to work with Cityparks to explore a range of collaboration opportunities with student volunteering in open spaces.</p> <p>Private businesses from varied backgrounds have also contacted Cityparks to support volunteering and provide resources in kind.</p>
Proposed Policies	<ol style="list-style-type: none"> a) Continue to encourage habitats and opportunities for wildlife to thrive within all open spaces including parks and gardens. b) Cityparks to operate more commercially and seek to generate new income streams. c) Park benches to be selected to ensure the broadest range of people can use them. EQ
Actions	<ol style="list-style-type: none"> 1) Develop simple map-based system or works list to identify an agreed set of changes. This process should start with the most frequented parks or where an additional resource has been identified. 2) Ensure in the development of park plans that environmental, inclusive and sustainable choices are imbedded into proposals. 3) Develop a guide for park benches and procure a new bench design for Cityparks.

Type of Open Space	2.3 Playgrounds
Definition/Summary	Outdoor areas for children to play located in a public parks and open spaces.
The Numbers	<ul style="list-style-type: none"> • There are 53 playgrounds that are managed by Cityparks and were reviewed for the 2016 'The State of Play' ^{xi} report. They include 12 small, 31 medium and 10 large sites. • The playgrounds contain approximately 600 individual pieces of play apparatus.
Key Challenges	<ul style="list-style-type: none"> • Cityparks has limited resources to inspect and maintain the existing play infrastructure. • Approximately 500 items of play apparatus will need replacing over the next 10 years. • Cityparks will need to find approximately £2m for play equipment over the next 5-10 years to maintain current levels. • A number of playgrounds do not meet the design and accessibility standards desired for disabled children and their families. • Maintaining voluntary smoking bans in playgrounds,
Responsibilities	<ul style="list-style-type: none"> • Health and safety law requires the council to maintain safe facilities for children. This requires a regular regime of inspection and maintenance. • Playgrounds have visual inspections at least five days of the week. • An independent safety audit is commissioned annually. • Cityparks employs a specialist maintenance operative to repair play apparatus.
Key Policies/Adopted Strategies	City Plan Part One (see ix): CP10 'Biodiversity, CP16 'Open Space'. Happiness: Brighton & Hove Mental Health and Wellbeing Strategy 2014-2017 ^{xii} highlights the importance of open spaces and play spaces for health. The State of Play Report 2016 (see xi), this document identified that a large proportion of play apparatus will need replacing within five to ten years.
Big Conversation Consultation Results	<ul style="list-style-type: none"> • Ranked second highest priority for future investment. • Playgrounds in parks and gardens are one of the top three features respondents wanted to focus resources on in the future. • Playgrounds are one of the most visited open spaces with more than 56% of respondents visiting once a month or more. • 74% of respondents agreed, or tended to agree, that Cityparks should replace traditional play equipment, such as swings with natural play items to help to reduce ongoing maintenance demand. Natural play includes, boulders, rocks, tree trunks, planting and creative landscaping. • 52% of respondents said yes to support Cityparks exploring sponsorship and advertisement for open spaces.
Internal & External Conversations Results	It is already challenging to maintain any new play site donated to the council as its resources are already limited to inspecting and maintaining the existing playgrounds. Extending smoke free zone 20-30 metres beyond the playground boundary and adding signage to promote smoke free playplaces as recommended by Health and Wellbeing Board Smokefree consultation paper. Replicate the success of the PARC in Rottingdean, which provides play

		equipment and facilities to other groups in other parts of the city.
	Proposed Policies	<ul style="list-style-type: none"> a) Optimise play opportunities across the city, prioritising and rationalising investment in play spaces within parks and gardens. EQ b) Introduce more natural play features into playgrounds. EQ c) New playgrounds, funded by development agreements and third parties, will only be adopted by Cityparks with a minimum 15 year maintenance package. Only using play equipment/features approved by Cityparks or similar agreed package that secures long term viability of the site. (this does not include existing play sites). EQ d) Playgrounds to be designated voluntary smoke free areas to be extended 20-30 meters. EQ
	Actions	<ul style="list-style-type: none"> 1) Replace and integrate traditional play equipment with natural features, as traditional play items come to the end of their life. EQ 2) Develop a guide for play equipment and natural features which meets positive criteria for accessibility, inclusivity, maintenance and environmental standards. EQ 3) Explore the sponsorship of playgrounds. 4) Promote playgrounds as voluntary smoke-free zones to be extended 20-30 meters.

DRAFT

Type of Open Space	2.4 Natural & Semi-Natural Green Space
Definition/Summary	<p>Semi-natural habitats are defined as any habitat where human activity, (typically agriculture) has changed the environment such as: woodlands, urban forestry, scrub, grasslands, downland, commons, meadows, wetlands, open and running water, wastelands, derelict open land, rock areas, cliffs, quarries and pits.</p> <p>Natural habitats are those undisturbed by human activity, typically wilderness areas, mountains and deserts. There are no habitats in or around the city that have not been significantly modified by human activity even the woodland has been repeatedly cropped over the centuries and planted with species of trees to suit production.</p> <p>The city has UNESCO Biosphere designation, giving it international status recognising its unique location for chalk grasslands, water supply and Elm tree collection. Ultimately, the Biosphere is about connecting people to nature and raising awareness.</p>
The Numbers	<ul style="list-style-type: none"> • The council manages over 14,000 acres of semi- natural and natural landscapes: woodland, grazing, arable and downland. • Four Local Geological Sites and eight Local Nature Reserves, Archaeologically Sensitive Areas, and Scheduled Ancient Monuments. • Cityparks manage 110 hectares of chalk grassland through grazing. • 62 Local Wildlife Sites covering 612 hectares. • Over 30,000 hours of volunteers work, managed by the Park Rangers each year, much of this on natural green space.
Key Challenges	<ul style="list-style-type: none"> • Uncertainty of agricultural funding resources from Europe, when the UK leaves the European Union, potentially affecting Cityparks ability to steward large areas of land for grazing. • Maintaining statutory ‘public rights of way’ and open access requires that the routes are effectively signed and maintain accessibility. • Costs for replacing gates, fences and posts generally. • Conflicts between farmers’, land management and public access. • Lack of public understanding of the importance of these habitats. • Conflicts between bikers, dog walkers, walkers, and other leisure activities e.g. golf etc. • Encouraging the use of natural and semi-natural habitats by all social groups to improve health outcomes and reduce inequalities
Responsibilities	<p>Natural Environment and Rural Communities Act 2006 places a duty on the council in exercising its functions, have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity.</p> <p>Conserving biodiversity includes, in relation to a living organism or type of habitat, restoring or enhancing a population or habitat.</p> <p>Statutory obligation to maintain the Rights of Way.</p> <p>Authorities need to promote biodiversity through the preparation and implementation of Local Biodiversity Action Plans (LBAPs) by promoting the provision, protection or enhancement of natural and semi-natural greenspace. The Habitat Directive 92/43/EEC^{xiii} is followed to manage the</p>

	city's chalk grasslands.
Key Policies/Adopted Strategies	<p>City Plan Part One (refer to ix): CP10 'Biodiversity, CP16 'Open Space'. A wide range of live strategies guide the development of this open space including: Biosphere Management Strategy 2014-19^{xiv}, Brighton & Hove Local Biodiversity Action Plan 2013^{xv}, Higher Level Stewardship Agreement (2011-2021)^{xvi}. Rights of way improvement Plan ^{xvii}. The Habitats Directive, 92/43/EEC (refer to xiii).</p> <p>The South Downs Local Plan (refer to x) : SD5 Landscape, SD14 Green Infrastructure, SD35 Open Space, SD30, SD53 and SD54 on infrastructure, SD12 Biodiversity, SD2 Ecosystem Services, SD37 Trees, SD9 Dark Night Skies.</p>
Big Conversation Consultation Results	<ul style="list-style-type: none"> • Ranked third after parks and gardens and playgrounds by respondents. • 80% of respondents visit more than once a month. • 10% of respondents visit almost every day. • Three of the top four features respondents wanted us to focus City parks future funding in parks and gardens were natural elements, including trees, grass and wildlife, highlighting again the importance to the public of contact with nature.
Internal & External Conversations Results	<p>Semi-natural spaces offer the greatest opportunity to deliver are 'relaxation' and 'contact with nature'. They have also been shown to bring a variety of mental, physical health and wellbeing benefits as well as social benefits. These benefits will reduce the development of health problems and long term conditions and contributes to reducing the utilisation of health care services. Opportunities in creating and enhancing green infrastructure links particularly natural and semi-natural; green space and public rights of way, between the City and the National Park significantly supporting biodiversity and health and wellbeing.</p>
Proposed Policies	<ol style="list-style-type: none"> a) Promote and pursue positive conservation management of semi-natural habitats on the council's managed land holdings, especially in designated nature conservation sites, the Nature Improvement Area , priority habitats and those acting as a wildlife stepping stone, and for priority species. b) Seek ways to encourage investment in the Public Rights of Way and Open Access infrastructure including missing paths, signs, fences and gates etc. EQ c) Continue to implement wildflower planting within all open spaces including parks and gardens which can enhance biodiversity, taking into account resilience to climate change and the need for less intensive maintenance.
Actions	<ol style="list-style-type: none"> 1. Deliver positive conservation management through the council's existing Higher Level Stewardship scheme until 2021, by when we will seek to continue and expand this under a successor countryside stewardship scheme. 2. Identify other wildlife enhancement funds and opportunities for the urban fringe and the city's parks.

Type of Open Space	2.5 Outdoor Sport & Physical Activity Facilities
Definition/Summary	This type includes a diverse range of outdoor facilities including: natural and artificial playing pitches, gym equipment, skateparks, Multi-Use Games Areas (MUGAs), cricket squares, tennis courts, bowls etc. and their related infrastructure. In some instances this also includes assets owned by third parties such as schools and private organisations.
The Numbers	<ul style="list-style-type: none"> ● Outdoor sports sites cover an area of approximately 115 hectares. ● There are 131 grass football pitches across 63 sites, 106 of which are available, at some level, for community use. ● There are currently five full-size artificial pitches in Brighton & Hove, and they are all operating at, or nearly at, full capacity. ● There are 16 grass cricket squares in Brighton & Hove across 12 sites. ● There are 12 sites containing Rugby Union pitches: 19 senior, one junior and two mini rugby union pitches. ● There is one Rugby League Pitch at Brighton Rugby Club.
Key Challenges	<ul style="list-style-type: none"> ● Very high level of demands from competing sports groups with differing expectations from the council. ● Not enough resources to undertake the required grass maintenance for the level of use needed from pitches. ● A number of pavilions and sports-related buildings need investment and ongoing maintenance at a time when resources are being reduced. ● Sports surfaces may also be used by events, which adds greater wear and may adversely affect the quality of pitches. ● Changing trends in key pitch sports. ● Is the council best placed to manage all outdoor sport and activity facilities.
Responsibilities	Ensure the outdoor sports provision we offer for hire is fit for purpose. Support and empower community groups to gain more autonomy for self-management and long leases of sports assets.
Key Policies/Adopted Strategies	City Plan Part One (refer to ix): CP10 'Biodiversity, CP16 'Open Space', CP17 'Sports Provision', CP7 'Infrastructure and Developer Contributions'. Happiness: mental health and wellbeing strategy 2014-2017 (refer to ii) highlights the importance of open spaces and play spaces for health. The Playing Pitch Strategy (PPS), (Knight Kavanagh and Page) 2016 ^{xviii} provides a strategic framework for the maintenance and improvement of existing outdoor sports pitches and ancillary facilities between 2016 and 2021. The Strategy assessed all playing pitches and found none were surplus to requirements.
Big Conversation Consultation Results	<ul style="list-style-type: none"> ● Outdoor Sport was ranked the fourth highest priority for financial resources to be spent on. ● 15% of respondents rated outdoor sports facilities in their top five most important features to maintain in parks and gardens. This was an amalgamated score for sports pitches (7.1%), skateparks (5.7%) and gym

	<p>equipment (2.1%).</p> <ul style="list-style-type: none"> ● 55% of respondents agreed that we should look at the option to further business or corporate sponsorship and advertising in parks and open spaces.
Internal & External Conversations Results	<p>One of the biggest concerns from sports clubs relates to the quality of the pitches. Limited resources means Cityparks is currently unable to undertake high quality grass pitch maintenance regimes.</p> <p>Cityparks are working closely with local clubs and governing bodies to explore cost reductions in the supply of outdoor sports provision, its management, maintenance and ownership across the city.</p> <p>Cityparks has also been in discussion with schools and academic institutes to understand what council facilities they currently use, and if there is scope for formalised clubs to use their existing facilities further.</p>
Proposed Policies	<ol style="list-style-type: none"> Optimise outdoor sport and physical activities provision across the city, including skateparks and fixed gyms, prioritising investment to improve quality of identified sites. EQ Invest in artificial pitches to meet current and future demand whilst not undermining the multi-functional use of traditional grass pitches. Promote the importance of open and play space health. Support, engage and facilitate sports clubs to increase their responsibilities and management of council owned sports assets.
Actions	<ol style="list-style-type: none"> Continue to work with clubs and sporting organisations regarding partnerships and responsibilities of sports facilities, in accordance with the Community Asset, Lease/ Licenses and Transfers as identified in the Playing Pitch Strategy 2016. Work with schools and academic institutes to widen use of shared facilities for formalised clubs and organisations. Seek to invest in new 3G artificial sports pitches such as recently constructed at the Manor Road Gym in Whitehawk. Work with partners identified in the Playing Pitch Strategy to respond to the needs assessment and action plan. EQ Work with Public Health to promote the health benefits of outdoor physical activity by increasing the accessibility of parks and open spaces to all social and vulnerable groups e.g. TakePart event. EQ

Type of Open Space	2.6 Small Grassed Areas (Amenity Green Space)
Definition/Summary	Small grassed areas are typically found around housing estates, and road infrastructure. They sometimes contain other features such as benches, bins, lighting, trees or flower beds but typically they are just grass. It should be noted that not all sites are small.
The Numbers	<ul style="list-style-type: none"> • Cityparks has over 570 individual small grass areas to manage.
Key Challenges	<ul style="list-style-type: none"> • Continuing to cut all of the grassed areas with fewer staff. • Some members of the public complain when the grass is left too long. • Maintaining all the grass-cutting contracts with different organisations.
Responsibilities	Cityparks needs to keep highways and footways free of obstacles, including long grass growing onto them, which can obstruct pedestrians, cycles and vehicles.
Key Policies/Adopted Strategies	City Plan Part One (refer to ix): CP10 'Biodiversity, CP16 'Open Space'.
Big Conversation Consultation Results	<ul style="list-style-type: none"> • Smaller grassed areas were the third most used open spaces by respondents after parks and gardens and natural and semi-natural green spaces. • Only 4.9% of respondents thought we should spend future resources on them, ranking this type fifth out of the seven open spaces types. • 45% of the respondents were prepared to volunteer and mow grass at a frequency varying from every month, to every six months. • 64% of respondents were prepared to volunteer and pick up litter between once a week and every month. • 87% of respondents said we should support residents cutting grass verges with their own tools. • 70% tended to agree or strongly agreed that we should cut verges less. • Trees, grass and wildlife represent three of the four things the public thought Cityparks should invest more in, within parks and gardens • Contact with nature was the second most popular reason people visited open spaces.
Internal & External Conversations Results	Many of the public have supported long grass and wildlife areas but some have indicated that they don't like long grass, as it looks untidy. Council officers have identified that grass verges assist the city in dealing with floods if they were designed and slightly sunken so more water could be collected in these areas.
Proposed Policies	<ol style="list-style-type: none"> a) Small grassed areas to be managed as natural green spaces with reduced mowing, where this does not create a nuisance for the public or vehicles. b) New or modified small grassed areas to be designed to allow water to be stored during heavy rainfall, where this does not conflict with policy a).
Actions	<ol style="list-style-type: none"> 1. Identify members of the public willing to cut their own grass verges through the Big Conversation consultation results. 2. Organise informative events to assist the public in cutting grass verges or undertaking other related works such as pruning or litter picking. 3. Identify if smaller grassed areas can be developed to create more wildlife habitats.

Type of Open Space	2.7 Allotments
Definition/Summary	Small-holding plots of land typically provided by the local authority for private food growing. Allotments were created to ensure citizens had better access to fresh fruit and vegetables, especially for more vulnerable members of society.
The Numbers	<ul style="list-style-type: none"> • Approximately 3000 plots in Brighton and Hove. • A full plot is approximately 250 square metres and costs £76 per year, although plots do vary. Rent price is dependent on the plot size. • 1100 people are on the waiting list for allotments (3 November 2016), which is a decrease of 1000 people over the last four years. • In 2015/16 the direct costs of providing allotments are around £170k per year including staff, maintenance, water etc. This figure fluctuates from year to year. • In 2015/16 income from allotment holders was approximately £119k per year. This figure will fluctuate from year to year.
Key Challenges	<ul style="list-style-type: none"> • The old water systems at allotments sites will need repairing or replacing at some point and will, in places, already be leaking. • The waiting list for an allotment plot varies, in some areas it's days and other areas years, because the popularity of sites varies across the city. • Allotments are a limited resource, therefore only a small proportion of residents can utilise them at any one time. • All users have to pay for their plot. • Allotment sites are closed to non-allotment holders.
Responsibilities	<p>“Under the Small Holdings and Allotments Act 1908 councils are under a duty to provide a sufficient number of allotments if they are of the opinion that there is demand for allotments in their borough, urban district or parish. They are also required to let such allotments to residents of their boroughs, districts and parishes who wish to take on an allotment.”</p> <p>The national trend is about 15-20 plots per 1000 households. Brighton and Hove has approximately 17 standard 250 sq/m allotment plots and 26.6 actual plots per 1000 households.</p>
Key Policies /Adopted Strategies	<p>City Plan Part One (refer to ix): CP10 ‘Biodiversity, CP16 ‘Open Space’. Brighton & Hove City Council Allotment Strategy 2014 – 2024^{xix}. The recent Allotment Strategy is a live document being delivered by the Allotment Officer and other departments.</p> <p>The Open Spaces Strategy will assist the delivery of this document and highlight key policies and actions to progress.</p> <p>Green and Open Spaces JSNA 2015 highlights that Allotments have great potential to contribute to health and wellbeing. Allotment gardening enables people to be physically active, provides access to healthy and affordable food, has a wide range of social benefits and supports sustainability by reducing ‘food miles’.</p>

	Big Conversation Consultation Results	<ul style="list-style-type: none"> • Only 4.2% of respondents said allotments should be a priority for expenditure. • 77.5% of respondents said they never used an allotment, which was the highest figure of the seven types of open spaces. • 2.7% of respondents stated they belonged to an allotment group
	Internal & External Conversations Results	<p>Varying demands for allotments across the city means that the public's wait for a site could be years in the centre and only day in the west.</p> <p>The issue of water leaks was identified by council officers and the Allotment Federation. The cost of repairing a water system on an allotment can vary. It was also identified that there were other opportunities to save and supply water such as boreholes, rain water capture, new isolation taps etc.</p>
	Proposed Policies	a) Continue to work with the Allotment Federation to become more financially self-sufficient wherever possible and practicable.
	Actions	<ol style="list-style-type: none"> 1. Work collaboratively with Allotment Federation to identify where savings can be made. 2. Review the existing Allotment Strategy principles and objectives to reflect the ongoing dialogue with the Allotment Federation. EQ 3. Draw up a programme to reduce water leaks at allotment sites. 4. Work with allotment holders to explore water-saving opportunities.

DRAFT

Type of Open Space	2.8 Cemeteries and Churchyards
Definition/Summary	<p>Cemeteries are open spaces and areas of land set aside for burials, internment and scattering ashes. They typically contain graves, tombs, memorials and other burial facilities.</p> <p>Churchyards relate to the areas of land surrounding a church or religious building where burials take place.</p> <p>The Commission for Architecture and the Built Environment (CABE) briefing identified that in the 19th Century, cemetery design was envisaged as public open space and thus cemeteries were professionally designed to be attractive places to visit in their own right. (Cemeteries, churchyards and burial grounds CABE Report Jan 2007)</p>
The Numbers	<ul style="list-style-type: none"> • 2065 people died Brighton and Hove in 2013. • Over 70% of the UK's population is now cremated, as opposed to being buried. • The council owns and manages eight cemeteries covering about 69 hectares.
Key Challenges	<ul style="list-style-type: none"> • Reducing the cost of cemetery grounds maintenance whilst providing a competitive and attractive service for customers. • The provision of burial services is a sensitive issue. The public's expectations are high. So how does CityParks manage these expectations with its resource challenge? • The Diocese or other church managing authority has the legal right to hand over 'closed churchyards' to the local authority without any funding to maintain the asset, such as St Nicholas's Churchyard.
Responsibilities	<p>Although it is the public law duty of the Church of England to provide for burials in open churchyards, there is at present no statutory requirement on any public authority or private undertaking to make available a place for burial. However once the council has provided /adopted a cemetery then it is obliged to ensure these areas are safe and effectively maintained.</p>
Key Policies/Adopted Strategies	<p>City Plan Part One (refer to ix): CP10 'Biodiversity, CP16 'Open Space'.</p>
Big Conversation Consultation Results	<ul style="list-style-type: none"> • The two most popular reasons respondents visited parks and open spaces was for relaxation and contact with nature. • Trees, grass and wildlife were in the top four results which respondents said CityParks should focus future finances on. • Cemeteries received the lowest score from respondents regarding its priority for CityParks' future financial resources (1.5%) • Cemeteries were the second least visited type of all open spaces after allotments; over 48.7% of respondents said that they never visit cemeteries. • 45% of respondents (593) were prepared to mow grass every one to six months. Could this be extended to cemeteries through new friends groups?

<p>Internal & External Stakeholder Conversations</p>	<p>Working with Bereavement Services, Cityparks is aware that it needs to be mindful about the quality standards of cemetery areas. Bereavement Services is open to exploring providing additional burial facilities in other parts of the city. It was identified that Cityparks are under-recovering cost for their services to Bereavement Services by over £100k who do not have sufficient budget to cover these costs.</p> <p>Cemeteries are in varied condition and have limited design consideration. As such, they tend to only attract those specifically visiting burial plots. This lack of design, planning and ambition means that the potential health and environmental benefits of cemeteries are not being realised.</p>
<p>Proposed Policies</p>	<p>a) Cemeteries and Churchyards to be managed closer to natural green spaces reduced mowing, where this does not impact negatively on the client/visitor experience.</p>
<p>Actions</p>	<ol style="list-style-type: none"> 1) Work towards full cost recovery for Cityparks' cemeteries. 2) Identify cemeteries suitable for greater public use to relax and enjoy greater contact with nature/wildlife. 3) Work with Bereavement Services to develop a range of improvements and collaborations projects encompassing maintenance, volunteering, promotions, marketing, Closed Chapel usage and memorial sales. EQ 4) Seek to improve heritage and its interpretation at cemeteries and churchyards. EQ 5) Work towards the restoration of St Nicholas's Churchyard. 6) Bring Woodvale Cemetery, as the city's only Historic England registered cemetery, to Green Flag standard.

Section 3 City-wide Challenges & Opportunities

DRAFT

Equalities Impact Assessment

In Sections 2 and 3, the letter **EQ** has been placed alongside the 'Actions' and 'Policies' to reflect activities which support specific groups such as the young, old, people with physical/mental challenges etc.

	Other Themes	3.1 Trees
	Definition/Summary	This includes all trees across the city in the public domain, on council land and also on private/public where there are 'Tree Preservation Orders' (TPO).
	The Numbers	<ul style="list-style-type: none"> ● Cityparks has an estimated 17,000 Elm trees in its National Collection, which is made up of over 100 different varieties of Elms. ● Approximately 12,000 street trees of which over 4000 are Elms ● 500 hectares of woodland. ● Cost of planting a large species tree in the streets to best practice standards will vary from £250 - £1500 per tree depending on the species of tree, location and obstacles discovered whilst planting the tree.
	Key Challenges	<ul style="list-style-type: none"> ● Maintain trees so they are healthy and safe for the public. ● Undertaking enough inspections of trees in parks and non-street locations to meet best practice safety standards. ● Maintaining the Elm Disease control programme.* ● Dealing with other tree pest and diseases such as those threatening Ash**, Oak, Horse Chestnut etc., and ones which can compromise the general public's health. ● Understanding the value of trees in the city, as well as the costs of maintaining a healthy tree population. ● A large number of trees are over 100 years old and are more costly to maintain.
	Responsibilities	Regularly maintaining and inspecting trees so they are healthy and safe for the public. Meeting the statutory requirements for Tree Preservation Orders. Preservation orders protect trees which are deemed to add value to the city from being cut down or pruned without permission from the council. Failing to inform the council before cutting a protected tree could lead to a fine of up to £20,000.
	Key Policies /Adopted Strategies	<p>City Plan Part One (refer to ix): CP10 'Biodiversity, CP16 'Open Space', CP7 'Infrastructure and Developer Contributions'.</p> <p>Policies pertaining to the continued control of Elm Disease.</p> <p>2006 Supplementary Planning Guide for Trees assists planners and developers working with existing and proposed trees in the city.</p> <p>2007/2008 Tree Scrutiny report. The Scrutiny Panel's brief was to consider the "maintenance, management and future survival of Street Trees in Brighton & Hove". It produced 11 recommendations regarding the effective management and maintenance of highway and other trees across the City, set out ten objectives to assist the city's trees.</p> <p>QD16 Trees and hedgerows from the Brighton & Hove Local Plan 2005^{xx}. This addresses applications to TPO's and trees in Conservation Areas.</p>
	Big Conversation Consultation Results	<ul style="list-style-type: none"> ● Trees were identified as the most important asset in parks and gardens for future funding by respondents. ● Parks and gardens were ranked as the number one type of open space for future funding by respondents. ● The second most common reason respondents visited open spaces was for contact with nature.
	Internal & External	Cityparks no longer fund the planting of trees in the city, and will need to rely

	Stakeholder Conversations	on third party donations to maintain the tree stock. There is a need to ensure the city continues to plant and remove trees in a managed way. Planting trees on streets will only become more difficult as time passes due to increased utilities and street furniture obstacles. Improved standards for tree planting will require larger tree pits to control tree roots from damaging other infrastructure. There is a need to inform people more effectively of tree benefits and the important role they play in the city for its health, wellbeing and enjoyment.
	Proposed Policies	<ol style="list-style-type: none"> a) Continue investment for control of Elm Disease to protect the City's Elms. b) Trees to be recognised as a strategic infrastructure asset. c) Increase water porous rigid and unbound aggregate surfaces to be implemented where possible around existing and proposed street trees in replacement of tarmac.
	Actions	<ol style="list-style-type: none"> 1) Review the required tree maintenance and inspections needed to ensure we meet our statutory obligations. 2) Commission a tree strategy for the city.

*Losing control of Elm Disease - Summary

- Over 4000 Elm trees exist on the streets.
- £2000 is the approximate cost of removing each mature tree.

**Ash Dieback - Summary

- Over 70% of Ash trees are predicted to be affected by Dieback once infections start attacking the tree stock.
- It is estimated that 25% of the city's 500 hectare woodlands are made up of Ash trees.
- Once Ash trees are attacked and killed by Dieback, they will need to be inspected more regularly and removed as required to avoid becoming a health risk to the public. This is pertinent to trees in cemeteries, schools, alongside paths/carriageways and other high-risk areas.
- If trees are not removed while they are still reasonably healthy there is an added cost to remove them when they cannot be climbed, (however, this only occurs if the tree is being felled in sections).
- Ash Dieback is already in the city and will become apparent to the general public over the next two to three years as large numbers of trees die.

Other Themes	3.2 Health and Wellbeing
Definition/Summary	A wide range of evidence suggests that contact with safe, green spaces can improve a number of aspects of mental and physical health and wellbeing as well as various social and environmental indicators.
The Numbers	<ul style="list-style-type: none"> • Life expectancy in Brighton & Hove is 79 years for males and 83.5 years for females. • People who have a physically active lifestyle have a 20% to 35% lower risk of cardiovascular disease, coronary heart disease and stroke compared to those who have a sedentary lifestyle. It is also associated with a reduced risk of diabetes, obesity, osteoporosis, colon/breast cancer and with improved mental health and regular physical activity can delay the need for care in older adults. • 54% of people surveyed in the 'Health Counts' survey used city parks and open spaces at least once a week. • 300 Healthwalkers walk every week in city parks and green spaces.
Key Challenges	<ul style="list-style-type: none"> • Only a quarter of respondents to the 2012 'Health Counts' survey do the recommended level of physical activity a week • Health inequality: 2012 'Health Counts' survey found people from areas of deprivation are less frequent users of parks and open spaces. • Making physical activity in green and open spaces accessible to all
Responsibilities	Local authorities have, since 1 April 2013, been responsible for improving the health of their local population and for public health services.
Key Policies/Adopted Strategies	<p>City Plan Part One (refer to ix): CP10 'Biodiversity, CP16 'Open Space', CP17 'Sports Provision'.</p> <p>Joint Strategic Needs assessment (JSNA) 6.4.7 Green and Open Spaces 2015: The Public Health team's statutory document for the JSNA, paints the clearest picture of how 'Green and Open Spaces come together with health and wellbeing.</p> <p>The JSNA 2015 recommends developing accessible opportunities for informal sport and recreation in parks and open spaces.</p> <p>The Happiness: Brighton & Hove Mental Health & Wellbeing Strategy (refer to ii), highlights the role that parks and gardens can play in promoting mental and physical health, as well as being an environment in which to engage with the 5 Ways to Wellbeing: Connect, Learn, Active, Notice, Give.</p> <p>The Strategy includes the priority to develop Healthy and Sustainable Communities and Neighbourhoods. It highlights the importance of open space and play spaces for health.</p>
Big Conversation Consultation Results	<ul style="list-style-type: none"> • The two most popular reasons for using parks and open spaces were relaxing 24.4% and contact with nature 20.2%. • 22% of respondents said they would like to help with their local park • 36% of the respondents said they were fairly or very interested in helping with maintenance in parks and open spaces. • 25% of respondent left an email on which we could contact them regarding volunteering in parks. • Health/illness was what 194 respondents said prevented them from volunteering.

	<ul style="list-style-type: none"> • 10% of respondents reported they had a disability. • Over 450 people recorded having either physical, mental or long term illness from the responses.
Internal & External Conversations Results	<p>How can we better utilise existing care coaches, 'Community Navigators' to link with volunteering services in parks?</p> <p>Make use of 'MyLife' to highlight opportunities for improving health and wellbeing in parks and open spaces. Create 'open source data', information that others can use on their websites and/or create a website interface that use other people's information in a more accessible way.</p> <p>Promote the '5 Ways to Wellbeing' approach when developing volunteering in parks. Develop links with MIND to explore projects together for mental health. Clinical Commissioning Group advisors identified two possible GPs in two different clusters which Cityparks should start conversations with.</p> <p>Increase accessibility of parks and open spaces to all social and vulnerable groups. Continue to develop physical activity opportunities in Parks through events like TakePart and Health Walks.</p> <p>Health and wellbeing ambitions of working with patients' needs to be tied to the strategic plans and objectives of Cityparks.</p>
Proposed Policies	a) Brighton and Hove's open spaces and the wider Biosphere Reserve to be recognised as integral to the city's approach to promoting health and wellbeing and reducing health inequalities. EQ
Actions	<ol style="list-style-type: none"> 1. Work with Public Health and the Clinical Commissioning Group to explore making volunteering activities in open spaces more accessible to patients and general public via the 'social prescribing' programme and council website. EQ 2. Explore ways to work closer and develop projects with private, public and third sector organisations to tackle health issues in the city. EQ 3. Increase accessibility of parks and open spaces to all social and vulnerable groups e.g. through initiatives such as Take Part and Health Walks. EQ 4. Explore way to increase the accessibility of parks and open spaces to all social and vulnerable groups. EQ

Glossary

Care coaches – If you have a chronic condition (such as diabetes or asthma) these trained medical experts can partner with your doctor to help you set and achieve personal health goals.

Community navigators – A pilot scheme based in 16 GP surgeries offered short term support, facilitating and empowering the patient to take up groups, services or activities.

MyLife -

MIND - Mind in Brighton and Hove is an independent charity working to promote good mental health in the city and across Sussex. It seeks to empower people to lead a full life as part of their community. www.mindcharity.co.uk

Other Themes	3.3 Heritage
Definition/Summary	<p>All inherited resources which people value for reasons beyond mere utility, (Historic England).</p> <p>Brighton & Hove’s tourism economy relies heavily on its historic infrastructure of the Seafront, Pier and Royal Pavilion. Brighton & Hove’s collection of parks, gardens and squares are often linked to the historic buildings surrounding them. They provide a rich collection of varied definable spaces for residents and visitors to explore and enjoy.</p> <p>Two of the most influential figures in the city’s landscape history were former Mayor and Alderman Sir Herbert Carden and Captain Bertie Hubbard MacLaren (Parks Superintendent). Their joint efforts from 1916 to 1951 provided the city with many of the major parks and the boulevards of trees enjoyed today.</p> <p>Captain Bertie Hubbard MacLaren thought that the health and happiness of a city could be directly linked to parks and open spaces.</p>
The Numbers	<ul style="list-style-type: none"> • Potential over £70 million is being invested into heritage-related projects in the city over the next five years from varying projects. • Nearly 3400 listed buildings in the city, of which 14% are grade I or II* : the figure is 8% nationally. • There are currently 34 areas of Brighton & Hove that have been designated as heritage Conservation Areas - the first in 1969. • Some 18% of the city’s built up area lies within a conservation area. • Six Listed parks/gardens. • 16 nationally-designated Scheduled Monuments within Brighton & Hove. • Potential to attract £7m from the Heritage Lottery Fund over the next 10 years for Cityparks.
Key Challenges	<ul style="list-style-type: none"> • Queens Park and Valley Gardens are two of the heritage conservation areas in the city on Historic England’s at-risk register. • Multiple potential parks and gardens sites seeking Heritage Lottery Funding, but with limited team resources to oversee them. • The heritage significance of parks and open spaces is not always widely appreciated.
Responsibilities	<p>In Brighton and Hove, the following registered parks and gardens identified by English Heritage:</p> <ul style="list-style-type: none"> • Kemp Town Enclosures (including Dukes Mound) • Preston Manor grounds, including Preston Park and The Rookery • Queens Park • The Royal Pavilion Estate • Stanmer Park (including the farmland estate and Coldean Wood) • Woodvale Cemetery <p>These open spaces do not enjoy any additional legal protection, but are designated heritage assets as set out in the National Planning Policy Framework and this must be taken into account when considering planning</p>

	applications that affect them or their setting.
Key Policies /Adopted Strategies	<p>A strategy for the conservation of Brighton & Hove's Historic built Environment 2015^{xxi}. The Strategy seeks to 'guide future work programmes, influence resource decisions and ensure that the city's historic built environment is managed in a co-ordinated, structured and corporate way.'</p> <p>Most notably:</p> <ul style="list-style-type: none"> ● the conservation or enhancement of the city's registered parks and gardens of special historic interest and their settings; ● the conservation of designated archaeological assets; ● reducing the number of heritage assets that are at risk; ● maintaining and promoting high quality architecture, streets and open spaces within the historic areas of the city; ● mitigating and adapting to the impacts of climate change on the historic environment. ● Investment in the historic environment for the economic well-being of the city as a visitor destination and sub-regional commercial and cultural centre.
Internal & External Stakeholder Conversations	<p>Historic England is very keen to work with the council to look at assessing heritage at a city-wide scale.</p> <p>Several Friends of Parks groups are looking to work with Cityparks to undertake conservation plans for their local park.</p> <p>Heritage advisors noted that one way for Cityparks to attract people for volunteering, capital or revenue investment was to distinguish itself from competitors via its heritage, and moreover, the provenance of heritage (i.e. who used to own something/somewhere).</p>
Proposed Policies	a) Support the progression of Brighton & Hove's Historic Built Environment Conservation report 2015.
Actions	<ol style="list-style-type: none"> 1. Develop a ten year parks plan to identify Heritage Lottery Fund priorities. 2. Complete a heritage Conservation plans for St Nicholas's Churchyard, Queens Park and Preston Park.

Other Themes	3.4 Anti-Social Behaviour, Safety and Crime
Definition/Summary	<p>Anti-social behaviour (ASB) covers a wide range of unacceptable activity that causes harm to an individual, to the community or the environment. This could be an action by someone else that leaves you feeling alarmed, harassed or distressed. It also includes fear of crime or concern for public safety, public disorder or public nuisance.</p> <p>Examples of anti-social behaviour include:</p> <ul style="list-style-type: none"> • Nuisance, rowdy or inconsiderate behaviour • Vandalism, graffiti and fly-posting • Street drinking • Environmental damage including littering, dumping of rubbish • Aggressive Begging • Inconsiderate or inappropriate use and abandonment of vehicles
The Numbers	<ul style="list-style-type: none"> • 12 new Public Space Protection Orders covering parks and open spaces. • Reduction in PCSO numbers. • Around 10% of Park Ranger time involves the management of rough sleeping and ‘tenters’ during the warmer months, instead of wider open space management priorities. • Environmental enforcement officers in the city assigned to tackle litter/flytipping/graffiti and fly-posting under contract with 3GS.
Key Challenges	<ul style="list-style-type: none"> • Growth in problems created by street and tented communities. • Establishing the role Cityparks has when the service has other conflicting priorities such as community engagement, volunteer and grazing management.
Responsibilities	<p>Anti-Social Behaviour Crime and Policing Act 2014: The city council is responsible for implementing the Act, working in partnership with Sussex Police and a number of other statutory partners such as the Youth Offending Team and Mental Health services.</p> <p>Brighton & Hove Draft Community Safety Strategy (2017-2020)^{xxii}.</p> <p>Equalities Act 2010: Management of ASB and crime needs to have due regard to the treatment of individuals in line with the legislation.</p>
Key Policies /Adopted Strategies	<p>City Plan Part One (refer to ix): CP16 ‘Open Space’.</p> <p>Brighton & Hove, Rough Sleeping Strategy 2016: The City’s Vision^{xxiii}, to prevent homelessness and rough sleeping, and to support those affected into regaining their independence so we can deliver the vision: “To make sure no-one has the need to sleep rough in Brighton & Hove by 2020”.</p> <p>Brighton and Hove Community Safety Strategy, 2014-17 .</p>
Internal & External Conversations Results	<p>General reduction in funding to manage anti-social behaviour.</p> <p>Management of the street community, rough sleepers and tented communities is a growing problem and associated with the growth in alcohol and drug misuse.</p> <p>Other priorities for the ASB section of the Community Safety Strategy 2017-20 to include the need to sustain partnership working with young people to mitigate the risk of ASB involving young people, which has been starting to</p>

		increase over recent years following significant decline. Need to join up the various teams involved with managing ASB and environmental-crime, with two pilots planned.
	Proposed Policies	See Brighton and Hove Community Safety Strategy, 2017-20 (currently being drafted)
	Actions	<ol style="list-style-type: none"> 1. Support the development of the rough sleeping strategy to assist operations staff working in open spaces. EQ 2. Optimise the use of contracted environmental enforcement officers in open spaces, exploring the feasibility of extending the coverage.

DRAFT

Other Themes	3.5 Litter and Dog Fouling
Definition/Summary	Litter can include items such as paper, chewing gum, cans, cigarette butts, bottles etc. left lying in an open or public place. Dog waste (like litter), is only a problem when it's not cleared up and appropriately disposed of.
The Numbers	<ul style="list-style-type: none"> • During the summer period, approximately 20-30% of garden staff time is spent picking up litter the public leaves behind. • Between February to August 2016 there were 704 Fixed Penalty Notices paid across the city including 127 for fly-tipping and 480 for cigarette butts. • Littering cost the UK taxpayer between £717m-£850m each year.
Key Challenges	<ul style="list-style-type: none"> • Encourage people to not drop litter. • Clearing the litter left by the public. • Increasing the amount of waste being recycled in parks. • Encouraging dog owners to clear up their dog waste and dispose of it effectively. • Increasing hazards for garden staff clearing drug paraphernalia such as needles. • The cost of litter management, and the secondary impact - as operatives' time is lost clearing litter rather than doing horticultural tasks. • The associated health hazards of dog mess to the general public and livestock.
Responsibilities	The Environmental Protection Act 1990 (EPA) is an Act of the Parliament of the United Kingdom that as of 2008 defines, within England and Wales and Scotland, the fundamental structure and authority for waste management and control of emissions into the environment. Authorities must keep land in their area clear of litter and refuse (including dog mess), as far as is practicable.
Big Conversation Consultation Results	<ul style="list-style-type: none"> • Litter picking scored highest for what people said they would like to put their voluntary time towards. • 457 (65.2%) of these picked up litter at least once a week. • 69% of responders said they would be happy to pick up litter once a month or more. • Dog walking was the seventh most common activity people used parks and open spaces for. However, over 1000 listed this item - indicating that perhaps around a third of total respondents were dog walkers.
Internal & External Conversations Results	Litter and dog mess is a key issue for Cityparks and all other users who work with parks. Environmental enforcement officers have difficulty evidencing dog mess in parks. The Department for Communities and Local Government (DCLG) are working on a National Litter Strategy which the council should monitor for its own use.

	Proposed Policies	a) Adopt the emerging national strategy on Litter being produced by the government in England.
	Actions	<ol style="list-style-type: none">1. Review the emerging Government strategy on litter and identify how the council can learn from this work, linking with Cityclean, academic institutes, other private, public and third sector organisations.2. Explore the feasibility of extending the coverage of contracted environmental enforcement officers into open spaces.

DRAFT

Other Themes	3.6 Public Realm
Definition/Summary	Many consider the quality of the public realm is vital if people are to be successful in creating environments that the people want to live and work in. For the purpose of this document the 'Public Realm' will specifically focus on the streets and walkways that surround and link between open spaces. In addition it remains an aspiration for the council to encourage greater access to the Downs.
The Numbers	<ul style="list-style-type: none"> • Brighton and Hove has over 1200 kilometres of footpaths. • Over 570 small grassed areas. • Approximately 12,000 street trees.
Key Challenges	<ul style="list-style-type: none"> • There are limited opportunities to create new open spaces, how can existing spaces be improved for a growing population? • The city is ranked eighth in the country for flood risk, how can this risk be lowered? • Can parks feel bigger than they are through design? • Is it possible to link nearby open spaces using trees or planting? • Can seating be made more suitable for the widest range of people? • Can streets help to address flooding, shade and encourage greater wildlife?
Responsibilities	Regularly maintaining and inspecting trees so they are healthy and safe for the public. Meeting the statutory requirements for Tree Preservation Orders. Preservation orders protect trees which are deemed to add value to the city from being cut down or pruned without permission from the council. Keeping trees and shrubs clear of road sightlines for vehicles and pedestrians.
Key Policies /Adopted Strategies	<ul style="list-style-type: none"> • A Green Network for Brighton & Hove: 2009^{xxiv} Green networks are defined as interlinked, natural green spaces forming a continuous, natural network through the urban area and into surrounding countryside. • Streetscape Design Guideline, 2010; aim to ensure a consistent, co-ordinated and high quality approach to street furniture and surface materials. • Local Biodiversity Action Plan 2012, addresses the species and the habitats of particular importance in Brighton & Hove. • The Cityplan 1 and 2 will provide a range of public realm guidance for officers and people developing in the city. Policies to be aware of include: QD15 (Landscape Design) and QD27 (Protection of Amenity) of the Brighton & Hove Local Plan and policies CP12 (Urban Design) and CP13 (Streets and Public Spaces) of the Brighton & Hove City Plan Part One. CP7 Infrastructure and Developer Contributions. • South Downs National Park Authority, Community Infrastructure Levy Charging Programme (to be launched soon).
Big Conversation Consultation Results	<ul style="list-style-type: none"> • Trees, grass and wildlife represent three of the four things the public thought Cityparks should invest more in, within parks and gardens. • The two most popular reasons respondents visited parks and open spaces were for relaxation and contact with nature.

	<ul style="list-style-type: none"> • Trees were identified as the most important asset in parks and gardens for future funding by respondents. • Parks and gardens were ranked as the number one type of open space for future funding by respondents.
Internal & External Conversations Results	<p>Internal discussions recognised that the streets and road could do more to achieve a range of identified outcomes. Planning, transport, sustainability, Cityparks and other departments need to work closer together to develop principles for the public realm. Neglected trees and plants in the public realm can increase the risk of traffic accidents and block signage.</p> <p>Road safety team commented that lack of pruning maintenance could result in road collisions. The council has a statutory duty of care under Road Traffic Act 1988. There are specific junctions which prone to reduced visibility due to overgrown trees and shrubs which obscure signage and reduce perceived and actual road safety.</p> <p>East Sussex County Council and the South Downs National Park Authority have also been developing green infrastructure strategies which seek to join opens spaces in both the rural and urban realm. These initiatives hope to remove barriers that limited people using open spaces such as poor street crossings, gates, lighting, way-finding etc.</p>
Proposed Policies	<ol style="list-style-type: none"> a) An integrated design approach to be adopted for the development of streets linked to parks and open spaces. EQ b) All benches to meet minimum design standards for equitable seating, promoting accessibility for the widest range of users. EQ c) As a general principle tarmac should be the preferred material for parks and streetscapes where water porous surfaces are not feasible. Subject to exemptions for high profile projects and conservation areas.
Actions	<ol style="list-style-type: none"> 1. Identify streets linking to other open spaces as part of the Community Infrastructure Levy process. EQ 2. Implement the policies of 'public realm' into the Valley Gardens scheme. EQ

	Other Themes	3.7 Volunteering
	Definition/Summary	When a person gives their time freely to assist an activity or project without remuneration. Most people who volunteer will be motivated or stimulated by some value/benefit they perceive to receive from undertaking the volunteering action.
	The Numbers	<ul style="list-style-type: none"> • There are approximately 1,800 volunteers supporting city council services. • 150 volunteers helped to clear up 25 tonnes of rubbish from the beach after a bank holiday linked with several local businesses. • Around 200 volunteers support approximately 70 environmental organisations in the city. • 300 Healthwalks volunteers for Brighton and Hove have given 3000 hours of their time and provided over 6000 walks across the city and beyond. • Around 700 volunteers support the council's parkland conservation work. • In the academic year 2014/15 there were 2382 students volunteering their time from the Universities of Brighton and Sussex. • 120 tonnes of rubbish were collected by Cityclean staff and hundreds of other volunteers after Pride 2016.
	Key Challenges	<ul style="list-style-type: none"> • Most examples of sustainable volunteering of any significant scale require consistency and a small core of paid co-ordinators. • How will Cityparks manage more volunteering with less staff and resources? • Most of the City's 38 Friends of Parks volunteer groups have informed Cityparks that they need more support to continue their work. • Do Cityparks operational teams have the right skill-sets to undertake the proposed policies. • Supporting volunteering is a challenge due to the time consuming nature of it. • The council needs to balance operation requirement such as grass cutting with the role of coordinating volunteers. • Some groups are at a much more advanced stage than other groups.
	Responsibilities	There are no obligations to provide volunteering opportunities, but the council and society recognise the benefits for all in undertaking and supporting this practice.
	Key Policies /Adopted Strategies	<p>City Plan Part One: CP10 'Biodiversity, CP16 'Open Space', CP17 'Sports Provision'.</p> <p>The council recently launched its Volunteering Strategy 2016: 'The Power of Volunteering'.</p> <p>This 'Brighton and Hove Connected' document with Community Works seeks to ensure that the city champions volunteering: valuing the contribution that volunteers make; striving to ensure positive</p>

		volunteering experiences; and recognising the impact of volunteering on the economic, social, cultural, leisure and environmental life of the city.
	Big Conversation Consultation Results	<ul style="list-style-type: none"> • More than 1100 people provided their emails to allow the council to contact them regarding volunteering in open spaces. • 22% of respondents said they would like to help with their local park • 36% of the respondents said they were fairly or very interested in helping with maintenance in parks and open spaces.
	Internal & External Stakeholder Conversations	One of the city's most successful volunteer groups has pointed out that with more people working into later life than ever before, it is likely the 'traditional' pool of active, healthy, retired people looking for new volunteer commitments is likely to decrease rather than increase. So Cityparks may need to do additional promotion with new audiences. The council is developing an outline business case exploring options and potential for a new way of Neighbourhood Governance, which could include parks 'Friends' groups as one of the community volunteering networks. Healthwalks are one of the most successful volunteering programmes in the city.
	Proposed Policies	a) Seek to apply the council's 2016 voluntary strategy into Cityparks to create an appropriately-resourced sustainable quality volunteering experience for residents and visitors. EQ
	Actions	<ol style="list-style-type: none"> 1) Work with the Clinical Commissioning Group and Public Health to link volunteering opportunities together with Cityparks more formally as part of the city's approach to improving health and wellbeing. 2) Work with Friends Groups, academic institutes and the private, public and third sectors to develop a sustainable volunteering programme for Cityparks. 3) Integrate current and future Cityparks volunteers into city-wide volunteering offer utilising the 'Volunteering Plus' website and utilise apps and to increase and link people to what's is occurring in their neighbourhood. EQ

Section 4 **Delivery Models and Resources**

DRAFT

4.1 Introduction

The challenges facing the council and Cityparks have been well documented through this strategy. The Heritage Lottery Fund, State of Public Parks report, identified the national challenges facing parks councils across the country. They also provided an insight into how other councils were trying to meet the financial challenges; as seen below:

- In 2016, 50% of park managers report having sold parks and green spaces or transferred their management to others over the past three years. This is expected to increase to 59% of local authorities over the next three years.
- The most popular way to supplement investment is via the National Lottery (39% strongly support, 40% somewhat support).
- Increasing charges for facilities has the least support from the public (4% strongly and 16% somewhat support).
- The second greatest level of support was for sponsorship of parks by businesses, e.g. funding of planting areas, features & facilities (30% strongly support, 45% somewhat support).
- 32% strongly supported, and 42 % somewhat supported, seeking more funding from planning and local development, e.g. developer contributions from new housing.
- 18% strongly supported, and 41% somewhat supported, more commercial use of parks, e.g. ticketed events, fairs & shows.
- Just over 5% of local authorities report having transferred the management of a park to a community group over the last three years – 5.3%. This is expected to more than double to 12% in the next three years.
- Just under 5% of local authorities report having sold part of park over the last three years. This is expected to increase slightly to 6% over the next three years.

The 'Big Conversation' consultation also provides guidance for the strategy to explore a range of finance initiatives which might be suitable for Brighton and Hove. The consultation report identified that:

- 67% of respondents said '**yes**' to exploring a 'not for profit' organisation to 'maintain or raise funds for parks and open spaces.' 15% said '**no**' and 17% said they did not know or weren't sure.
- 53% of respondents agreed to Cityparks exploring sponsorship and advertisements in parks open spaces to increase investment. 33% said no and 13% said they did not know or weren't sure.

In addition

- Around 700 respondent's comments provided a range of ideas to increase income for parks and open spaces with some suggesting raising council tax if necessary to protect the city's parks.
- Over 200 individual comments wanted the council to be more commercial with its existing assets, such as cafes.

4.2 Parks Foundation

4.1.1 Background to establishing a Parks Foundation

The establishment of a Parks Foundation offers an independent fundraising vehicle with the benefits charitable status affords. The model offers flexibility, innovation and the ability to stand side by side with Cityparks, as a mechanism to generate additional financial income and supporter commitment.

Pros	Cons
<ul style="list-style-type: none"> • Charitable status enables the organisation to focus purely on parks and open spaces – there are no other competing agendas or priorities. • Can provide an umbrella support structure to assist local parks group raising funding. • Potential to open doors to new funding and investment opportunities, as well as enabling flair and creativity in fundraising. • Ability to make decisions and be more dynamic as the Foundation structure has a simplified process. Corporate support can be generated – enabling ‘corporate social responsibility’ budgets to be spent on local projects meeting social and environmental objectives. • The model provides a framework to recruit volunteers and a network of supporters, undertaking the type of public engagement works synonymous with charity work. • There are fewer legal or financial complexities, or additional costs in transferring assets, staff or the management of parks as there would be with Trusts. • A bespoke remit of the Foundation will be clear in aiming to generate income and raise the profile solely of parks and open spaces. • The ability to select Trustees based on skill set and commitment. • A bespoke parks Foundation is clear to donors, trustee and residents of its ambitions. • Ability for specific group to raise funding for specific projects. 	<ul style="list-style-type: none"> • Finding and securing the commitment of Trustees may be time consuming and difficult. • Persuading the public that they are not subsidising ‘grass cutting’ and core local authority maintenance may be difficult. • Upfront costs such as marketing and promotional materials, staff recruitment and costs associated with achieving charitable status will need to be funded before any major income is generated. • Potential difficulties in separating/prioritising the ambitions of the Foundation and local community.

4.1.2 Precedents

Some local authorities are taking early steps to establish Parks Foundations, most notably in Bournemouth and Leeds, where two different models are being delivered - Bournemouth (an independent Parks Foundation) and Leeds ('nesting' fundraising activity within an already established Community Foundation)

Funded by the lottery and managed under the NESTA 'Rethinking Parks' programme, the Bournemouth Foundation was established in 2014/15 has already evidenced the benefits of an independent Foundation by raising £100,000 in its first year. See appendix 2.

In Leeds the City Council has recently received Executive approval (September 2016) to commence the process of establishing a Parks Foundation in partnership with the Leeds Community Foundation and is currently working to establish a Board of Trustees. The aim is to establish the new arrangements in 2017.

Both models offer an opportunity for flexible and independent fundraising activity to support the work of the local authority parks services, but neither model takes on responsibility for the management or ownership of open space assets. As mentioned in the table above, it should also be noted that whereas Parks Foundations have the potential to be effective with fundraising for new projects they are likely to find it far more challenging to raise funding for the core management and maintenance costs of Cityparks.

For more information please refer to the Appendices. This includes a comparison of the delivery models for the Bournemouth and Leeds Foundations plus more detailed case study for each.

Bournemouth Parks Foundation

By closely following Charity Commission guidance and using model paperwork, the Bournemouth Parks Foundation was set up ready to function within just over 6 months, as follows:-

- Establish a Limited Company (1 month)
- Complete the Charity application and registration (3-4 months)
- Research and apply for a charitable bank account (2 months)

Time also needs to be factored in for the appointment process and discussions with potential Trustees. The success of any charitable organisation is down to recruiting Trustees with the right skills as well as flair, creativity and enthusiasm. In the case of the Bournemouth Parks Foundation it took about six months to find a core group sufficient to establish the Board, this process is ongoing.

4.1.4 Conclusions

An Independent Parks Foundation based on the Bournemouth model offers the best opportunity to generate income and develop a wide supporter base for parks and open spaces across the city. With careful negotiations between the local authority and the new Foundation on agreed priorities for funding, governance arrangements and ongoing maintenance, there is great scope and opportunity for real added value to the Cityparks offer.

To progress the business case for the new Brighton & Hove Parks Foundation, the costs of undertaking a feasibility study to test the viability of the new organisation are estimated to be £15,000 and this study would take approximately three months to deliver and six months to achieve.

4.1.5 Action

a)	<p>Parks Foundation</p> <p>Undertake a feasibility study to establish a Brighton & Hove Parks Foundation to lead creative and innovative fundraising for the City's parks, tapping into the large number of residents and visitors who use and love the city's open spaces, and seeking to build on the culture of giving within the city's business community. The report needs to determine exactly what the funds will be used for.</p>
----	---

4.2 Parks Trust

4.2.1 Background to establishing a Parks Trust

The establishment of a Parks Trust offers the combined opportunity to remove both the funding and the management of parks and open spaces out of local authority control, usually supported by an endowment.

The local authority and / or other partners contribute to an endowment, which guarantees core funding, and remaining income is generated through trading and fundraising activities.

As a strategic park management model, this was successfully and indeed uniquely established by Milton Keynes Development Corporation in the 1990s and the now well-established Milton Keynes Parks Trust benefits from a dedicated endowment which funds the management and maintenance of the City's Parks. Further information is detailed in the case study in the Appendices.

4.2.2 Precedents

Beyond the established and extremely successful Milton Keynes Parks Trust, the model of a Parks Trust is currently being considered by a number of local authorities including Liverpool and Newcastle City Councils.

The Royal Parks Trust has recently been established based on the merger of the previous government-funded Royal Parks management organisation and the very successful Royal Parks Foundation. The benefits to establishing a Parks Trust are in line with those already laid out in Section 4.1 covering the Foundation, but in addition they include the following:

Pros	Cons
<ul style="list-style-type: none"> • A Trust with a sustainable revenue source would provide a robust organisation for a single, multiple or citywide organisation. • Cityparks is in the process of consolidating further, leading to a leaner organisation to support in the future. • Charitable status and independent management enables the organisation to focus purely on parks and open spaces – with reduced agendas or priorities to balance. • Different oversight structures should mean quicker decision making and more autonomy. • Being separate from the local authority central budget system could mean funding could be used exclusively to deliver the objectives of the service without competing obligations. • Could make the parks service more resilient from national reductions in council funding. • The establishment should ensure long term financial stability. • The council owns a great deal of valuable assets and land in the city which could be gifted to the Trust. • Eligible for funding which the council doesn't have access to. 	<ul style="list-style-type: none"> • The development of a Trust is significantly more complex and time-consuming than a Foundation. • The creation of an endowment fund may involve the sale of land, or other difficult decisions requiring ring-fenced income from already stretched council budgets. • Public adjustment to a new management set up where local elected representatives have limited influence and this may take time to accept. • Managing the expectation of the public that this is a slow solution for the challenges that have built up over the last decade or more. • Existing income streams relating to open spaces such as leasing parks building and land currently goes to the councils general fund. It is assumed that each departments funding targets would remain, which would then require new finance layers for capturing new income streams for the Trust, adding more complexity to the process. • Complex human resources/industrial relations process when staff need to be transferred over to the Trust. • Reduces the flexibility for the council to manage Cityparks budget.

4.2.3 Exploring strategic Parks Trust option for Brighton & Hove

Establishing a strategic Parks Trust demands a rigorous, complex, highly technical and therefore costly process of asset auditing, legal undertakings, human resource and financial planning.

In addition to the complex and costly establishment process, the need to generate an endowment fund to support its long-term financial viability is key to the business case. In Brighton & Hove, the establishment of an endowment fund would require the city council to either:

- a) Ringfence income from existing assets within the commercial property portfolio and invest this in a Parks Trust and the long term sustainability of open space management in the city;
- b) Create an endowment fund through a combination of existing assets and new development.
- c) Utilise the existing council budget to stimulate the development of the Trust.

4.2.4 Individual Park Trusts

The options outlined above are based on strategic planning across parks and open spaces to

maximise reach, impact and influence. In this section, consideration is given to the process of enabling individual parks to establish Trusts as a long term alternative to local authority control, whilst the remaining open space estate is retained by the local authority.

There are a number of positive opportunities that can come from transferring fundraising activity and management of an already successful park operation into the hands of a group of dedicated Trustees who have the appropriate skills and motivation to maximise return and visitor benefits:

Pros	Cons
<ul style="list-style-type: none"> ● The ability to generate significant additional income through targeted fundraising and commercial activities. ● Enabling a more entrepreneurial approach. ● There are no competing priorities, for funding, time and commitment. ● Large sites have the potential to generate commercial revenues and be the focus of successful grant or funding bids. ● Such a focused approach simply gives a greater chance of success and long-term financial sustainability. ● Allows the core service to focus on the rest of the city. ● May provide a safety net and viable alternative for individual parks where council investment is limited and have little prospect of capital being forthcoming. ● If one site Trust was successful it might be possible to expand it to other sites. ● Eligible for funding which the council doesn't have access to. 	<ul style="list-style-type: none"> ● This approach may exacerbate the inequality often seen across parks, leaving other sites more vulnerable to cuts, creating a two-tier system with the 'priority parks managed to higher standards at the expense of others. ● There may be limited opportunities to rationalise and ring-fence budgets across the portfolio of Brighton & Hove's sites. ● Economies of scale in maintenance, for example, are eroded. ● Parks that appear a good opportunity for a dedicated Trust may not have the necessary combination of Trustees and be a long-term sustainable option. ● Accountability becomes blurred for members of the public. ● Time consuming, costly and potentially challenging competition created for both Foundations and Park Trusts working across the city and also other city council-supported Trusts - such as the Royal Pavilion Trust, or other Trusts. ● May be isolated from periodic windfall incomes such as section 106 or one off government funding initiatives like Playbuilder in 2010. ● A Trust park may dictate what public events are allowed on it. This potentially reduces sites for large or specific events or funfairs putting pressure on other sites and reducing scope for organisers and participants, or the converse where a Trust site attracts more of the events which are currently distributed across the city. ● The Trust may impact the council existing income targets such as for events.

4.2.5 Exploring individual Park Trust options for Brighton & Hove:

Single park option: Establishing or facilitating the establishment a Trust for a large strategic park which has the potential to break-even financially. This option would relate to the city council progressing the establishment of a new Trust for a large park such as Preston Park which already generates income from car parking.

Multi park option: Establishing a number of Trusts for larger strategic parks most of which show evidence of the potential to break-even. This option could involve establishing Trusts for a number of the city's largest parks including Stanmer Park, Preston Park, and The Level. There would be some scale economies of progressing the establishment of these Trusts as a package.

Area-based option: Establishing a Trust for an area of the city, for example the city centre, where there are specific service objectives and a need to develop service levels to meet a 'bespoke' range of user needs. This option might be appropriate for the main city centre spaces which play a key role in the success of Brighton & Hove tourist economy. Under this scenario a new Trust would have representation from local business and potential to develop a membership scheme which is similar to the *Park Improvement District* delivery model which is considered in Section 4.3.

Conclusions

Strategic Parks Trusts: Establishing any form of strategic Parks Trust for a city the size of Brighton & Hove is a costly, complex and time-consuming undertaking, and there are no precedents in the UK of this being done successfully. The precedent set in Milton Keynes is relevant in relation to the business model – however, the Trust was established as part of an integrated plan for development of the New Town rather than for a large existing city authority. With new city-scale Parks Trusts being considered by councils in Liverpool and Newcastle there is merit in monitoring progress and learning from the experiences of these 'park communities' before giving this further consideration for the city. At present the resources required to develop such a project and the assets required to establish an endowment fund have not been identified.

Individual Park Trusts: Whilst the benefits of an individual park-focused Trust is clear, the potential for a negative impact on other smaller, less well-funded parks creates a risk of inequality for the wider communities Brighton & Hove which is to be avoided. Sustaining all parks for future use and enjoyment by residents underpins the wider Open Space Strategy recommendations. However in the case of Stanmer Park, as part of ongoing discussions with the HLF and key stakeholders regarding the future governance; it would appear that there is merit to consider the development of a new Trust.

4.2.7 Policies

a)	<p>City-wide Parks Trust</p> <p>Keep open the long term option to establish a strategic park management Trust for the city, taking forward any proposal at a point when the business case demonstrates the organisation can be viable and the establishment of such a Trust has public support.</p>
b)	<p>Individual Park Trusts</p> <p>Using the learning from the development of a proposed new Trust for Stanmer Park (if this progresses), consider the potential for Trusts to take over the management of other larger open spaces where the business case demonstrates the site has the potential to be self-sufficient and the asset transfer will not have a negative impact on the rest of the service.</p>

4.3 Sponsorship, Advertising and Donations

4.3.1 Growing income

In any financial strategy there needs to be an appropriate balance between making financial efficiencies to drive down costs and eradicate waste, alongside growing income where there are opportunities to do so which won't have detrimental impact on access by communities.

Exploring the creation of a proposed new Parks Foundation it is important to be clear on roles and responsibilities and which organisation will take the lead with different types of income generation and fundraising. This will need to be considered in the proposed Foundation's feasibility study. The time taken for a Foundation to be established (likely to be around 6 months based on the Bournemouth experience) is also pertinent to these discussions.

A starting point for this conversation would be for the proposed Foundation to lead on charitable fundraising, including grants from other charities and foundations, legacies and donations, where there are tax advantages through Gift Aid and donors are less likely to wish to give funding to the city council. Leadership regarding advertising and sponsorship is better retained within CityParks as the council is in control of the advertising spaces and the assets being sponsored, but this might change over the life of the Strategy. There is also scope to consider some income, for example from advertising, to be paid into the Foundation if this helps communicate that funding will be ring-fenced and beneficiaries will be park users.

4.3.2 Advertising, sponsorship and donations

This element of the strategy to grow income includes advertising, sponsorship and donations.

Consultation findings:

53% agreed that the city council should explore sponsorship and advertising opportunities in parks, 33% disagreed and 13% didn't know/were not sure.

Examples of current practice are:-

- Advertising: Lamp posts, bus shelters, signs
- Sponsorship: Roundabouts and floral features
- Donations: Benches and trees

Donations Examples

Donations can be attained from a wide range of sources. Individual members of the public and large organisations have all assisted the council by donating and financing specific items for the benefit of the wider public. Some of the items include: sport facilities, trees, benches, and playground equipment.

4.3.3 Advertising

Current advertising income to the city council is £214,000 from a combination of bus shelters, signs and lamp post sites. This revenue will remain with the respective existing departments at the council. It is assumed that Cityparks would work across council departments involved with advertising (Highways, Property, Tourism, Events, and Parks), to grow this figure via procurement.

There are opportunities for Cityparks to identify new sites for advertising signs close to busy roads, or to lesser extent railways, and also to explore other locations for smaller adverts such as sports pavilions, playgrounds, benches, paving and so forth. It is recognised that some advertising options, in particular larger roadside signs, can be controversial and the 33% of consultation respondents who disagreed with this option reflects this. In addition, guidelines as to what products and/or companies that could be promoted would also be a condition. Options to mitigate a negative response to larger scale advertising proposals, particularly at the point where planning permission is about to be sought, should include:

- A policy commitment to ring-fence 100% of the income to Cityparks;
- Linking the income to specific service areas, such as staff or park features;
- Endowing the income from signs on all advertising within the proposed Parks Foundation.

The potential income to Cityparks from three advertising signs in prominent roadside locations is between £5,000 and £10,000 each per year. However, the development of any advertising proposals would need to consider with the citywide strategy for advertising.

4.3.4 Sponsorship

A new partnership between the city council, East and West Sussex County Councils to jointly procure a partner to help sell sponsorship opportunities at roundabouts will be in place from April 2017. The current income from the roundabout sponsorship programme is over £25,000 per annum but Cityparks agents haven't found sponsors for all of the sites as yet. The additional income from this wider scheme is currently not known as the council is awaiting further research.

Other opportunities to develop sponsorship packages will also be explored, including:

- **Naming rights:** Although there are few precedents in the UK, this is gathering momentum in the USA, including the National Parks. Considering parks are the city's Natural Health Service, there might be scope to develop a partnership with suitable health/sports/organisations.

- **Playgrounds:** Whole playgrounds or individual pieces of equipment might be sponsored by a range of interested parties or retailer. Donations may come from community groups.
- **Sports facilities:** New sports facilities including pavilions and all-weather pitches might be an attractive sponsorship opportunity for health clubs, sports manufacturers or companies who sponsor the national governing body;
- **Heritage assets:** Prestigious heritage buildings or other assets such as fountains might be attractive for sponsors, especially following full restoration through a Lottery-funded project;

In considering these options, it should be noted that income from sponsorship is one of the most costly fundraising options to follow. Sponsorship agreements can be complex - commercial deals need to be expertly managed in order for the business relationship to sustain, hence the costs of client care are high in relation to income.

4.3.5 Donations

Existing schemes for dedicated benches and trees is approaching £30,000. There is no net income to the council from these donations. Selected benches require little maintenance during their life cycle. Trees which are planted assist in replacing trees removed during the year.

As stated above, the potential opportunity for these existing schemes is based on donations being taken over by a Park Foundation. This needs to be considered as part of the feasibility study. Should it be decided that the Foundation takes over there will need to be a 'service agreement' with Cityparks who would continue to manage the delivery side.

4.3.6 Exploring the Park Improvement District model:

A Business Improvement District (BID) creates a partnership between local businesses with shared objectives and through a levy on each business: a central fund is created to pay for improvements and other priorities agreed by the BID Board. There is an established BID for central Brighton.

Based on the principles of local business sponsoring open space sites, the concept of a Parks Improvement District (PID) develops this model to build alliances between local business, residents and a local authority to focus on the management and maintenance of strategic green spaces. PID projects are being considered in various parts of the country.

A PID within central Brighton might be considered in recognition of the importance of high quality horticultural services to the tourist and wider economy of the city. Any project to explore the development of the PID concept for the central area would need to be developed in partnership with the existing BID and based on further feasibility and business planning.

The PID recognises that there is a concentration of businesses in an area seeking to attract more customers by making local open spaces more attractive to use by residents and visitors.

Examples of PID's include:

- The Bloomsbury2 Squared project in Camden was one of the Rethinking Parks projects and was seeking to pioneer the first PID in the UK. <http://www.nesta.org.uk/we-rethought-parks-bloomsbury2-squared-project-guide>
- Bryant Park in Manhattan, New York. <http://www.bryantpark.org>

4.3.7 Policy

As part of the 2020 financial strategy to mitigate the impact of planned savings, income is key, and if progressive and well-resourced initiatives around advertising and sponsorship are taken forward they could make a significant contribution to savings targets. The policies to support this are as follows:

a	<p>Donations</p> <p>In order to receive some donations; future maintenance costs may need to be built into the contract.</p>
b	<p>Commercialisation</p> <p>Develop commercial activity in the city's open spaces such as advertising, sponsorship and donations to grow income for Cityparks, but in a way that is sensitive to the wider heritage and community values of each space, appropriate to health and well-being objectives and in collaboration with the any potential Parks Foundations/Trust.</p>
c	<p>Advertising</p> <p>New income from advertisement in open spaces to be used primarily for Cityparks.</p>
d	<p>Park Improvement Districts (PIDs)</p> <p>Work with the Business Improvement District (BID) to explore the potential to establish a PID for central Brighton, which might allow Cityparks to lever in additional funding from a 'parks levy' to sustain high quality horticulture in return for commercial benefits to business supporters.</p>

*Footnote: Definition of **advertising** (a commercial, profitable transaction where a business pays for space within a City Council asset) **sponsorship** (a mutually beneficial business relationship where two entities exchange things of value, sponsors are typically seeking public recognition or publicity in exchange for cash or sometimes in-kind support), and **donations** (non-commercial, potentially profitable but often break-even transactions between the Council and individuals or business, where the third party benefits are largely in terms of association and recognition)*

4.4 Development Funding

4.4.1 Introduction

This section summarises the current situation regarding funding for open space from Section 106 planning agreements and the opportunity to attract additional funding from the new Community Infrastructure Levy (CIL).

4.4.2 Background

Section 106: City Plan Part One Policy CP7 (Infrastructure and Developer Contributions) supports contributions for parks and recreation provision through a 'Section 106 legal agreement' or 'unilateral undertaking' between the City Council and a developer. Contributions are calculated based on the adopted standards provided in Policies CP16 and CP17 from the City Plan Part One and informed by the Open Space, Sport and Recreation Study 2008. Guidance is provided in the Developer Contributions Technical Guidance.

Contributions can be for on-site provision if the scale of development allows this, however most contributions are for off-site investment in nearby parks and open space infrastructure which is required to service the new development (ie to take the additional pressure from residents moving into the new housing.)

The **Community Infrastructure Levy (CIL)** allows local authorities to raise funds from developers undertaking new building projects in their area. The money received through CIL should be used to fund a wide range of infrastructure that is needed as a result of development, which could include, for example, funding for highways, flood defences, open spaces and wider 'green infrastructure', including trees.

4.4.3 Section 106:

Each agreement specifies the project for which the contribution is intended and there is generally very little latitude to re-allocate the expenditure to other causes.

As the city council has entered into the legal agreement with the developer and is therefore responsible for compliance, it is risky for projects funded through s106 to be devolved to community or other partner organisations for delivery.

'Pooling' of contributions can be achieved, but limited to no more than five times, where there is a specific beneficiary project in mind, as was the case with The Level to support the Heritage Lottery Fund project.

The opportunity for parks and open spaces to continue to benefit from s106 contributions is now reducing as, for example, some sites have been beneficiaries of new investment from development for five times or more - so continued investment from this source is no longer legitimate.

4.4.4 Community Infrastructure Levy:

There are a number of stages in the development of a CIL, with the key stage involving the production of the CIL Strategy that sets out the local authority's priorities for new infrastructure and the principles and standards/multipliers that will provided the foundation for the Levy itself.

At present there is no published timetable for Brighton & Hove to adopt its CIL, however with the process likely to start in 2017 it is important that open spaces are initially recognised as essential infrastructure with the CIL Strategy, in order that the development of the Levy can prioritise them for funding.

Nationally positive precedents for parks and open spaces to benefit from CIL are difficult to find, when compared to the funding secured from s106, so the rationale for investment in open space as essential green infrastructure to support City growth is crucial.

Funding infrastructure provision and upgrade to parks recreation and green spaces infrastructure is likely to mean income from s106 contributions will reduce if a CIL is adopted for the city. A CIL could mean less income for parks, as CIL funding is allocated to fund a wider range of infrastructure in an area.

The Open Space Strategy proposes two priorities for CIL as essential infrastructure:

1. **Parks and gardens:** multi-functional green spaces which deliver the widest range of benefits to City residents and visitors, and provide the greatest capacity to absorb increasing use from a growing population. This is supported by the public consultation, which confirmed that parks and gardens are the City's most popular type of open space.
2. **Integrated public space:** with such pressure on land in the city, there is a need to look at all public space in an integrated way, connecting policy and practice for parks, streets, trees, retail space, waterways, sustainable urban drainage and so forth. By adopting this integrated approach to the management and improvement of all public space infrastructure including flood management and mitigation, there is scope for CIL to put public space at the centre of regeneration and growth.

4.4.5 Policies

s106 and CIL

Maximise opportunities to fund ongoing open space improvement and management from development agreements, including embedding the priorities of the Open Spaces Strategy within the Community Infrastructure Levy (CIL) for Brighton & Hove, in particular aiming to secure funding for:

1. Parks and gardens due to their multi-functionality, inclusivity and popularity with residents;
2. An integrated approach to public space design and management including open spaces, highways, trees and flood-risk management.
3. Seek to provide well maintained public open spaces to respond to the city's changing built environment as it intensifies to meet housing demand.

4.5 External Funding

4.5.1 Introduction

Whilst section 4.1 introduces the proposal to establish a new Parks Foundation which will provide leadership within the City in relation to charitable fundraising for open space, it is assumed that Cityparks, other city council departments and external partner organisations will continue to lead fundraising that targets public sector grants. To this end, this section summarises the key opportunities within the early years of the strategy. External funding is potentially an important source of income, but funding conditions need to be carefully considered to ensure that they are compatible with the aims and objectives of the council.

4.5.2 Grant opportunities

Some of the main opportunities to attract grant towards the policies and priority actions in the OSS are:-

Heritage Lottery Fund: The HLF has a number of grant programmes that might be targeted in taking forward priorities within the OSS, in particular in relation to investing in parks and gardens and Natural/Semi-Natural Green Space.

The main parks programme is *Parks for People* (grants £100,000-£5m) and is currently the subject of a live application for the restoration and regeneration of Stanmer Park. The other programme which can provide larger scale funding is *Heritage Grants* (over £100,000) which can be targeted for smaller scale park projects (including buildings) and projects with a focus on biodiversity.

Other programmes include *Our Heritage* (£10,000-£100,000) and those aimed at engaging young people -

Young Roots (10,000-£50,000) and *Kick the Dust* (£500,000-£1m)

Sport England: Sport England has recently released its new five year strategy '*Towards an Active Nation*'. The aim is to target the 28% of people who do less than 30 minutes of exercise each week and will focus on the least active groups - typically women, the disabled and people from lower socio-economic backgrounds.

Sport England will invest up to £30m in a plan to increase the number of volunteers in grassroots sport. Emphasis will be on working with a larger range of partners, with less money being directed towards National Governing Bodies.

Funding is also available from National Governing Bodies including those key organisations with a focus on outdoor pitch sports and in line with their respective strategies: *Football Association National Game Strategy (2015 – 2019)*, *England and Wales Cricket Board Cricket Unleashed 5 Year Plan*, *Rugby Football Union National Facilities Strategy (2013-2017)* and *England Hockey - A Nation Where Hockey Matters (2013-2017)*

The council recently completed a Playing Pitch Strategy report with Sports England which will put us in a more favourable position to secure Sports England funding in the future.

Defra: Defra's new Countryside Stewardship scheme (2016) provides financial incentives for eligible

farmers, woodland owners, foresters and other land managers to protect and enhance the natural environment, with a focus on biodiversity and water quality. Other outcomes include woodland management, flood management, historic environment and landscape character. The scheme is jointly delivered by Natural England, Forestry Commission England and the Rural Payments Agency on behalf of Defra.

Cityparks currently benefits from around £35,000 per annum from the previous Higher Level Stewardship Scheme that covers 110 hectares of grazed downland (all local Wildlife Sites) plus clifftop sites that are Sites of Special Scientific Interest. In addition there is a Basic Payment Scheme from Defra which contributes around £17,000 annually towards our land conservation assets.

This 10 year agreement expires in March 2021 and, linked to any changes brought about by Brexit, there is a need to ensure that options are reviewed to ensure funding for grazing is sustained beyond 2021.

DRAFT

4.5.3 Next steps:

There are a number of key considerations in relation to external funding:

a. Co-ordination across city council departments:

This is particularly important for heritage projects where the Heritage Lottery, and to a lesser extent Historic England, will expect the city council to have a vision and strategy for projects which might in due course become the subject of funding applications.

Of the parks heritage projects, Preston Park and St Nicholas Churchyards are the two most likely open spaces to seek Heritage Lottery Funding after Stanmer Park, as they both have match-funding identified for them from development contributions.

There is a similar need for coordination across departments in relation to funding proposals to Sport England and National Governing Bodies to take forward the recommendations from the Playing Pitch Strategy.

As Cityparks and Property Services are now in the same directorate, this will help with to increase collaborations. This has allowed taking forward future plans for grazing across the open space and agricultural estates, including considering post HLS delivery and funding options beyond 2021.

b. Connecting open space policies:

There are a significant opportunities to deliver against a number of open space policies through external funding bids, for example:

- Lease licences and asset transfers of sports facilities to private sports clubs are identified by Sport England and National Governing Bodies (where considered appropriate), which will also drive up activity levels and support public health outcomes in disadvantaged groups.
- Restoration and regeneration of historic assets and public realm through a Heritage Lottery Fund application which will also contribute match funding to an integrated public space design project.
- Exploring new partnership delivery models for downland grazing linked to future bidding to the new Defra environmental stewardship scheme post-Brexit.

c. Linking future bids to funders' strategic priorities:

It is important to keep abreast of and anticipate changes to a funder's strategic priorities and to review open space policies in the light of these changes where investment opportunity might be significant. Most recently this has applied, for example, to funding for sport where the new Sport England strategy, increased funding from the Football Association for grass roots football and English Cricket Board support for new forms of the game could together have a very significant impact on funding for outdoor sports policies.

d. Ring-fencing match funding:

Large funding bids can develop a momentum of their own and end up having a negative impact on the wider service when they absorb large amounts of discretionary funding, for example from The Heritage Lottery, to meet their matched funding requirements. It is therefore important to assess such impacts at the inception of the project.

e. Equity:

Linked to the above point, there is always potential for larger scale and more prestigious projects to attract resources that should be invested to ensure equitable provision across types of space and neighbourhoods. In Brighton & Hove there are choices to be considered regarding prioritising funding bids to sustain high quality open spaces within areas, which indirectly might be at the expense of spaces within the more disadvantaged peripheral estates. This should be gaurderd against at all times reflecting the need to avoid a potential two tier service.

4.6 Open Space Hire

4.6.1 Introduction

This section summarises the potential for Cityparks and its partners to grow income from hiring open space sites to third party organisations. This includes businesses, third sector organisations or the general public.

4.6.2 Current situation

Currently the income from events and (to a lesser extent) markets and filming across the city is £250,000 a year, with 320 events licensed and/or directly organised by the council. Events income is held in the council's Events team and funds the delivery of the events programme across the city.

4.6.3 Growing income

Under a general review of fees and charges, Cityparks will work closer with the Events and the Property and Design Team to consider the potential from increased activity, events, filming, markets etc.

There also scope to increase income from catering in parks through a combination of establishing new park cafes, ice cream, coffee and hot food concessions. As well as one of the key services to attract and retain visitors to parks, cafes are often provided through temporary kiosks or can be a viable use for under-used park buildings. If the commercial agreement is set up creatively the café can also include park toilets, which is one of the essential requirements for disabled and mobility-impaired visitors.

Examples for consideration:

- Business hubs in parks.
- New temporary sites
- Mobile catering concessions
- Large touring market
- Under-used park buildings for business uses,
- Early years provision or
- Catering/hospitality uses.

4.6.4 Policy

The policy to support a review of fees and charges for the hire of open space, and other commercial activity is as follows:

a)	<p>Charging</p> <p>Maximise income from third party activities in parks where there is a strong business case to do so, where conflicts with other strategic aims can be mitigated, and taking account of potential equalities impacts.</p>
----	--

4.7 Finance and Asset Management

4.7.1 Introduction

Following on from the previous sections which focus on new delivery models and means to attract new funding to Cityparks, here we consider how open space assets can be used to support the service's wider financial and asset management strategy.

4.7.2 Asset transfers

Central Government policy has been encouraging the transfer of public sector assets to community and private sector organisations since 2010, and this can take many forms. In relation to open spaces there are a number of opportunities that are already being considered or in the future could be compatible with the strategy's key aims, including the transfer of:

- Leases / licensing, to allow organisations to have greater responsibility/control of assets.
- Outdoor sports facilities to private clubs, including for tennis, football, cricket, and rugby.
- Outdoor sports facilities to schools and other educational establishments.
- General open space facilities to new Trusts.
- Allotments and other food growing projects.
- Under-used park buildings for business uses, early years provision or catering/hospitality uses.

Whilst these asset transfers can be complex and often require funding from external bodies, there are numerous examples where clubs and associations have successfully achieved self-management. It should be recognised that asset transfers can take a significant time to negotiate and they need a dedicated investment from the city council staff, including Cityparks, Property Services, Procurement and Legal Services.

4.7.3 Finance and Asset Management Strategy

The consultation results have been used to assist in identifying priorities across the city's open spaces. These priorities will have to be considered within the context of Brighton & Hove City Council specifically needing to find savings in the region of £24m in the financial year 2017/2018.

To assist this process Cityparks will explore opportunities to:

- Influence and guide stakeholders.
- Build resilience and prioritise potential new funding.
- Identify new ways of funding the city's parks and open spaces.
- Ensure Open Spaces remain a high quality asset for the future

To this end, the policies and actions below provide a strategic framework for finance and asset

management with a focus on:

- Working towards full cost recovery for services provided for other council departments and external clients.
- Considering options to borrow capital and invest in service changes that might attract new income and/or reduce costs in the medium to longer term (Prudential Borrowing).
- Exploring the feasibility of undertaking more commercial activities.
- Avoiding adoption of any new assets, such as playgrounds, without a significant commuted sum or maintenance agreement.
- Reviewing the potential to explore alternative uses for open space assets that are surplus to service needs and where this is compatible with planning policy.
- Continuing to work towards allowing third parties organisations to have greater responsibility/control of assets.

4.7.4 Policies

The following policies are proposed:

1	<p>Full cost recovery</p> <p>Cityparks to work towards full cost recovery for traded services e.g. work undertaken on behalf of other departments and remain open to the potential to expand commercial operations into new markets within and outside the council.</p>
2	<p>Invest to Save</p> <p>Develop a targeted capital programme for the city's open spaces, via Prudential Borrowing, where the business case demonstrates that this investment will lead to medium term reductions in net revenue budgets.</p>
3	<p>Adoptions</p> <p>Open space assets funded by development or community initiatives should only be adopted by the city council if they are accompanied by a suitable commuted sum or other viable agreed terms.</p>
4	<p>Assets review</p> <p>Review small scale-enabling development opportunities on parks land and buildings, such as disused buildings being brought into commercial use, and link to the City Plan if sites have already been identified for alternative use.</p>
5	<p>Asset transfers – Lease / Licences</p> <p>Undertake a feasibility study on the potential transfer of lease / licenses of open space assets. Where the business case demonstrates that this will support reduction in service costs, empower local organisations and lead to an overall improvement in services to the public.</p>

4.8 Partnership and Collaboration

Partnerships can be formed between a number of individuals, agencies or organisations with a shared interest. There is usually an overarching purpose for partners to work together and a range of specific objectives. Partnerships are often formed to address specific issues, or deliver capital projects, and may be short or long term. There are a number of key principles of partnership working.

- openness, trust and honesty between partners
- agreed shared goals and values
- regular communication between partners

CityParks has been working in partnership with various organisations for a number of years and the Open Spaces Strategy provides the opportunity to expand this approach to service delivery.

Partnerships in open space management provide the opportunity to bring together new sets of skills from different organisations, allow the 'pooling' of financial and staff resources towards achieving common goals, and also support fundraising where different partners can access a variety of funding sources; example's, third sector organisations can often bring funding to a partnership with a local authority that the council service cannot access.

Some forms of partnership can be informal and based around networking, skills and knowledge transfer. Others can be based around a formal services contract or lease, but have specific clauses that emphasise the mutual benefits of the arrangements and specify a collaborative approach to service delivery. The strategy will seek to create more formalised partnership in the future with the private, public and third sector where possible.

Opportunities for partnership working in delivering the Open Spaces Strategy include:-

- Continuing to deliver the plans for the Biosphere working in partnership with South Downs National Park Authority, Sussex Wildlife Trust, the National Trust and a range of local organisations.
- Developing collaboration with City in Bloom and Community Works to develop the city-wide park groups network.
- Establishing a formal partnership with the proposed Brighton and Hove Parks Foundation towards shared fundraising and service improvement goals.
- Establishing a formal partnership with Plumpton College and landscape businesses to develop the parks volunteering programme.
- Increasing working with other local authorities.
- Developing formal partnerships with sports clubs based on expanding and or transferring of sports facilities from the city council to the clubs.
- Developing a new grazing partnership to sustain the management of chalk downland and lookering, linked to the end of the existing Higher Level Stewardship agreement.
- Continue to work with and build relationships with organisations such as the Food Partnership, Community Payback and the Probation service.

Proposed Policy:

a) Build more formal partnership with the private, public and third sector organisations.

Section 5 References, Policies and Research

DRAFT

Policies and Research

OSS: Strategy and Policy List – and documents reviewed

- City Plan 1 adopted March 2016
- Corporate Plan 2011-2015
- Local Plan (2005)
- Core Strategy (2010)
- “Fair Play” (2016)
- “The Place to Play” (Play Strategy) – (2005)
- Sports and Physical Activity Strategy (2013-2018)
- Tree and Woodland Strategy (draft)
- Corporate Building Maintenance Strategy 2015-2018
- Seafront strategy (draft, 2012)
- Happiness: Our mental health and well-being strategy (2014)
- Community Safety Crime Reduction and Drugs Strategy 2011-2014
- Allotments strategy 2014-2024
- Volunteer Strategy and Toolkit (2016-2020)
- “Joining the Dots” (2010-2015)
- Noise strategies and action plans
- Public realm study “Public Life Public Space”
- Equalities and access strategy
- Equality and Inclusion Policy 2012-2015
- Sustainable Community Strategy – “The Connected City”
- B&H Climate Change Strategy (2011-2015)
- B&H Traveller Commissioning Strategy 2012
- Tourism Strategy 2008-2018
- Local Development Framework (LDF)
- B&H conservation strategy 2003 (heritage)
- Community Engagement (CE) Framework
- Sustainability Action Plan
- Culture strategy
- Education strategy
- Crime and disorder strategy
- Local transport plan
- Policy on the Control of Dogs
- *Regeneration strategy*

Other local authorities’ documents

- Birmingham Green Living Spaces Plan 2013
- Blackburn with Darwen Open Space Strategy 2006
- Bournemouth Borough Council Green Space Strategy 2007-2011
- Bristol Parks and Green Space Strategy 2008

- Darlington Open Space Strategy 2007-2017
- Edinburgh Open Space Strategy (2010)
- London Borough of Enfield – Parks and Open Spaces Strategy (2010-2020)
- Thurrock Green Spaces Strategy 2006-2011
- Torbay Local Development Framework 2005-2026 Greenspace Strategy (adopted Supplementary Planning document)
- London Borough of Tower Hamlets: Open Spaces Strategy 2006-2016
- Walsall Green Space Strategy 2012-2017
- Watford Green Spaces Strategy 2013-2023

Other organisations' documents

- CABE: Community-led Spaces – a guide for local authorities and community groups (2010)
- CABE Space: Decent parks? Decent behaviour? The link between the quality of parks and user behaviour
- Green Spaces: The Benefits for London – City of London Corporation (2013)
- Whose Reality is it Anyway: Understanding the impact of Deprivation on Perceptions of Place. Perceptions of Place research paper by Keep Britain Tidy (2011)
- A Sense of Freedom: The experiences of disabled people in the natural environment. Natural England (2008)
- “Valuing Greenness – Green spaces, house prices and Londoners’ priorities (2003) – GLA Economics
- Royal Horticultural Society “Gardening for All” – Thrive, Gardening to Change Lives – a guide to including gardeners who have sight loss in communities
- “A Nature and Wellbeing Act” – A Green Paper from the Wildlife Trusts and RSPB
- The Play Return” – a review of the wider impact of play initiatives by Tim Gill (2014) – commissioned by the Children’s Play Policy Forum

References

ⁱ PHE&UCL. Health Equity Briefing 8. September 2014

ⁱⁱ Happiness: Brighton & Hove Mental Health and Wellbeing Strategy 2014-2017 Brighton & Hove Clinical Commissioning Group

ⁱⁱⁱ Communities and Local Government Committee Public Parks Inquiry, July 2016 first report “What do people think about their local parks”
<https://spark.adobe.com/page/Cu7ttIsXspLhK/>

^{iv} Heritage Lottery Fund’s (HLF) ‘State of UK Public Parks’ second report

^v HLF and Big Lottery Fund (BLF)- funded ‘Rethinking Parks’ programme, (NESTA)

^{vi} Open Space, Sport and Recreation Study 2008/9 report by PMP

^{vii} Open Space Study Update 2011 report by JPC Strategic Planning & Leisure Ltd

^{viii} Planning Policy Guidance 17: Planning for open space, sport and recreation

^{ix} City Plan Part 1, Brighton & Hove City Council, adopted March 2016

^x South Downs Local Plan (not adopted)

<https://www.southdowns.gov.uk/planning/planning-policy/national-park-local-plan/local-plan-preferred-options-public-consultation/>

^{xi} 'The State of Play' Groundwork South and Brighton & Hove City Council 2016

^{xiii} The Habitat Directive 92/43/EEC EU Habitats Directive (92/43/EEC), as implemented in England and Wales by the Conservation of Habitats and Species Regulations 2010

^{xiv} Brighton & Lewes Downs UNESCO World Biosphere Region Management Strategy 2014-19,

^{xv} Brighton and Hove Local Biodiversity Action Plan 2013 adopted Environment and Sustainability Committee on 6th February 2013

^{xvi} Higher Level Stewardship Agreement (2011-2021)

^{xvii} Rights of way improvement Plan

^{xviii} The Play Pitches Strategy (PPS), (Knight Kavanagh and Page) 2016

^{xix} Brighton & Hove City Council Allotment Strategy 2014

^{xx} Brighton & Hove Local Plan 2005 Brighton & Hove City Council

^{xxi} The Conservation Strategy 2015 was approved by the Economic Development and Culture Committee on 15 January 2015

^{xxii} Brighton & Hove Draft Community Safety Strategy (2014-2017)

^{xxiii} Brighton & Hove, Rough Sleeping Strategy 2016: The City's Vision

^{xxiv} A Green Network for Brighton & Hove: 2009

-----End of Document-----

APPENDIX 2

Open Spaces Strategy 2017

Cityparks **Big Conversation** Consultation Report

CONTENTS

- **Background**
- **Methodology**
- **Headline Results**
- **Results**
- **Demographic Information**

Background

Brighton & Hove has approximately 147 parks including heritage parks, playing fields and green spaces, along with more than 3,000 allotments, 53 playgrounds, green verges and a section of the South Downs National Park. They are our largest asset covering 1,500 hectares (3,707 acres). Most of the city's green public spaces are managed by the council and supported by volunteers and Friends groups.

Cityparks ran the "Big Conversation" parks and open spaces public consultation to gather widespread opinions on priorities for Cityparks for the next ten years (2017-2027.) The consultation was designed to be one of the primary ways of informing the direction of an updated Parks and Open Spaces Strategy (OSS.) The last OSS was adopted in 2006.

The updated OSS will help inform the future development of the service and budget decisions. It will provide a clear prioritised framework for the long-term management of infrastructure against a backdrop of ongoing financial cuts in Cityparks and across all city services.

The consultation ran from 23 August to 28 October 2016. 3,542 people gave feedback through the online portal, with around 100 further representations being made by email, post, telephone or letter directly to Cityparks. This is one of the highest consultation rates ever achieved by the city council, reflecting the importance and passion residents, visitors and other groups place on parks and open spaces.

Methodology

In order to contact hard to reach groups the council worked with 'Community Works' who membership covers 450 third sector groups including: disability, special needs, the elderly and those less able to access the internet.

Working with Community Works Cityparks attended several public meetings promoting the Open Spaces Strategy, learning from the audience about their issues and concerns. Community Works have subsequently provide a formal response of their views about the consultation.

Cityparks also visited Whitehawk library and health hub and spoke with a disability/specialist group to complete a response with their service users.

Flyers were sent to every school in the city and over 6000 additional leaflets were distributed by 'Friends of Parks' and community groups. Two hundred A2 posters were located at our main parks. Cityparks officers visited areas to the east of the city where responses were lower than the other locations

Throughout the campaign the Communications team put out tweets from the main council account which has 45,000 followers, this was retweeted by other council departments. It was also promoted on Facebook receiving 6,000 likes. Other media for promotion included signs in parks, and a film made with park users.

Printed flyers were widely distributed and also emailed through 'Friends of groups, Cityparks' community networks, schools, residents' associations and specialist user groups. Partway through the consultation a mapping exercise was conducted to identify areas where response rates were lower, and to ensure areas of multiple deprivation were sufficiently covered: visits and other renewed communication efforts were made to distribute information in these areas.

Additional flyers were distributed to 'Friends of groups' who had indicated that they would actively hand out or distribute flyers in their area. Postcode data from the midway results were used to target communities where there had been a low response: mainly in the east of the city: Whitehawk, Woodingdean, Rottingdean and Saltdean. Primary schools in these areas distributed fliers in book bags. Libraries, local community centres and cafes in the area were also targeted.

Location	Flyers	Posters
Whiteway community centre (Rottingdean)	10	1
Whitehawk library	30	0
Whitehawk Community Café	50	0
Whitehawk Primary School	560	0
Jubilee Library	600	3
Rottingdean Library @ The Grange	100	0
Woodingdean Community Centre	50	0
Java Community Café, Woodingdean	50	0
Hollingbury Burstead Woods	100	5
Community Development Worker Hollingdean	150	10
Brunswick in Bloom	100	4
Stoneham Park	200	6
Westdean Barn	200	8
Saltdean Residents Association	250	7
The Level	400	5
Trust for Developing Communities	750	0
St Ann's Well Friends of	600	40
City in Bloom	100	2
The Deans Leisure Centre	50	0
Preston Village Conservation Society	30	0
Woodingdean Primary	500	0
Our Lady of Lourdes, Rottingdean	210	0
Parc charity shop, Rottingdean	50	0
Saltdean Primary	540	0
Saltdean café seafront	100	0
Saltdean Library	100	0
Hove lagoon	100	2
Schools	1380	69
Total	7360	162

Paper copies of the questionnaire were also made available on request and a number of internal and external organisation sent non application comments that were also considered in the report.

Adverts were placed in community newsletters covering six areas of the city; Fiveways (circulation 3,000), Hanover (3,200), West Hove (5,500), Queens Park (3,500), Hove Park (3,000), Kemptown (3000), Poets Corner (3,200), plus lead articles in community magazines circulated in Hangleton & Knoll and North Laine.

3,000 postcards were sent to a random selection of addresses across the city inviting people to go online to take part.¹

Headline findings

There were 3542 responses to this questionnaire, 3535 were received online through the council's consultation portal and 7 paper copies were returned.

- 1) In answer to the question "How did you find out about this questionnaire": 1427 (36.7%) heard about it through social media and only 118 (3%) through receiving a postcard by mail.
- 2) Parks and Gardens were used almost once a day by 45% of all respondents, 31.1% of all respondents used Natural and Semi Natural open spaces at least once a week and 77.5% of respondents Never visited Allotments.
- 3) The typologies can be ranked in the following way based on the number of times they were mentioned as the most important for the council to focus financial resources on:
 1. Parks and gardens
 2. Children's playgrounds
 3. Semi-natural and natural spaces (eg. South Downs National Park, access through agricultural land etc.)
 4. Outdoor sports facilities (eg. football pitches, tennis courts, outdoor gyms etc.)
 5. Smaller grass areas (such as those around schools and roads)
 6. Allotments
 7. Cemeteries
- 4) The top 5 reasons for visiting a park were:
 1. Relaxing
 2. Contact with nature
 3. Play
 4. Sport
 5. Going to an event

¹ These addresses were taken from the Land & Property Gazetteer. Each Local Authority is required to produce a Local Land & Property Gazetteer (LLPG), a centralised unique address database. Brighton & Hove City Council's LLPG has been created from 10 different system databases, including Electoral Registration, Land Charges, Council Tax and the Postcode Address File (PAF)

- 5) The top 5 specific park features that Cityparks should focus maintenance resources on in the future were:
 1. Trees in parks
 2. Children's play equipment
 3. Grass in parks
 4. Wildlife areas
 5. Parks buildings (pavilions, cafes etc)

- 6) 2608 (74.2%) of respondents tend to agree or strongly agree when asked "How much do you agree with the approach of replacing pieces of play equipment from children's playgrounds with natural play features?".

- 7) 1565 (45.4%) would rather that the overall number of playgrounds is reduced, by removing smaller less-used sites, but bigger sites are maintained to a good standard. 1138 (33.0%) would rather the overall number of playgrounds is maintained but a drop in quality is experienced across all sites.

- 8) 2374 (67.6%) of respondents thought that we should further explore the option of establishing not for profit organisations in Brighton & Hove to maintain or raise funds for our parks and open spaces.

- 9) 2749 (77.9%) of respondents stated that they did not formally or informally help to maintain their local park on a voluntary basis.

- 10) 701 (40%) of respondents that do formally, or informally, help with maintenance are picking up litter, 457 (65.2%) of these picked up litter at least once a week.

- 11) 1962 (56.4%) of respondents would be interested or fairly interested in helping with the maintenance of their local parks or open space. The most common roles that would be fulfilled were; Picking up litter, Mowing areas of grass, Weeding and Pruning and cutting plants. The most popular frequency of commitment was once a month for these activities.

- 12) 1124 email addresses were given by people who were interested in helping to maintain their local parks or open space.

- 13) The reasons given when asked "What is stopping you assisting in maintaining your local park?"
 1. Time
 2. Instructions on what needs to be done
 3. Co-ordination with parks officers
 4. Permission
 5. Tools and equipment
 6. Skill and experience

- 14) 3085 (87.8%) of respondents said yes, in certain circumstances, they should be allowed to cut grass verges using their own tools if they want to.

15) 2481 (70.5%) of respondents tend to agree or strongly agree that grass verges could be cut less if they would not become an obstacle to the public.

16) The top 5 most cited subjects in the open comments question around changes that would 'help us to maintain the city's parks and open spaces with significantly reduced budgets' were:

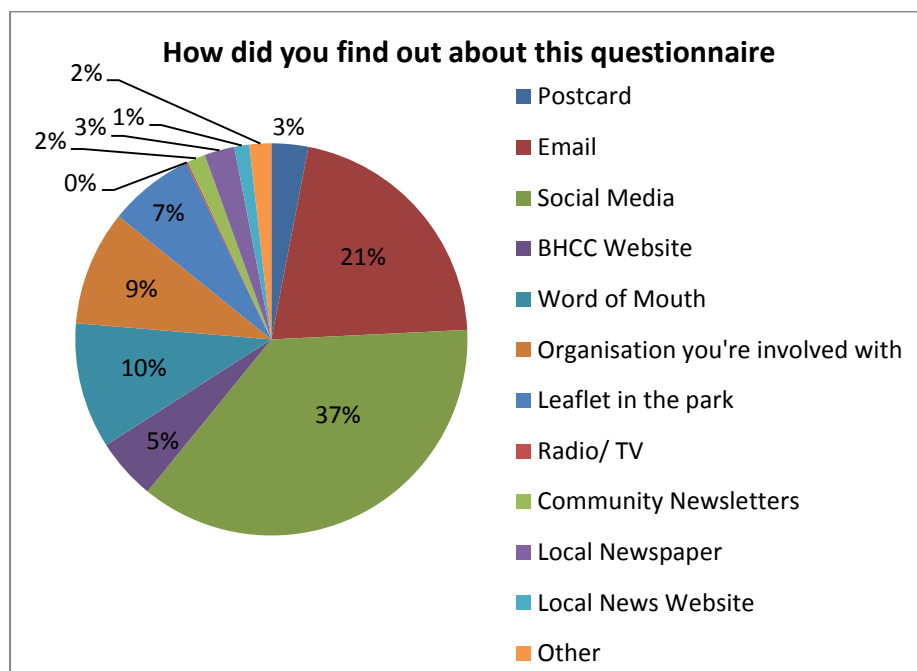
1. 403 responses were given on theme of "Work with groups of volunteers eg team building events"
2. 217 responses were given on theme of "Create new revenue streams".
3. 211 responses were given on theme of "More Wildlife areas".
4. 195 responses were given on theme of "Draw in private investment from businesses"
5. 162 responses were given on theme of "Lobby for an increase in funding from central government"

Results

Q1 How did you find out about this questionnaire? (Please tick all that apply)

Response base 3528. Some respondents identified more than one source: the total of 3892 routes of communication reflects this.

How did you hear about this questionnaire	Number of times mentioned	% of times mentioned
Social Media	1427	36.7
Email	824	21.2
Word of mouth	404	10.4
Through an organisation you are involved with:	369	9.5
Leaflet in the park	274	7.0
Brighton & Hove council website	197	5.1
Received a postcard in the post	118	3.0
Local Newspaper	97	2.5
Other	70	1.8
Community Newsletters	58	1.5
Local News Website	48	1.2
Radio/TV	6	0.2
Total	3892	100.0

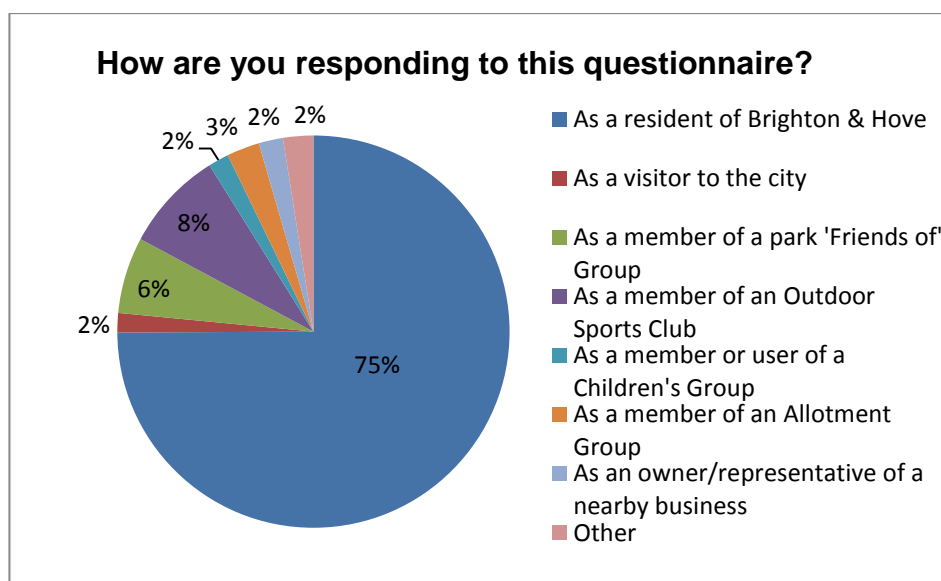


Q2 How are you responding to this consultation? (Please tick all that apply)

Response base 3536.

How are you responding to this consultation? As a:	Number of times mentioned	% of times mentioned ²
Resident of Brighton & Hove	3336	75.0
As a member of an Outdoor Sports Club	368	8.3
As a member of a park 'Friends of' group	281	6.3
As a member of an Allotment Group	119	2.7
As an owner or representative of a business located near to Parks and Open Space	90	2.0
As a member or user of a Children's Group	74	1.7
A visitor to the city	72	1.6
Other	110	2.5
Total	4450	100.0

These are shown in the following chart:

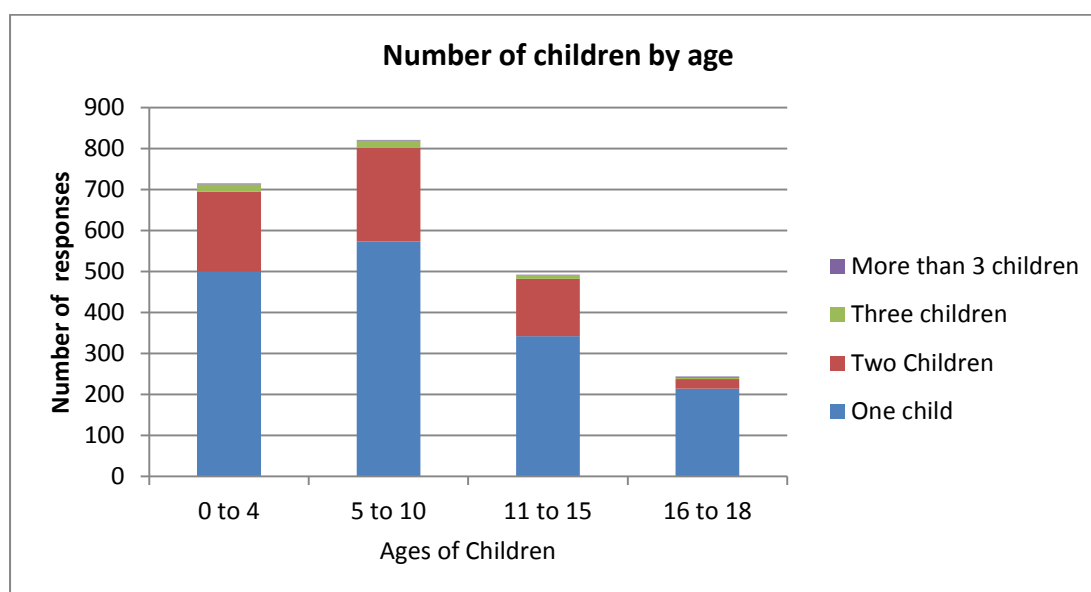


² Respondents could identify as more than one of these categories therefore percentages will not total 100

Q3 How many children are there in your household?

A response base of 3289 answered this question: 1664 (46.9%) said they have children, 1625 (49.4%) have no children. Respondents with children:

Number of children/ Age	One	Two	Three	More than 3
0 to 4	499	195	18	3
5 to 10	573	228	18	2
11 to 15	342	140	9	1
16 to 18	214	24	3	3
Totals	1628	587	48	9

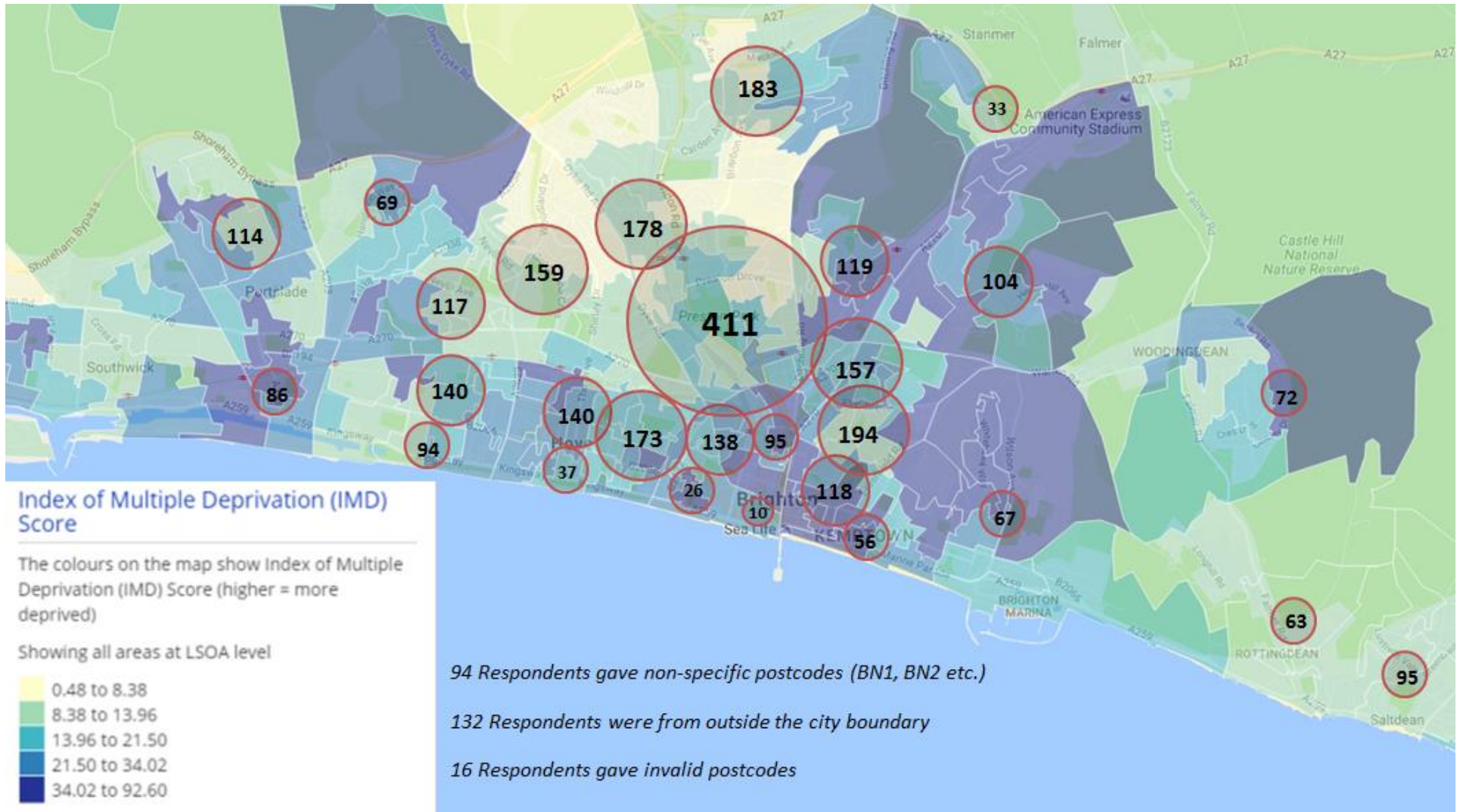


Q4 What is your postcode?

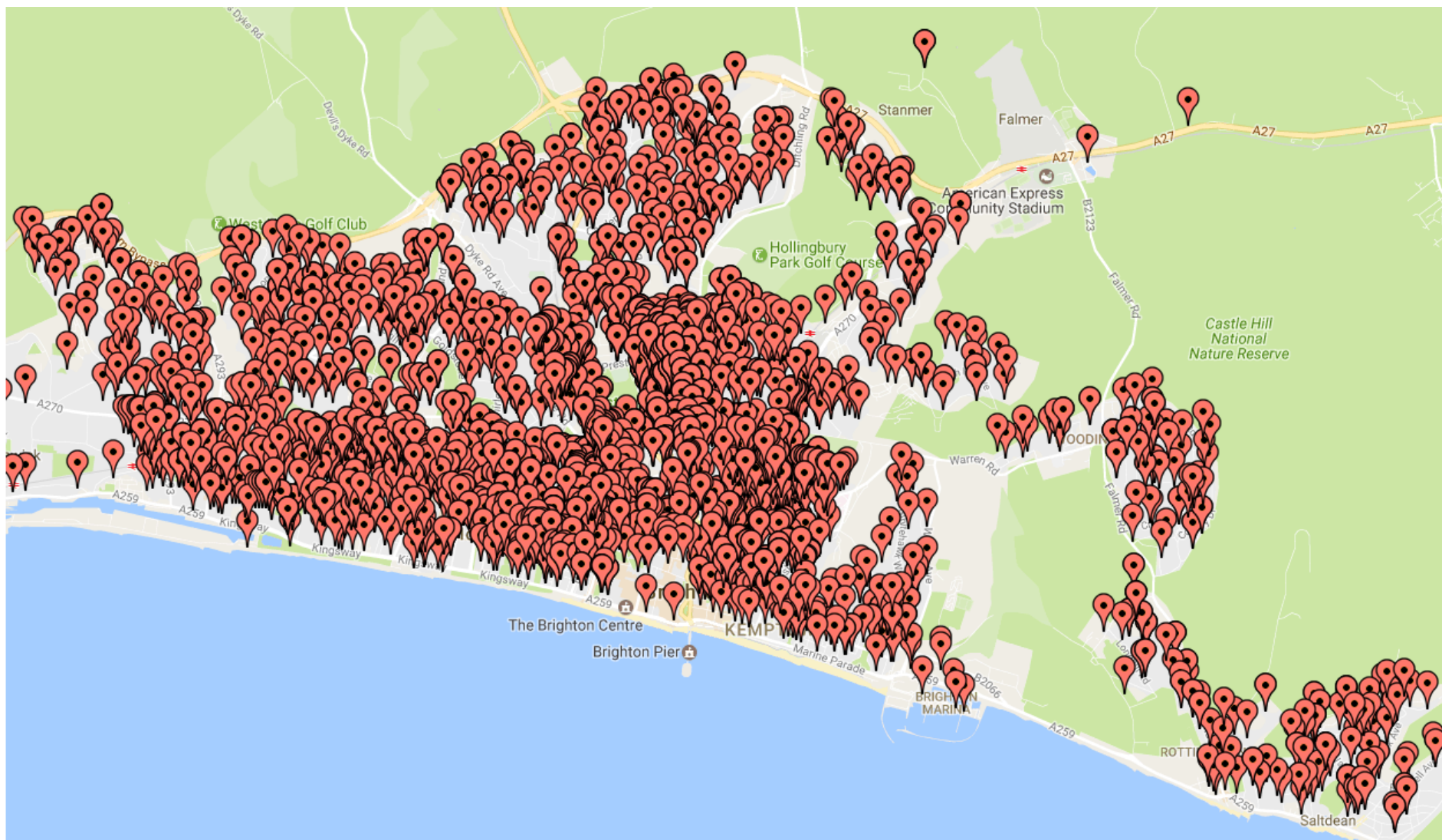
Response base 3473:

Postcode prefix	Number of responses
BN1	1218
BN2	949
BN3	969
BN41	205
Outside the city	132
Total	3473

Postcodes of respondents are mapped on the following page. These have been overlaid on a map showing the levels of multiple deprivation across Brighton and Hove:



Location map of online responses across the city.



Q5 How often do you use these different types of open spaces?³

Response base 3533: highlighted boxes show higher percentages for each type of open space use⁴.

How often use space	Almost every day		At least once a week		About once a month		Every six months		Once a year		Less often		Never		Don't know/ not sure		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No. ⁵	%
Parks and Gardens	1580	45.5	1466	42.2	351	10.1	49	1.4	7	0.2	4	0.1	14	0.4	3	0.1	3474	100
Smaller grass areas (eg around schools/ roads)	803	25.2	851	26.8	512	16.1	217	6.8	60	1.9	244	7.7	315	9.9	178	5.6	3181	100
Children's playgrounds	594	19.0	781	24.9	367	11.7	235	7.5	90	2.9	173	5.5	867	27.7	25	0.8	3132	100
Semi-natural & natural spaces ⁶	367	10.9	1049	31.1	1307	38.7	433	12.8	80	2.4	69	2.0	62	1.8	11	0.3	3378	100
Outdoor sports facilities (eg football pitches, tennis courts, outdoor gyms etc)	202	6.2	769	23.7	620	19.1	427	13.2	167	5.2	364	11.2	626	19.3	61	1.9	3236	100
Allotments	73	2.5	212	7.3	69	2.4	62	2.1	53	1.8	145	5.0	2237	77.5	36	1.2	2887	100
Cemeteries	28	1.0	70	2.4	224	7.7	287	9.8	266	9.1	563	19.3	1422	48.7	61	2.1	2921	100

³ All responses to this question

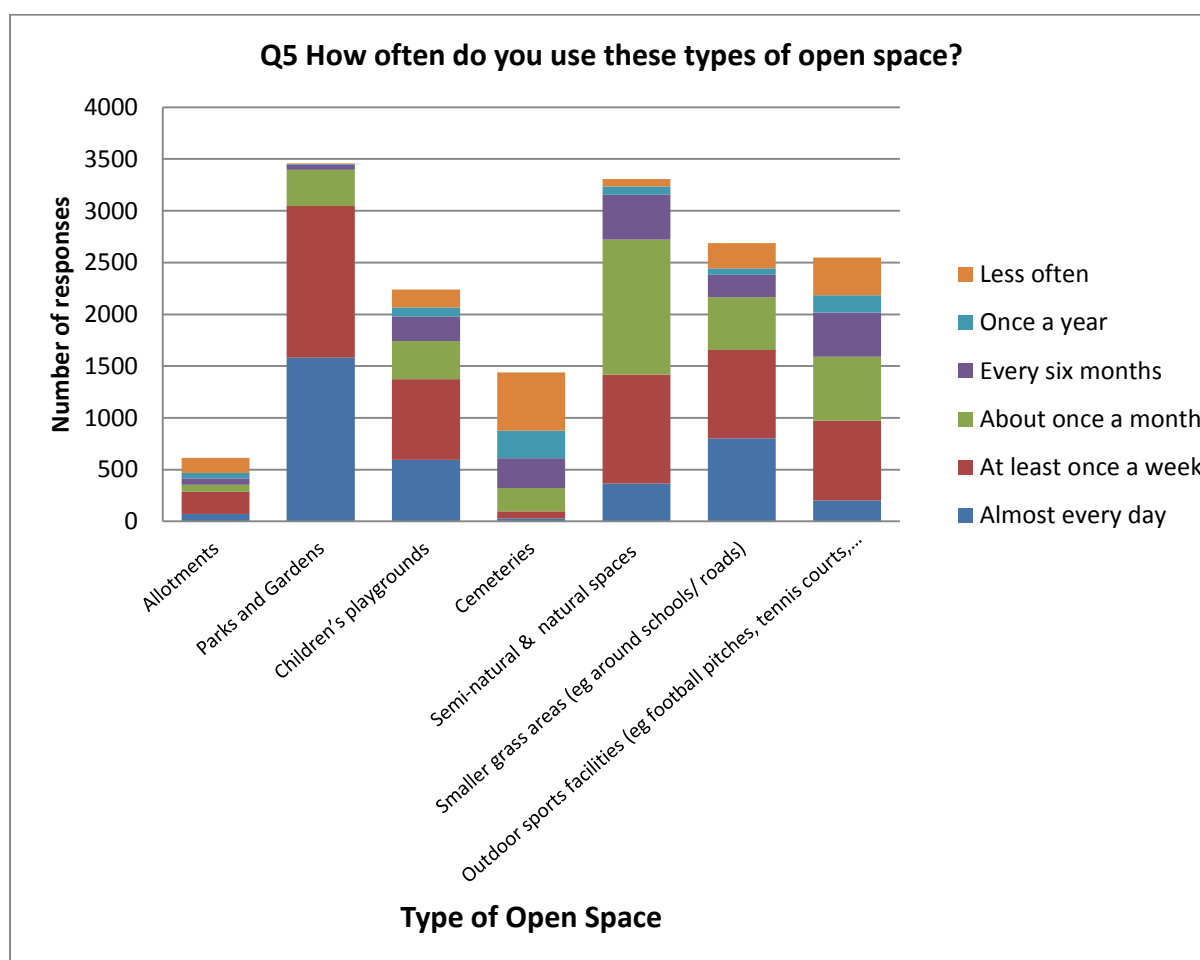
⁴ Where responses are positive to using various types of space

⁵ Number of respondents who answered for this type of open space

⁶ Eg areas in the South Downs

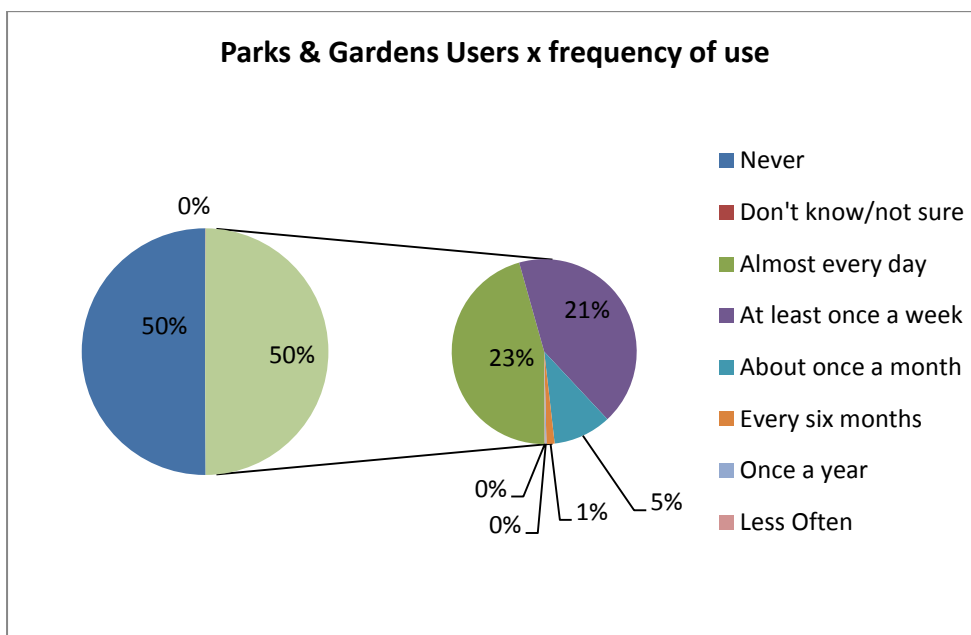
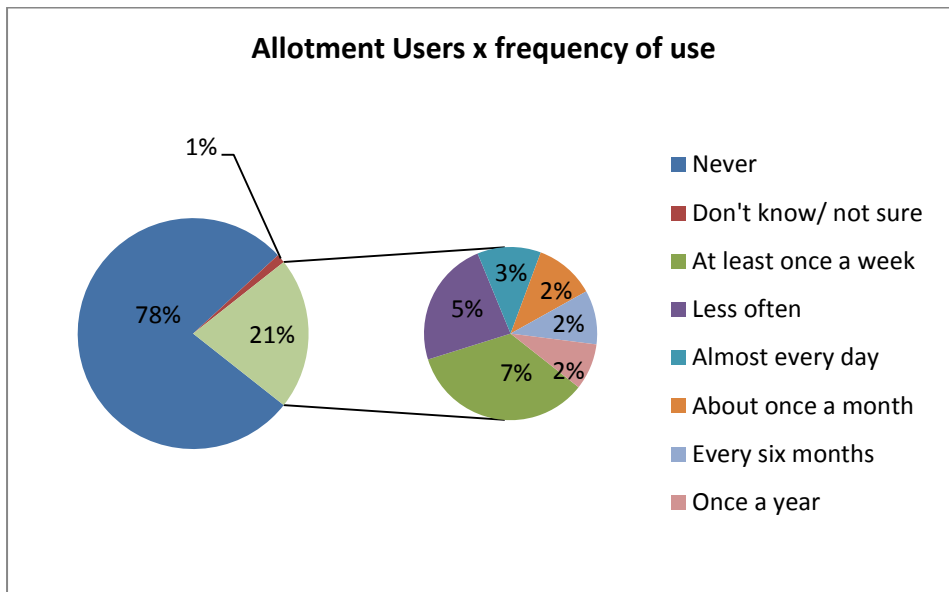
Responses for users of each type of open space are as follows⁷:

Type of Open Space	Number of responses	% responses
Allotments	614	3.8
Parks & Gardens	3457	21.2
Children's playgrounds	2240	13.8
Cemeteries	1438	8.8
Semi-natural & natural spaces	3305	20.3
Smaller grass areas	2687	16.5
Outdoor sports facilities	2549	15.6
Total	16290	100.0



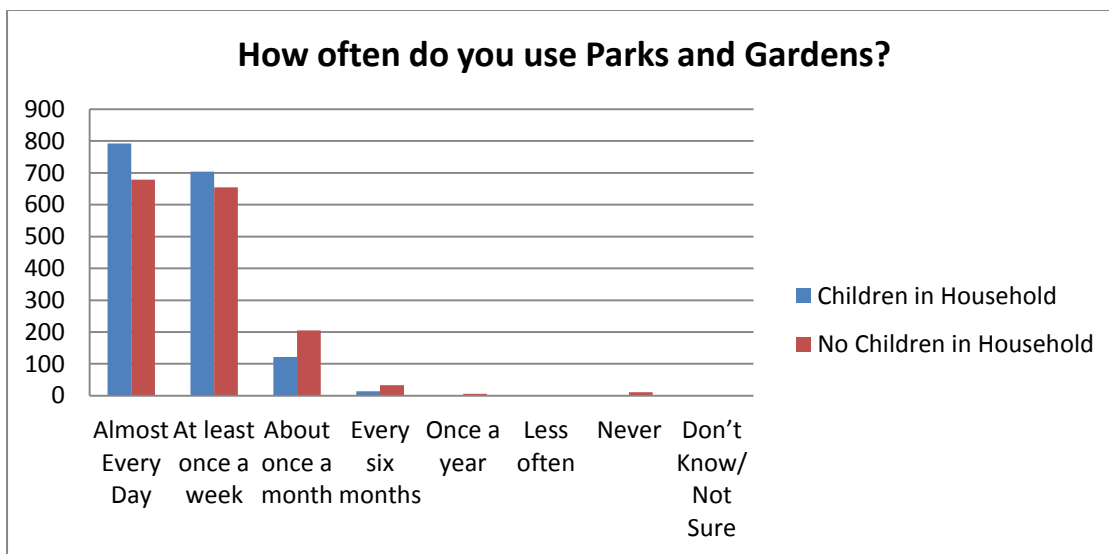
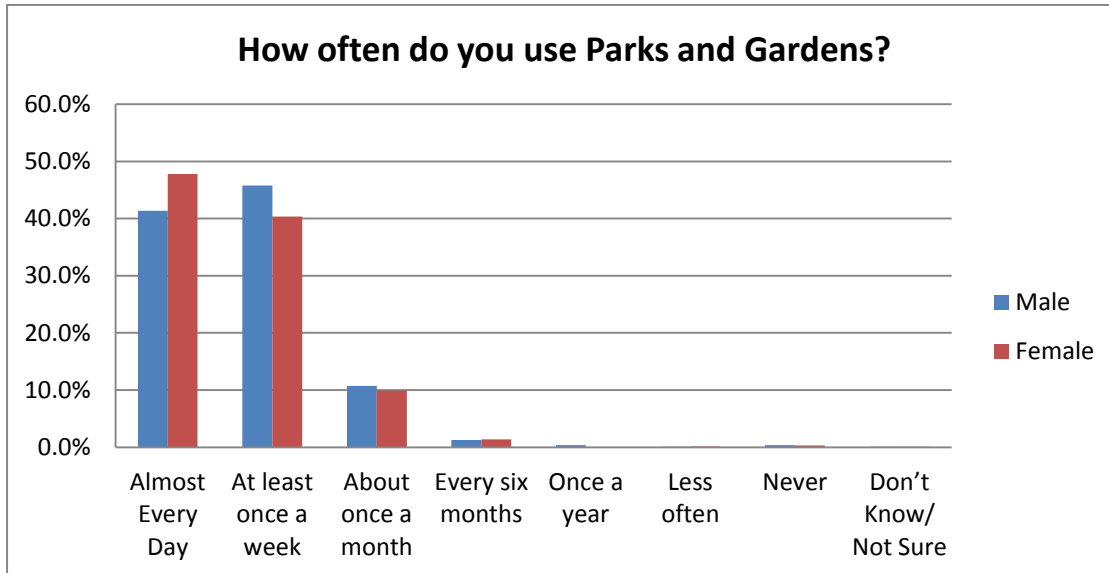
⁷ Does not include those who answered never or don't know/ not sure

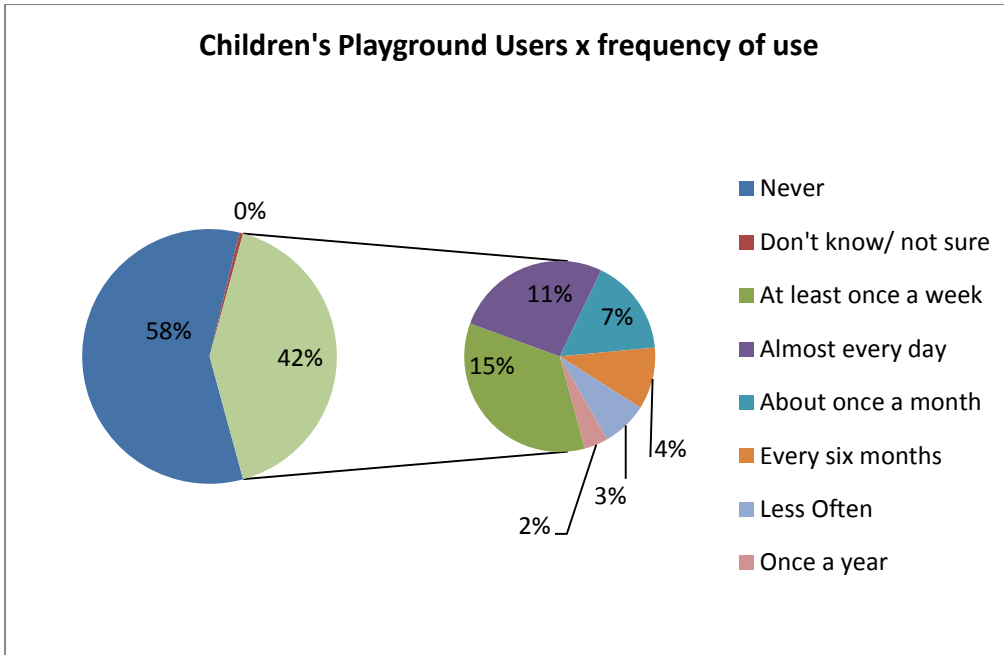
The distribution of responses from users who answered this question are shown in the following pie charts:⁸



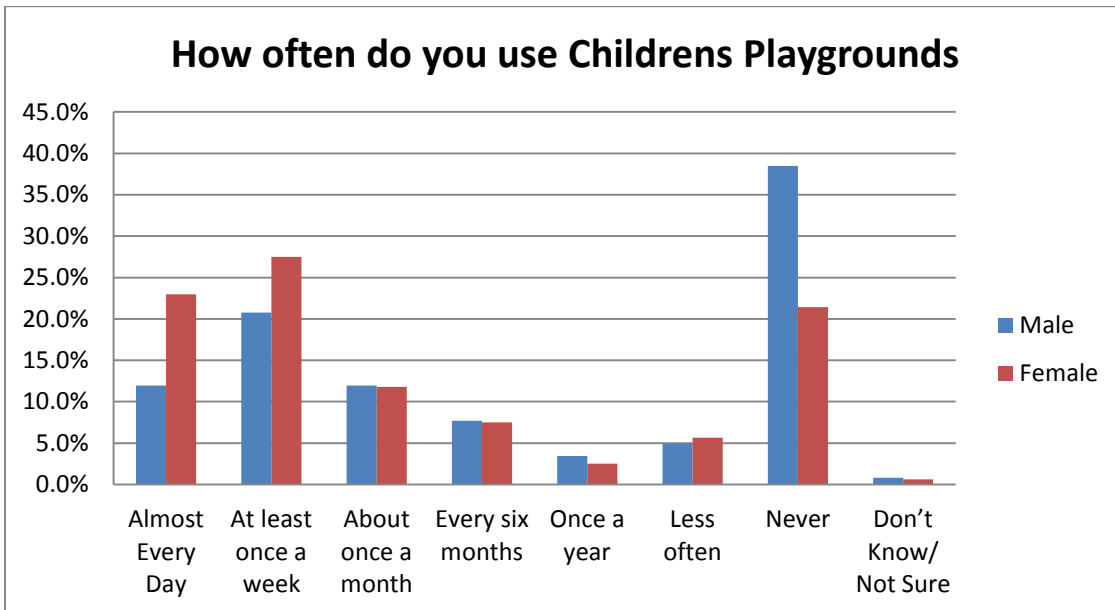
⁸ Distributed over pages 10-14, NB users of allotments are not necessarily allotment holders, especially those who visit infrequently etc.

The bar charts below show how parks and gardens are used differently between genders. As well as how often usage varies between households with children and households without.

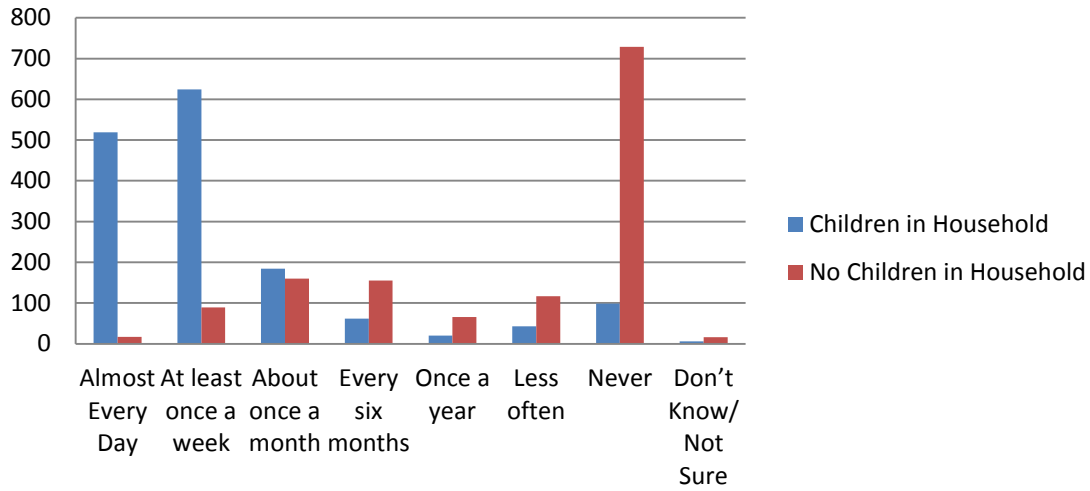




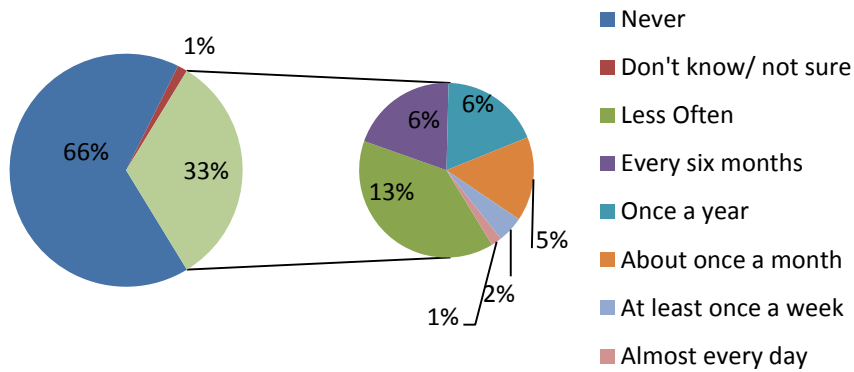
The bar charts below show how children’s playgrounds are used differently between genders. As well as how often usage varies between households with children and households without.



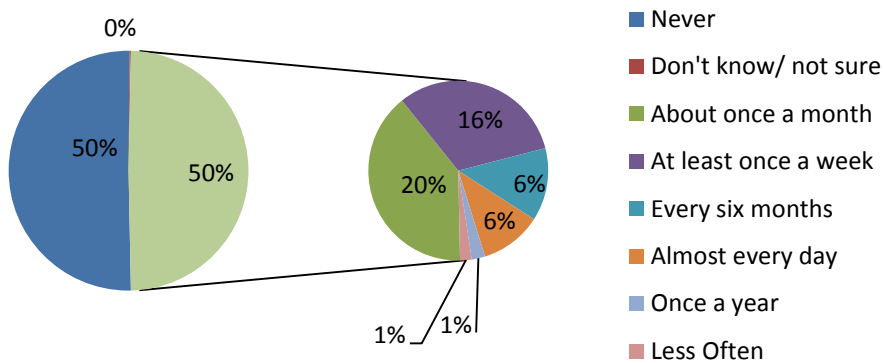
How often do you use Childrens Playgrounds?



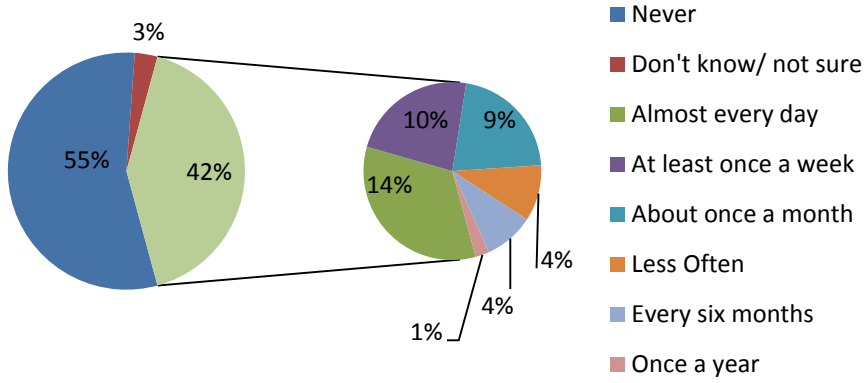
Cemetery Users x frequency of use



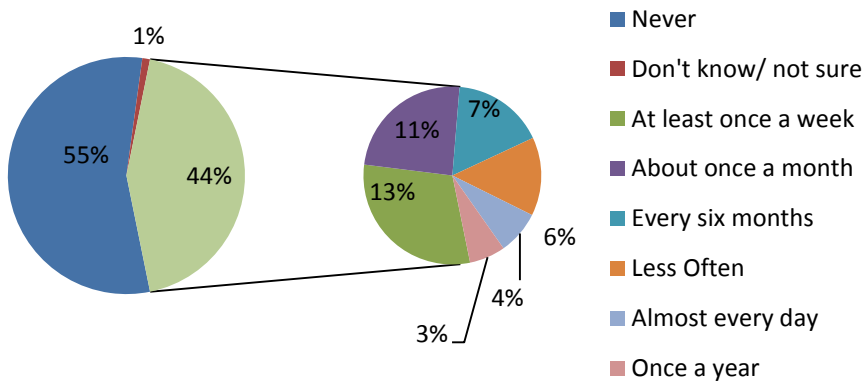
Semi-natural and natural spaces Users x frequency of use



Smaller Grass Area Users x frequency of use



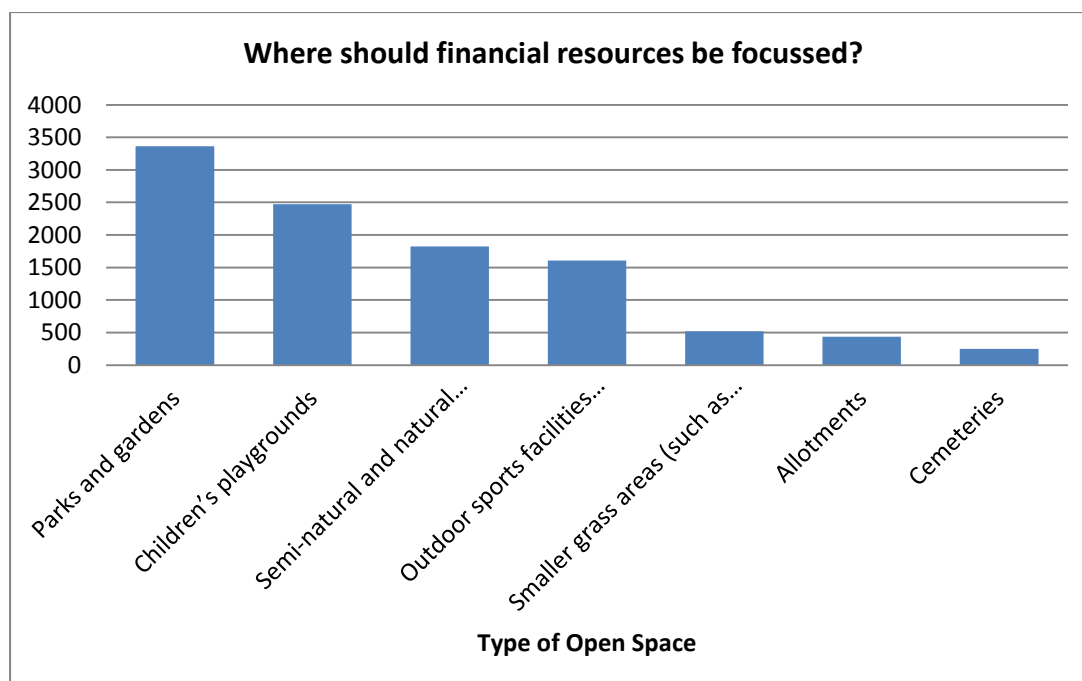
Outdoor Sports facilities Users x frequency of use



Q6 Please choose your top three types of open space that you think City Parks should focus their financial resources on?

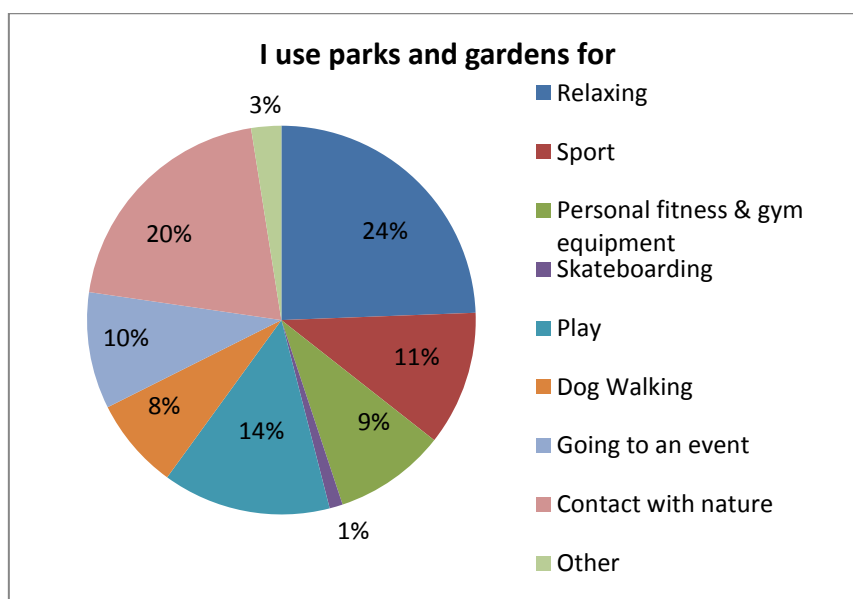
Response base of 3523:

Type of open space	Number of times mentioned	% of times mentioned
Parks and gardens	3365	32.2
Children's playgrounds	2471	23.6
Semi-natural and natural spaces (such as areas in the South Downs National Park, access through agricultural land etc.)	1821	17.4
Outdoor sports facilities (such as football pitches, tennis courts, outdoor gyms etc.)	1605	15.3
Smaller grass areas (such as those around schools and roads)	518	4.9
Allotments	435	4.2
Cemeteries	248	2.4
Total number of responses	10,463	100.0



Q7 Thinking about the city’s parks and gardens, what do you most commonly use them for? (Please tick all that apply) Response base 3527:

I use parks and gardens for:	Number of times mentioned	% of times mentioned
Relaxing	3106	24.4
Contact with nature	2580	20.2
Play	1782	14.0
Sport	1429	11.2
Going to an event	1233	9.7
Personal fitness & gym equipment	1180	9.3
Dog Walking	969	7.6
Other (listed as):	324	2.5
• Walking/ passing through / health walks	99	
• Socialising/ meeting friends	68	
• Outside space/ no garden / mental wellbeing / quiet	41	
• Entertaining children	39	
• Cycling	25	
• Picnics	23	
• Other sports activities	20	
• Gardening/planting	15	
• Working/Education (studying)	13	
• Using the cafe	9	
• Leisure activity (painting/photography)	8	
• Attending events	4	
• Visiting graves	1	
Skateboarding	142	1.1
Total number of responses	12,745	100.0

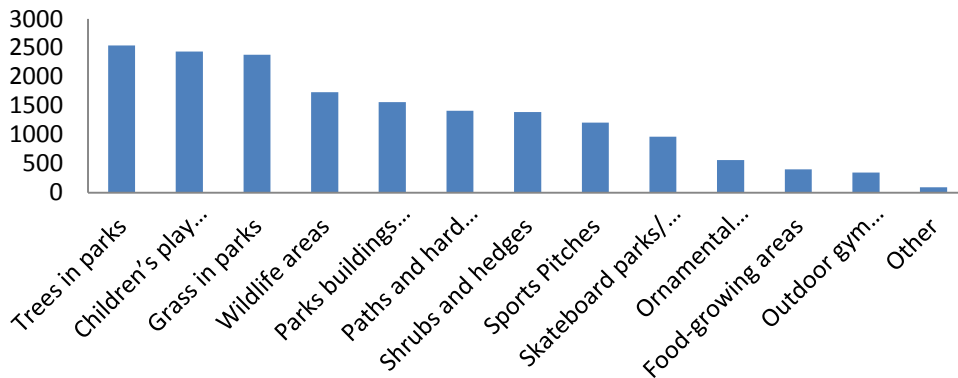


Q8 Please let us know which five specific park features you think we should focus our maintenance resources on in the future?

Response base 3526. Some respondents chose less than 5 answers.

Park Feature	Number of times mentioned	% of times mentioned
Trees in parks	2543	14.9
Children's play equipment	2436	14.3
Grass in parks	2384	14.0
Wildlife areas	1735	10.2
Parks buildings (pavilions, cafes etc)	1565	9.2
Paths and hard surfaces	1416	8.3
Shrubs and hedges	1394	8.2
Sports Pitches	1213	7.1
Skateboard parks, parkour equipment, youth facilities	966	5.7
Ornamental borders	568	3.3
Food-growing areas	404	2.4
Outdoor gym equipment	351	2.1
Other, listed as:	95	0.6
• Toilets	19	
• General litter clearing	16	
• More / more varied sports areas	14	
• Security, lighting and fences	12	
• All are important	9	
• Dog control/ dog waste/ dog free areas	8	
• Drug prevention and clear up	7	
• More sustainability projects	6	
• Water features/ponds	4	
• Traveller sites	2	
• Seating	2	
Total number of responses	17,070	100.0

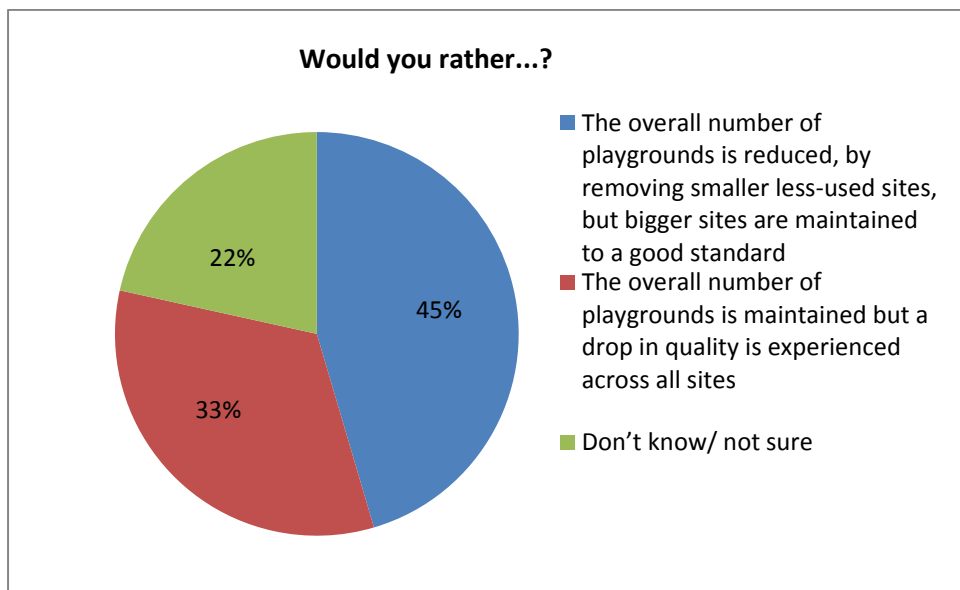
Q8 Which features should resources be focussed on?



Q9 Would you rather? (Choose one option)

Response base 3445

Would you rather:	Number	%
The overall number of playgrounds is reduced, by removing smaller less-used sites, but bigger sites are maintained to a good standard	1565	45.4
The overall number of playgrounds is maintained but a drop in quality is experienced across all sites	1138	33.0
Don't know/ not sure	742	21.5
Total	3445	100.0



Those with children and those without children answered this question from their point of view as follows⁹

Would you rather?	With children		No children	
	Number	%	Number	%
The overall number of playgrounds is reduced, by removing smaller less-used sites, but bigger sites are maintained to a good standard	751	46.4	707	44.6
The overall number of playgrounds is maintained but a drop in quality is experienced across all sites	580	35.8	475	30.0
Don't know/ not sure	289	17.4	403	25.4
Total	1620	100	1585	100

Q10 How much do you agree with the approach of replacing pieces of play equipment from children's playgrounds with natural play features?

Photographs were shown as examples of natural play features. Response base is 3518.

Replace with natural features	Number	%
Strongly agree	1118	31.8
Tend to agree	1490	42.4
Neither agree nor disagree	305	8.7
Tend to disagree	343	9.7
Strongly disagree	189	5.4
Don't know / not sure	73	2.1
Total	3518	100.0

2608 (74.2%) of respondents tend to agree or strongly agree with this statement
 305 (8.7%) of respondents neither agree nor disagree
 532 (15.1%) of respondents tend to disagree or disagree with this statement

The subject of "natural features" was mentioned 32 times in the free comments section (Q23).

The following table shows how those with or without children differ from the totals given above¹⁰.

⁹ Response base = 1620 for those with children and 1585 for those without children

¹⁰ Response base = 1654 for those with children and 1616 for those without children

How much do you agree with the approach of replacing pieces of play equipment from children's playgrounds with natural play features	With children		No children	
	Number	%	Number	%
Strongly agree	453	27.4	597	36.9
Tend to agree	692	41.8	686	42.5
Neither agree nor disagree	153	9.3	133	8.2
Tend to disagree	213	12.9	105	6.5
Strongly disagree	118	7.1	50	3.1
Don't know / not sure	25	1.5	45	2.8
Total	1654	100	1616	100

Q11 How much do you agree with the approach of removing pieces of play equipment as they come to the end of their functioning life and not replace them. This will retain maximum provision for as long as possible, though equipment could end up poorly distributed between sites.

Response base 3516.

Remove play equipment at end of its functioning life	Number	%
Strongly agree	243	6.9
Tend to agree	817	23.2
Neither agree nor disagree	475	13.5
Tend to disagree	1026	29.2
Strongly disagree	800	22.8
Don't know/Not sure	155	4.4
Total	3516	100.0

1060 (30.1%) of respondents tend to agree or strongly agree with this statement

475 (13.5%) of respondents neither agree nor disagree

1826 (52.0%) of respondents tend to disagree or disagree with this statement

The following table shows how those with or without children differ from the totals given above¹¹

Remove play equipment at end of its functioning life	With children		No children	
	Number	%	Number	%
Strongly agree	70	4.2	156	9.7
Tend to agree	307	18.5	462	28.6
Neither agree nor disagree	211	12.7	236	14.6
Tend to disagree	493	29.8	454	28.1
Strongly disagree	529	31.9	201	12.5
Don't know / not sure	46	2.8	104	6.4
Total	1656	100	1613	100

Q12 Can you suggest any playgrounds that are under used?

Response base 751.

362 respondents said no parks were underused or all were important. 76 indicated they did not know enough about local playgrounds to give a definitive answer. 39 said underused playgrounds only came about because they were poorly maintained, and 28 said outlying areas are the most underused and neglected playgrounds but did not give specific sites.

NB It should be noted that in the free comments box in Q23 34 respondents stated that park funding needs to be diverted away from city centre parks to suburban parks, which is at odds with the answers to this question.

The following map shows the distribution of responses.¹²

¹¹ Response base = 1656 for those with children and 1613 for those without children

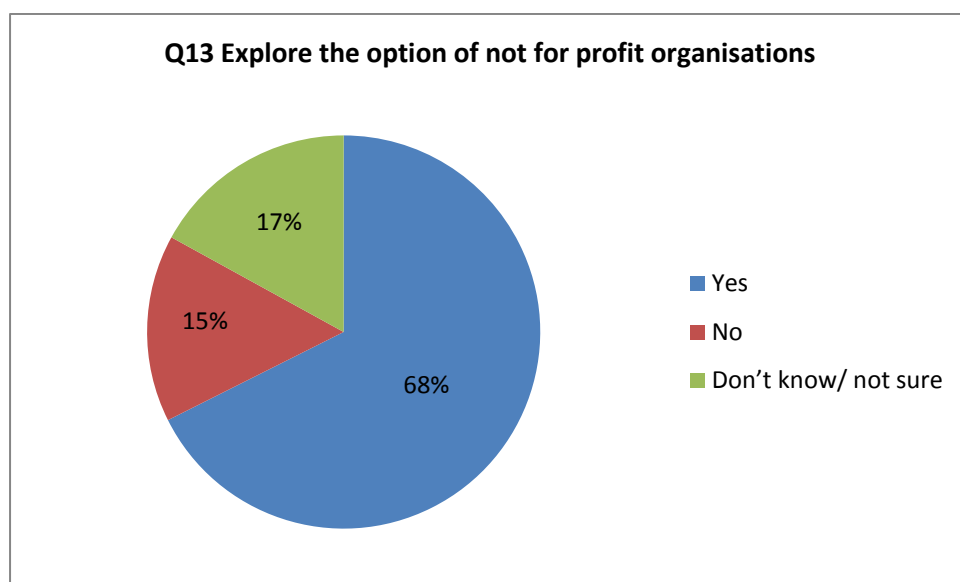
¹² A number of respondents (21) gave answers either of playgrounds outside the city boundary, parks without playgrounds, unspecified sites or names and locations that could not be found and placed.

NEW APPROACHES TO MANAGING PARKS

Q13 Do you think we should further explore the option of establishing not for profit organisations in Brighton & Hove to maintain or raise funds for our parks and open spaces?

Response base 3511

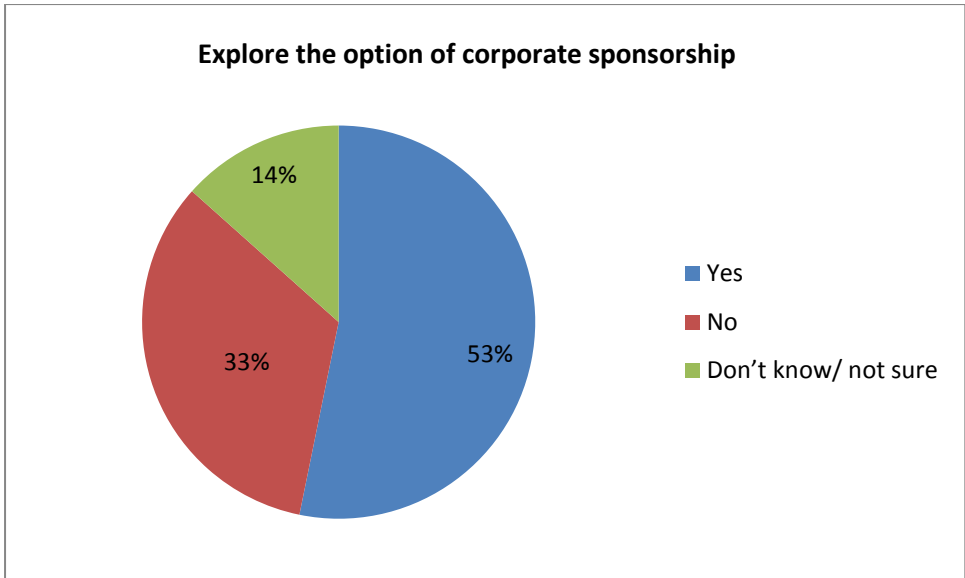
Explore the option of establishing not for profit organisations	Number	%
Yes	2374	67.6
No	539	15.4
Don't know/ not sure	598	17.0
Total	3511	100.0



Q14 Do you think we should explore the option to further business or corporate sponsorship and advertising in parks and open spaces?

Response Base 3519

Explore the option to further business corporate sponsorship or advertising in parks and open spaces	Number	%
Yes	1872	53.2
No	1174	33.4
Don't know/ not sure	473	13.4
Total	3519	100.0

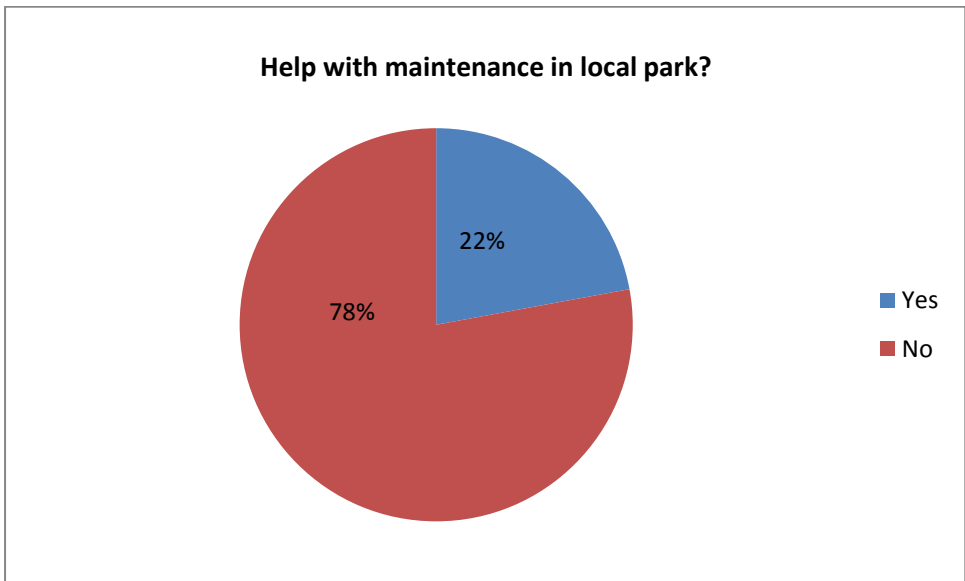


VOLUNTEERING

Q15 Do you formally, or informally, help with the maintenance of your local park or open space?

3529 respondents answered this question

Help with maintenance in local park	Number	%
Yes	780	22.1
No	2749	77.9
Total	3529	100.0



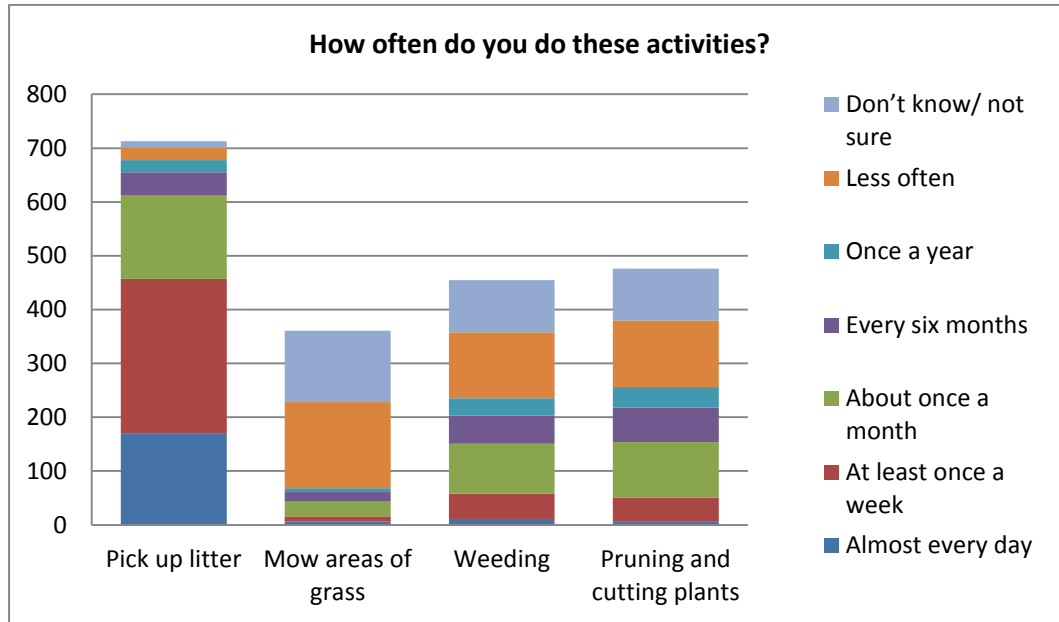
Q15a What do you do to help maintain your local park or open space and how often to you do it?¹³

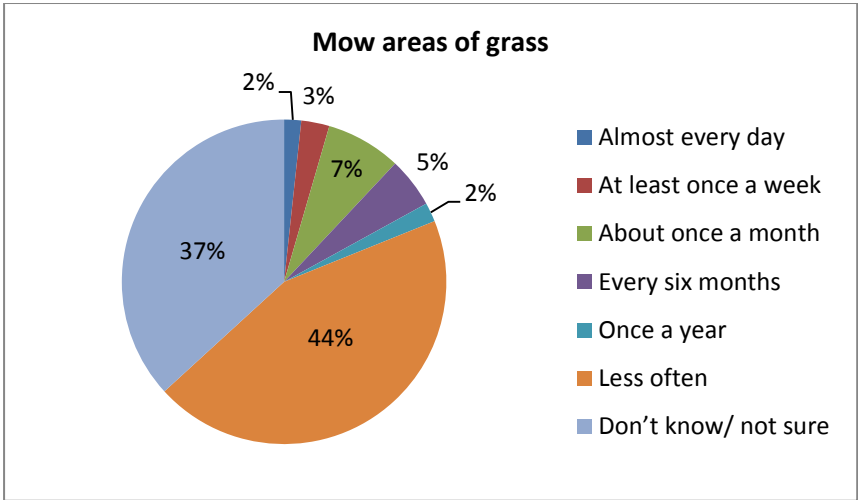
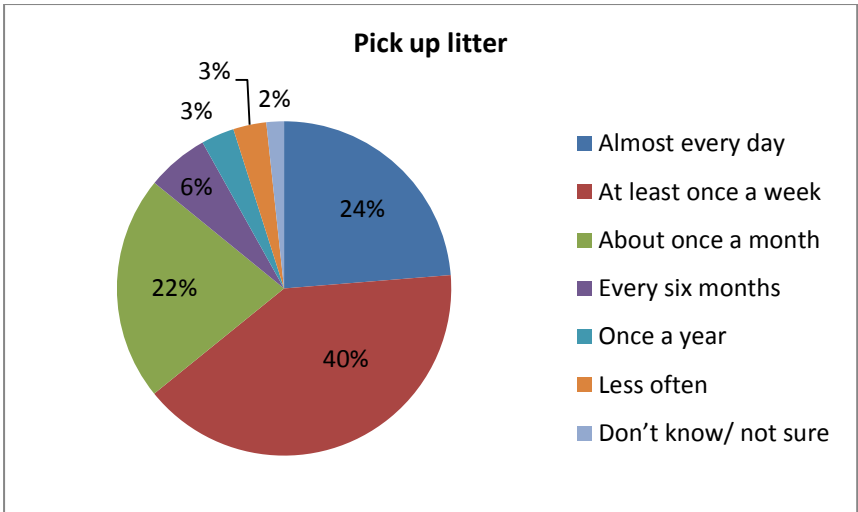
Response Base 1999.

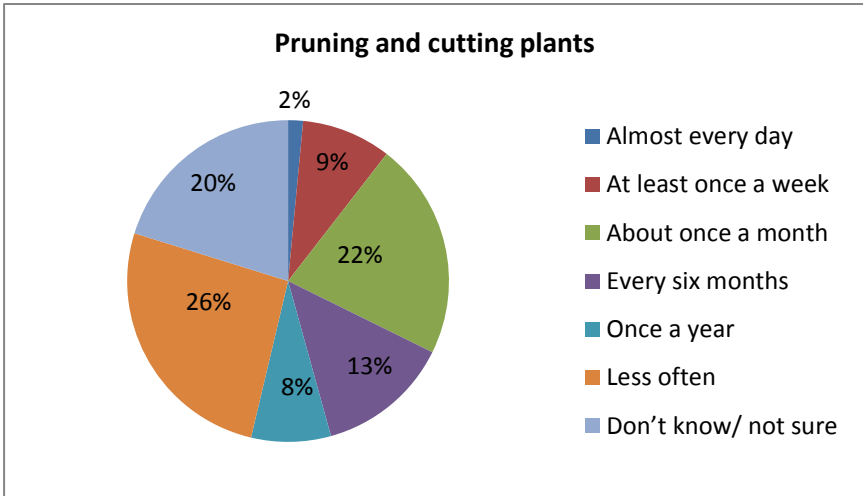
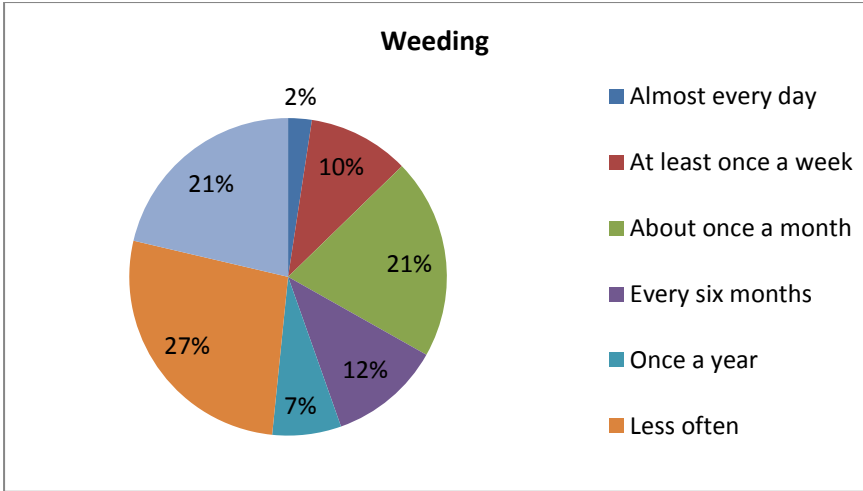
What do you do and how often?	Almost every day		At least once a week		About once a month		Every six months		Once a year		Less often		Don't know/ not sure		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No. ¹⁴	%
Pick up litter	169	23.7	288	40.4	155	21.7	43	6.0	23	3.2	23	3.2	12	1.7	713	100
Mow areas of grass	6	1.7	10	2.8	27	7.5	18	5.0	7	1.9	160	44.3	133	36.8	361	100
Weeding	11	2.4	47	10.3	93	20.4	52	11.4	32	7.0	123	27.0	97	21.3	455	100
Pruning and cutting plants	7	1.5	43	9.0	104	21.8	64	13.4	38	8.0	124	26.1	96	20.2	476	100

¹³ It cannot be determined whether respondents do these activities on their own or as part of a group, and whether they are through public spirited civic ownership of their surroundings

¹⁴ Number of respondents who answered for this type of open space







Q16 Do you informally help with the maintenance of your local park or open space in any other way:

Response base 747

Informally help with maintenance in local park	Number	%
Yes	324	43.4
No	423	56.6
Total	747	100.0

Q16a In what other way do you informally help with the maintenance of your local park or open space?

Response Base 324. There were 301 valid answers¹⁵. These 301 respondents identified ways in which they currently informally helped with maintenance. Some respondents stated more than one other way of informally helping with maintenance of parks.

Other ways of informally helping with maintenance of parks	Number of times mentioned	% of times mentioned
As a member of a friends group	42	10.8
Planting	26	6.7
Maintaining sport pitches/facilities or clubs	25	6.4
Volunteering, organising or attending park events	25	6.4
Challenging or confronting those misusing the park (dog owners, youths)	25	6.4
Maintaining/ clearing paths of branches and trees	21	5.4
Reporting (vandalism, damages, anti-social behaviour)	20	5.2
Working on gardening projects (wildflower meadows, community gardens)	19	4.9

¹⁵ 14 chose not to mention a specific activity, 9 did not give a valid answer (activities done in the past or no activity mentioned).

Painting, maintaining or cleaning equipment and features	16	4.1
Pond or water feature maintenance	16	4.1
Keeping an eye/Monitoring in general	16	4.1
Total number of responses including: Volunteer at 'clean up days', Observing, recording, monitoring wildlife and biodiversity, Promotion, Clearing dog waste, Fundraising for new equipment, Working for park related charities, Providing management skills/ advisory role, Building new features, Fundraising or maintaining fencing, Locking or unlocking gates, Clearing drug litter/sharp objects, Donations, Work with park rangers, Allotment maintenance, Educating on drug and alcohol abuse, Clearing large waste items/ furniture/ fly tipping, Pay council Tax	388	100.0

Q16b How often do you perform the other activity?

Responses base 319. 240 valid responses¹⁶ The top five answers are given below¹⁷.

How often do you perform the other activity?	Almost every day		At least once a week		About once a month		Every six months		Once a year		Less often		Don't know/ not sure		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
As a member of a friends group	1	2.6	4	10.5	23	60.5	5	13.2	1	2.6	0	0.0	2	5.3	38	100
Volunteering, organising or attending park events	1	4.3	2	8.7	5	21.7	7	30.4	8	34.8	0	0.0	0	0.0	23	100
Maintaining sport pitches/facilities or clubs	2	8.7	8	34.8	13	56.5	0	0.0	0	0.0	0	0.0	0	0.0	23	100
Reporting (vandalism, damages, anti-social behaviour)	1	6.3	4	25.0	7	43.8	2	12.6	1	6.3	0	0.0	1	6.3	16	100
Working on gardening projects (wildflower meadows, community gardens)	0	0.0	10	83.3	1	8.3	0	0.0	1	8.3	0	0.0	0	0.0	12	100

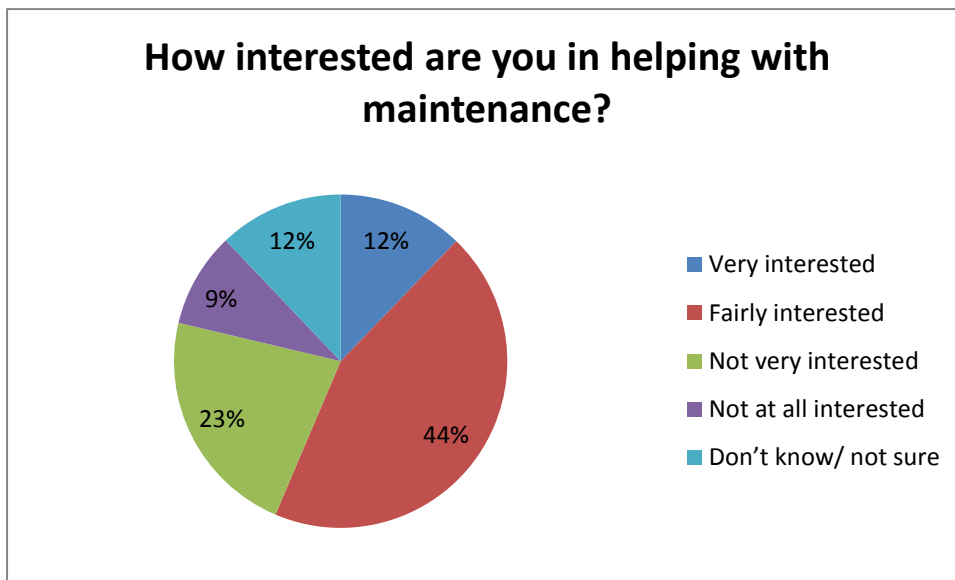
¹⁶ Cases where respondents had given no activity or had given multiple activities are not included below. 2 respondents did not give a frequency for how often they performed their other informal activity, and 5 indicated a time scale was 'not applicable'. Therefore there are 240 valid responses.

¹⁷ Based on totals for each row.

Q17 How interested, or not, would you be in helping with the maintenance of your local parks of open space?

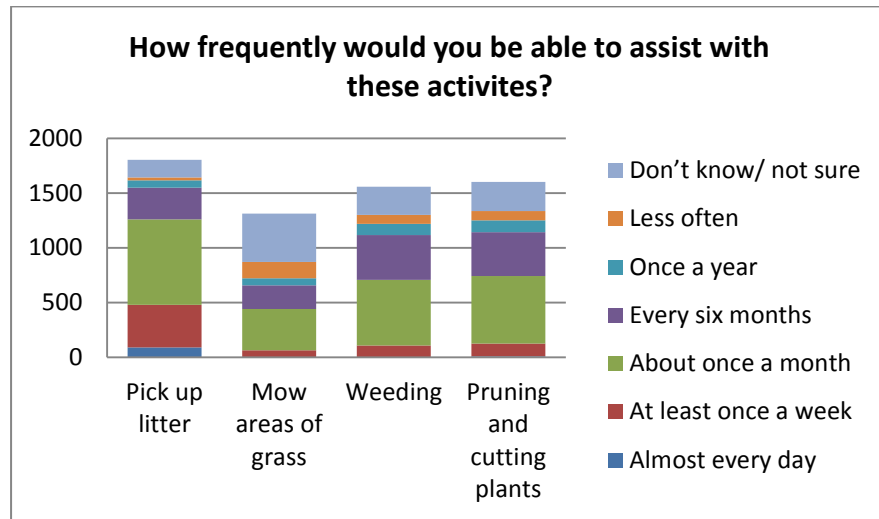
3477 respondents answered this question

How interested in helping with maintenance	Number	%
Very interested	426	12.2
Fairly interested	1536	44.2
Not very interested	776	22.3
Not at all interested	320	9.2
Don't know/ not sure	419	12.1
Total	3477	100.0

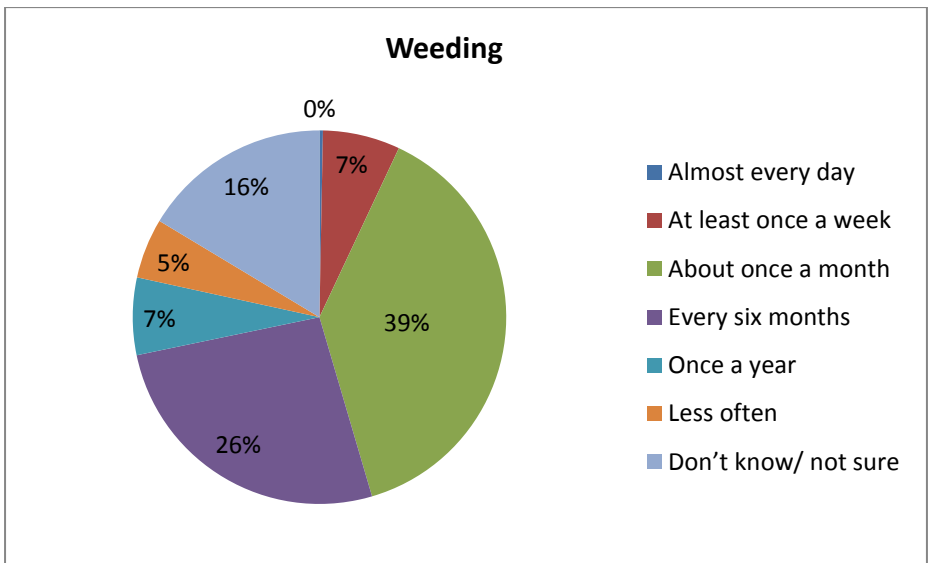
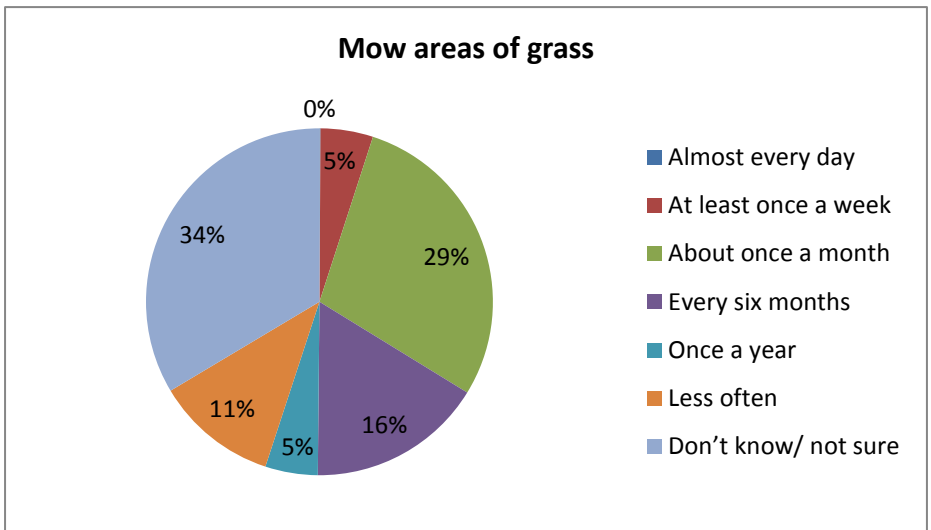
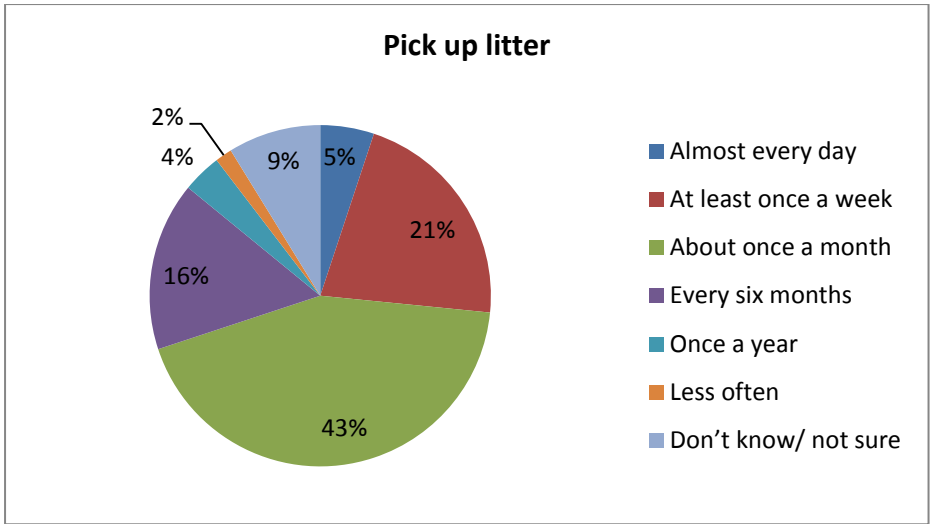


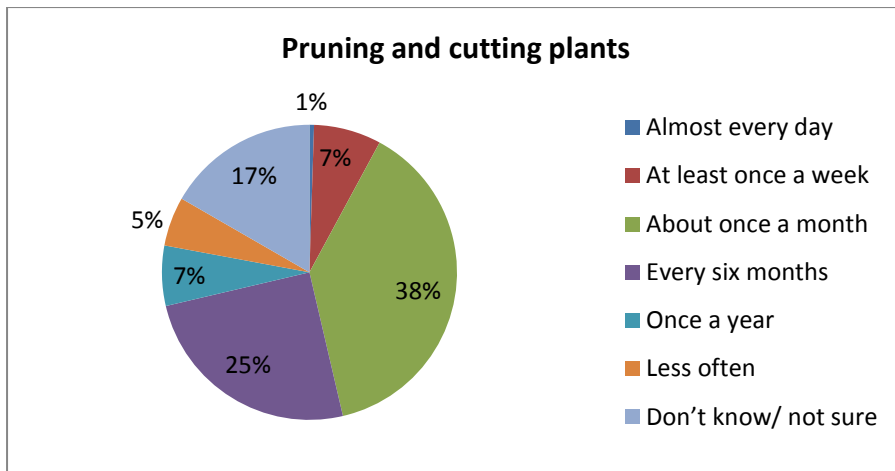
Q17a If interested, what would you be able and prepared to help with and how frequently could you assist?

How often use space	Almost every day		At least once a week		About once a month		Every six months		Once a year		Less often		Don't know/ not sure		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No. ¹⁸	%
Pick up litter	92	5.1	387	21.5	782	43.4	289	16.0	66	3.7	28	1.6	158	8.8	1802	100
Mow areas of grass	1	0.1	64	4.9	378	28.8	215	16.4	64	4.9	149	11.4	441	33.6	1312	100
Weeding	4	0.3	104	6.7	599	38.5	409	26.3	104	6.7	81	5.2	256	16.4	1557	100
Pruning and cutting plants	8	0.5	118	7.4	617	38.5	401	25.0	106	6.6	86	5.4	267	16.7	1603	100



¹⁸ Number of respondents who answered for this type of open space





Q 18 Are there any other ways you would be able, and prepared to help maintain your local park?

Response Base 1790:

Informally help with maintenance in local park	Number	%
Yes	489	27.3
No	1301	72.7
Total	1790	100.0

Q18a In what other ways would you be able, and prepared, to help maintain your local park?

Of the 489 who answered 'yes' to the above, only 422 of these actually said what activity they might be prepared to do¹⁹. These 422 respondents listed activities, the top ten activities people are able and prepared to help maintain their local parks have been grouped in themes, and are shown in the table below.

¹⁹ 39 of these respondents stated irrelevant answers (eg "I am a carer")

Top ten activities that respondents said they would be able and prepared to do to help maintain their local park	Number of times mentioned	% of times mentioned
General Fundraising	37	8.3
Planting bulbs/shrubs/seeds/trees	36	8.1
Painting/Cleaning Restoring Structures	34	7.6
Organise events/ fundraising events/ volunteering at events	34	7.6
Maintaining/ repairing inspecting buildings and equipment	33	7.4
Recruit or manage volunteers	26	5.8
Anything/willing to help where able/ General help and maintenance	25	5.6
Administrative assistance/social media/ webpages/ promotion	23	5.2
Financial donation	17	3.8
Park Patrol/ Warden /Fining	15	3.4

Q18b How often would you be prepared to do this other activity to assist with parks maintenance?²⁰

Response base 468. There were 380 valid answers²¹. Top five answers²² are given below.

Assist with local parks maintenance	Almost every day		At least once a week		About once a month		Every six months		Once a year ²³		Don't know/ not sure		Total	
	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%	No.	%
General Fundraising / Fundraise for new equipment	1	2.4	3	7.3	15	36.6	12	29.7	8	19.5	2	4.9	41	100
Maintaining / repairing and inspecting equipment	1	3.4	4	13.8	15	51.7	9	31.0	0	0.0	0	0.0	29	100
Organise events/ fundraising events/ volunteering at events	0	0.0	2	7.1	10	35.7	9	32.1	6	21.4	1	3.6	28	100
Planting bulbs/ shrubs/ seeds/ trees	0	0.0	7	25.9	10	37.0	7	25.9	3	11.1	0	0.0	27	100
Painting/ Cleaning / Restoring Structures	0	0.0	2	8.0	7	28.0	13	52.0	3	12.0	0	0.0	25	100

²⁰ This question refers to parks rather than local parks

²¹ A number of cases have been removed where there is a) an irrelevant answer b) multiple activities listed but a time frequency could only be allocated to one of these activities c) where time frequency was given but no activity to link this to d) where people had listed an activity but no time to do this e) respondents who stated that this was an irrelevant question

²² Based on totals for each row

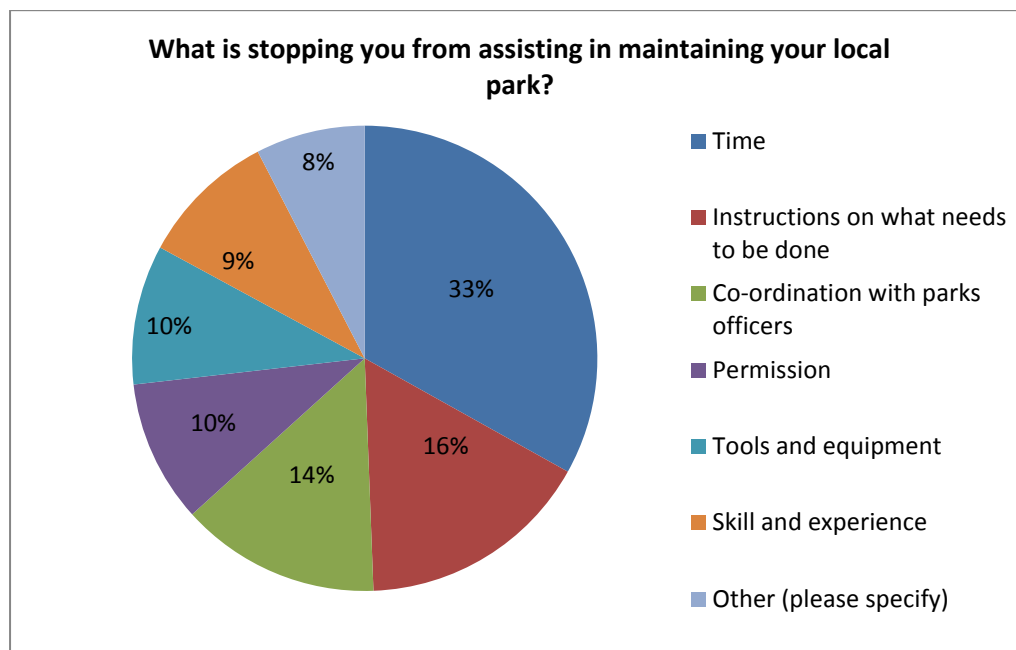
²³ Respondents also had the option to answer 'less than once a year' however no one chose this frequency

Q19 Respondents were asked to give their email address if they are interested?

A list of 1124 email addresses of those interested in helping to maintain their local park has been passed to City Parks.

Q20 If you wanted to help maintain your local park(s) and open space(s), what is currently preventing you from assisting? (please tick all that apply)

What is stopping you assisting in maintaining your local park?	Number	%
Time	2313	33.1
Instructions on what needs to be done	1140	16.3
Co-ordination with parks officers	969	13.9
Permission	692	9.9
Tools and equipment	682	9.7
Skill and experience	663	9.5
Other (please specify)	533	7.6
Total	6992	100



Q20a What other things are preventing you from assisting?

Response Base 520. Some respondents gave more than one reason for not assisting.

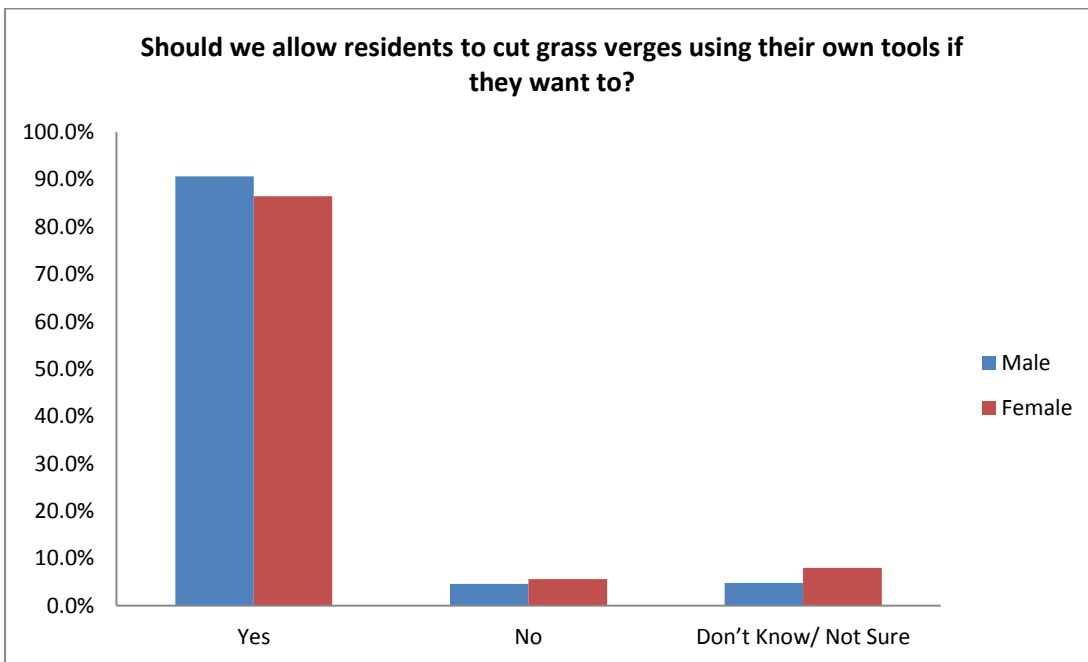
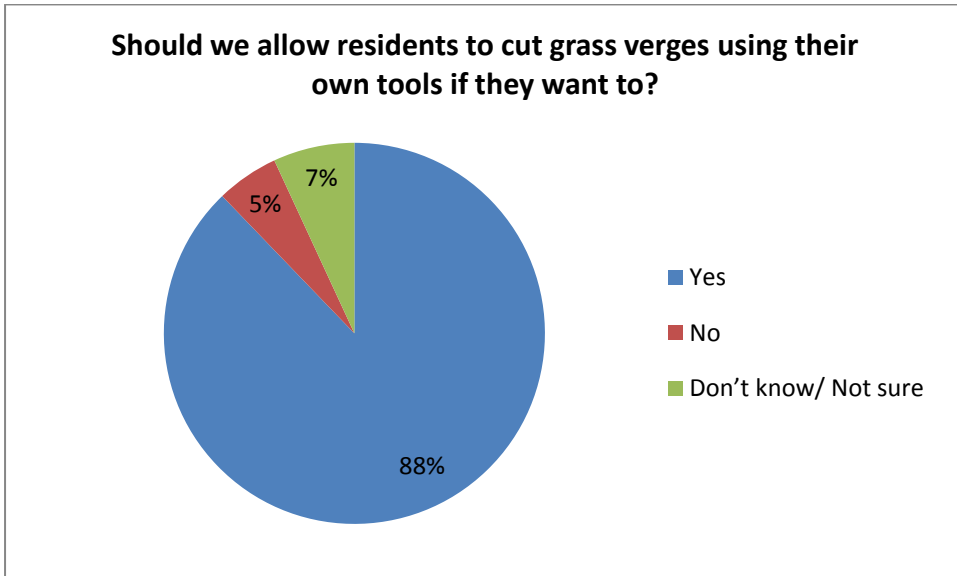
Things preventing you with assistance	Number of times mentioned	% of times mentioned
Health/ Illness	194	34.5
Age	94	16.7
It is the councils responsibility, not the work of volunteers	68	12.1
Lack of childcare/ would consider if child friendly	38	6.7
Already volunteer elsewhere in the community	30	5.3
Didn't know you could/ no information	27	4.8
Live outside the area	24	4.3
Has to be well organised/structure not in place for it to work	19	3.4
Health and safety/ sharp objects/ dog control	18	3.2
Not interested/ don't use parks / don't live near a park	13	2.3
Need more flexible times/ advanced warning / specific events	10	1.8
Never considered it before now	8	1.4
Don't want to join a local group	7	1.2
Carer commitments	7	1.2
Want the council to lease the land to a private group	3	0.5
Not enough bins or facilities	3	0.5
Total number of responses	563	100.0

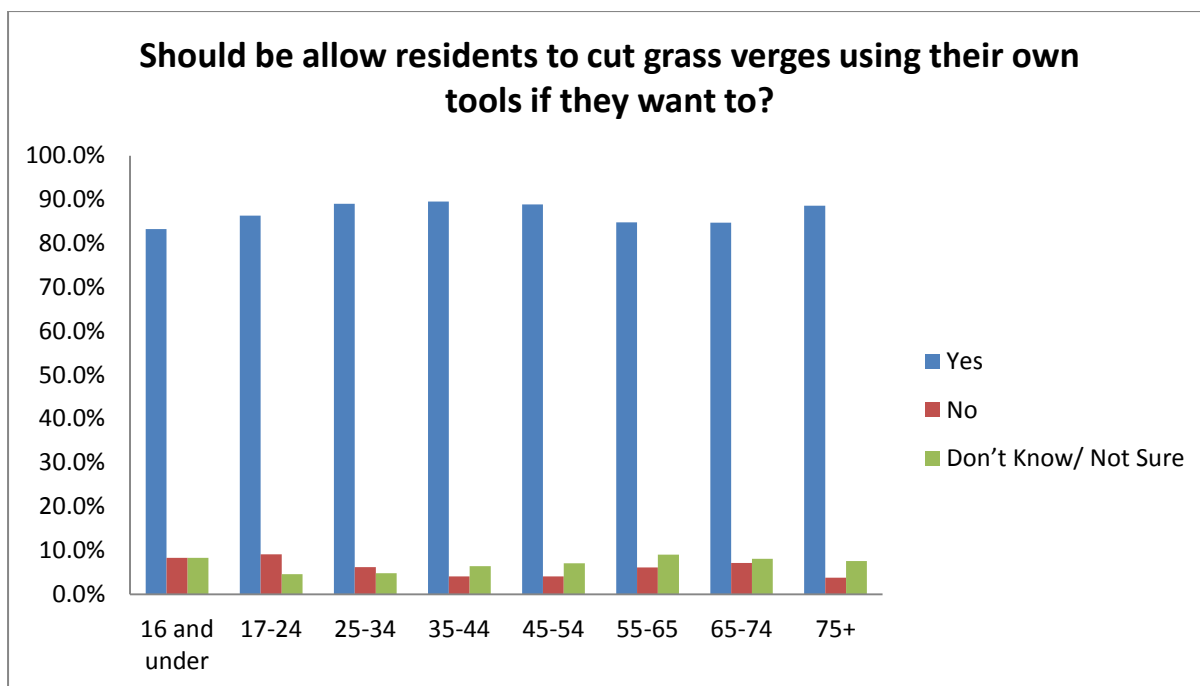
Grass Verges

Q21 In certain circumstances, should we allow residents to cut grass verges using their own tools if they want to?

Response base 3514. The subject of grass verges was a popular comment in the free comments section (Q23)

Cut grass verges	Number	%
Yes	3085	87.8
No	187	5.3
Don't know/ Not sure	242	6.9
Total	3514	100.0





The table below shows how each postcode area responded to Question 21

Postcode Area	Cut Grass Verges			Total
	Yes	No	Don't know/Not Sure	
BN1 1	90.0	10.0	0.0	100.0
BN1 2	88.0	4.0	8.0	100.0
BN1 3	85.4	4.4	10.2	100.0
BN1 4	83.2	4.2	12.6	100.0
BN1 5	91.5	3.4	5.1	100.0
BN1 6	87.3	6.4	6.4	100.0
BN1 7	89.0	5.1	5.9	100.0
BN1 8	89.0	7.7	3.3	100.0
BN1 9	84.8	6.1	9.1	100.0
BN2 0	87.1	6.9	6.0	100.0
BN2 1	89.3	3.6	7.1	100.0
BN2 3	80.3	10.2	9.5	100.0
BN2 4	86.3	6.9	6.9	100.0
BN2 5	82.1	7.5	10.4	100.0
BN2 6	93.1	2.8	4.2	100.0
BN2 7	93.7	0.0	6.3	100.0
BN2 8	93.5	3.2	3.2	100.0
BN2 9	86.6	7.2	6.2	100.0
BN3 1	84.9	4.6	10.5	100.0
BN3 2	83.8	2.7	13.5	100.0
BN3 3	91.4	3.6	5.0	100.0
BN3 4	85.9	7.6	6.5	100.0
BN3 5	89.3	2.1	8.6	100.0

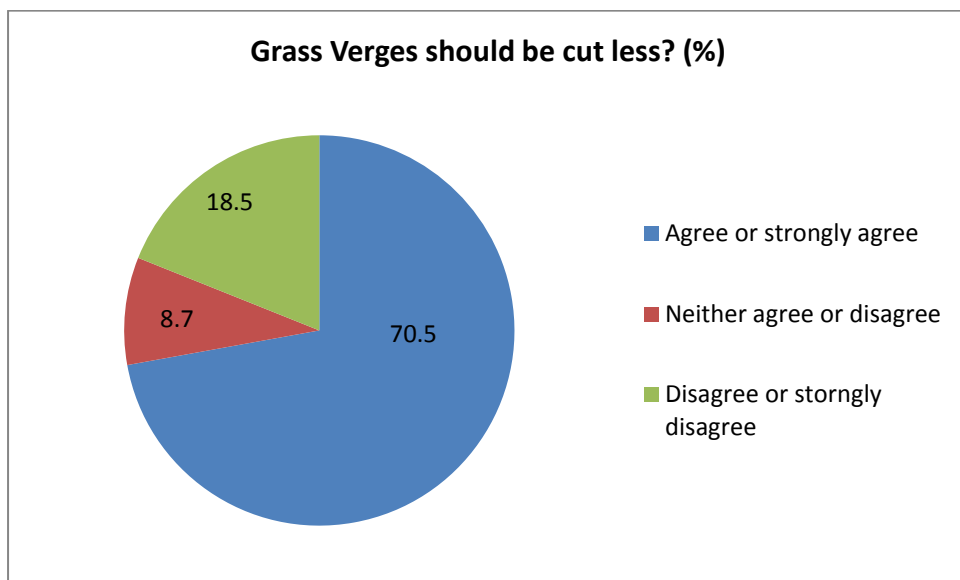
BN3 6	91.1	4.5	4.5	100.0
BN3 7	88.9	5.1	6.0	100.0
BN3 8	87.0	4.3	8.7	100.0
BN41 1	81.4	9.3	9.3	100.0
BN41 2	90.4	5.3	4.4	100.0

Q22 How much do you agree or disagree that some grass verges could be cut less if they would not become an obstacle to the public?

Response Base 3520.

Grass verges could be cut less if they would not be an obstacle to the public	Number	%
Strongly agree	1003	28.5
Tend to agree	1479	42.0
Neither agree nor disagree	306	8.7
Tend to disagree	389	11.1
Strongly disagree	260	7.4
Don't know/ not sure	83	2.4
Total	3520	100.0

2482 (70.5%) of respondents tend to agree or strongly agree with this statement
 306 (8.7%) of respondents neither agree nor disagree
 649 (18.5%) of respondents tend to disagree or disagree with this statement



Q23 Please let us know if have an idea or suggestion for us to look into further which would help us to maintain the city's parks and open spaces with significantly reduced budgets

This question was an open text box for further comments. 2206 relevant comments were made²⁴. These were grouped into themes. The top ten most cited groups are listed in the table below.

Full comments are in an Excel file attached to this report. These are also separated into themed groups in separate tabs in the workbook. It was apparent that even though respondents had been able to give opinions in the structured questions, they often endorsed it eg on the subject of Grass Verges.

Ideas or suggestions	Number of times mentioned
Work with groups of volunteers eg team building events/ youth, young people/ children's centres/ schools/ mental health groups/ scouts/ guides/ older people/ community payback/ litter picking groups/ LATS/stop stifling volunteer groups with red tape/ Form/ new groups/ transfer funds to / allow them to/support formation of groups/ students at Plumpton/ work in co-ordination with groups/ groups need support from council/ Duke of Edinburgh/ Princes Trust	403
Create new revenue streams: cafes, ticketed events. Festivals, circuses, health groups/ outdoor gyms/ increase charges for allotments/ set up more allotments/ dog walkers/ clubs using parks/ Use of velodrome/ sell used bedding plants/ upgrade pavilions - hubs for cycling/ decent coffee/ train people to do maintenance then charge them for it	217
More Wildlife areas/ overgrown areas/ wild flowers/ seed bombing	211
Draw in private investment from businesses/ donations/ seek external funding bids/ 'adopt a tree' scheme/ sponsor benches/ online donations/ public donations/ collection boxes in parks/ advertise for payment/ sponsor sports pitches/ local charities/ charge for parking/ supermarkets/ Garden centres/ national lottery/ 'tourist tax', parks tax. student tax/ sell allotments/ hotel 'tax'/ Section 106 agreements from new flat developments	195
Lobby for an increase in funding from central government/ increase Council Tax/ Don't Cut parks budget	162
Work with Volunteers (offer training for volunteers/ Incentivise volunteers/ Support from council to organise volunteering events/ to establish community gardens/ council must act on issues raised by volunteers/ value volunteers	148
Verges - residents to mow their own grass/ residents committee to organise more of this/ weeds in front of houses/ redirect money saved to look after parks/ turn into car parking spaces/ pave over/ remove/ stop maintaining/ plant verges with community focussed vegetation eg herbs/ fruit trees/ don't stop maintaining	104
Rubbish - more bins for litter on ground/ more dog waste bins, encourage dog walkers to take dog waste home/ create BBQ areas to reduce left litter and to stop grass being ruined	95
Parks are important for quality of life/ to reduce obesity/ good for mental health	94
Low maintenance planting/ Use perennial plants/ use low-grow cover plants/ reduce routine cutting operations/ less formal planting/ use native trees and plants/ grow own stock of plants in parks	79

²⁴ Comments that were irrelevant were removed eg "I don't know" or "You do a good job"

Demographic Information²⁵

Gender	Respondents		Citywide	
	Number	%	Number	%
Male	1135	34.6	136,108	49.8
Female	2135	65.1	137,261	50.2
Other	8	0.2	-	-
Total	3278	100	273,369	100

Do you identify as the gender you were assigned at birth?	Number	%
Yes	3020	98.8
No	37	1.2
Total	3057	100

Age	Respondents		Citywide	
	Number	%	Number	%
U16	12	0.4	47,008	17.2
17-24	44	1.4	40,878	15.0
25-34	357	11.5	44,957	16.4
35-44	1086	34.9	43,694	16.0
45-54	770	24.8	35,788	13.1
55-64	459	14.8	25,352	9.3
65-74	298	9.6	17,460	6.4
75+	84	2.7	18,232	6.7
Total	3110	100	273,369	100

Disability	Respondents		Citywide	
	Number	%	Number	%
Yes, a little	323	10.1	24,124	8.8
Yes, a lot	105	3.3	20,445	7.5
No	2769	86.6	228,800	83.7
Total	3197	100	273,369	100

Please state the type of impairment which applies to you ²⁶	Number
Physical impairment	263
Long standing illness	99
Mental health condition	83
Sensory impairment	29
Autistic spectrum	13
Learning difficulty	7
Developmental condition	1
Other	37
Total	532

²⁵ All Citywide information taken from 2011 census

²⁶ Of those who answered yes to the disability question

Ethnicity		Respondents		Citywide	
		Number	%	Number	%
White	White English/ Welsh/ Scottish/ Northern Irish/ British	2838	87.8	220,018	80.5
	White Irish	56	1.7	3772	1.4
	Gypsy or Irish Traveller	2	0.6	198	0.1
	Any other white background	207	6.4	19,524	7.1
Asian or Asian British	Bangladeshi	2	0.1	1367	0.5
	Indian	15	0.5	2996	1.1
	Pakistani	1	0.0	649	0.2
	Chinese	6	0.2	2999	1.1
	Any other Asian background	15	0.5	3267	1.2
Black or Black British	African	5	0.2	2893	1.1
	Caribbean	6	0.2	879	0.3
	Any other Black background	1	0.0	416	0.2
Mixed	Asian & White	26	0.8	3351	1.2
	Black African & White	3	0.1	2019	0.7
	Black Caribbean & White	12	0.4	2182	0.8
	Any other mixed background	19	0.6	2856	1.0
Any other ethnic group	Arab	4	0.1	2184	0.8
	Any other ethnic group	14	0.4	1799	0.7
Total		3232	100	273,369	100

Sexual Orientation	Number	%
Bisexual	59	2.0
Gay Man	115	3.9
Heterosexual/ straight	2642	89.9
Lesbian/ Gay Woman	97	3.3
Other	26	0.9
Total	2939	100

Religious Belief	Respondents		Citywide	
	Number	%	Number	%
I have no particular religion or belief	1552	50.7	115,954	42.4
Buddhist	50	1.6	2,742	1.0
Christian	753	24.6	117,276	42.9
Hindu	7	0.2	1,792	0.7
Jain	0	0.0	-	-
Jewish	34	1.1	2,670	1.0
Muslim	6	0.2	6,095	2.2
Pagan	23	0.8	-	-
Sikh	4	0.1	342	0.1
Agnostic	94	3.1	-	-
Atheist	455	14.9	-	-
Other	28	0.9	2409	0.9
Other philosophical belief	57	1.9	-	-
Total	3063	100	-	-

Are you a carer	Number	%
Yes	243	7.6
No	2968	92.4
Total	3211	100

If yes, do you care for a:	Number
Parent	89
Partner or Spouse	46
Child with special needs	68
Friend	19
Other family member	39
Other	5
Total	266

Armed Forces	Yes		No	
	Number	%	Number	%
Are you currently serving in the UK armed forces?	6	0.2	3038	99.8
Have you ever served in the UK armed forces?	72	2.4	2956	97.6
Are you a member of a current or former serviceman or woman's immediate family/ household?	78	2.6	2899	27.4



APPENDIX 3

Cityparks Open Spaces Strategy 2017

BRIGHTON AND HOVE PLAYING PITCH STRATEGY EXECUTIVE SUMMARY December 2016

Integrity, Innovation, Inspiration

1-2 Frecheville Court ◀ off Knowsley Street ◀ Bury BL9 0UF
T 0161 764 7040 ◀ F 0161 764 7490 ◀ E mail@kcp.co.uk ◀ www.kkp.co.uk



6643

BRIGHTON AND HOVE PLAYING PITCH STRATEGY

EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

This is the Executive Summary of Brighton and Hove's Playing Pitch Strategy (PPS), and whilst Brighton and Hove Council has been the key driver in developing it, it is expected that plans and actions emanating from it can only be delivered in partnership with other key stakeholders such as the National Governing Bodies (NGBs) and Sport England.

While the Strategy is for the City rather than the Council, the Council has a pivotal role to play as the main provider of pitches. That said, the strategy has to be considered within the context of the reduction in funding to local authorities, with Brighton & Hove City Council specifically needing to find further savings in the region of £24 million in the financial year 2017/2018. Such savings include proposals that would mean a reduction in the resources available for the Council to maintain playing pitches and ancillary facilities.

The PPS identifies that **no playing pitches are currently deemed surplus to requirements** due to shortfalls identified both now and in the future. It is therefore recommended that all playing pitches are protected unless mitigation is provided or until all demand is being met. **However, in relation to football there is a shortfall of 3G pitches which if provided could meet the demand for such pitches and alleviate the use of grass pitches. In general, the quality of grass pitches is negatively impacting upon the number of matches that should be played on these pitches. With resources being limited to improve the quality of grass pitches, the provision of more 3G pitches could meet this demand. The council will work with the Football Association to consider the feasibility of a bid to the Parklife Football Hubs National Programme to assist in the improvement of 3G pitches in the city.**

In addition, a shortfall of non-turf cricket wickets is also identified. Non-turf wickets not only aid with training (with the aid of mobile nets) but they are also used for junior matches which in turn can help reduce excessive use of grass wickets. The ECB also highlights that pitches which follow its TS6 guidance on performance standards are suitable for high level, senior play and can assist in the development of shorter formats of the game such as Last Man Stands (LMS).

Purpose

The Strategy document provides guidance and support in order to understand and assess the need for playing pitches. It provides a strategic framework for the maintenance and improvement of existing outdoor sports pitches and ancillary facilities between 2016 and 2037, in line with population projections. The PPS covers the following playing pitches and outdoor sports:

- ◀ Football pitches
- ◀ Third generation turf (3G) pitches
- ◀ Cricket pitches
- ◀ Rugby union pitches
- ◀ Rugby league
- ◀ Hockey pitches (Sand/water-based AGPs)
- ◀ Other grass pitch sports (Ultimate Frisbee, American football, Australian Rules Football, Lacrosse, Baseball and Softball)

Vision

BRIGHTON AND HOVE PLAYING PITCH STRATEGY

EXECUTIVE SUMMARY

A vision has been set out to provide a clear focus with desired outcomes for the Brighton & Hove Playing Pitch Strategy:

“To create a more active healthier city, a greater quality of opportunity, better facilities and a higher standard of sports performance delivered through strong partnerships between sport and health service providers.”

Headline findings

The table below highlights the quantitative headline findings from the Playing Pitch Assessment Report. **Match equivalent sessions** is an appropriate comparable unit for pitch usage. For football, rugby union and rugby league, pitches should relate to a typical week within the season and one match = one match equivalent session if it occurs every week or 0.5 match equivalent sessions if it occurs every other week (i.e. reflecting home and away fixtures). For cricket pitches it is appropriate to look at the number of match equivalent sessions over the course of a season and one match = one match equivalent session.

Sport	Analysis area	Current picture	Future demand (2030) ¹
Football (grass pitches)	Central	Shortfall of one youth 11v11 and three youth 9v9 match sessions	Shortfall of 2.5 adult, 4.5 youth 11v11 and 6.5 youth 9v9 match sessions
	East	Shortfall of two adult, 2.5 youth 11v11 and one youth 9v9 match sessions	Shortfall of five adult, 6.5 youth 11v11, 4.5 youth 9v9 and two mini 5v5 match sessions
	West	Shortfall of 7.5 adult and 1.5 youth 9v9 match sessions	Shortfall of 14 adult, six youth 11v11, eight youth 9v9, 2.5 mini 7v7 and 3.5 mini 5v5 match sessions
	Brighton & Hove	Shortfall of nine adult, three youth 11v11 and 5.5 youth 9v9 match sessions	Shortfall of 21.5 adult, 17 youth 11v11, nine youth 9v9, 1.5 mini 5v5 and 5.5 mini 5v5 match sessions
Football (3G pitches) ²	Central	Shortfall of two full size 3G pitches based on FA training model	Shortfall of two full size 3G pitches; pitch/s will require resurface and FA testing
	East	Current demand is being met	Pitch/s will require resurface and FA testing
	West	Shortfall of two full size 3G pitches based on FA training model	Shortfall of two full size 3G pitches; pitch/s will require resurface and FA testing
	Brighton & Hove	Shortfall of three full size 3G pitches based on FA training model	Shortfall of three full size 3G pitches; pitch/s will require resurface and FA testing

¹ Future demand based on ONS calculations and club consultation which also includes latent and displaced demand identified.

² Based on accommodating 42 teams to one full size pitch for training.

BRIGHTON AND HOVE PLAYING PITCH STRATEGY EXECUTIVE SUMMARY

Sport	Analysis area	Current picture	Future demand (2030) ³
Cricket	Central	Current demand is being met	Future demand can be met
	East	Shortfall of ten match sessions	Shortfall of ten match sessions
	West	Current demand is being met	Future demand can be met
	Brighton & Hove	Current demand is being met although overplay is evident at Rottingdean Football & Cricket Club	Future demand is being met although overplay is evident at Rottingdean Football & Cricket Club
Rugby union	Central	Current demand is being met	Future demand can be met
	East	Current demand is being met	Future demand can be met
	West	Shortfall of two match sessions at Hove Recreation Ground	Shortfall of 2.5 match sessions at Hove Recreation Ground
	Brighton & Hove	Current demand is being met although overplay is evident at Hove Recreation ground (subsequently there has been significant investment in pitch quality at this site and the impact will be assessed this season).	There is a future requirement for an increase in floodlit pitches.
Rugby league	Central	No demand is evident	No future demand is evident
	East	Shortfall of 1.25 match sessions	Shortfall of 2.5 match sessions
	West	No demand is evident	No future demand is evident
	Brighton & Hove	Shortfall of 1.25 match sessions	Shortfall of 2.5 match sessions
Hockey (Sand AGPs)	Central	Current demand is being met	Future demand can be met
	East	Current demand is being met	Future demand can be met
	West	Current demand is being met	Future demand can be met
	Brighton & Hove	Current demand is being met	Future demand can be met

³ Future demand based on ONS calculations and club consultation which also includes latent and displaced demand identified.

BRIGHTON AND HOVE PLAYING PITCH STRATEGY EXECUTIVE SUMMARY

Objectives and recommendations

The three main themes of the strategy reflect Brighton and Hove's priorities emanating from Sport England's planning objectives for sport; Protect, Enhance and Provide:

OBJECTIVE 1

To **protect** the existing supply of playing pitches where it is needed for meeting current and future needs

Recommendations:

- a. Ensure, through the use of the Playing Pitch Strategy, that playing pitches are protected through the implementation of local planning policy.
- b. Secure tenure and access to sites for high quality, development minded clubs, through a range of solutions and partnership agreements.
- c. Maximise community use of education facilities where there is a need to do so.

OBJECTIVE 2

To **enhance** playing pitches through improving quality and management of sites

Recommendations:

- d. Improve quality
- e. Adopt a tiered approach (hierarchy of provision) to the management and improvement of sites.
- f. Work in partnership with stakeholders to secure funding
- g. Secure developer contributions or Community Infrastructure Levy (CIL).

OBJECTIVE 3

To **provide** new provision where there is current or future demand to do so.

Recommendations:

- h. Identify opportunities to increase add to the overall stock to accommodate both current and future demand.
- i. Rectify quantitative shortfalls through the current pitch stock.

APPENDIX 4



This report looks at current public play facilities across Brighton & Hove, describes the unavoidable impact of aging play equipment and makes suggestions to protect play provision across the city in the future.

Groundwork South
Portslade Aldridge Community Academy
Chalky Road, Portslade
Brighton BN41 2WS
www.south.groundwork.org.uk

Groundwork London (GIS)
18-21 Morley Street
London, SE1 7QZ
www.groundwork-gis.org.uk

FINAL Report September **2016**

Contents

Executive Summary	2
Map 1: Brighton & Hove Public Play Areas	3
Introduction	4
The Condition of Brighton & Hove’s Play Equipment	6
The Playbuilder Initiative	9
Removing, Replacing or Refurbishing	9
The Quality of Play Facilities	12
Suggestions to Retain Play Facilities	15
Retaining the Core Budget	15
Section 106 contributions from new development	15
Rationalisation of play areas	16
Natural Play	16
External Grant Funding	17
Private sponsorship	18
Community involvement	18
Supplementing the City’s Play Offer	19
Street play	19
About Groundwork South	20
Further Reading	20
Appendix 1: Schedule of Play Equipment in Brighton & Hove	21
Appendix 2: Play Equipment Life Expectancy Timeline	22
Appendix 3: Play Value Scoring System	23

Executive Summary

This report considers all data available on the condition of play equipment in parks and open spaces in Brighton & Hove and finds that whilst there is no immediate concern about the safety of the equipment, most items in play areas will either have to be removed or renewed within the next ten years. To retain all the existing play facilities across the city will require an investment of around £2.5million, in addition to the regular management and maintenance costs. This comes at a time when the Cityparks department may be required to find savings of around £600,000 from its operation.

The key headlines for decision makers regarding the condition of the play assets and the core funding available are as follows:

Of the 600 play items available in the city approximately 23 will need replacing in the next 0-3 years (£105,000); 145 in years 3-5 (£631,000); and 335 in the following 5 years (£1,5432,000).

See **Appendix 1** for the full financial programme of play equipment replacement and costs.

This has been calculated assuming that both of the existing city parks maintenance and capital budgets are utilised to replace equipment; meaning that smaller maintenance works would not be funded.

In 2016/17 Brighton & Hove City Council has two budgets for play areas:

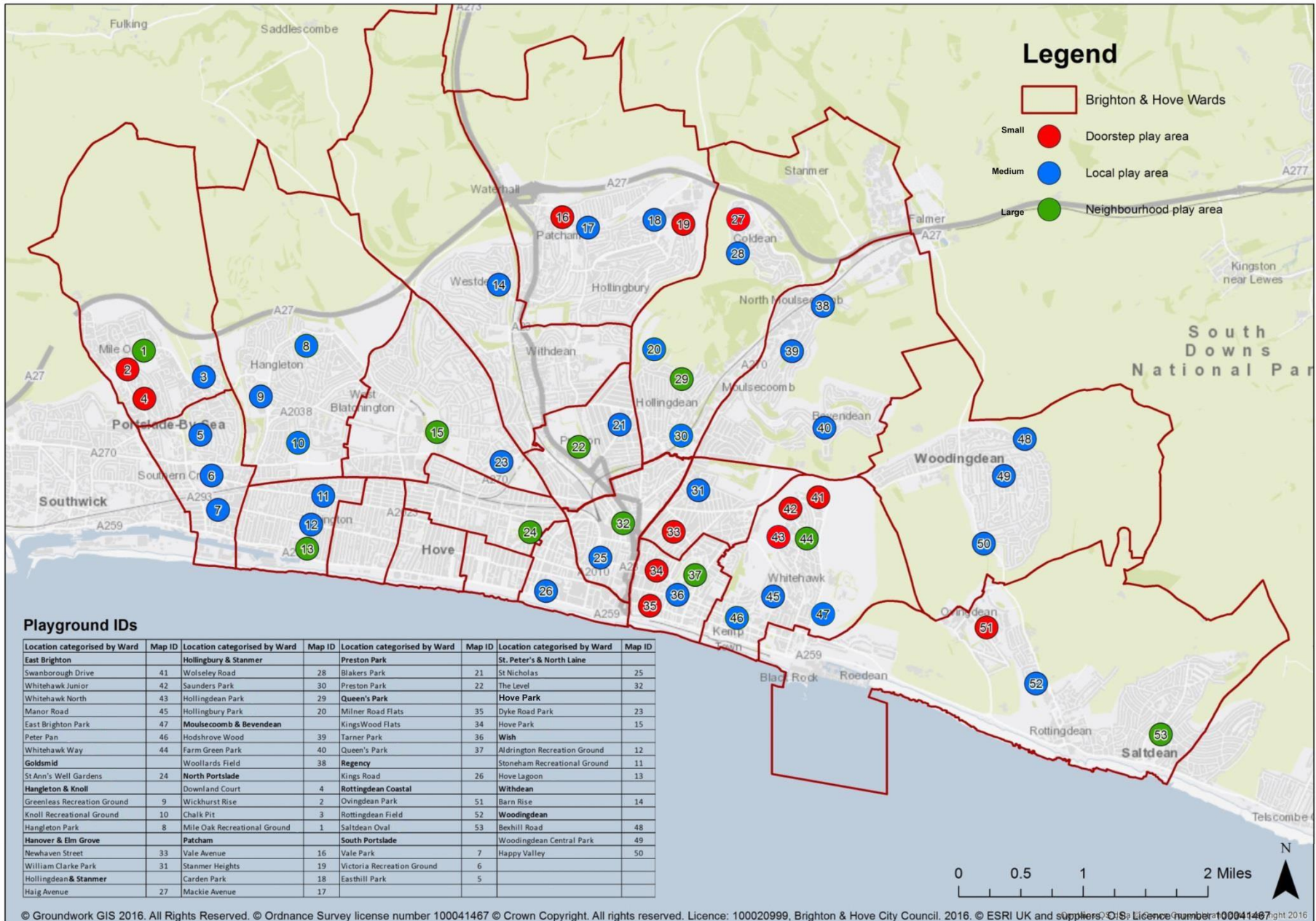
- Cityparks Operations team has a £46,000 annual budget for maintenance
- Cityparks Parks Projects Team has another £108,000 to pay towards primarily (but not exclusively) the capital cost for playgrounds.

Therefore the council's combined core funding for playgrounds over ten years is approximately £1.6 million. It has been identified that alongside this sits £1 million of Section 106 capital funding for additional recreational facilities in parks and open spaces, of which a proportion of this can be assigned for play equipment. However as the Section 106 funding requires the council to *increase* their provisions in parks this will result in a greater capital and revenue strain to Cityparks budgets every time a new playground or piece of play equipment is added to their portfolio.

Cityparks have identified that if the two annual core budgets are maintained and used strategically then it will be possible to continue to replace equipment for the next five years. From years five to ten Cityparks will require further funding of around £700,000 which can be partly met from the section 106 funding. This resolution will be predicated however on a stable annual play budget that increases with inflation over the next ten years. In addition that the council effectively prepares for the anticipated drop in funding for parks when Section 106 money becomes the Community Infrastructure Levy. These figures also do not account for the additional wear and tear placed on play equipment by an increased population in the city that should be expected over the coming ten years.

The remainder of the document looks at various ways to reduce the impact of this financial situation. This has included looking at ways to retain current facilities through funding acquisition, retention, cost reduction or external support, and looking at ways to provide supplementary access to play in the event that play items are removed.

Map 1 shows the location of the fifty three public play areas provided by Brighton & Hove City Council within wards across the city.



250

Introduction

Brighton & Hove has fifty three play areas, ranging from small doorstep playgrounds to extensive play facilities set within large city parks. In 2009, Groundwork was asked to recommend which of these would most benefit from Playbuilder funding for improvement works. Twenty three sites were put forward for recommendation and many of these were subsequently renovated and now offer improved facilities to local children. Seven years on, in a dramatically different environment of widespread cuts to local government budgets. Groundwork has been asked to review available data about the city's playgrounds in order to identify a playground strategy to support the larger ten year Open Spaces Strategy being developed for Cityparks.

Brighton & Hove have 12 small, 31 medium and 10 larger playgrounds spread across the city. The play areas have been categorised in Map 1 as: Small Doorstep play areas, Medium Local play areas or Large Neighbourhood play areas, following the Fields in Trust (formerly National Playing Fields Association) guidelines below.

Facility	Age Range	Features
Doorstep Play Area	Toddler upwards	Small low key games area or open space within easy walking distance
Local Play Area	Up to 8 years	Medium sized play area with a least five types of play equipment, plus small area for rest and relaxation. Located within 10 minutes of housing or other facilities.
Neighbourhood Play Area	Up to 15 years	Large play sites of at least eight types of equipment. Usually includes multi-user games area, such as a kickabout or sports field. Accessible to most children within 15-20 minutes walking distance from their home. There is a particular emphasis on providing equipment that meets the needs of older children. Located with sufficient distance of housing developments and where enough space can be allocated for the targeted age range.

Currently there is financial pressure on the council to reduce maintenance costs and this report aims to assist with this by providing a structured approach to both allocating capital money available for refurbishing existing equipment or replacing play equipment and implementing any cuts in services. It is anticipated that the Cityparks budget may need to be reduced from £4.2 million in 2016 to £3.6 million in 2019; an estimated reduction of approximately £600,000.

Whilst a new play area can cost upwards of £70,000 for a medium sized local play facility with five or six pieces of equipment, this does not include the hidden cost of inspecting, managing and maintaining the facility year on year, which pushes the true cost for play facilities much higher.

Routine tasks that have to be resourced to maintain safe and attractive play areas include:

- ✔ Daily and weekly safety inspections and annual safety audit
- ✔ Replenishing bark chippings and sand
- ✔ Litter picking and emptying bins
- ✔ Mowing and strimming grass
- ✔ Cutting back, pruning and maintaining shrubs
- ✔ Weeding
- ✔ Mulching planting
- ✔ Repairing play equipment damaged before end of life through misuse or vandalism

Any structured approach to investment and reducing expenditure has to consider the following factors:

- ✔ Condition of play equipment
- ✔ Access to play facilities
- ✔ Play value of facilities

Contractors and staff from the Cityparks Parks Operations team undertake daily and weekly inspections of all play areas to ensure there is no obvious damage or vandalism, such as broken glass on the ground or amongst bark chippings, which may represent a serious and immediate risk of injury to anyone in the play area and make arrangements to remove the risk. This may involve replenishing bark chippings or sand, removing broken glass, or repairing or removing unsafe equipment. The cost of employing staff to undertake the inspections is the single largest element of the playgrounds' maintenance budget.

In addition, Brighton & Hove's population is growing and consideration needs to be given in ensuring that the correct levels of play facilities are available in the required location for the city's children today and in the future. As part of any strategic planning of playgrounds the city will need better understand its play sites in relation to demographics whilst this report is only able to provide a snapshot of the current situation in the following table as a start point to the discussion.

2011 ward	Dependent children in household: All ages	Doorstep play	Local area play	Neighbourhood
	%			
Brunswick and Adelaide	11.5	0	0	0
Central Hove	12.7	0	0	0
East Brighton	25.7	2	3	2
Goldsmid	19.6	0	0	1
Hangleton and Knoll	33.6	0	1	2
Hanover and Elm Grove	25.3	1	1	0
Hollingdean and Stanmer	31.3	1	2	2
Hove Park	35.6	0	1	1
Moulsecoomb and Bevendean	31.3	0	3	0
North Portslade	34.7	2	2	0
Patcham	32.9	2	2	0
Preston Park	28.2	0	1	1
Queen's Park	15.2	2	1	1
Regency	9.5	0	1	0
Rottingdean Coastal	21.1	1	1	1
South Portslade	34.5	0	2	1
St. Peter's and North Laine	15.4	0	1	1
Westbourne	25.5	0	0	0
Wish	32.6	0	2	1
Withdean	29.4	0	1	0
Woodingdean	32.1	0	3	0
		11	28	14

Table 1: Doorstep, Local and Neighbourhood play areas across the city in relation to the percentage of children in each ward.

The following sections present the available data on the condition, location and quality of play facilities across the city.

The Condition of Brighton & Hove's Play Equipment

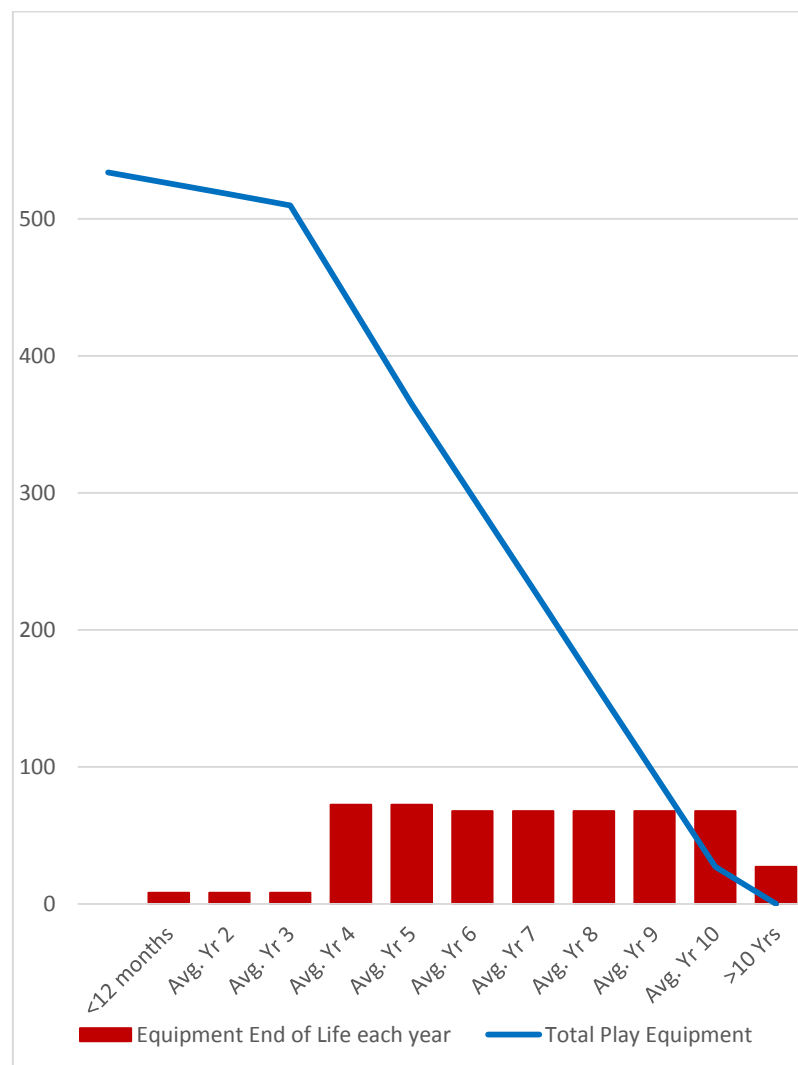
Brighton & Hove City Council currently maintains fifty three play areas across the city, which range in size from the Doorstep play area at Wickhurst Rise flats consisting of a single multi-activity unit for pre-schoolers to the newly commissioned Neighbourhood playground at The Level with forty individual items of play equipment.



Image 1: Wickhurst Rise flats and The Level play equipment

Across the city, the council maintains nearly 600 pieces of play equipment to ensure that they are serviceable and meet the council’s duty of care to any child playing on that equipment. Whilst manufacturers give new play equipment a life expectancy, this term may be shortened by high levels of use, exposure to extreme weather conditions, and abuse/vandalism or conversely extended by good stewardship and maintenance.

In addition to regular inspections by council officers, the council also commissions an annual audit by a specialist consultancy to undertake a detailed and comprehensive inspection of all public play facilities to ensure they are fully aware of the current condition and anticipated life expectancy of play equipment,. The 2015 annual audit, conducted by The Play Inspection Company, revealed that the play equipment in the city is generally in good condition, with only eight pieces of equipment in need of urgent attention as of October 2015. These have all been addressed within the 2015/16 budget. The full financial programme of play equipment replacement and costs is contained in Appendix 1.



Graph 1: Equipment reaching end of life each year with overlay of play equipment with useful life remaining

However, Graph 1 shows the forward projection for pieces of play equipment reaching the end of useful life over the next ten years, with an overlay showing the total number of surveyed items unaffected by obsolescence.

The numbers are heavily averaged to give an annual value, but the base data is measured in multi-year blocks (e.g. equipment predicted to expire in 5-10 years time). As a result larger spikes or troughs can be expected in any single year. The large amount of equipment expiring from years 4 to 10 is explained by the replacement and improvement of twenty seven play areas across the city during 2010 and 2011 as part of the government's Playbuilder Initiative, and the normal expected lifespan of 10-15 years for play equipment.

The Playbuilder Initiative

The Playbuilder Initiative was a £235 million capital investment programme by the Labour government launched in 2008. It invested in public play spaces close to where children live and promoting an increase in outdoor, independent, active and adventurous play nationally.

Under the Playbuilder Initiative Brighton and Hove was granted £2million in 2009 to increase play provision across the city and, as a result, much of the equipment within Brighton and Hove was installed within a few short years. This is a key factor in the current crisis, as play equipment has an average lifespan of 10-15 years, meaning that much of the equipment across the city is expected to expire around the same time. The Playbuilder investment should still be highly regarded in terms of the benefit that it has provided to children and play across the city, and an achievement on the council's behalf for securing it. However, it should also be taken as a lesson learned that play equipment should be heavily staggered in its installation to account for difficult to predict economic futures.

Removing, Refurbishing or Replacing

As play equipment reaches the end of its expected life, it creates a liability for the council and cannot be left on the site any longer. The cost implication of this is unavoidable. Individual items have to be refurbished, replaced or removed and the site made safe - involving reinstatement of safety surfaces or landscaping as a bare minimum.

Removal of Play Equipment	Replacement of Play Equipment
<ul style="list-style-type: none"> • Small items (rocking equipment, MUGA Multi Use Game Areas items, 1 bay swings) - £400-600 • Medium items (2 bay swings, embankment slide, outdoor fitness items) - £600-800 • Larger items (multi play unit, rotor play - £800-1200) 	<ul style="list-style-type: none"> • Activity equipment, multi play unit e.g. Sutcliffe Play Baby Mammoth £8.5K • Embankment slide, stainless steel – £4 - 5K • Rocking equipment – toddler springer £1.2 – 3K • Rotor play – roundabout - £5.5K, Russel Play rotating climber £6.7K • Swings – toddler 1 bay 2 seat, timber £3.6K • Swings – 2 bay, 4 seat, metal £5K

Table 2: Cost ranges for removal and replacement of play equipment at end of life

These figures are a rough estimate of cost - it is difficult to give accurate figures for removing equipment as access and disposal are key factors which influence the cost greatly from site to site, including the not insignificant cost of disposing of safety surfacing. There may also be some items such as stainless steel slides where materials can be recycled as scrap or for renovation and re-use elsewhere. The estimated sums do however include project management/supervision and reinstatement of safety surfaces or landscaping of the site.

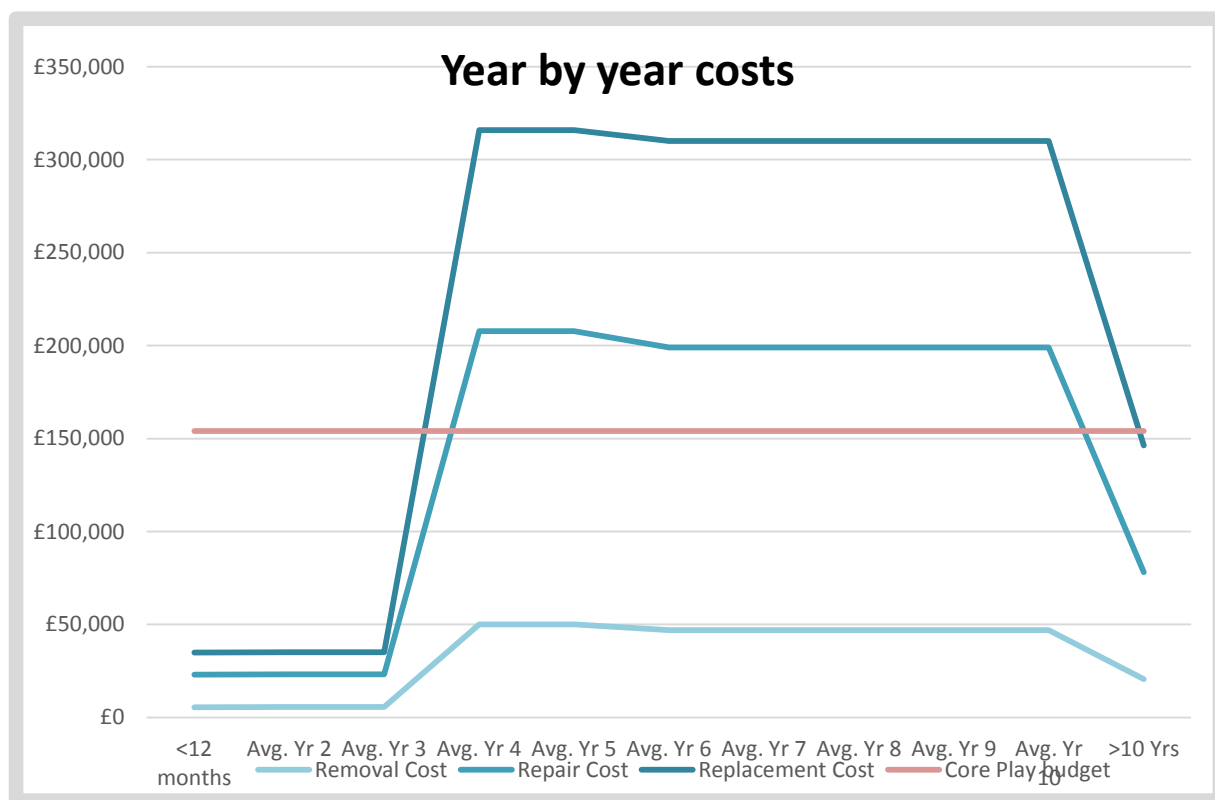
Refurbishment figures have been approximated at two-thirds of the cost of replacement, and may involve sand-blasting, re-painting or re-powder coating equipment; replacing roping; repairing timber; or reconfiguring and replacing safety surfacing and wet pour. Image 2 shows the positive impact of refurbishing traditional play equipment.



Image 2: Example of refurbished play apparatus

It was outside the scope of this report to calculate the impact of removing items of equipment on the management and maintenance budget over time but it should be highlighted again that the main costs in this budget relate to the staff costs to undertake the daily and weekly inspections of a play area. The majority of this expenditure will only be removed from the management and maintenance budget for a particular site when there is no play equipment left there, the fences have been removed and safety surfaces returned to blend into the surrounding park. The approximate costs for removal, refurbishment and renewal have been applied to the schedule of play equipment life expectancy in Graph 3 to give some scale to the likely cost implications annually.

Graph 3 shows three projected expenditure profiles arising from equipment reaching end of life, taken as an annual average from multi-year predictive data. The highest figures show the approximate cost of replacing obsolete items at end of life; the middle figures show the approximate cost of refurbishing equipment to extend its life span; whilst the lowest figures show the approximate cost of removing items at end of life. The figures are not index-linked but show approximate costs for 2016, and it should be noted that predicted figures have been heavily averaged over time and could present with steeper spikes and troughs.

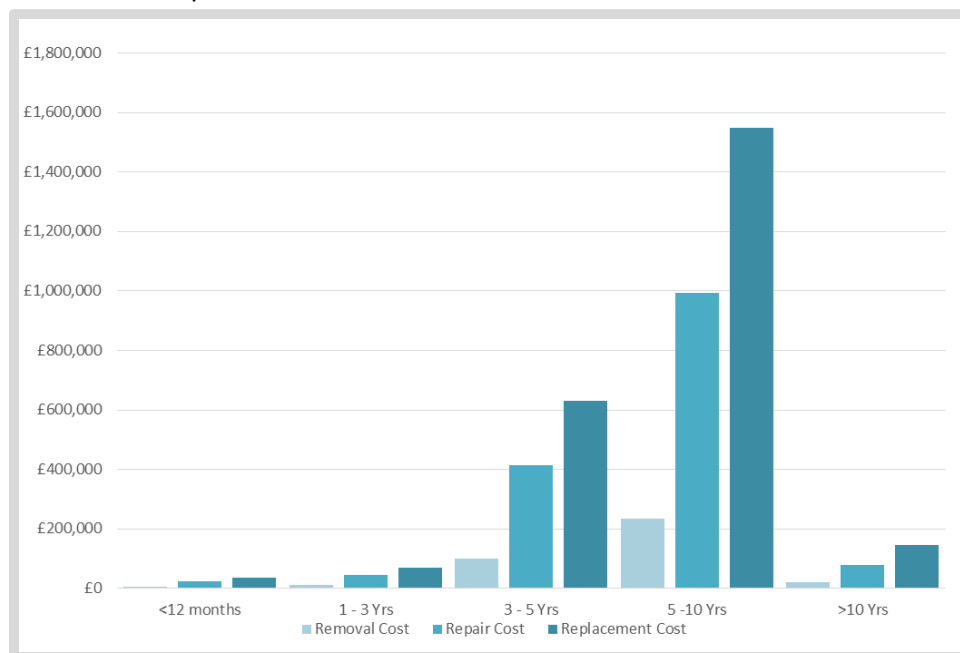


Graph 3: Average relative cost of removing, refurbishing or replacing play equipment at end of life each year with overlay of annual core play budget

Very broadly speaking, the average annual capital budget required in 2019 and for the following 6 years to 2026 will be somewhere between £200,000 and £300,000 to maintain the current level of

play provision across Brighton & Hove. Graph 3 demonstrates that the council’s core budget of £154k for play is insufficient for a meaningful replacement programme, and will be unlikely to meet the demands of a repair programme over the next three years.

To demonstrate the data as it averages according to the windows of predicted life expectancy, it has been re-presented in Graph 4



Graph 4: Relative cost of removing, refurbishing or replacing play equipment at end of life by original life expectancy prediction windows

	<12 months	1 - 3 Yrs	3 - 5 Yrs	5 -10 Yrs	Totals to 2027
Replacement Cost	£ 35,000.00	£ 70,100.00	£ 631,600.00	£ 1,549,700.00	£ 2,286,400.00
Parks Projects & City Parks Play budget*	£ -	£ 462,000.00	£ 308,000.00	£ 770,000.00	£ 1,540,000.00
Net balance	-£ 35,000.00	£ 391,900.00	-£ 323,600.00	-£ 779,700.00	-£ 746,400.00

* budget based on 2016/17 £108,000 Parks Projects and £46,000 City parks

Table 3: Existing Budgets and Replacement Analysis

NB. The above chart does not account for increase in inflation over ten years which could erode the impact of the £156,000 core funding.

The Quality of Play Facilities

The play value assessment was completed using information from the annual play inspection report of September 2014 and a scoring system based on the RoSPA five star standards. The condition of play equipment was not taken into account. However, if a piece of equipment was unusable, e.g. if a basket swing was missing from its frame, then this was taken into consideration.

The RoSPA system awards points for the range of play opportunities available to different age groups: toddlers (4 years and under), juniors (5 – 12 years) and teenagers (13 years +). The system was modified in order to take into account the availability of opportunities for disabled children to enjoy the same experiences as non-disabled children. The principle of 'inclusivity' did not necessarily involve equipment specifically designed for disabled children. For example, a basket swing may provide a platform upon which a disabled child can be laid.¹Table 4 shows the full list of criteria scored against and the number of points available.

The total number of play value points awarded for each site determined its rating between Poor and Excellent, as shown in Table 3.

	Excellent	Good	Average	Below Average	Poor
Toddlers	>25	19-24	14-18	9-13	<9
Juniors	>40	32-40	26-31	15-25	<15
Teenagers	>35	25-34	18-24	11-17	<11
Inclusivity	4	3	2	1	0
Overall	>100	76-99	55-75	35-54	<34

Table 4: Play value ratings

Limitations

One limitation to carrying out the assessment was that it was conducted as a desktop exercise using play inspection photographs, in which it was sometimes difficult to see. This was particularly so with multiplay equipment. For example, Image 2 below: the rear side of the equipment is obscured from view, making it hard to see whether there are, for example, clutter bridges, climbing nets or fireman's poles.

The other limitation of carrying out a desktop exercise was that scent (on the RoSPA scoring system) could not be evaluated. As only 2 points were available, no remedial action was taken.



Image 3: Photograph of multiplay equipment at Whitehawk Senior, taken as part of the Annual Inspection

¹www.rospace.com/leisuresafety/info/playsafety/awards/judging.pdf [accessed 4th March 2015]

Play Area	Toddlers	Juniors	Teenagers	Inclusivity	TOTAL play value
☼denotes Green Flag Award park					
EXCELLENT					
The Level☼	37	43	24	3	107
Hove Park☼	25	42	33	3	103
GOOD					
Preston Park☼	26	40	21	4	91
Saunders Park	34	36	19	1	90
Stoneham Recreational Ground☼	24	32	27	2	85
Knoll Recreational Ground	25	37	17	3	82
Carden Park	26	37	17	1	81
Hove Lagoon	30	33	17	0	80
Aldrington Recreation Ground	25	33	18	2	78
Queens Park	23	31	21	3	78
Saltdean Oval	18	30	27	1	76
AVERAGE					
Tarner Park	22	27	21	1	71
Woodingdean Central Park	16	29	22	2	69
St Ann's Well Gardens☼	21	29	15	3	68
Vale Park	16	31	19	1	67
Blakers Park	21	29	12	3	65
Easthill Park☼	15	30	18	2	65
Mile Oak	19	31	14	1	65
William Clarke Park	13	29	18	1	61
Hollingdean Park	4	27	29	0	60
Dyke Road Park	24	28	6	1	59
Rottingdean Field	13	27	16	1	57
Hollingbury Park	21	19	14	2	56
BELOW AVERAGE					
Hangleton Park	7	24	20	1	52
St Nicholas	18	20	12	1	51
Woollards Field	9	23	16	3	51
East Brighton Park	16	21	12	1	50
Kings Road Play Area	25	25	0	0	50
Hodshrove	18	20	10	1	49
Mackie Avenue	21	28	0	0	49
Greenleas Park	16	19	12	1	48
Happy Valley	17	19	10	2	48
Whitehawk Way	12	22	12	1	47
Wolseley Road	20	16	10	1	47

Table 4: Play Value Scores ranked using the RoSPA rating system

Play Area	Toddlers	Juniors	Teenagers	Inclusivity	TOTAL play value
William Clarke Park	13	29	18	1	61
Hollingdean Park	4	27	29	0	60
Dyke Road Park	24	28	6	1	59
Rottingdean Field	13	27	16	1	57
Hollingbury Park	21	19	14	2	56
BELOW AVERAGE					
Hangleton Park	7	24	20	1	52
St Nicholas	18	20	12	1	51
Woollards Field	9	23	16	3	51
East Brighton Park	16	21	12	1	50
Kings Road Play Area	25	25	0	0	50
Hodshrove	18	20	10	1	49
Mackie Avenue	21	28	0	0	49
Greenleas Park	16	19	12	1	48
Happy Valley	17	19	10	2	48
Whitehawk Senior	0	24	22	0	46
Barn Rise	21	22	0	1	44
Bexhill Road	6	24	10	1	41
Chalk Pit	2	22	15	1	40
Farm Green	5	23	10	1	39
Manor Road	9	18	10	0	37
Peter Pan Children's Play Area	15	20	0	0	35
Victoria Recreation	9	20	6	0	35
Poor					
Whitehawk Junior	8	12	10	0	30
Downland Court	3	16	6	0	25
Ovingdean Park	7	11	0	1	19
Newhaven Street	6	12	0	0	18
Kingswood Flats	0	11	6	0	17
Stanmer Heights	7	10	0	0	17
Haig Avenue	5	9	0	0	14
Milner Road Flats (before renewal)	6	7	0	0	13
Vale Avenue	1	9	0	0	10
Wickhurst Rise Flats	0	10	0	0	10

Table 4: Play Value Scores ranked using the RoSPA rating system

Suggestions to Retain Play Facilities

The data contained in the first part of this report should enable Brighton & Hove's councillors, residents and council officers to have an informed debate about the role of outdoor play for children living in and visiting the city and take the necessary decisions and action to maintain good quality, safe and accessible outdoor play opportunities.

As a leading environmental charity working across the UK with councils and communities to improve their parks and open spaces, Groundwork would like to take this opportunity to suggest a number of additional or alternative approaches to play provision in the city's parks as a starting point for further discussion. They include:

- Retaining the Core Play Budget
- Section 106 Contributions
- Rationalising Play Sites
- Natural Play
- External Grant Funding
- Private Sponsorship
- Community Involvement

Retaining the Core Play budget

Cityparks currently utilises £154,000 a year to maintain the city's children's play areas. In order to meet the financial challenges in maintaining play areas it is vital that this budget is retained in line with inflation or ideally increased. The threat to this budget is reflected by the councils need to reduce its overall cost. Cityparks are likely to need to make saving of around £600,000 from their £4.2 million budget. We would recommend that this budget is retained and linked to inflation to ensure play provision is suitably funded across the city.

Section 106 contributions from new development

Developer contributions (known as Section 106 agreements) are anticipated to include around £1 million of funding identified for recreation facilities in parks over the next few years. A proportion of this money can be assigned to playgrounds and their equipment. Crucially this money cannot be used to replace or maintain play equipment but must show a clear increase of provision to accommodate additional population brought into areas by developments. Increasing the provision for play in parks can sometimes assist in addressing the challenge: e.g. by removing two swings and replacing them with three. However Section 106 funding has to be used within proximity of the new development so not all play areas across the city will benefit from this source. In addition the council should be mindful that in the next five years it is possible that this funding source will change to a 'Community Infrastructure Levy', which release the location restrictions, but will likely mean that more large-scale infrastructure projects such as transport schemes are funded and fewer parks receive the capital. In this scenario the council should seek to identify secondary sources of funding to meet the play challenge in around five years. Finally, caution must be applied to the use of Section 106 funding to plug a funding gap in play provision, as the nature of any required 'increase in capacity' is likely to also entail an increased cost of maintenance liability further in the future. In other words, using Section 106 to solve a funding problem now could actually cause a snowball effect in a further 10-15 years, when a greater amount of equipment will need to be replaced.

Rationalise Play Sites

As the city has grown and changed over the last ten to twenty years it is important to investigate whether the current 53 sites are still in the right location for the present and future population. Anecdotal evidence is starting to suggest that some areas have too many play sites and equipment whilst others have too little. At this stage in the report we were not able to obtain enough data to map the provision across the city. Therefore we suggest that the council completes a map of its play provision in relation to young people to provide a clear understanding of demand and use before replacing or removing play items. The council should additionally be aware that anecdotal evidence has indicated that population movement (e.g. influx of students to and egress of families from the city centre) has altered demographics of certain areas and compounded the problem of play locations. This should be reviewed in the light of new Census data that should be expected in 2021 which will demonstrate most accurately where families and children reside in the city and whether play sites still reflect their local population.

Natural Play

According to Play England's report, 'Play, Naturally', there is substantial evidence for the benefits of children's play in natural settings. These include direct benefits to children's physical, mental and emotional health, due to the combination of contact with nature and a diversity of play experiences.²

Natural playgrounds are play environments that blend natural materials, features and plants with creative landforms to create purposely complex interplays of natural, environmental objects in ways that teach children about risk-taking, social interaction and the natural world. They include sand, grass matting and bark chippings as alternative surface treatments to wet pour and safety surfacing; and timber finished play equipment rather than metal.



Image 4: Natural play features

When integrating natural play features and equipment into a play area, those elements demand the same duty of care from the council and are subject to the same legislative requirements

Brighton & Hove has a huge number of green spaces and parks within the city, as well as long pebble beaches along the South coast, and the many ways that these can enhance our experience of city

² Lester, S. and Maudsley, M. (2007), 'Play Naturally: A review of children's natural play'

living is reflected in the area's status as a UNESCO Biosphere site. Excellent examples of natural play opportunities exist in St Anne's Well Gardens where children can be seen playing through the stand of trees opposite the Café in the Park; using the mounds and logs in Easthill park, exploring the dead tree left standing in Stanmer Park and bouldering on the artificial rock form in Hove Park.

Given the city's location between the Downs and the sea, its active Forest Schools contingent and its surplus of large trees, a great deal more could be done to create exciting and engaging natural play elements within parks in conjunction with traditional play equipment.

Access to natural play is an important factor to consider for children, and it should be considered in the least as a direction to focus on when replacing play equipment, or as a supplement to the existing play offer. It is possible however that natural play could be considered a money saving exercise for the council, as some (not all) natural play items require less initial cost (e.g. natural logs), or require less maintenance and have a considerable lifespan in comparison to structured play equipment (e.g. climbing boulders).

We suggest that the council consider the following natural play items in replacement of some traditional play equipment:

- Large wooden tree trunk sections organised and cut appropriately
- Hillock and mound creations
- Artificial climbing boulders targeted at specific age groups
- Managing trees, shrubs and woodlands to encourage play where appropriate.
- Climbing and tactile wood and stone sculptures

It should be remembered that sand has the highest level of play value for young children (see Appendix 3). However the maintenance and daily inspection of sand areas does mean that many local authorities are wary of adding more sites into their parks.

We also suggest that the Cityparks department review its own policies and practices in relation to allowing informal natural play to thrive in the council's parks and green spaces and furthermore engage with the Biosphere project and third sector organisations with particular regard to promoting informal play opportunities in any public open space within the city.

External Grant Funding

Brighton and Hove is fortunate to have over thirty six Friends of Parks groups and many other third sector organisations that utilise the park asset. A number of these groups have already successfully attracted funding for open spaces such as 'Parc' based in Saltdean which is a local charity. In July 2016 over 300 grants were available to local groups through the Grantfinder programme used by a number of departments in the council.

In addition Cityparks has been successful in attracting much larger pots of money such as Playbuilder and Heritage Lottery funding for some of its sites. Whilst the competition is increasing for these pots of money, rationalising which parks are likely to secure the bigger pots may allow the council to target its core funding more effectively.

It is therefore suggested that to maximise potential funding for Brighton & Hove play areas, the council should work in cooperation with third sector organisations and Friends groups to strategically attract funding especially for areas which are unlikely to secure Section 106 funding (developers contributions).

As this will require staff resources to manage, Cityparks should be mindful about who and how many organisations are engaged with at any one time, and how the cost of staff time could offset the true value of funding gains.

Private Sponsorship

Many of Brighton & Hove parks have a significant footfall and could therefore provide a high profile platform for companies and businesses to promote their brand. In particular in some of the city centre locations, businesses benefit enormously from proximity to parks and open spaces.

Our recommendation is that the council looks strategically at which parks and which organisations would best lend themselves to supporting a park. If successful this programme could aid in funding both capital and revenue income for parks. However, sponsorship is rarely a permanent solution so once started a concerted may need to be retained to keep future contributions rolling.

We suggest that the council put together an engagement package along with the strategy and identifies which staff, councillors and stakeholders would lead on these delicate negotiation and engagement matters.

Community Involvement

An alternative approach to reducing the management and maintenance costs of running play areas is to explore the potential involvement of the local community and interested community groups, schools, youth organisations or social landlords.

Whilst in the current climate of budgetary austerity, schools and nurseries in particular may not be able to consider taking on maintenance responsibilities for a nearby play area, they might be willing to use existing caretaking staff on site to undertake the safety inspections rather than lose a facility which may also be used during and after school hours by their pupils.

Community groups such as a park's Friends group, a local residents association or school parents groups may be willing to 'adopt' nearby play areas at risk of closure and can be supported to undertake funding applications or fundraising activities by community development organisations such as Groundwork South or Trust for Developing Communities.

A potential innovation that could be explored is the roll out of a specialist phone or tablet app, compatible with both android and iOS platforms, to record play area inspections, accompanied by a training programme for community groups, schools, nurseries, youth organisations and social landlords to enable representatives of these groups to work alongside City Parks staff to undertake the regular inspections. However, this will not mitigate the capital or revenue challenges facing the council in relation to replacement or refurbishment of playgrounds over the next decade.

Additionally, attention must be paid to the initial investment to set up or organise community based initiatives, and savings in time must be offset against the required input of officer hours to reveal the true impact of any projects.

Supplementing the City's Play Offer

Street play

Playing Out is a Community Interest Company working to encourage and support local people who want their children to play out in the streets where they live. This form of play is described as 'free play' as it allows children to generate their own forms of play without the structure provided by specific equipment, toys, or co-ordinating youth workers. Street play requires the street to be closed on occasion for the local children to play in free of traffic. Brighton & Hove is amongst the thirty four local authorities actively encouraging street play through this scheme, by promoting the scheme and simplifying and streamlining the process for closing roads to traffic for short periods of time. The cost commitment is small but the community benefit for residents, families and children significant. The Round Hill Road off from the Ditchling Road has had several successful Street Play days.

We recommend that street play is considered as a beneficial addition to play in the city in its own right, but in the least it can be viewed as a supplementary offer in those areas that are currently lacking nearby play provision and cannot expect any in the near future.



©Images provide courtesy of Kate from the Round Hill Society.

About Groundwork South

Groundwork was established more than three decades ago in Liverpool as a radical experiment to bring together communities, businesses and government. The main aim was to improve the quality of life in communities that had been neglected and to promote their sustainable development.

From our roots and successes in Liverpool, Groundwork quickly grew and the organisation began working across whole of the United Kingdom, including the south of England, where we have been running a wide range of projects for the past 35 years.

Groundwork South, as it is now known, was created in 2012 and is made up of six area teams, working in communities from Kent to Cornwall. The Sussex & Surrey team have recently moved from Falmer to offices in the Portslade Aldridge Community Academy campus.

Our work is underpinned by our mission to make the South of England a greener and more prosperous place for people and communities.

About The Park Projects Team

This report was produced in partnership with the councils Park Projects Team. The Parks Projects Team is the developmental arm of Cityparks, managing internal and external funding, HLF bids, planning investments, and capital projects for parks. They secured the £2m Playbuilder money, £2.5m for the Level Park, and are applying for £3m from the Heritage Lottery Fund for Stanmer Park.

The Parks Projects Team will be utilising this document to inform the 10 year Open Spaces Strategy for Brighton & Hove. This document will provide the financial and strategic guide for all types of open spaces including playgrounds in the future and is set to be completed in January 2017.

Further Reading

Play, Naturally:

<http://www.playengland.org.uk/media/130593/play-naturally.pdf>

Supporting School Improvement Through Play:

http://www.playengland.org.uk/media/340836/supporting_school_improvement_through_play.pdf

Nature Play: Maintenance Guide:

<http://www.playengland.org.uk/media/120468/nature-play-maintenance-guide.pdf>

Creating Playful Communities:

<http://www.playengland.org.uk/media/283281/ecp%20final%20report%20-%20final.pdf>

Design for Play:

<http://www.playengland.org.uk/media/70684/design-for-play.pdf>

Appendix 1: Schedule of Play Areas in Brighton & Hove

	Life expectancy of equipment showing estimated costs of replacement and S106 future					
Site name	< 12 Months	1 - 3 years	3 - 5 Years	5 -10 Years	> 10 Years	Grand Total
Aldrington Recreation Ground			10600	43200		53800
Barn Rise				35100		35100
Bexhill Road			8500	13300		21800
Blakers Park Play Area			18000	44400		62400
Carden Park Play Area		8500	19200	53200		80900
Chalk Pit (Warrior Close)		2000	26900	13500		42400
Downland Court		1500	12700	8500		22700
Dyke Road Park			2500	46300		48800
East Brighton Park				43200		43200
Easthill Park	5000	10600	30500	36800		82900
Farm Green			34800	12000		46800
Greenleas Park			12500	24200		36700
Haig Avenue				18200		18200
Hangleton Park			24600	31100		55700
Happy Valley				43100		43100
Hodshrove	4500	8500	16000	14000		43000
Hollingbury Park Playground			25500	41100		66600
Hollingdean Park			7000	36300	6100	49400
Hove Lagoon Play Area and Paddling Pool			7000	36500	37100	80600
Hove Park & Hove Fitness Area	5500		88500	13700		107700
Kingswood Flats				8500		8500
Knoll Recreation Ground			10600	41800	12100	64500
Mackie Avenue			21600	30100		51700
Manor Road		17000	18000	5200	22000	62200
Mile Oak Recreation Play Areas			9500	28300	2000	39800
Newhaven Street				18100		18100
Ovingdean Park				25600		25600
Preston Park	8500	5000	12500	32900		58900
Queens Park	1500	1500	28700	69500		101200
Rottingdean Field			13700	55000		68700
Saltdean Oval Playground		5500	28000	39300		72800
Saunders Park	5000		14300	59200		78500
St Ann's Well Playground			18700	35500		54200
St. Nicholas Play Area		2500	13600	28200		44300
Stanmer Heights				8500		8500
Stoneham Recreation Ground			1500	45000	17500	64000
Swanborough Drive	5000					5000
Turner Park			3500	49300	15000	67800
The Level Play Area & Skate Park		3000		60000		63000
The Level Play Area & Water Play				94600		94600
Vale Avenue Playground			12100			12100
Vale Park & Vale Fitness Park		2000	15300	31000	15500	63800
Victoria Recreation				28700		28700
Whitehawk Junior				26200		26200
Whitehawk Senior/North			12100			12100
Whitehawk Way				15000	2500	17500
William Clark Park Playground				30100	16500	46600
Wolseley Road			5000	21600		26600
Woodingdean Central		2500	39500	10600		52600
Woollard's Field Play Area			8600	44200		52800
Grand Total	35000	70100	631600	1549700	146300	2432700

Appendix 2: Play Equipment Life Expectancy Timeline

(Graph 1 data)

TIME	<12 MONTHS	1 - 3 YEARS	3 - 5 YEARS	5 -10 YEARS	>10 YEARS
EQUIPMENT END OF LIFE	8	18	146	329	16
TOTAL PLAY EQUIPMENT	509	491	345	16	0

Appendix 3: Play value scoring system

TODDLERS	Score	Examples
Balancing	1	Shallow steps
Crawling	1	Short tunnel
Rocking	1	Springer
Rotating	1	Spinner bowl
Sliding	1	Slide
Swinging	1	Cradle swing
Sand play	8	Sand areas, sand play unit
Water play	8	Paddling pool
Sensory items	3	Talking tubes, wobble mirror, musical instrument
Textural variety	2	Natural play areas, sculptures, different surfaces (bark, grass, etc. Not sand)
3+ primary colours	2	Red, yellow, blue
Toddler seating	1	Toadstool, low boulder, animal bench
Imaginative play	5	Area lending to use of child's imagination, e.g. playhouse, wooden animal
Interactive ability	2	Items encouraging group play, e.g. multiplay equipment
Parental seating (in toddler section)	1	Bench
JUNIORS	Score	Examples
Balancing	2	Balance beam
Crawling	1	Short tunnel
Rocking	1	See saw
Rotating	1	Spinning pole
Rotating (multi-user)	2	Supanova
Rocking and rotating	4	Overhead rotator, mobilus, waltz
Sliding conventional	1	Slide
Sliding (other)	1	Fireman's pole
Swinging (single)	1	Single swing
Swinging (group)	2	Basket swing
Gliding	2	Cable runway

Hanging	1	Overhead ladder
Climbing	2	Net climber
Gymnastics	1	Parallel bars, trapeze
Agility	2	Clatter bridge, boulders
Ball play	4	Multi use games area
Sand play	4	Sand area, sand play unit
Water play	4	Paddling pool
Sensory items	2	Talking tubes, wobble mirror, musical instrument
Textural variety	2	Natural play areas, sculptures, different surfaces (bark, grass, etc. Not sand)
Wheeled play	6	Skate park, cycle track
3+ primary colours	1	Red, yellow, blue
Interactive ability	4	Items encouraging group play, e.g. multiplay equipment. Exclude equipment counted in Rotating (multi-user) or Swinging (group) categories.
Junior seating	1	Bench, picnic table
Imaginative play	4	Area lending to use of child's imagination, e.g. play ship, sculpture, natural play area
Educational play	1	Abacus, noughts and crosses, sign language panel
Ground graphics	2	Hopscotch
TEENAGERS	Score	Examples
Interactive ability	4	Items encouraging group play, e.g. climbing apparatus, roundabout. Exclude equipment counted in Swinging (group) category.
Sports simulation / dynamic	4	Challenger fitness equipment, table tennis table
Cardiovascular / muscular	4	Chest press, sit up station, leg stretch
Rocking and rotating	4	Overhead rotator, mobilus, waltz
Swinging (group)	4	Hammock swing
Gliding	3	Cable runway
Climbing	2	Rock stack, net climber
Textural variety	2	Rock features, natural play areas, sculptures, different surfaces (bark, grass, etc. Not sand)
Scent (from planting)	2	Lavender/rosemary
Humour	2	Seagull sculpture
Graphics	3	Teenage graphics
Teenage seating areas /	6	Teenage seating areas / shelters
Ball play	6	Multi use games area
Wheeled play (for bikes, skateboards, etc.)	6	Skate park, cycle track
INCLUSIVITY	Score	Examples
Opportunities for disabled children to enjoy the same experiences as non-disabled children	4	Hammock swing, basket swing, inclusive swing, inclusive roundabout, giant revolving platform, wide slide

Appendix 5

Open Spaces Strategy 2017

Delivery models

Guide to establishing a new Parks Foundation or Parks Trust

Considerations for the establishment of a new Foundation or Trust to generate income and/or manage parks assets are laid out below.

Due diligence: For any local authority making the decision to establish an independent fundraising or management vehicle, it is essential to fully examine local context and circumstances, as well as existing assets and infrastructure before making a final decision. Some of the issues are extremely complex, particularly in relation to local authority legislation, governance and land management, and the timetable to factor these in needs to be understood from the outset.

Feasibility - Foundation: A robust feasibility process should be undertaken with each stage. In establishing a Foundation only, the processes required would include as a minimum prospect research, face-to-face consultation with stakeholders, visioning, governance recommendations, income forecasting, risks, and delivery plan undertakings.

Feasibility - Trust: In establishing a Trust a considerably more complex, costly and time-consuming process is required, including a full audit undertaken to establish the value and extent of assets being transferred, in addition to the Foundation study scope above.

Trustees and Staff: Trustees / staff / project management from inside the local authority all need to reflect the range of skills required to undertake the development of the Foundation or Trust. Trustees in particular must be recruited to cover a wide range of expertise to successfully steer and establish the priorities of the new organisation. Expertise should cover a range of areas including:

- Parks management
- Legal
- Fundraising
- Media, communications and public engagement
- Commercial

Processes: Foundations and Trusts can be legally constituted in the same way, with powers to fundraise, manage assets and establish commercial trading operations.

Application for charitable status: The following key steps need to be followed to establish a charity:-

1. Identify Trustees (usually a minimum of three).
2. Establish charitable purposes and objects (vision, beneficiaries and anticipated outcomes).
3. Confirm charitable structures (Charitable Company or Charitable Trust*).
4. Establish governing documents and procedures.
5. Register company and/or charity as appropriate.
6. Establish bank account and other financial systems.

* The structure chosen would vary depending on the model being considered; a **charitable trust** - where a group of people ('trustees') manages assets such as money, investments, land or buildings, or a **charitable company** where Trustee Directors hold no, or limited liabilities. Both models are suitable for a Foundation and the limited liability Charitable Company would be used for a Park Trust.

In addition to charitable status, legal and decision-making structures, lease arrangements, HR requirements and TUPE transfer of staff, business planning, and stakeholder consultations would all need to be undertaken when developing the Park Trust option.

Timescales: Charitable Foundation:

It should be anticipated that the full process of appointing Trustees and applying for charitable status would take up to a year from the start of the process.

Other factors: Negotiations between a new Foundation and the local authority will also influence timescales in areas such as agreeing mutually-agreed funding priorities, how ongoing management and maintenance of new equipment or infrastructure will be funded and delivered, and communications planning.

The complexities in establishing a Trust are far wider, and timescales more difficult to ascertain. This would be very much influenced by the extent of asset and management transfer, staffing and TUPE, financial and endowment considerations etc.

Appendix 6

Open Spaces Strategy 2017

Establishing a new Parks Foundation – Bournemouth and Leeds Comparison

The differences in approach to the management of these strategic Foundations are summarised in the table below:

Independent Parks Foundation <i>(Bournemouth Parks Foundation)</i>	Parks Managed Fund <i>(Leeds Parks Trust)</i>
<p>Staffing: Dedicated staff employed directly by the Parks Foundation as appropriate, plus active Trustees</p>	<p>Existing fundraising staff at the Leeds Community Foundation (LCF) will lead on income generation</p>
<p>Legalities: Independent charitable application processes, legal requirements and bank account application must be undertaken to establish the new foundation</p>	<p>Leeds Parks Trust will be a ‘named fund’ managed and administered by the Community Foundation, using the same charity number. There is no need for a separate application for charitable status.</p>
<p>Trustees: An independent Board of Trustees has been established based on skills and experience. There are no political appointees or influences on the Board.</p>	<p>A subsidiary board of Trustees will be established in consultation with the LCF. It has not been established whether there will be political representation.</p>
<p>Income administration: All income generated will go directly to the Community Trust. It is anticipated a top slice of approx. 20% towards running costs will be taken.</p>	<p>A 15% management fee will be paid to the Community Foundation on all income generated (with a possible cap on larger donations)</p>
<p>Start up costs and funding: Income: £100k NESTA/lottery funding (£100k fundraised in first year of operation) Expenditure to date (post Nesta): £150 Charitable application £20 per month ‘fasthost’ (website) fees. £250 website development Part-time staffing costs (office space provided by local authority) Currently looking into costs for Trustees Liability insurance.</p>	<p>Income: £20k committed by city council for initial legal, marketing and development work. Expenditure to date: None</p>

Bournemouth Parks Foundation

Objective: Founded in January 2015, The Bournemouth Parks Foundation is an independent charitable foundation, working alongside Bournemouth Borough Council to raise funds to improve and enhance parks and open spaces

The establishment of the Foundation does not devolve responsibility from the local authority, but provides a financial support mechanism with the ability to raise funds directly from legacy, corporate and grant fundraising as well as direct donations from the general public.

Model:

The Foundation established a company limited by guarantee, and applied for charitable status, recruiting suitable trustees and opening a charity bank account.

Trustees in this case do not include elected members, maintaining a level of independence from the council. However, the right expertise, in this case people with backgrounds in tourism, finance and legal services, provided a solid basis for driving the Foundation forward.

Timescale:

The application process was straightforward and took in total six months.

The fundraising focus:

Early research suggested people are more likely to donate to an individual project, and fundraising activity has been focused around tailored projects, each with an individual fundraising target.

Establishing a strong, marketing, branding and communications plan has also been an important step, giving the Foundation a professional and credible image.

Income generation:

The Trust took up key areas of fundraising activity - legacy fundraising – capitalising on the skills and experience of an individual trustee (securing giving through a free will-writing offer), and direct donations via digital means.

Digital donations:

A key focus for the project was to test whether new digital technologies could be used to enable people to donate while in the park. Digital installations were created in two areas – a talking parrot next to a tropical bird aviary – inviting both coin and digital donations, and a talking bench in a riverside location popular with walkers, prompting digital / mobile donations only.

Early results have demonstrated the success of the coin donations - £4,000 was raised in the first few months, but on publication of the summary report in January 2016, no donations had been made from the bench, via mobile.

A cautionary approach to digital technologies has been cited as a reason for the lack of income, however taking the installations to bigger events and using them for centrepieces will test their impact on different audiences, and in different context. Crowd-funding campaigns hosted through the established online giving platform 'Just Giving' have also been successful. The energy and dynamic approach of the organisation can be seen at – <http://lovemypark.org.uk/>

Leeds Parks Managed Fund

Leeds Parks Trust / Leeds Community Foundation:

Objective: To develop a mechanism to act as a vehicle for Parks fundraising and philanthropic giving.

Model:

The Leeds Parks Trust (LPT) will be established as a named fund, managed and administered by an existing Independent Charitable Foundation - the Leeds Community Foundation. (LCF) LCF is a registered charity and a company limited by guarantee, governed by a board of trustees. In 2015 it distributed £4m in grants to over 400 groups.

LCF will undertake all administrative duties involved with running the fund including:

- Accepting donations
- Claiming tax back
- Inviting applications from groups
- Undertaking assessments and due diligence
- Presenting assessed applications to donors for consideration
- Issuing grants
- Managing the monitoring and evaluation process and reporting back.

This model enables an easy and relatively quick set up – without the need for significant start-up costs and complex legal documents. The Trust will be able to take advantage of the available expertise in fundraising and marketing and reaching new donors as well as established administrative systems.

The Trust would use the same charity number as the Foundation, therefore removing the need to apply for charitable status,

In management terms, the park assets remain in the ownership of the city council: the Trust does not manage the land (which is the case in Milton Keynes.)

The city council as landowner will be required to give consent for proposals, to ensure spending is appropriate and long-term maintenance issues are taken into account.

Fundraising Objectives:

- Focus investment into bringing all 62 community parks up to Leeds Quality Parks (Green Flag) Standard by 2020 (52% of parks were at this standard in 2015)
- Support both capital and revenue programmes to deliver improvements including education, learning and friends groups
- Sustaining investment into the city's green spaces
- Building on existing business sponsorship and family (major donor) donations already received.

Potential Sources of income:

- Individual donations
- Local activity by individuals or groups (community fundraising)
- Legacies
- Philanthropic (major donor) giving

- Local business investment – corporate social responsibility.

Prioritisation of Funding

- A panel will consider eligibility for funds based on criteria to be established.
- The make-up of the panel is to be determined, with Leeds Community Foundation advising on arrangements – including representation.
- Funds not specifically earmarked will be prioritised for areas which benefit less from development / s106 contributions - for example 'inner city' parks.
- Provision will be made for people to donate to a specific park if desired – (particularly legacy donations and corporate sponsorship)

Financial key points

- An estimated £8m (or annual £1.3m) of capital investment is required to meet and sustain the aspiration of bringing all community parks up to standard.
- Establishing this fund will enable tax efficient giving: Gift Aid can be claimed on all individual donations (25p in every £1) and allocated into the fund.
- Gifts made in the form of shares, land, property or other assets that produce a regular income can be made in a way that reduces capital gains tax.
- The Leeds Community Foundation will levy a management fee of 15% against all donations. (It is usual practice for charitable organisations to charge an administration fee of between 10 – 20%)
- There will be a cap on the percentage taken out of larger donations, which relates to actual costs.
- There is an anticipated one-off initial investment of £20k for legal, marketing and development work. Future marketing costs will be absorbed by the fund.
- This fee structure will be reviewed after the first six months.
- **Risks**
- Risks are considered limited with this option due to low start-up costs and the rigorous and established process already in place at the Leeds Community Foundation.

Other key priorities

- Marketing, communications and brand management to promote the work of the Trust.

Timescale:

- The formation of the Trust was approved at the Leeds City Council Executive Meeting on Wednesday 21st September 2016.
- It is intended to launch the Trust in April 2017.

Milton Keynes Parks Trust

The Parks Trust (www.theparkstrust.com) is a ground-breaking strategic vehicle for greenspace management established in 1992. Funded by a portfolio of income-generating assets, the Trust entirely self-finances the running of Milton Keynes' 5,000 acres of rivers, parks, woodlands and open spaces, removing it entirely from local authority control.

Legal Organisation and Constitution

Governance: Company Structure

The Trust is a company limited by guarantee, governed by Articles of Association, and administered by the Board of Trustees. There are three 'wholly owned' subsidiary companies with individual property, leisure and events focuses, and three accountable sub-committees who report into the Trustees on key areas of operations, audit and risk management and executive guidance. Fifteen non paid trustees, who also take on the role of company directors, govern the Trust. They set the strategic direction and charitable objectives, ensure compliance to the relevant legislation and maintain strong corporate governance.

Staffing:

The Trust employs 40 staff under the direction of a Chief Executive, with dedicated operations, community development, communications and marketing and property teams. Over 250 volunteers support the set up.

Financial Sustainability:

Conceived with an £18m endowment in 1992, the asset base had grown to a net total of £92m in 2010, but was affected by the global financial crisis, leading to recruitment freezes and reduction in budgets. In 2010 the target was set for the trust to achieve 'financial sustainability' by 2020, (defined as reaching a point where the 'asset value is sufficient to cover all costs not met from operational activities'.) To achieve this target a total return of 4.5% on assets was required: this has been excelled (6% in 2015/16), but the sound management of the investment portfolio remains crucial to the success of this funding model, alongside ensuring investment which remains in lines with the Trust's guiding values and principles.

The CABE Space report 'paying for parks' gives consideration to the strengths and weakness of eight models for funding urban green spaces – including endowments. The need for supplementing income through community events, chargeable visitor attractions and other commercial opportunities is noted as solid long term financial planning on the part of the Trust.

Conclusions drawn on the need to maintain a combination of funding mechanisms and partnership opportunities support the Trust's endeavours to maintain a financially stable and low-risk strategy.

Financial statements for both the limited company (Milton Keynes Park Trust Limited) and charitable arm of the Trust detail the income and asset value and can be found at

<http://www.theparkstrust.com/downloads/final-2015-16-annual-report.pdf>

In short, the model described offers a financially resilient example, where wider aspirations are met through a funding model conceived in an innovative manner, and maintained through dedicated trustees and careful financial management.

Examples of successful projects in 2015/16, ranging from habitat improvements through to the Rugby World Cup Fan Zone in Campbell Park, demonstrate a progressive and diverse range of activities, including exploiting commercial opportunities.

Case Study

4.1.3 Considering a Parks Managed Fund for Brighton and Hove:

If this option is to be considered for Brighton and Hove it would require a partnership with Sussex Community Foundation (SCF) which was the subject of early research to inform the assessment of options for the Open Spaces Strategy.

The Foundation works across East Sussex, West Sussex and Brighton and Hove, distributing grants to organisations with a focus on social exclusion projects. Key points to note are:

- The Foundation has limited experience in environmental projects, with the exception of one recent major donor for a project in the High Weald;
- There has been an increase in statutory agencies approaching the organisation for similar discussions;
- Any change in focus would be considered a significant decision that the Board would need to undertake;
- They would be happy to advise on and support the administration and management of a new parks endowment fund. However, SCF is not in a position to pro-actively source new donors to a specific remit and help the City Council to create a managed fund based on the Leeds model.

From this initial research, 'establishing a managed fund' in partnership with the Sussex Community Foundation is not considered a viable option, unless a significant endowment or capital fund is established part of a longer-term proposal.